



## COWICHAN VALLEY REGIONAL DISTRICT

### BYLAW No. XXXX

#### A Bylaw to Amend Official Community Plan Bylaw No. 1945 Applicable to Electoral Area F – Cowichan Lake South/Skutz Falls

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**WHEREAS** the *Local Government Act* empowers the Regional Board to adopt and amend zoning bylaws;

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

**AND WHEREAS** the Regional Board voted on and received the required majority vote of those present and eligible to vote on each reading of this bylaw, as required by the *Act*;

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

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

1. **CITATION**

This bylaw may be cited for all purposes as "**CVRD Bylaw No. XXXX – Electoral Area F – Cowichan Lake South/Skutz Falls Official Community Plan Amendment Bylaw (Couverdon), 2018**".

2. **AMENDMENTS**

Cowichan Valley Regional District Amendment Bylaw No. 1945, is amended as outlined on attached Schedule A.

3. **CAPITAL EXPENDITURE PROGRAM**

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

4. **FORCE AND EFFECT**

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

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

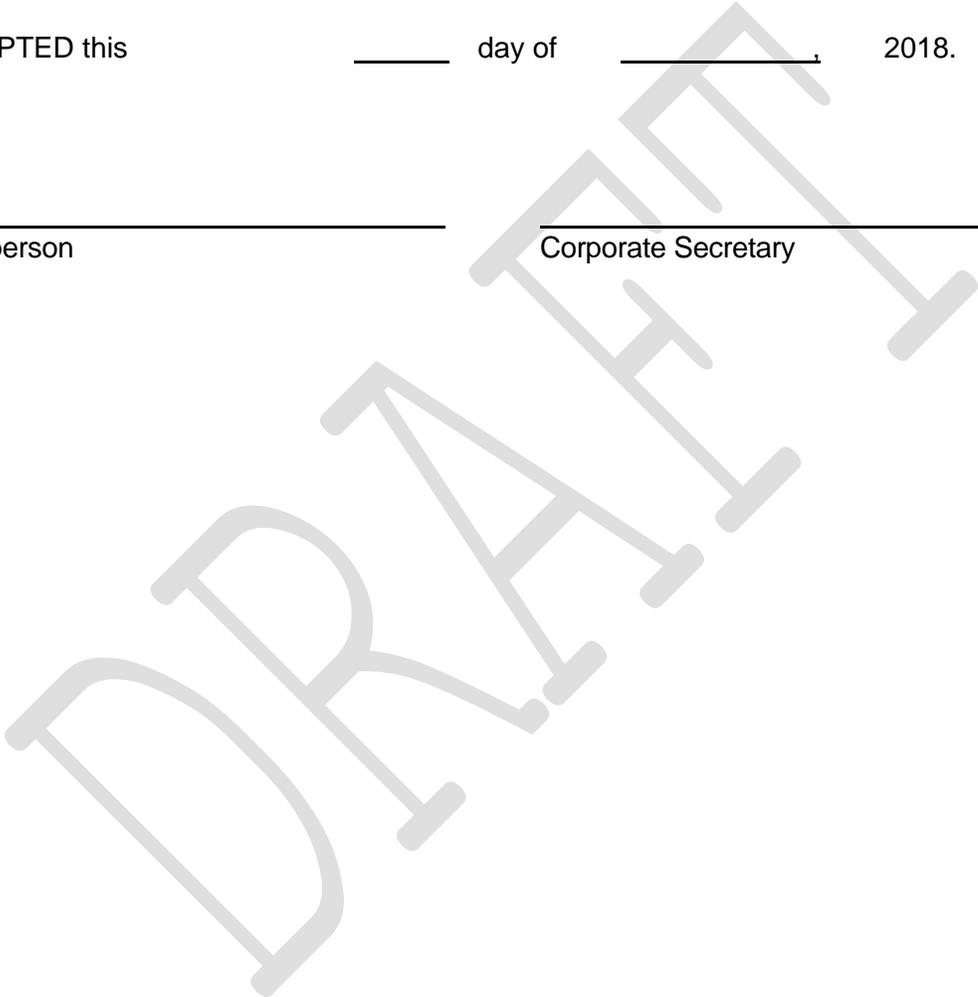
READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Secretary





## SCHEDULE "A"

### To CVRD Bylaw No. XXXX

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Schedule A to Official Community Plan Bylaw No. 2650, is hereby amended as follows:

1. The following objective is added to Section 6 – Residential Objectives:
  - f) To mitigate conflicts between different residential densities and land uses.
2. The following policies are added to Section 6 – Residential Policies, and the remaining policies renumbered accordingly:

Policy 6.3  
The residential development should support the housing needs of the community.

Policy 6.4  
The residential developments should provide a broad social mix and access to adequate housing at all income levels.

Policy 6.5  
The development should provide for the safe, efficient, and effective travel for pedestrians, cyclists, transit users, and drivers through the development by clearly defined paths and trails for bikes and walkers. Priority shall be given in the planning of roadways to the safety of the non-motorized traveler.

Policy 6.6  
Ecological features, such as watercourses, riparian areas, steep slopes, significant trees, and environmentally sensitive lands are recognized as attributes and development shall proceed only where the impacts on these features are minimized and can be mitigated.

Policy 6.7  
Energy efficient building design and practice will be promoted. Green Building strategies will be encouraged for all commercial, professional, or institutional facilities to reduce the use and waste of water and energy resources and to reduce greenhouse gas emissions.
3. Section 6, Policy 6.23 is amended by removing “695 sq. metres (7,480 sq. ft.)” and replacing with “600 sq. metres”.
4. The following is added as Section 10 and the remaining sections renumbered accordingly:

#### **10. MIXED COMMERCIAL RESIDENTIAL AREA**

Areas designated for commercial residential mixed use are intended for a mix of general commercial purposes and multi-family residential. The designation is to be sited at strategic

locations in village centres and along major road networks and act as a transition between medium density land uses and lower density residential areas. Development in this designation may include small-scale commercial uses such as retail, service and office uses. Development in this designation may also include medium density multi-family housing such as townhouses, row houses and low-rise apartments. The area also allows for a mix of these residential and commercial uses, with residential uses above commercial uses at street level.

### **MIXED COMMERCIAL RESIDENTIAL – OBJECTIVES**

The objectives of the Mixed Commercial Residential Area are:

- a. To focus development within existing village centres that are located within village containment boundaries.
- b. To focus development to areas serviced by community water and community sewer services.
- c. To focus mixed use development walking distance to existing residential neighbourhoods.
- d. To maintain the small scale, rural village character of the community.
- e. To allow each mixed commercial residential area to have its own unique character as shaped by neighbourhood plans.
- f. To locate development along major road networks.
- g. To provide flexibility by providing a range of land uses to allow for consideration of population projections, demographics, and market demands at the time of development or redevelopment.
- h. To create commercial areas that provides services, shopping and employment opportunities that are easily accessible to residents by foot, bike or transit.
- i. To provide for a range of housing options to accommodate a diverse population composed of people from all age groups.
- j. To mitigate conflicts between different residential densities and land uses.
- k. To protect and enhance the environment by considering a new developments impact on air, water and land quality.

### **MIXED COMMERCIAL RESIDENTIAL – POLICIES**

#### **POLICY 10.1**

Development in mixed commercial residential areas will be characterized by a mix of residential and commercial land uses. The designation will support mixed-use or stand-alone commercial or residential.

#### **POLICY 10.2**

The mixed commercial residential designation is supported within village centres that are within village containment boundaries. The designation is to be located adjacent to major road networks and within a walkable distance to residential neighbourhoods.

#### **POLICY 10.3**

The development or redevelopment of lands within the mixed commercial residential designated areas should consider the surrounding context, including architecture, scale, densities, lot and lane configuration.

#### **POLICY 10.4**

In mixed-use developments, ground floor uses should be ones that invite public activity

such as commercial, retail, personal services, or community uses. Residential and office uses should be located in upper storeys.

**POLICY 10.5**

The residential component should include medium density residential uses such as townhouses, row houses and low-rise apartments. Residential densities up to 20 units per hectare, in two to three storey building forms will be supported.

**POLICY 10.6**

The commercial development or redevelopment should support the daily commercial and service needs of the surrounding community by providing a mix of uses as opposed to one single use. Stand-alone commercial developments should be small scale. Large scale retailers or retail warehouses will not be permitted.

**POLICY 10.7**

The development will address the interface between mixed commercial and residential designated areas and adjacent residential neighbourhoods. Design elements of building siting, height and massing (including stepped back upper floors) will be used to create a transition from the mixed commercial residential area to an adjacent residential neighbourhood.

**POLICY 10.8**

The residential development should support the housing needs of the community and provide a broad social mix and access to adequate housing at all income levels.

**POLICY 10.9**

The development should provide for the safe, efficient, and effective travel for pedestrians, cyclists, transit users, and drivers through the development by clearly defined paths and trails for bikes and walkers. Priority shall be given in the planning of roadways to the safety of the non-motorized traveler.

**POLICY 10.10**

Ecological features, such as watercourses, riparian areas, ecological habitats, environmentally sensitive lands, significant trees and steep slopes are recognized as attributes and development shall proceed only where the impacts on these features are minimized and can be mitigated.

**POLICY 10.11**

Energy efficient building design and practice will be promoted. Green Building strategies will be encouraged for all residential, commercial, industrial and institutional facilities to reduce the use and waste of water and energy resources and to reduce greenhouse gas emissions.

5. All the wording in Section 11 – Industrial Areas is replaced with the following:

**11. INDUSTRIAL AREAS**

The Industrial designation is intended to accommodate industrial development and employment centres. The designation recognizes the regions historic strong ties to the forest industry, while also recognizing the need to diversify the industrial land base with new uses that add to the employment and economy of the area.

The designation provides for greater flexibility in addressing the type of uses permitted in industrial areas. The designation also recognizes the importance of protecting industrial lands from residential encroachment through buffering and design. To limit encroachment and to support development of complete communities, retail and office uses will be directed to designated village centres and major road networks.

### **INDUSTRIAL AREAS - OBJECTIVES**

- a. To support a diversified economy by providing spaces and opportunities for a diverse economy, serving local, Canadian and international markets.
- b. To redefine industrial use by encouraging a broad range of uses in industrial areas and give flexibility in the definition of what is considered an industrial use.
- c. To promote knowledge based industries by encouraging the development of research, development and high technology industries.
- d. To protect industrial lands from conflicting adjacent urban land uses by ensuring future land uses around industrial areas are of a type and design that are not affected by adjacent industrial activities.
- e. To protect industry from incompatible uses within industrial areas by protecting both existing and proposed industrial areas from intrusion by retail, residential and other uses that are incompatible or that can be accommodated within another designation.
- f. To provide adequate serviced industrial land supply by establishing sufficient land areas within the region for the development of a diversified economic and employment base.
- g. To protect environmental features such as watercourses or habitat areas within industrial areas through the development of policies that respect the environment and the integration of land uses. New uses should be considered against their impact on air, water, and land quality.

### **INDUSTRIAL AREAS – POLICIES**

#### **POLICY 11.1**

The Industrial designation will support primary and secondary manufacturing and processing industries, including forest industries.

#### **POLICY 11.2**

Prior to redesignating and rezoning industrial sites for non-industrial purposes, the community's long term land requirements for industrial land shall be adequately considered.

#### **POLICY 11.3**

Should an application be received to redesignate and rezone lands to Industrial, the following criteria will be considered:

- a. the use, scale and design of industrial buildings and structures is in keeping with

- the character of the surrounding area;
- b. access to the site is approved by the Ministry of Transportation and Infrastructure;
- c. the use is within easy reach of, but does not front directly onto a major network road, and access from a frontage road is well defined;
- d. the use does not cause excessive traffic to be generated along local residential roads;
- e. the emission of any type of pollutants meets Regional, Provincial and Federal regulations;
- f. the site has a high standard of services (hydro, sewer, water, etc.);
- g. off-street parking and loading are provided in accordance with the CVRD Parking Standards Bylaw and Provincial regulations;
- h. signs are tastefully developed, kept to a minimum, and in compliance with the Regional District Sign Bylaw;
- i. pedestrian walkways are provided;
- j. parking areas and pedestrian routes are well lit, however lighting is designed to illuminate the surface of the site without undue glare spill-over to adjacent parcels or roads;
- k. the use will not impede or restrict public access along a continuous trail or greenway system, should one be established in the future;
- l. a natural buffer or similar physical barrier is provided to separate the industrial operation from neighbouring non-industrial uses; and
- m. the use does not impact negatively on the area's natural environment, including watercourses and shorelines, and hazard lands and environmentally sensitive areas are identified and protected.

