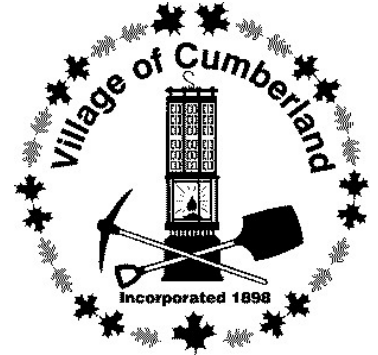


DEVELOPMENT SERVICES QUARTERLY REPORT



MEETING DATE: October 27, 2025
REPORT PERIOD: July to September 2025
FROM: Courtney Simpson, Director of Development and Bylaw Services

QUARTERLY SUMMARY

This report provides a status update of planning and subdivision applications. As of the third quarter of 2025, there are 19 active development applications. There are 12 active subdivisions; 5 are in the application stage, and 7 are in the maintenance period.

This quarterly report is in a new format that is generated using our new development file tracking system. We are working towards a more automated system to reduce the time spent creating quarterly reports and reduce the change of inaccuracies in reporting.