#### POLICY 11.4

The redesignation and rezoning of additional properties to Industrial along the Cowichan Valley Highway No. 18 shall be prohibited.

#### POLICY 11.5

In Industrial areas, support businesses in developing an eco-industrial network to build efficiencies in energy, resource use, and waste management.

### **LIGHT INDUSTRIAL – POLICIES**

#### POLICY 11.6

Permitted in the Light Industrial designation are uses which:

- a. generate limited shopping and retail traffic;
- b. require large enclosed display and storage areas;
- c. have a public retail sales area for products manufactured or assembled on site;
- d. require access to major roads for supply and distribution;
- e. are not a shopping destination or a primary retail use;
- f. are not compatible with residential uses;
- g. do not require large customer parking lots and areas; and
- h. do not include use of hazardous materials or hazardous waste generation or storage.

Such uses include, but are not limited to processing, manufacturing and assembly operations, storage, warehousing, distribution, equipment sales and repairs, printing and reproduction, construction, wholesale, transportation and communications related businesses.

POLICY 11.7

Land uses in the Light Industrial designation must not:

- a. create noise or emissions;
- b. operate at hours incompatible with residential uses;
- c. require outdoor storage space or be unsightly; and
- d. use, generate or store hazardous materials.

POLICY 11.8

Office uses will only be allowed as ancillary to permitted Light Industrial primary uses.

POLICY 11.9

A substantial buffer of natural features will be provided as an adequate transition to non-industrial uses.

POLICY 11.10

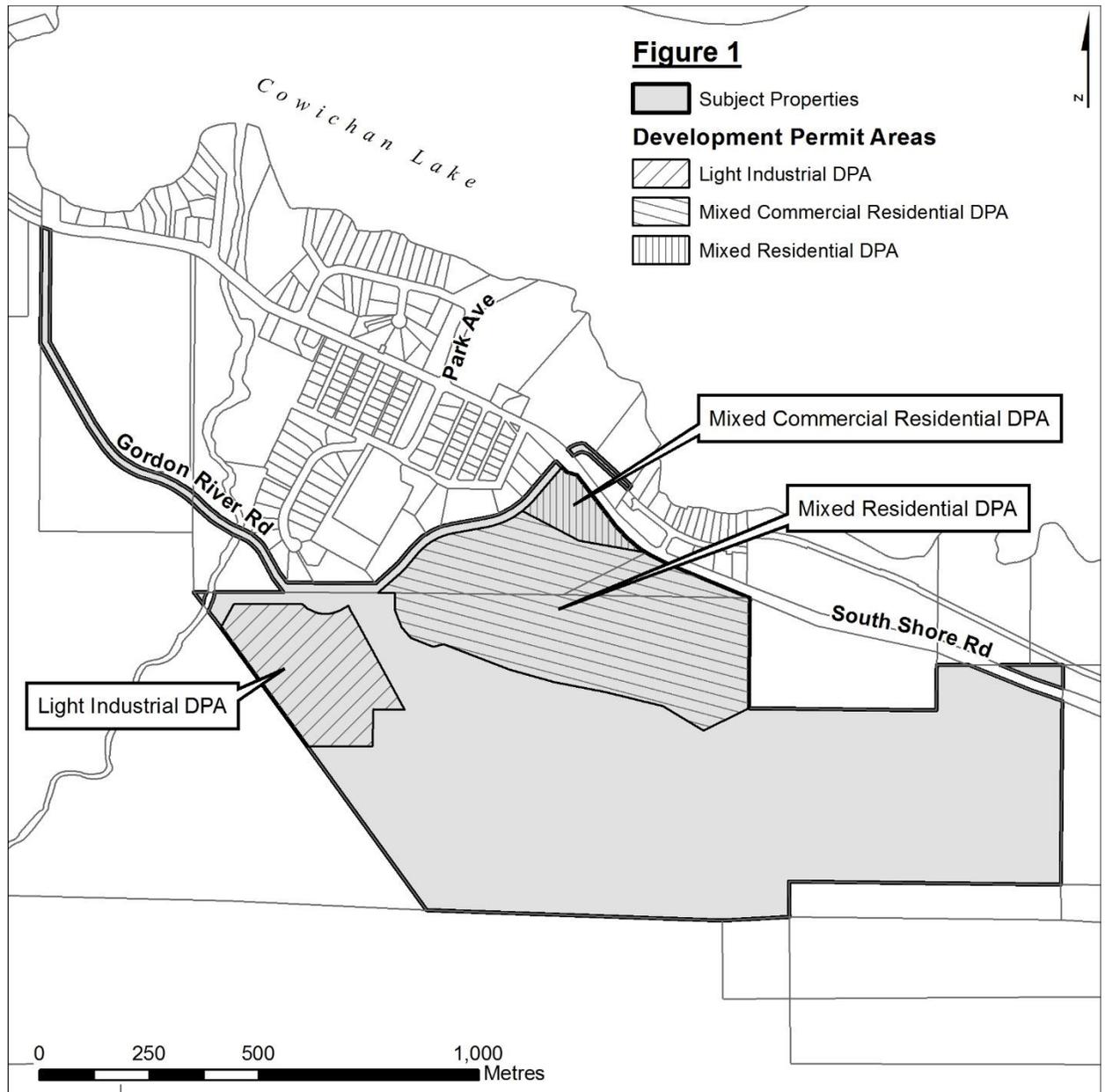
To recognize the needs of local entrepreneurs, the OCP will accommodate small lots and the development of small scale “incubator” facilities in all Light Industrial areas.

6. The following is added as Section 21, after the Comprehensive Lakeside DPA and the remaining sections renumbered accordingly.

### 21. MIXED COMMERCIAL RESIDENTIAL DEVELOPMENT PERMIT AREA

#### Policy 21.1 | Development Permit Area

The *Mixed Commercial Residential Development Permit Area* applies only to those lands as shown in the legend on Figure 1. Where the Mixed Residential Development Permit Area overlaps with other Development Permit Areas, all applicable guidelines will be considered concurrently.



### 21.2 | Basis for Designation

The Mixed Commercial Residential Development Permit Area is designated pursuant to Section 488 of the *Local Government Act* for the following purposes:

- Establishment of objectives for the form and character of intensive residential development.
- Protection of the natural environment, its ecosystems and biological diversity; and
- Protection of development from hazardous conditions.

### 21.3 | Justification for Designation

The purpose of the *Mixed Commercial Residential Development Permit Area* is to establish objectives and provide guidelines for the form and character of commercial residential development, protection of the natural environment and protection from hazardous conditions. These guidelines ensure that residential development occurs in a manner that is sensitive to the existing built form by encouraging new development to consider local characteristics, and incorporate high-quality design into the siting configuration, landscaping treatments and overall building aesthetics. The guidelines further ensure that residential development happens in a manner that considers the protection of the natural environment, its ecosystems and biological diversity.

### 21.4 | Objectives

The objectives of the Mixed Commercial Residential Development Permit Area are:

- a. To ensure mixed commercial and multi family land uses are properly integrated;
- b. To achieve a high-quality of design, both materially and esthetically;
- c. To maintain the topographical and vegetative features of the land;
- d. To ensure safe and appropriate facilities are provided for pedestrian, cyclists and vehicles; and,
- e. To facilitate establishment of a community sewer system.

### 21.5 | Activities that Require a Development Permit

A development permit must be applied for, prior to any of the following activities occurring in the Mixed Residential Development Permit Area:

- a. Subdivision of land;
- b. Construction of, addition to or alteration of a building or other structure; or
- c. Alteration of land;

unless exempted.

### 21.6 | Activities Exempted from a Development Permit

1. When a development permit is required **prior to subdivision**, subdivisions that do not create an additional parcel, such as subdivisions to adjust a parcel boundary or consolidation of two or more parcels, are exempt, provided that:
  - a. The subdivision does not reduce the depth of a parcel that is adjacent to a riparian area; and
  - b. The parent parcel does not contain a riparian area or a sensitive ecosystem.

2. When a development permit is required **prior to construction, addition to, or alteration of a building or structure**, the following activities are exempt:
  - a. Interior renovations.
  - b. Repair or replacement of non-structural exterior building components such as siding, windows, or roofing, provided that the new materials used are at least equivalent to the existing materials in terms of quality and, in the case of a Wildfire Hazard Development Permit Area, fire resistance.
  - a. A minor addition to a principal dwelling unit of up to 10 m<sup>2</sup> in gross floor area, provided that the addition is not within a riparian assessment area or a sensitive ecosystem.
  - d. Construction of a non-habitable accessory building with a gross floor area of not more than 10 m<sup>2</sup>, which has no permanent foundation, and provided that the addition is not within a riparian assessment area or a sensitive ecosystem.
  - e. Construction of fences, provided that the fence is not within a riparian assessment area or a sensitive ecosystem.
  - f. Construction of a retaining wall, or multiple walls within a horizontal distance of 10 m, with a total height not exceeding 1.0 m, provided that the retaining wall is outside a riparian assessment area or sensitive ecosystem.
  - g. Erection of one non-illuminated sign to advertise a home-based business provided the sign does not exceed 0.27 m<sup>2</sup> and is not constructed of plastic, vinyl or paper.
3. When a development permit is required **prior to alteration of land**, the following activities are exempt:
  - a. Emergency works.
  - b. Creation of a non-structural impervious surface such as a driveway, walkway, patio, or terrace not exceeding 10 m<sup>2</sup> and not within a riparian assessment area or sensitive ecosystem.
  - c. Required testing such as geotechnical sampling.
  - d. Planting of vegetation to enhance habitat values and/or soil stability.
  - e. Manual removal of invasive species and immediate replacement with native vegetation.

### 21.7 Guidelines

1. **Prior to subdivision or alteration of land**, the applicant shall submit information that demonstrates how the proposed development meets the following criteria:
  - a. Subdivision / Design

A subdivision layout is to be prepared by a qualified professional. If a phased development approach is proposed, the applicant is required to submit a conceptual layout at the time of subdivision. The layout should demonstrate how the application relates to any future subdivision and development of the remnant parcel. The subdivision/concept layout should be consistent with the following criteria:

- i. Subdivision design that integrates with the natural topography of the site and is arranged to follow the contours of the site. Straight-line roads and parcel configurations that cut unnaturally across the landscape and require cut and fill,

- retaining walls or extensive regrading will not be supported;
- ii. *Low Impact Development* (LID) approach that includes disturbing as little land as possible by clustering development, protecting areas that naturally catch water and retaining trees and vegetation as open space;
- iii. The road network design will minimize impervious surface coverage and promotes connectivity for pedestrians, cyclists and vehicles. Dead end, cul-de-sac streets will not be supported unless deemed necessary due to topographical features;
- iv. Road network and parcel configuration will provides adequate access for evacuation, emergency responders and fire protection;
- v. Incorporation of fuel breaks between forested lands and subdivision parcels as roadways, or buffer strips of cleared vegetation;
- vi. A range of parcel sizes configured to maximize solar gain (i.e. building sites on south-facing slopes with the long axis running east to west);
- vii. Parcel sizes that are large enough to accommodate a usable building envelope and usable yard area. In no circumstance is a driveway permitted to be constructed across a waterbody, watercourse or wetland to access a building envelope. In no circumstance is a yard area to encroach into a streamside protection and enhancement area or sensitive ecosystem; and,
- viii. Off-road connectivity for pedestrians throughout the subdivision by means of trail dedication over and above the 5% parkland dedication required through section 510 of the *Local Government Act*.

The Subdivision Plan must include the following information:

- ix. The location of proposed roads, parcels, building sites, driveways, impervious surface areas, open spaces and parks;
  - x. The location of natural features such as streams, wetlands, riparian areas, natural drainage features, native vegetation, nest trees, steep slopes, and archeological and heritage resources; and
  - xi. Area calculations for proposed parcels, building sites, impervious surface areas, and natural and landscaped areas.
- b. *Subdivision | Site Grading & Sediment & Erosion Control*
- i. Site design will keep grading to a minimum and instead incorporate the natural topography of the site and allows for the retention of mature vegetation and significant site features;
  - ii. Development on sloping sites will step down with the natural grade of the site in plan and section, to minimize cuts and fills, retaining walls, artificial embankment of grade, or extensive regrading;
  - iii. Grading will not interfere with the natural drainage processes or lead to flooding, ponding or other impacts on the natural hydrological cycle;
  - iv. Grading in the vicinity of the perimeter of the subdivision will take into account the existing and likely future grades on the adjacent site. Elevations at the perimeter of a subdivision should generally match existing grades on adjacent properties without the use of significant cut and fill and retaining walls unless it can be shown that this is consistent with the likely future grading of a subdivision on the adjacent property;
  - v. No deposition of materials classified as contaminated soil or hazardous waste under the *Environmental Management Act* is permitted anywhere in the

- subdivision; and
- vi. Sediment and erosion control measures that prevent the migration of silt from any parcel in the subdivision to any adjacent parcel within or adjacent to the subdivision including onto the road and/or retention pond. Special care should be taken to ensure that silt laden surface water does not enter any watercourse or environmentally sensitive areas overland.

The Site Grading and Sediment and Erosion Control Plan must include the following information:

- vii. Pre-development and post-development topography at maximum 1 m intervals with cadastral mapping. This topography should extend a minimum 30 m outside the subject property(s);
- viii. All elevations along property lines where changes in slope will occur;
- ix. The slope of the parcels, noting the minimum grade on the parcels and parcel dimensions;
- x. The proposed building envelope based on the anticipated type of house construction as per the zoning regulations;
- xi. Proposed grades at the corners of the building envelope of each proposed parcel;
- xii. Estimated amount of fill to be brought in or removed from the property or estimated amount of material to be relocated within the property;
- xiii. Existing grades on all adjacent parcels to the proposed subdivision;
- xiv. Retaining walls that will be needed, including extent of walls and elevations of top and bottom walls;
- xv. The protection measures that will be in place during construction to protect existing trees and shrubs proposed to be retained. The protection measures are to extend to the furthest extent of the drip line and the finished grade of the parcel shall not vary from the natural grade around the drip line more than 20 centimetres vertically, unless an arborist report indicates to the satisfaction of the CVRD that a greater variance will not harm the trees and shrubs;
- xvi. Any other items that, in the opinion of the design engineer, are critical to the parcel grading of the development;
- xvii. Sediment and erosion control measures that will be implemented during site preparation and build-out. These measures should include retaining all eroded soils, protecting natural features, controlling surface runoff, preventing the release of deleterious substances, stabilizing disturbed slopes, and restoring disturbed areas upon completion of development.

c. Subdivision / Landscape Design

Submission of a Landscaping Plan at the time of subdivision prepared by a qualified professional that that is consistent with the following criteria:

- i. Adherence with the requirements listed under the CVRD Landscape Security Policy;
- ii. Incorporation of the Honeymoon Bay Property Environmental Overview Assessment prepared by ENKON Environmental Ltd. dated February 2013. Areas identified to have notable natural features and/or habitat ecosystems are to be retained in larger segments where possible and incorporated into parkland or open space for habitat retention. An updated environmental assessment report may be required at time of development or redevelopment;

- iii. Protection of retained vegetation during construction through the use of fencing and signage;
- iv. Invasive plant species removal strategy;
- v. Provide plant salvage opportunities to the public prior to land clearing;
- vi. The landscaping of all portions of a parcel not occupied by a building or structure or used for off-street parking. Emphasis should be placed on the areas fronting the public realm (i.e. the front yard and exterior yard);
- vii. The integration of the landscaping with the development to create a seamless transition with the natural environment;
- viii. New vegetation will be planted in a manner to extend existing vegetation edges. Geometric plantings, evenly spaced rows of trees, and other formal landscape patterns will not be supported;
- ix. Use of native plants that are adapted to regional climatic, soil conditions and wildfire prevention. Climate change should be taken into consideration when preparing a planting list;
- x. A mixture of native deciduous and evergreen species of varying ages and heights to replicate natural “layered” plant communities and encourage biodiversity. Smaller shrubs, perennials and groundcovers should be planted beneath taller trees and shrubs;
- xi. The planting of all vegetation in a good quality topsoil mix of a type and amount recommended by the qualified professional;
- xii. Irrigation system will be provided for all landscaping that is suitable to ensure the continued maintenance of planted materials but that is also integrated with stormwater management;
- xiii. Supervision of the landscaping installation will be in accordance with the plan by a qualified professional;
- xiv. Use of fencing materials that complement building design and materials; and
- xv. For areas identified as having moderate to high wildfire risk, the review of the landscape plan by a Registered Professional Forester to ensure the landscape area mitigates the interface wildfire hazard and address the following factors:
  1. Utilizing non-combustible and native vegetation within 10 m of a dwelling.
  2. Spacing coniferous trees so that the canopies are at least 3 m apart.

d. Subdivision | Stormwater Management

Submission of a Stormwater Management Plan at time of subdivision prepared by a qualified professional that is consistent with the following criteria:

- i. Preserving natural site characteristics, maintaining or improving natural drainage patterns and promoting the use of *low impact development* techniques such as rain gardens, bioswales, vegetated landscapes, large canopy trees, infiltration facilities, green roofs, or cisterns for water re-use;
- ii. Maximizing infiltration and evapotranspiration from frequently occurring rain events and not permit the volume and patterns of drainage flows resulting from frequently occurring rain events to exceed pre-development flows;
- iii. Using on-site natural features, integrated with engineered, small-scale hydrological controls, that maintain or improve the natural hydrological condition;
- iv. Maintain the site’s discharge hydrography from a 5 year peak flow event but taking into consideration climate change when assessing peak flow;
- v. Mimicking natural rates in the storage and release of larger rainfall events (30

- to 60 mm);
- vi. Maintaining or improving water quality from the development site;
- vii. Locating rain and stormwater management facilities so as to minimize impacts on habitat areas. A 30 metre protective setback is recommended from infrastructure works to all watercourses; and,
- viii. Including overflow escape routes for all rainfall capture and runoff control facilities to allow extreme storms to be routed to appropriate locations, such as downstream drainage systems, and watercourses.

The Stormwater Management Plan must include the following information:

- ix. Analysis of the pre-development and post-development natural hydrological conditions including peak flows;
- x. Recommendations on *low impact development* features that should be applied at the subdivision and parcel scale;
- xi. Specifics on the type, design and location of on-site drainage works required to meet the criteria; and,
- xii. Specifics on the type, design and location of off-site drainage works required if on-site works cannot sufficiently meet the criteria specified above.

2. **Prior to construction, addition to, or alteration of a building**, the applicant shall submit information that demonstrates how the proposed development meets the following criteria:

a. *Building Construction | Site Design*

Submission of a Site Plan that is consistent with the following criteria:

i. *General Site Design*

1. All buildings, structures, expansions and additions should maintain a coordinated appearance with respect to site layout, relationship between buildings and open space and an efficient use of internal circulation systems.
2. All principal buildings should be located at or near the front parcel line and along the exterior parcel line, if applicable.
3. Storage of materials and goods are to be located at the rear of the property and appropriately screened from public view by means of an opaque/translucent screen or wood fencing which has a minimum height of 2 m.
4. Off-street parking and loading areas for truck fleets, employees or customers/visitors are to be located between or to the rear of buildings, with access from lanes or internal circulation. Off-street parking located between the front face of the building and the front property line will not be supported. Parking visible from the public road should be landscaped as to provide screening.
5. Unnecessary duplication of access points will not be supported.
6. Off-street parking areas should be composed of permeable materials as grasscrete and paving stones. Large expanses of impervious pavement will not be supported.
7. Where impervious surfaces are proposed, oil/water separators are required. Examples include parking areas and/or any portion of a parcel that may be used for machinery and other equipment parked or installed

- on it.
8. All parking spaces are to be appropriately marked by means of surface paint or signage.
  9. Parking lot design must incorporate physically separated pedestrian walkways for people to exit their automobiles and access buildings and surrounding areas safely. The separated walkways are to be raised or landscaped and clearly distinguishable from the internal roadways through the use of differing paving materials.
  10. All pedestrian areas should be level, smooth, and non-slip surfaced so as to accommodate people with accessibility challenges such as mobility, sensory, or cognitive disabilities.
  11. Utility boxes, fans and vent areas should be screened from viewers in the adjacent public realm.
  12. First floors of buildings will be set into the existing grade, where possible.
  13. Retaining walls will not be supported. In circumstances where necessary, retaining walls should be kept low and terraced. Use of lock blocks for retaining walls is not acceptable under any circumstance.
  14. Inclusion of a small outdoor amenity areas for employees, for use during work breaks. These areas are to be located so as to receive natural light, and be away from heavy noise, traffic, or fumes/odor emissions on-site.
  15. Approval from the Ministry of Transportation and Infrastructure for any proposed accesses and egresses onto major network roads.
- ii. *Specific Site Design | Multi-Family*
1. Multi-family residential developments abutting single-family houses should strive to achieve a “soft edge” transition between the two uses, where it is anticipated that the single-family housing will remain over time. This can be accomplished by a variety of means such as rooflines, building heights, and building materials.
  2. Providing privacy for adjacent homes through strategic design and landscape screening.
  3. Providing privacy for individual units by offsetting windows and balconies.
  4. Providing private ground level outdoor space for at ground level units and alternatively roof gardens, large balconies and/or articulated front porches for second floor units.
  5. Balconies should be orientated and screened to ensure a high degree of privacy from other units and neighbouring homes.
  6. All driveways should have a maximum width of 5.5 metres at the property line, flaring to a maximum of 6 metres in width and length in front of a garage door.
  7. To reduce the amount of impervious surface in a parcel, driveways should be minimized in width and shared between units wherever possible.
- iii. *Specific Site Design | Fencing*
1. Fencing should be constructed of wood, stone, brick, black coloured chain-link, ornamental metal work or suitable alternative materials of similar appearance.
- iv. *Specific Site Design | Lighting*

1. An exterior lighting plan will be submitted, indicating how building entrances, roadways, servicing and parking areas, outdoor amenity areas, and pedestrian walkways will be illuminated.
2. All lighting should be fully-shielded in order to direct light downward to avoid illumination of the night sky and avoid light trespass onto neighbouring properties.
3. All lighting should enhance the overall architectural and design character of development. Special attention should be paid to coordinating lighting with adjacent properties to maintain even light levels and avoid harsh transitions from over-lit to unlit spaces.
4. Entrances should be illuminated in keeping with their hierarchy of importance at levels to achieve safety and security for users.
5. All pedestrian areas on-site should be provided with sufficient lighting in order to permit easy surveillance and safe use by pedestrians at night.
6. Exterior lighting should be fully shielded to direct light below the horizontal plane towards the ground.
7. Energy-efficient (i.e. solar powered, timer or sensor controlled) light fixtures should be used for the illumination of exterior walkways, driveways, entryways and general exterior lighting, with a natural light hue.

v. *Specific Site Design | Signs*

1. Signs shall be constructed of natural materials and should complement the architectural design of buildings on the site.
2. Signage options encouraged in commercial/residential areas include:
  - a. hand-crafted painted wood or metal signs, mounted flush to walls or windows or projecting from the building.
  - b. painted letters upon windows, walls and canopies.
3. Signage for individual development sites should be either integrated with the building architecture or freestanding within the front yard landscaped area.
4. Free standing signs should feature a curbed, landscaped area at their base.
5. Where multiple, free standing signs are proposed on a site, they must be consolidated into a single, comprehensive sign that should not exceed 5 m in height. No more than one free standing sign is permitted per parcel.
6. Entrance ways should provide visible signage identifying building address.
7. Sign should be indirectly or externally illuminated and positioning to prevent light-spill onto adjoining properties. Sign that are backlit, contain LCD/LED elements or video/scrolling message elements will not be supported.
8. Third party signs, advertising goods or services not available on the subject lands, are not permitted.

vi. *Specific Site Design | Refuse Receptacles and Utility Kiosks*

1. Refuse receptacles and utility kiosks will be located out of public view, or be fully enclosed on all sides with opaque/translucent screening, or wood panels, or a combination of the two.

b. *Building Construction | Built Form*

Submission of elevation drawings for each proposed housing type that is consistent with the following criteria:

i. *Massing and Scale*

1. Commercial buildings should demonstrate a range of architectural features and designs, that reflect the rural character. The buildings should not appear out of scale or character to the adjacent buildings and have a mass and scale that complement the rhythm of adjacent buildings and the overall neighbourhood pattern.
2. A maximum amount of glazing should be provided on the ground level of the façade facing a public roadway to create visual interest.
3. Blank facades are not permitted. Where firewalls are necessary, they should be architecturally finished to provide visual interest and coordinate with other building walls, or incorporate high quality, durable murals which complement the neighbourhood.
4. Building façades should be articulated and provide visual interest through the use of projections, recesses and varying architectural treatments. Long continuous walls are not permitted.
5. Upper storeys should be smaller in mass than lower storeys to reduce the appearance of a box. The upper floor area should be no more than 85 percent of the first floor area. The reduction in mass should be accommodated through articulation and modulation.
6. The visual massing of three-storey building heights should be mitigated by incorporating the third storey into the pitched roof design.
7. Building entries should be emphasized and made as inviting and sheltered as possible through the use of structural canopies and entry porticos.
8. Public building entrances should be located near the main public entrance to the site, and be visible to fronting public roads. The entrances should promote a frontage character through the use of landscaping, lighting and articulated roofs.
9. Entrances should be orientated towards the nearest street frontage and providing easy access from the street.
10. Overhead service doors and loading docks should not be located on a building façade that faces a street. Design service doors to fit with the overall design of a building.
11. Where commercial buildings abut residential areas, the building and site design should be designed carefully to prevent shading, loss of privacy, air quality or noise pollution impacts on neighbouring properties. Landscaping and screening should be incorporated adjacent to residential areas.

ii. *Height and Roof Design*

1. Variation in the character of rooflines, such as steep roof pitches, gables, hips, and dormers, is encouraged.
2. Shadow and privacy impacts on adjacent properties should be reduced through setbacks and stepping the building away from neighbouring residential properties.

iii. *Detail, Material and Colour*

1. All buildings, structures, expansions and additions should maintain a coordinated appearance of building materials and colours.
2. Monotonous building facades should be avoided by means of incorporating articulation, vertical elements, and colour or material changes.
3. Wood siding (horizontal or vertical, board and batten), cement composite panel siding such as Hardiplank, metal siding or stucco are acceptable building materials provided prominent features are emphasized with a different building material. Colours and materials as shakes, shingles, heavy wood timber posts or other natural materials should be applied to no less than 20 percent of the public facing façade. Vinyl is not supported as a primary siding material.
4. Use concrete blocks of any type as a primary exterior building material will not be supported. Exceptions include for foundations when finished with stucco or another suitable finishing material or when textured concrete blocks are used. The use of lock blocks as a building material are not acceptable under any circumstance.
5. Use natural tone palette that blends into the surrounding natural environment.
6. For buildings sited on corner lots, treatment to each façade fronting the street should be incorporated to create visual interest.
7. Any building elevations which are visible from an adjacent road should have their building face remain compatible with the front elevation. This includes foundations, building walls, roof materials and roof lines.
8. Fronting and flanking elevations should feature canopies/ awnings over doorways, and continuously along the building frontage, wherever possible.
9. Roofing materials should complement the overall building design and be consistent with adjacent properties.
10. Windows:
  - a. the impact of large, blank walls and may include dormer or bay-be emphasized through the use of colour, exterior casings, and trim or similar architectural features and complement the building design
  - b. be oriented towards the primary street frontage to allow the natural observation of the street and, where possible, located on all façades and levels
  - c. consider the privacy of existing adjacent dwellings
  - d. reduce style windows.
11. Accessory buildings, fencing, signage and railing should be compatible with the colour scheme of the site's principal building(s).

c. *Building Construction / Submission requirements:*

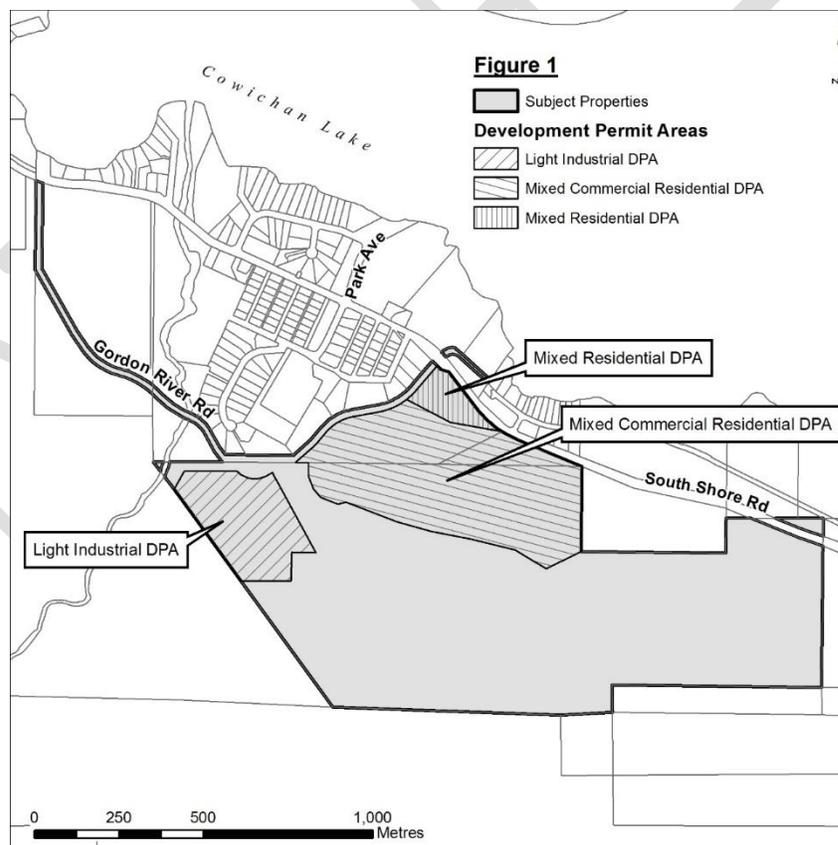
- i. The site plan must include the following information:
  1. Location and dimensions of proposed buildings and setbacks to existing parcel lines, rights-of-ways, easements and covenants;
  2. Location of existing and proposed driveways, lanes, pathways, retaining walls, and/or other covered entryways;
  3. Location and dimensions of all vehicle parking;

4. Location of all water features, including streams, wetlands, ponds, ditches on or adjacent to property;
  5. Location of all existing and proposed water lines, sewer lines and stormwater features;
  6. Stormwater management infrastructure and impermeable surfaces; and
  7. Above ground services, equipment and exterior lighting details.
- ii. The elevation drawings must include the following information:
1. Coloured front, rear and side elevation drawings;
  2. Height measurements for all buildings;
  3. Exterior finish and material details; and
  4. Parcel cross section.

## 22. MIXED RESIDENTIAL DEVELOPMENT PERMIT AREA

### 22.1 | Development Permit Area

The *Mixed Residential Development Permit Area* applies only to those lands as shown in the legend on Figure 1. Where the Mixed Residential Development Permit Area overlaps with other Development Permit Areas, all applicable guidelines will be considered concurrently.



### 22.2 | Basis for Designation

The Mixed Residential Development Permit Area is designated pursuant to Section 488 of the *Local Government Act* for the following purposes:

- Establishment of objectives for the form and character of intensive residential development;
- Protection of the natural environment, its ecosystems and biological diversity; and
- Protection of development from hazardous conditions.

### 22.3 | Justification for Designation

The purpose of the *Mixed Residential Development Permit Area* is to establish objectives and provide guidelines for the form and character of intensive residential development, protection of the natural environment and protection from hazardous conditions. These guidelines ensure that residential development occurs in a manner that is sensitive to the existing built form by encouraging new development to consider local characteristics, and incorporate high-quality design into the siting configuration, landscaping treatments and overall building aesthetics. The guidelines further ensure that residential development happens in a manner that considers the protection of the natural environment, its ecosystems and biological diversity.

### 22.4 | Objectives

The objectives of the Mixed Residential Development Permit Area are:

- a. To ensure the intensive residential development provides a mix of housing options that meets the needs of a diverse population
- b. To achieve a high-quality of design, both materially and esthetically;
- c. To maintain the topographical and vegetative features of the land;
- d. To ensure safe and appropriate facilities are provided for pedestrian, cyclists and vehicles; and
- e. To facilitate establishment of a community sewer system.

### 22.5 | Activities that Require a Development Permit

A development permit must be applied for, prior to any of the following activities occurring in the Mixed Residential Development Permit Area:

- a. Subdivision of land;
- b. Construction of, addition to or alteration of a building or other structure; or
- c. Alteration of land;

unless exempted.

### 22.6 | Activities Exempted from a Development Permit

1. When a development permit is required **prior to subdivision**, subdivisions that do not create an additional parcel, such as subdivisions to adjust a parcel boundary or consolidation of two or more parcels, are exempt, provided that:
  - a. The subdivision does not reduce the depth of a parcel that is adjacent to a riparian area; and
  - b. The parent parcel does not contain a riparian area or a sensitive ecosystem.
2. When a development permit is required **prior to construction, addition to, or alteration of a building or structure**, the following activities are exempt:
  - a. Interior renovations;
  - b. Repair or replacement of non-structural exterior building components such as

- siding, windows, or roofing, provided that the new materials used are at least equivalent to the existing materials in terms of quality and, in the case of Wildfire Hazard Development Permit Area, fire resistance;
- c. A minor addition to a principal dwelling unit of up to 10 m<sup>2</sup> in gross floor area, provided that the addition is not within a Riparian Assessment Area or a sensitive ecosystem);
  - d. Construction of a non-habitable accessory building with a gross floor area of not more than 10 m<sup>2</sup>, which has no permanent foundation, and provided that the addition is not within a Riparian Assessment Area or a sensitive ecosystem;
  - e. Construction of fences, provided that the fence is not within a Riparian Assessment Area or a sensitive ecosystem;
  - f. Construction of a retaining wall, or multiple walls within a horizontal distance of 10 m, with a total height not exceeding 1.0 m, provided that the retaining wall is outside a Riparian Assessment Area or sensitive ecosystem; and
  - g. Erection of one non-illuminated sign to advertise a home-based business provided the sign does not exceed 0.27 m<sup>2</sup> and is not constructed of plastic, vinyl or paper.
3. When a development permit is required **prior to alteration of land**, the following activities are exempt:
- a. Emergency works;
  - b. Creation of a non-structural impervious surface such as a driveway, walkway, patio, or terrace not exceeding 10 m<sup>2</sup> and not within a Riparian Assessment Area or sensitive ecosystem;
  - c. Required testing such as geotechnical sampling;
  - d. Planting of vegetation to enhance habitat values and/or soil stability; and
  - e. Manual removal of invasive species and immediate replacement with native vegetation.

## 22.7 Guidelines

1. **Prior to subdivision or alteration of land**, the applicant shall submit information that demonstrates how the proposed development meets the following criteria:
  - a. Subdivision: Design

A subdivision layout is to be prepared by a qualified professional. If a phased development approach is proposed, the applicant is required to submit a conceptual layout at the time of subdivision. The layout should demonstrate how the application relates to any future subdivision and development of the remnant parcel. The subdivision/concept layout should be consistent with the following criteria:

- i. Subdivision design that integrates with the natural topography of the site and is arranged to follow the contours of the site. Straight-line roads and parcel configurations that cut unnaturally across the landscape and require cut and fill, retaining walls or extensive regrading will not be supported;
- ii. *Low Impact Development* (LID) approach that includes disturbing as little land as possible by clustering development, protecting areas that naturally catch water and retaining trees and vegetation as open space;
- iii. The road network design will minimize impervious surface coverage and promotes connectivity for pedestrians, cyclists and vehicles. Dead end, cul-de-sac streets will not be supported unless deemed necessary due to topographical

- features;
- iv. Road network and parcel configuration will provide adequate access for evacuation, emergency responders and fire protection;
  - v. Incorporation of fuel breaks between forested lands and subdivision parcels as roadways, or buffer strips of cleared vegetation;
  - vi. A range of parcel sizes and housing types configured to maximize solar gain (i.e. building sites on south-facing slopes with the long axis running east to west);
  - vii. Parcel sizes that are large enough to accommodate a usable building envelope and usable yard area. In no circumstance is a driveway permitted to be constructed across a waterbody, watercourse or wetland to access a building envelope. In no circumstance is a yard area to encroach into a Streamside Protection and Enhancement Area; and,
  - viii. Off-road connectivity for pedestrians throughout the subdivision by means of trail dedication over and above the 5% parkland dedication required through section 510 of the *Local Government Act*.

The Subdivision Plan must include the following information:

- ix. The location of proposed roads, parcels, building sites, driveways, impervious surface areas, open spaces and parks;
- x. The location of natural features such as streams, wetlands, riparian areas, natural drainage features, native vegetation, nest trees, steep slopes, and archeological and heritage resources; and
- xi. Area calculations for proposed parcels, building sites, impervious surface areas, and natural and landscaped areas.

b. Subdivision: Site Grading & Sediment & Erosion Control

Submission of a Site Grading and Sediment and Erosion Control Plan prior to subdivision by a qualified professional that is consistent with the following criteria:

- i. Site design will keep grading to a minimum and instead incorporate the natural topography of the site and allows for the retention of mature vegetation and significant site features;
- ii. Development on sloping sites will step down with the natural grade of the site in plan and section, to minimize cuts and fills, retaining walls, artificial embankment of grade, or extensive regrading;
- iii. Grading will not interfere with the natural drainage processes or lead to flooding, ponding or other impacts on the natural hydrological cycle;
- iv. Grading in the vicinity of the perimeter of the subdivision will take into account the existing and likely future grades on the adjacent site. Elevations at the perimeter of a subdivision should generally match existing grades on adjacent properties without the use of significant cut and fill and retaining walls unless it can be shown that this is consistent with the likely future grading of a subdivision on the adjacent property;
- v. No deposition of materials classified as contaminated soil or hazardous waste under the *Environmental Management Act* is permitted anywhere in the subdivision; and
- vi. Sediment and erosion control measures that prevent the migration of silt from any parcel in the subdivision to any adjacent parcel within or adjacent to the subdivision including onto the road and/or retention pond. Special care should be taken to ensure that silt laden surface water does not enter any watercourse

or environmentally sensitive areas overland.

The Site Grading and Sediment and Erosion Control Plan must include the following information:

- vii. Pre-development and post-development topography at maximum 1 m intervals with cadastral mapping. This topography shall extend a minimum 30 m outside the subject property(s);
- viii. All elevations along property lines where changes in slope will occur;
- ix. The slope of the parcels, noting the minimum grade on the parcels and parcel dimensions;
- x. The proposed building envelope based on the anticipated type of house construction as per the zoning regulations;
- xi. Proposed grades at the corners of the building envelope of each proposed parcel;
- xii. Estimated amount of fill to be brought in or removed from the property or estimated amount of material to be relocated within the property;
- xiii. Existing grades on all adjacent parcels to the proposed subdivision;
- xiv. Retaining walls that will be needed, including extent of walls and elevations of top and bottom walls;
- xv. The protection measures that will be in place during construction to protect existing trees and shrubs proposed to be retained. The protection measures are to extend to the furthest extent of the drip line and the finished grade of the parcel shall not vary from the natural grade around the drip line more than 20 centimetres vertically, unless an arborist report indicates to the satisfaction of the CVRD that a greater variance will not harm the trees and shrubs;
- xvi. Any other items that, in the opinion of the design engineer, are critical to the parcel grading of the development; and,
- xvii. Sediment and erosion control measures that will be implemented during site preparation and build-out. These measures should include retaining all eroded soils, protecting natural features, controlling surface runoff, preventing the release of deleterious substances, stabilizing disturbed slopes, and restoring disturbed areas upon completion of development.

c. Subdivision: Landscape Design

Submission of a Landscaping Plan at the time of subdivision prepared by a qualified professional that is consistent with the following criteria:

- i. Adherence with the requirements listed under the CVRD Landscape Security Policy;
- ii. Incorporation of the Honeymoon Bay Property Environmental Overview Assessment prepared by ENKON Environmental Ltd. dated February 2013. Areas identified to have notable natural features and/or habitat ecosystems are to be retained in larger segments where possible and incorporated into parkland or open space for habitat retention. An updated environmental assessment report may be required at time of development or redevelopment;
- iii. Protection of retained vegetation during construction through the use of fencing and signage;
- iv. Invasive plant species removal strategy;
- v. Plant salvage opportunities to the public prior to land clearing;

- vi. Landscaping of all portions of a parcel not occupied by a building or structure or used for off-street parking. Emphasis should be placed on the areas fronting the public realm (i.e. the front yard and exterior yard);
- vii. Integration of the landscaping with the development to create a seamless transition with natural environment;
- viii. New vegetation will be planted in a manner to extend existing vegetation edges. Geometric plantings, evenly spaced rows of trees, and other formal landscape patterns will not be supported;
- ix. Use of native plants that are adapted to regional climatic, soil conditions and wildfire prevention. Climate change should be taken into consideration when preparing a planting list;
- x. A mixture of native deciduous and evergreen species of varying ages and heights to replicate natural “layered” plant communities and encourage biodiversity. Smaller shrubs, perennials and groundcovers should be planted beneath taller trees and shrubs;
- xi. The planting of all vegetation in a good quality topsoil mix of a type and amount recommended by the qualified professional;
- xii. Irrigation system will be provided for all landscaping that is suitable to ensure the continued maintenance of planted materials but that is also integrated with stormwater management;
- xiii. Supervision of the landscaping installation will be in accordance with the plan by a qualified professional;
- xiv. Use of fencing materials that complement building design and materials; and
- xv. For areas identified as having moderate to high wildfire risk, the review of the landscape plan by a Registered Professional Forester to ensure the landscape area mitigates the interface wildfire hazard and address the following factors:
  - i. Utilizing non-combustible and native vegetation within 10 m of a dwelling.
  - ii. Spacing coniferous trees so that the canopies are at least 3 m apart.

d. Subdivision: Stormwater Management

Submission of a Stormwater Management Plan at time of subdivision prepared by a qualified professional that is consistent with the following criteria:

- i. Preserving natural site characteristics, maintaining or improving natural drainage patterns and promoting the use of *low impact development* techniques such as rain gardens, bioswales, vegetated landscapes, large canopy trees, infiltration facilities, green roofs, or cisterns for water re-use;
- ii. Maximizing infiltration and evapotranspiration from frequently occurring rain events and not permit the volume and patterns of drainage flows resulting from frequently occurring rain events to exceed pre-development flows;
- iii. Using on-site natural features, integrated with engineered, small-scale hydrological controls, that maintain or improve the natural hydrological condition;
- iv. Maintaining the site’s discharge hydrography from a 5 year peak flow event but taking into consideration climate change when assessing peak flow;
- v. Mimicking natural rates in the storage and release of larger rainfall events (30 to 60 mm);
- vi. Maintain or improve water quality from the development site;
- vii. Locating rain and storm water management facilities so as to minimize impacts on habitat areas. A 30 metre protective setback is recommended from

- viii. infrastructure works to all watercourses; and
- viii. Including overflow escape routes for all rainfall capture and runoff control facilities to allow extreme storms to be routed to appropriate locations, such as downstream drainage systems, and watercourses.

The Stormwater Management Plan must include the following information:

- ix. Analysis of the pre-development and post-development natural hydrological conditions including peak flows;
- x. Recommendations on *low impact development* features that should be applied at the subdivision and parcel scale;
- xi. Specifics on the type, design and location of on-site drainage works required to meet the criteria; and,
- xii. Specifics on the type, design and location of off-site drainage works required if on-site works cannot sufficiently meet the criteria specified above.

- 2. **Prior to construction, addition to, or alteration of a building**, the applicant shall submit information that demonstrates how the proposed development meets the following criteria:

- a. *Building Construction | Site Design*

Submission of a Site Plan that is consistent with the following criteria:

- i. *General Site Design*

- 1. Wherever possible, setting the first floor of a building into the existing grade. Retaining walls are strongly discouraged. In circumstances where necessary, retaining walls should be kept low and terraced;
- 2. Siting buildings to have small front yards to promote the interaction of residential development with the street;
- 3. Including features such as porches, balconies, verandas, and/or covered entryways as part of the building design as a way to animate the street.
- 4. Providing privacy for adjacent homes through strategic design and landscape screening;
- 5. Providing privacy for individual units by offsetting windows and balconies.
- 6. Providing private ground level outdoor space for at ground level units and alternatively roof gardens, large balconies and/or articulated front porches for second floor units;
- 7. Orientating and screening balconies to ensure a high degree of privacy from other units and neighbouring homes;
- 8. All driveways should have a maximum width of 5.5 metres at the property line, flaring to a maximum of 6 metres in width and length in front of a garage door; and
- 9. To reduce the amount of impervious surface in a parcel, driveways should be minimized in width and shared between units wherever possible.

- ii. *Specific Site Design | Secondary Dwelling Unit*

- 1. *Entrance to Units*: Orientating entrances towards the nearest street frontage and providing easy access from the street;
- 2. *Entrance to Units*: Where a secondary dwelling unit is located on a corner parcel, the unit should be architecturally treated to appear to front

- the street, and garage doors should not be oriented towards the street;
  3. *Open Space*: Ensure a minimum of 14 m<sup>2</sup> of clearly defined, at grade, private open space with direct access from the interior and a minimum dimension of 1.83 m is required for exclusive use by secondary dwelling unit residents;
  4. *Parking*: Detached accessory garages should be located at the rear of the property and accessed from the street via a driveway beside the principal building; and
  5. *Parking*: Where possible, additional parking for a secondary dwelling unit should be accessed via a second street frontage or via a lane to disperse traffic associated with a single property.
- iii. *Specific Site Design | Duplex | Internal Parcel Without a Lane*
1. *Entrance to Units*: Each unit should have a private entrance on the front elevation to promote a “frontage character”. Landscaping, lighting and articulated roofs should emphasize private entrance ways;
  2. *Open Space*: Rear yards should be divided into two separate private open spaces by landscaping and fencing;
  3. *Parking*: Detached garages should be located at the rear of the property and accessed from the street via a driveway beside the principal building; and
  4. *Parking*: Garages incorporated into the principal building should be recessed behind the front façade and be designed to ensure that the garage doors do not visually overwhelm the principal building.
- iv. *Specific Site Design | Duplex | With a lane*
1. *Entrance to Units*: Each unit should have a private entrance on the front elevation to promote a “frontage character”. Landscaping, lighting and articulated roofs should emphasize private entrance ways;
  2. *Open Space*: Rear yards should be divided into two separate private open spaces by landscaping and fencing;
  3. *Parking*: All garages should be located within the rear yard, with direct access from the lane; and
  4. *Parking*: The rear yard setback must accommodate parking depth while ensuring safe vehicular movement onto the lane.
- v. *Specific Site Design | Duplex | Corner Parcels*
1. *Entrance to Units*: For corner parcels, one entrance should be provided from the front yard, and the entrance to the second unit from the exterior side yard;
  2. *Open Space*: Rear yards should be divided into two separate private open spaces by landscaping and fencing;
  3. *Parking*: Detached garages are to be located in the rear yard with access via a driveway from the exterior side street; and
  4. *Parking*: Garages attached to the principal building should face away from the street where possible.
- vi. *Specific Site Design | Triplex | Internal Parcel Without Lane*
1. *Entrance to Units*: All units should have private entrances located on the front elevation to promote a “frontage character”. Private entrances should be individually landscaped and lighted to create an identity for

- each unit. Two units should be located at grade, with the third unit located on the second floor;
2. Open Space: Rear yards for ground-level units should be divided into two separate open spaces by landscaping and fencing. Open space for the third unit could be in the form of a roof deck, a balcony, or provided in a portion of the front yard; and
  3. Parking: Off-street parking should include two enclosed parking stalls with an additional parking stall situated to the side of the garage, with a tandem parking space provided directly behind the garage.
- vii. *Specific Site Design | Triplex | Internal Parcel with Lane*
1. Entrances to Units: Each unit should have a private entrance on either the front or side elevations. Landscaping, lighting and articulated roofs should emphasize private entrance way;
  2. Open Space: Private open space for ground oriented units by dividing the front and rear yards into two for the private use of each dwelling unit. Balconies and/or roof decks should be incorporated into the building design of second floor or stacked units;
  3. Parking: All off-street parking should be accessed from the lane;
  4. Parking: Off-street parking should include three enclosed parking stalls with an additional two parking stalls situated to the side of the garage, with a tandem parking space provided directly behind the garage; and
  5. Parking: The rear yard setback must accommodate parking depth while ensuring safe vehicular movement onto the lane.
- viii. *Specific Site Design | Quadruplex | Corner Parcel*
1. Entrances to Units: There should be two private entrances off of the front yard and two off of the exterior side yard. Separate units are delineated by articulated roof treatments, walkways, lighting, and landscaping;
  2. Architectural Treatments: Architectural style should reflect neighbourhood character. Exterior side yard elevation should have the same attention to detail as the front yard. The exterior side yard elevation should offset two-story massing with articulated roofs, bays, and trim details;
  3. Architectural Treatments: The exterior massing should respect both the front yard and exterior side yard elevations in terms of height and building interest;
  4. Open Space: Private open space is required for all four units. Patios are appropriate for units at grade, while balconies and/or roof decks should be incorporated into the building design to meet the open space needs of above ground units; and
  5. Parking: Each driveway should have two enclosed garages, one of which should accommodate tandem parking. Three-car garages are not permitted.

b. *Building Construction | Built Form*

Submission of elevation drawings for each proposed housing type that is consistent with the following criteria:

*i. Massing and Scale*

1. Buildings should be designed to fit into the immediate surroundings and not appear out of scale or character to the adjacent homes. Building mass and scale should complement the rhythm of adjacent buildings and the overall neighbourhood pattern;
2. Building façade articulation should express individual units to avoid box-like repetition by breaking-up the façade visually, into smaller individual components;
3. Upper storeys should be smaller in mass than lower storeys to reduce the appearance of a box. The upper floor area should be no more than 85 percent of the first floor area. The reduction in mass should be accommodated through articulation and modulation;
4. The massing and scale of secondary dwelling units should express their accessory relationship to the principal building located on the parcel;
5. Single storey secondary dwelling units are encouraged as a primary building form;
6. Street-fronting garages should be recessed behind the front façade of the principal dwelling unit and should not be the dominant housing feature visible from the street; and
7. Duplex should give the appearance of single detached dwellings, with one shared driveway and a staggered front façade to avoid a duplicate, mirror image.

*ii. Height and Roof Design*

1. Two-storey building height should be mitigated by incorporating the second storey into the pitched roof design;
2. Variation in the character of rooflines, such as steep roof pitches, gables, hips, and dormers, is encouraged; and
3. Shadow and privacy impacts on adjacent properties should be reduced through setbacks and stepping the building away from neighbouring residential properties.

*iii. Detail, Material and Colour*

1. Wood siding (horizontal or vertical, board and batten), cement composite panel siding such as Hardiplank, metal siding or stucco are acceptable building materials provided prominent features are emphasized with a different building material. Colours and materials as shakes, shingles, heavy wood timber posts or other natural materials should be applied to no less than 20 percent of the public facing façade. Vinyl is not supported as a primary siding material;
2. For buildings sited on corner parcels, treatment to each façade fronting the street should be incorporated to create visual interest;
3. Roofing materials should complement the overall building design and be consistent with adjacent properties;
4. Accessory building roofing should reflect the general character of the principal building;
5. Windows:
  - a. be emphasized through the use of colour, exterior casings, and trim or similar architectural features and complement the building design;
  - b. be oriented towards the primary street frontage to allow the

- natural observation of the street and, where possible, located on all façades and levels;
- c. consider the privacy of existing adjacent dwellings; and
  - d. reduce the impact of large, blank walls and may include dormer or bay-style windows.
6. Secondary dwelling unit cladding, roofing materials, and colour should reflect the character of the principal dwelling unit and should be built using similar architectural features;
  7. Duplexes on corner parcels should face both streets and provide an entrance to one unit from the primary street, with the entrance to the second unit from the flanking street;
  8. Individual units with a duplexes, triplexes and quadruplexes should be compatible in terms of massing, cladding, roofing materials, and colour. Facade and roofing improvements may be required on the existing portion of the building to ensure the building has an attractive, integrated appearance. The individual units should be fully connected through common walls, floor, and roof system to indicate that the building is an architecturally cohesive whole;

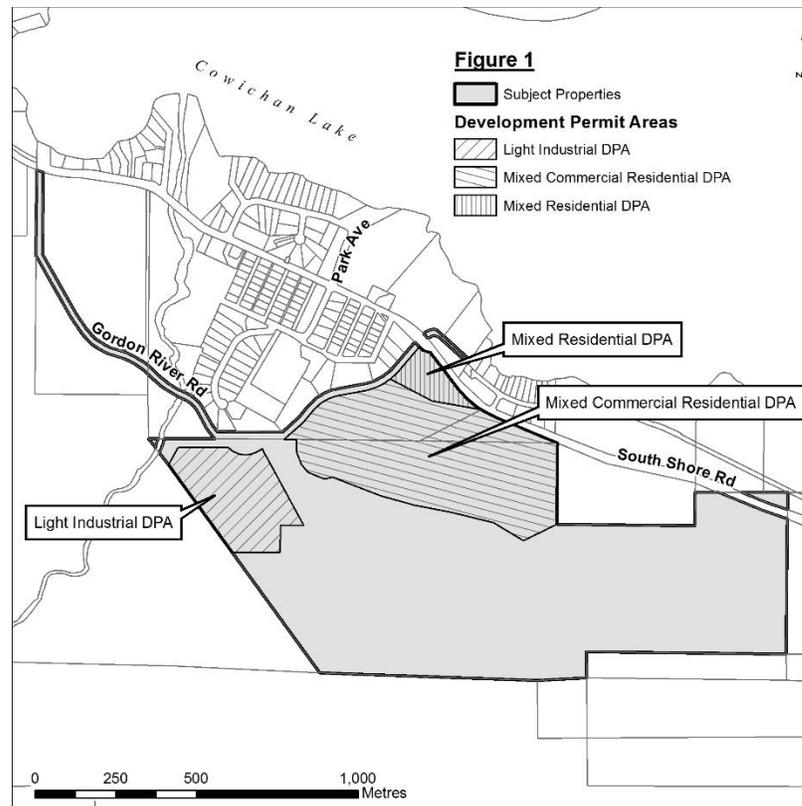
c. *Building Construction / Submission requirements:*

- i. The site plan must include the following information:
  1. Location and dimensions of proposed buildings and setbacks to existing parcel lines, rights-of-ways, easements and covenants;
  2. Location of existing and proposed driveways, lanes, pathways, retaining walls, and/or other covered entryways;
  3. Location and dimensions of all vehicle parking;
  4. Location of all water features, including streams, wetlands, ponds, ditches on or adjacent to property;
  5. Location of all existing and proposed water lines, sewer lines and stormwater features;
  6. Stormwater management infrastructure and impermeable surfaces; and
  7. Above ground services, equipment and exterior lighting details.
- ii. The elevation drawings must include the following information:
  1. Coloured front, rear and side elevation drawings;
  2. Height measurements for all buildings;
  3. Exterior finish and material details; and
  4. Parcel cross section.

## **23. INDUSTRIAL DEVELOPMENT PERMIT AREA**

### **23.1 | Development Permit Area**

The *Industrial Development Permit Area* applies only to those lands as shown on Figure 1. Where the Industrial Development Permit Area overlaps with other Development Permit Areas, all applicable guidelines will be considered.



### 23.2 | Basis for Designation

The Industrial Development Permit Area is designated pursuant to Section 488 of the *Local Government Act* for the following purposes:

- Establishment of objectives for the form and character of intensive residential development;
- Protection of the natural environment, its ecosystems and biological diversity; and
- Protection of development from hazardous conditions.

### 23.3 | Justification for Designation

The purpose of the *Industrial Development Permit Area* is to establish objectives and provide guidelines for the form and character of industrial development, protection of the natural environment and protection from hazardous conditions. These guidelines ensure that industrial development occurs in a manner that is sensitive to the existing landscape by encouraging new development to consider local characteristics, and incorporate high-quality design into the siting configuration, landscaping treatments and overall building aesthetics. The guidelines further ensure that industrial development happens in a manner that considers the protection of the natural environment, its ecosystems and biological diversity.

### 23.4 | Activities that Require a Development Permit

A development permit must be applied for, prior to any of the following activities occurring in the Mixed Residential Development Permit Area:

- a. Subdivision of land;

- b. Construction of, addition to or alteration of a building or other structure; or
- c. Alteration of land;

unless exempted.

### 23.5 | Activities Exempted from a Development Permit

1. When a development permit is required **prior to subdivision**, subdivisions that do not create an additional parcel, such as subdivisions to adjust a parcel boundary or consolidation of two or more parcels, are exempt, provided that:
  - a. The subdivision does not reduce the depth of a parcel that is adjacent to a riparian area; and
  - b. The parent parcel does not contain a riparian area or a sensitive ecosystem.
2. When a development permit is required **prior to construction, addition to, or alteration of a building or structure**, the following activities are exempt:
  - a. Interior renovations;
  - b. Repair or replacement of non-structural exterior building components such as siding, windows, or roofing, provided that the new materials used are at least equivalent to the existing materials in terms of quality and, in the case of Wildfire Hazard Development Permit Area, fire resistance;
  - c. A minor addition to a principal dwelling unit of up to 10 m<sup>2</sup> in gross floor area, provided that the addition is not within a Riparian Assessment Area or a sensitive ecosystem);
  - d. Construction of a non-habitable accessory building with a gross floor area of not more than 10 m<sup>2</sup>, which has no permanent foundation, and provided that the addition is not within a Riparian Assessment Area or a sensitive ecosystem;
  - e. Construction of fences, provided that the fence is not within a Riparian Assessment Area or a sensitive ecosystem;
  - f. Construction of a retaining wall, or multiple walls within a horizontal distance of 10 m, with a total height not exceeding 1.0 m, provided that the retaining wall is outside a Riparian Assessment Area or sensitive ecosystem; and,
  - g. Erection of one non-illuminated sign to advertise a home-based business provided the sign does not exceed 0.27 m<sup>2</sup> and is not constructed of plastic, vinyl or paper.
3. When a development permit is required **prior to alteration of land**, the following activities are exempt:
  - a. Emergency works;
  - b. Creation of a non-structural impervious surface such as a driveway, walkway, patio, or terrace not exceeding 10 m<sup>2</sup> and not within a Riparian Assessment Area or sensitive ecosystem;
  - c. Required testing such as geotechnical sampling;
  - d. Planting of vegetation to enhance habitat values and/or soil stability; and,
  - e. Manual removal of invasive species and immediate replacement with native vegetation.

### 23.6 | Objectives

The objectives of the Industrial Development Permit Area are:

- a. To ensure industrial land uses are properly integrated;
- b. To achieve a high-quality of design, both materially and esthetically;
- c. To maintain the topographical and vegetative features of the land;
- d. To ensure safe and appropriate facilities are provided for pedestrian, cyclists and vehicles; and,
- e. To facilitate establishment of a community sewer system.

### 23.7 | Guidelines

1. **Prior to subdivision**, the owner shall submit information that demonstrates how the proposed development meets the following criteria:

a. Subdivision | Design

Submission of a subdivision layout is to be prepared by a qualified professional. If a phased development approach is proposed, the applicant will be required to submit a conceptual layout at the time of subdivision. The layout should demonstrate how the application relates to any future subdivision and development of the remnant parcel. The subdivision/concept layout should be consistent with the following criteria:

- i. Subdivision design that integrates with the natural topography of the site and is arranged to follow the contours of the site. Straight-line roads and parcel configurations that cut unnaturally across the landscape and require cut and fill, retaining walls or extensive regrading will not be supported;
- ii. *Low Impact Development* (LID) approach that includes disturbing as little land as possible by clustering development, protecting areas that naturally catch water and retaining trees and vegetation as open space;
- iii. The road network design will minimize impervious surface coverage and promotes connectivity for pedestrians, cyclists and vehicles. Dead end, cul-de-sac streets will not be supported unless deemed necessary due to topographical features;
- iv. Road network and parcel configuration will provides adequate access for evacuation, emergency responders and fire protection;
- v. Incorporation of fuel breaks between forested lands and subdivision parcels as roadways, or buffer strips of cleared vegetation;
- vi. Parcel sizes that are large enough to accommodate a usable building envelope. In no circumstance is a road permitted to be constructed across a waterbody, watercourse or wetland to access a building envelope; and,
- vii. All parcels or portions of a parcel that do not abut an industrial use are required to provide a natural vegetation strip of sufficient density to adequately screen and buffer from adjacent uses. The vegetation strip is to be comprised to the greatest extent possible the existing natural forest. Where a vegetation strip area is bare or thinly vegetated, all new vegetation is to be planted in accordance with the landscape design criteria listed below. The portion of the vegetation strip adjacent to the industrial use is to be delineated by a fence.

The subdivision plan must include the following information:

- viii. The location of proposed roads, parcels, building sites, driveways, impervious surface areas, open spaces and parks;
- ix. The location of natural features such as streams, wetlands, riparian areas, natural drainage features, native vegetation, nest trees, steep slopes, and archeological and heritage resources; and
- x. Area calculations for proposed parcels, building sites, impervious surface areas, and natural and landscaped areas.

b. Subdivision / Site Grading & Sediment & Erosion Control

- i. Site design will keep grading to a minimum and instead incorporate the natural topography of the site and allows for the retention of mature vegetation and significant site features;
- ii. Development on sloping sites will step down with the natural grade of the site in plan and section, to minimize cuts and fills, retaining walls, artificial embankment of grade, or extensive regrading;
- iii. Grading will not interfere with the natural drainage processes or lead to flooding, ponding or other impacts on the natural hydrological cycle;
- iv. Grading in the vicinity of the perimeter of the subdivision will take into account the existing and likely future grades on the adjacent site. Elevations at the perimeter of a subdivision should generally match existing grades on adjacent properties without the use of significant cut and fill and retaining walls unless it can be shown that this is consistent with the likely future grading of a subdivision on the adjacent property;
- v. No deposition of materials classified as contaminated soil or hazardous waste under the *Environmental Management Act* is permitted anywhere in the subdivision; and
- vi. Sediment and erosion control measures that prevent the migration of silt from any parcel in the subdivision to any adjacent parcel within or adjacent to the subdivision including onto the road and/or retention pond. Special care should be taken to ensure that silt laden surface water does not enter any watercourse or environmentally sensitive areas overland.

The Site Grading and Sediment and Erosion Control Plan must include the following information:

- vii. Pre-development and post-development topography at maximum 1 m intervals with cadastral mapping. This topography shall extend a minimum 30 m outside the subject property(s);
- viii. All elevations along property lines where changes in slope will occur;
- ix. The slope of the parcels, noting the minimum grade on the parcels and parcel dimensions;
- x. The proposed building envelope based on the anticipated type of house construction as per the zoning regulations;
- xi. Proposed grades at the corners of the building envelope of each proposed parcel;
- xii. Estimated amount of fill to be brought in or removed from the property or estimated amount of material to be relocated within the property;
- xiii. Existing grades on all adjacent parcels to the proposed subdivision;

- xiv. Retaining walls that will be needed, including extent of walls and elevations of top and bottom walls;
- xv. The protection measures that will be in place during construction to protect existing trees and shrubs proposed to be retained. The protection measures are to extend to the furthest extent of the drip line and the finished grade of the parcel shall not vary from the natural grade around the drip line more than 20 centimetres vertically, unless an arborist report indicates to the satisfaction of the CVRD that a greater variance will not harm the trees and shrubs;
- xvi. Any other items that, in the opinion of the design engineer, are critical to the parcel grading of the development; and,
- xvii. Sediment and erosion control measures that will be implemented during site preparation and build-out. These measures should include retaining all eroded soils, protecting natural features, controlling surface runoff, preventing the release of deleterious substances, stabilizing disturbed slopes, and restoring disturbed areas upon completion of development.

c. Subdivision | Landscape Design

Submission of a Landscaping Plan at the time of subdivision prepared by a qualified professional that that is consistent with the following criteria:

- i. Adherence with the requirements listed under the CVRD Landscape Security Policy;
- ii. Incorporation of the Honeymoon Bay Property Environmental Overview Assessment prepared by ENKON Environmental Ltd. dated February 2013. Areas identified to have notable natural features and/or habitat ecosystems are to be retained in larger segments where possible and incorporated into parkland or open space for habitat retention. An updated environmental assessment report may be required at time of development or redevelopment;
- iii. Protection of retained vegetation during construction through the use of fencing and signage;
- iv. Invasive plant species removal strategy;
- v. Plant salvage opportunities to the public prior to land clearing;
- vi. Landscaping of all portions of a parcel not occupied by a building or structure or used for off-street parking or loading;
- vii. Any property line of an industrial site abutting a public road should feature landscaped front yards which are planted and maintained with a combination of trees, shrubs and groundcover. Landscaped areas facing onto major streets will use trees wherever possible;
- viii. The public road should be delineated from the parcel by landscaping;
- ix. Where permitted by the Ministry of Transportation and Infrastructure, the planting of street trees within the right-of-way. Planting should only occur where driveways, sight lines or other infrastructure features are not affected;
- x. Integration of the landscaping with the development to create a seamless transition with natural environment;
- xi. New vegetation will be planted in a manner to extend existing vegetation edges. Geometric plantings, evenly spaced rows of trees, and other formal landscape patterns will not be supported;
- xii. Use of native plants that are adapted to regional climatic, soil conditions and wildfire prevention. Climate change should be taken into consideration when preparing a planting list;

- xiii. A mixture of native deciduous and evergreen species of varying ages and heights to replicate natural “layered” plant communities and encourage biodiversity. Smaller shrubs, perennials and groundcovers should be planted beneath taller trees and shrubs;
- xiv. The planting of all vegetation in a good quality topsoil mix of a type and amount recommended by the qualified professional;
- xv. Irrigation system will be provided for all landscaping that is suitable to ensure the continued maintenance of planted materials but that is also integrated with stormwater management;
- xvi. Supervision of the landscaping installation will be in accordance with the plan by a qualified professional;
- xvii. Use of fencing materials that complement building design and materials; and,
- xviii. For areas identified as having moderate to high wildfire risk, the review of the landscape plan by a Registered Professional Forester to ensure the landscape area mitigates the interface wildfire hazard and address the following factors:
  - i. Utilizing non-combustible and native vegetation within 10 m of a dwelling; and
  - ii. Spacing coniferous trees so that the canopies are at least 3 m apart.

d. Subdivision / Stormwater Management

Submission of a Stormwater Management Plan at time of subdivision prepared by a qualified professional that is consistent with the following criteria:

- i. Preserve natural site characteristics, maintain or improve natural drainage patterns and promote the use of *low impact development* techniques such as rain gardens, bioswales, vegetated landscapes, large canopy trees, infiltration facilities, green roofs, or cisterns for water re-use;
- ii. Maximize infiltration and evapotranspiration from frequently occurring rain events and not permit the volume and patterns of drainage flows resulting from frequently occurring rain events to exceed pre-development flows;
- iii. Use of on-site natural features, integrated with engineered, small-scale hydrological controls, that maintain or improve the natural hydrological condition;
- iv. Maintain the site’s discharge hydrography from a 5 year peak flow event but taking into consideration climate change when assessing peak flow;
- v. Mimic natural rates in the storage and release of larger rainfall events (30 to 60 mm);
- vi. Maintain or improve water quality from the development site;
- vii. Locate rain and storm water management facilities so as to minimize impacts on habitat areas. A 30 metre protective setback is recommended from infrastructure works to all watercourses; and
- viii. Include overflow escape routes for all rainfall capture and runoff control facilities to allow extreme storms to be routed to appropriate locations, such as downstream drainage systems, and watercourses.

The Stormwater Management Plan must include the following information:

- ix. Analysis of the pre-development and post-development natural hydrological conditions including peak flows;
- x. Recommendations on *low impact development* features that should be applied at the subdivision and parcel scale;

- xi. Specifics on the type, design and location of on-site drainage works required to meet the criteria; and
  - xii. Specifics on the type, design and location of off-site drainage works required if on-site works cannot sufficiently meet the criteria specified above.
- 2. Prior to construction, addition to, or alteration of a building or land** the owner shall submit information that demonstrates how the proposed development meets the following criteria:
- a. *Building Construction / Site Design*  
Submission of a Site Plan that is consistent with the following criteria:
    - i. *General Site Design*
      1. All buildings, structures, expansions and additions should maintain a coordinated appearance with respect to site layout, relationship between buildings and open space and an efficient use of internal circulation systems;
      2. All principal buildings should be located at or near the front parcel line and along the exterior parcel line, if applicable;
      3. Storage of materials and goods accessory to a permitted principal use are to be located at the rear of the property and appropriately screened from public view by means of an opaque/translucent screen or wood fencing;
      4. Recreational vehicles and boats are to be stored in an orderly manner and entirely screened from view from all adjacent properties and highways by means of an opaque/translucent screen or wood fencing;
      5. Off-street parking and loading areas for truck fleets, employees or customers/ visitors are to be located between or to the rear of buildings, with access from lanes or internal circulation. Off-street parking located between the front face of the building and the front property line will not be supported unless deemed necessary for site safety. Parking visible from the public road should be landscaped as to provide screening;
      6. Unnecessary duplication of access points will not be supported;
      7. Off-street parking areas should be composed of permeable materials as grasscrete and paving stones. Large expanses of impervious pavement will not be supported;
      8. Where impervious surfaces are proposed, oil/water separators are required. Examples include parking areas and/or any portion of a parcel that may be used for machinery and other equipment parked or installed on it;
      9. All parking spaces are to be appropriately marked by means of surface paint or signage;
      10. Parking lot design must incorporate physically separated pedestrian walkways for people to exit their automobiles and access buildings and surrounding areas safely. The separated walkways are to be raised or landscaped and clearly distinguishable from the internal roadways through the use of differing paving materials;
      11. All pedestrian areas should be level, smooth, and non-slip surfaced so as to accommodate people with accessibility challenges such as mobility, sensory, or cognitive disabilities;
      12. Utility boxes, fans and vent areas should be screened from viewers in the adjacent public realm;

13. First floors of buildings will be set into the existing grade, where possible. Retaining walls will not be supported. In circumstances where necessary, retaining walls should be kept low and terraced. Use of lock blocks for retaining walls is not acceptable under any circumstance;
  14. For proposed uses involving potential contaminants of land or water, the inclusion of preventative containment measures for both the buildings and site design. A report by a qualified professional respecting the measures to be taken in this regard may be required as a precondition to consideration of development permit issuance, and where the report makes recommendations concerning the measures required to contain such potential risks, these shall be made a requirement of the development permit;
  15. Inclusion of a small outdoor amenity areas for employees, for use during work breaks. These areas are to be located so as to receive natural light, and be away from heavy noise, traffic, or fumes/odor emissions on-site; and,
  16. Approval from the Ministry of Transportation and Infrastructure for any proposed accesses and egresses onto major network roads.
- ii. *Site Design - Fencing*
1. Fencing should be constructed of wood, stone, brick, black coloured chain-link, ornamental metal work or suitable alternative materials of similar appearance.
- iii. *Site Design - Lighting*
1. An exterior lighting plan will be submitted, indicating how building entrances, roadways, servicing and parking areas, outdoor amenity areas, and pedestrian walkways will be illuminated;
  2. All lighting should be fully-shielded in order to direct light downward to avoid illumination of the night sky and avoid light trespass onto neighbouring properties;
  3. All lighting should enhance the overall architectural and design character of development. Special attention should be paid to coordinating lighting with adjacent properties to maintain even light levels and avoid harsh transitions from over-lit to unlit spaces;
  4. Entrances should be illuminated in keeping with their hierarchy of importance at levels to achieve safety and security for users;
  5. All pedestrian areas on-site should be provided with sufficient lighting in order to permit easy surveillance and safe use by pedestrians at night;
  6. Exterior lighting should be fully shielded to direct light below the horizontal plane towards the ground; and
  7. Energy-efficient (i.e. solar powered, timer or sensor controlled) light fixtures should be used for the illumination of exterior walkways, driveways, entryways and general exterior lighting with a natural light hue.
- iv. *Site Design - Signs*
1. Signs shall be constructed of natural materials and should complement the architectural design of buildings on the site;
  2. Signage options encouraged in industrial areas include:
    - a. hand-crafted painted wood or metal signs, mounted flush to walls or windows or projecting from the building; and

- b. painted letters upon windows, walls and canopies.
3. Signage for individual development sites should be either integrated with the building architecture or freestanding within the front yard landscaped area;
4. Free standing signs should feature a curbed, landscaped area at their base;
5. Where multiple, free standing signs are proposed on a site, they must be consolidated into a single, comprehensive sign that should not exceed 5 metres in height. No more than one free standing sign is permitted per parcel;
6. Entrance ways should provide visible signage identifying building address;
7. Sign should be indirectly or externally illuminated and positioning to prevent light-spill onto adjoining properties. Sign that are backlit, contain LCD/LED elements or video/scrolling message elements will not be supported; and
8. Third party signs, advertising goods or services not available on the subject lands, are not permitted;

v. *Site Design - Refuse Receptacles and Utility Kiosks*

1. Refuse receptacles and utility kiosks will be located out of public view, or be fully enclosed on all sides with opaque/translucent screening, or wood panels, or a combination of the two.

b. *Building Construction | Built Form*

Submission of elevation drawings that is consistent with the following criteria:

i. *Massing and Scale*

1. All buildings, structures, expansions and additions on industrial parcels should have a massing and scale that blends into the landscape. Visually imposing buildings and structures that are at odds with the general scenic rural resource lands in the area will not be supported;
2. Buildings and structures should demonstrate a range of architectural features and designs, that reflect the rural character. The buildings should not appear out of scale or character to the adjacent buildings and have a mass and scale that complement the rhythm of adjacent buildings;
3. Blank facades are not permitted. Where firewalls are necessary, they should be architecturally finished to provide visual interest by incorporating features such as texture, graphics, reveals, colours or decorative floodlighting;
4. Building façade should be articulated and provide visual interest through the use of projections and recesses. Long continuous walls are not permitted;
5. Public building entrances should be located near the main public entrance to the site, and be visible to fronting public roads. The entrances should promote a “frontage character” through the use of landscaping, lighting and articulated roofs;
6. Orientating entrances towards the nearest street frontage and providing easy access from the street;
7. Building entries should be emphasized and made as inviting and sheltered as possible through the use of glazing, structural canopies and entry porticos. Where more than one entry point is proposed, the main entry

- should be most prominent;
8. Overhead service doors and loading docks should not be located on a building façade that faces a street. Design service doors to fit with the overall design of a building;
  9. Offices, reception, sales, and other public use areas should be located at the front of the buildings to face streets; and
  10. Where buildings and structures abut park or agricultural lands, the building and site design should be designed carefully to prevent shading, loss of privacy, air quality or noise pollution impacts on adjacent properties.

ii. *Height and Roof Design*

1. Variation in the character of rooflines designed to break up massing blocks into individual components by means of, for example, steep roof pitches, gables, hips and flat rooflines. Flat rooflines should be embellished with accents, cornices/dentils, decorative bands, or special treatment of eaves in order to relieve the visual monotony of a flat roofline; and
2. Shadow and privacy impacts on adjacent properties should be reduced through setbacks and stepping the building away from neighbouring residential properties.

iii. *Detail, Material and Colour*

1. All buildings, structures, expansions and additions should maintain a coordinated appearance of building materials and colours;
2. Monotonous building facades should be avoided by means of incorporating articulation, vertical elements, and colour or material changes;
3. Building faces should provide visual interest by means of articulation of surfaces, fenestration, vertical elements, changes in material/colours, and creative design of balconies;
4. Wood siding (horizontal or vertical, board and batten), cement composite panel siding such as Hardiplank, metal siding or stucco are acceptable building materials provided prominent features are emphasized with a different building material. Colours and materials as shakes, shingles, heavy wood timber posts or other natural materials should be applied to no less than 20 percent of the public facing façade. Vinyl is not supported as a primary siding material;
5. The use of concrete blocks of any type as a primary exterior building material will not be supported. Exceptions include for foundations when finished with stucco or another suitable finishing material or when textured concrete blocks are used. The use of lock blocks as a building material is not acceptable under any circumstance;
6. Use natural tone palette that blends into the surrounding natural environment;
7. Any building elevations which are visible from an adjacent road should have their building face remain compatible with the front elevation. This includes foundations, building walls, roof materials and roof lines;
8. Roofing materials should complement the overall building design and be consistent with adjacent properties; and
9. Accessory buildings, fencing, signage and railing should be compatible with the colour scheme of the site's principal building(s).

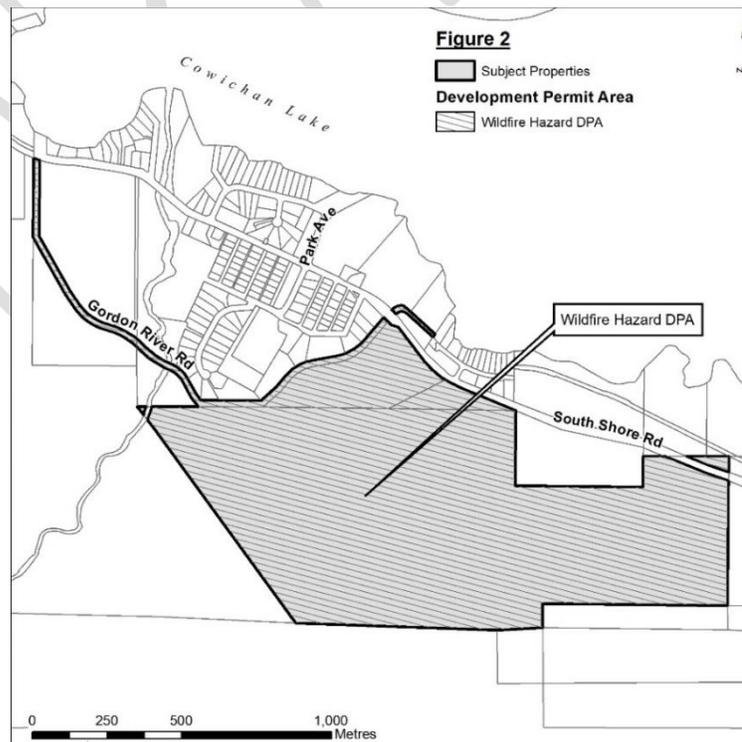
c. Building Construction | Submission Requirements

- i. The site plan must include the following information:
  1. Location and dimensions of proposed buildings and setbacks to existing parcel lines, rights-of-ways, easements and covenants;
  2. Location of existing and proposed driveways, lanes, pathways, retaining walls, and/or other covered entryways;
  3. Location and dimensions of all vehicle parking;
  4. Location of all water features, including streams, wetlands, ponds, ditches on or adjacent to property;
  5. Location of all existing and proposed water lines, sewer lines and stormwater features;
  6. Stormwater management infrastructure and impermeable surfaces; and
  7. Above ground services, equipment and exterior lighting details.
- ii. The elevation drawings must include the following information:
  1. Coloured front, rear and side elevation drawings;
  2. Height measurements for all buildings;
  3. Exterior finish and material details; and
  4. Parcel cross section.

## 24. WILDFIRE HAZARD DEVELOPMENT PERMIT AREA

### 24.1 | Development Permit Area

The *Wildfire Hazard Development Permit Area* applies only to those lands as shown in the legend on Figure 2. Where the Wildfire Hazard Development Permit Area overlaps with other Development Permit Areas, all applicable guidelines will be considered concurrently.



#### 24.2 | Basis for Designation

The Wildfire Hazard Development Permit Area is designated pursuant to Section 488 of the *Local Government Act* for the purpose of the protection of development from hazardous conditions.

#### 24.3 | Justification for Designation

Most of the CVRD is rated as having an extreme or high urban wildfire interface hazard. In the case of a wildfire, dwellings can ignite via: sparks and embers which can travel up to two kilometres; extreme heat which can ignite materials from a distance of 30 m; or, flame spreading directly. *Firesmart* practices are recommended to reduce the potential impacts of wildfires.

#### 24.4 | Activities that Require a Development Permit

A development permit must be applied for, prior to any of the following activities occurring in the Wildfire Hazard Development Permit Area:

- a. Subdivision of land;
- b. Construction of, addition to or alteration of a building or other structure; or
- c. Alteration of land;

unless exempted.

#### 24.5 | Activities Exempted from a Development Permit

1. When a development permit is required **prior to subdivision**, subdivisions that do not create an additional parcel, such as subdivisions to adjust a parcel boundary or consolidation of two or more parcels, are exempt, provided that:
  - a. The subdivision does not reduce the depth of a parcel that is adjacent to a riparian area; and,
  - b. The parent parcel does not contain a sensitive ecosystem.
2. When a development permit is required **prior to construction, addition to, or alteration of a building or structure**, the following activities are exempt:
  - a. Addition to a principal dwelling unit of up to 10m<sup>2</sup> in gross floor area;
  - b. Construction of an accessory building with a gross floor area of less than 10 m<sup>2</sup>; and
  - c. Fences.

#### 24.6 | Objectives

The objectives of the Wildfire Hazard Development Permit Area are:

- a. To reduce the potential risk of loss of life, property and environmental damage;
- b. To promote awareness of the potential hazards related to terrain conditions which may be present;
- c. To allow appropriate development of lands supported by wildfire risk assessments and appropriate design provision to mitigate the hazard; and
- d. Minimize the risk of fire to the District's forests.

#### 24.7 | Guidelines

1. **Prior to subdivision or alteration of land**, the owner shall submit a Wildfire Risk Assessment and Abatement Report prepared by a qualified professional that is consistent with the following criteria:
  - a. An assessment of the wildfire risk and recommendations to mitigate the risk taking into consideration climate change;

- b. Confirmation that if recommendations are followed, the site may be used safely for the intended development over the project life of the development;
- c. The *FireSmart* measures that will be in place during construction. Measures include: thinning of fuels in the surrounding area and providing firefighting equipment on site; and
- d. An assessment of the subdivision design to ensure adequate access for evacuation, emergency responders and fire protection as well as an adequate fuel break between forested lands and subdivision parcels.

The recommendations of the Wildfire Risk Assessment and Abatement Report are to be implemented prior to subdivision.

**2. Prior to construction, addition to, or alteration of a building** the owner shall submit information that demonstrates how the proposed development meets the following criteria:

- a. Roofing material that are fire resistant as metal, clay tiles and asphalt shingles;
- b. Exterior building cladding that are fire resistant. Examples include stucco, metal siding, brick, cement shingles, cement board, concrete composite, rock and logs or heavy timber construction as defined in the *BC Building Code*;
- c. Structural components of decks, balconies and porches must be heavy timber construction as defined in the *BC Building Code*, or clad with fire resistant material such as stucco, metal siding, brick, cement shingles, cement board, poured concrete or rock;
- d. Alternative material specifications to those stated above may be acceptable if the applicant can demonstrate that such material specifications meet or exceed the expected level of fire safety;
- e. All chimneys constructed for wood burning fireplaces must have 12 gauge or better spark arrestors made of welded or woven wire mesh, with openings not exceeding 12 mm; and
- f. All windows must be double-paned or tempered.

7. The following is added as Appendix A – Glossary of Terms following Section 27:

### **Glossary of Terms**

**FireSmart:** Design approach to reduce the risk of fire through wise and responsible use of building and landscape materials. Refer to the FireSmart Brochure prepared by the British Columbia Ministry of Forests for prevention measures.

**Floor Area Ratio** means the figure obtained when the area of the floors of the buildings on a site is divided by the area of the parcel.

**Low Impact Development (LID):** A stormwater management and land development strategy applied at the parcel and subdivision scale. This strategy emphasizes conservation and use of on-site natural features, integrated with engineered, small-scale hydrologic controls to more closely mimic pre-development hydrology. The goal of LID is to prevent measurable harm to streams, lakes, wetlands and other natural aquatic systems from commercial, residential or industrial development sites.

8. Lot A, Section 34, Renfrew District, (Situate in Cowichan Lake District, Plan VIP54256);

Lot 1, Section 34, Renfrew District, (Situate in Cowichan Lake District) Plan 48657; Lot 2, Section 38, Renfrew District (Situate in Cowichan Lake District) Plan VIP59274; as shown in the various crosshatches on Schedule B attached hereto and forming part of this bylaw, number XXXXXX be re-designated as follows:

- A. From Industrial to Mixed Commercial-Residential;
- B. From Industrial and Forestry to Mixed Residential;
- C. From Forestry to Park;
- D. From Forestry to Industrial;
- E. From Forestry to Servicing;

and that Schedule B to Official Community Plan Bylaw No. 1945 be amended accordingly.



PLAN NO.       Z-XXXX      

**SCHEDULE "B" TO PLAN AMENDMENT BYLAW NO. OF THE COWICHAN VALLEY REGIONAL DISTRICT**

      XXXX      

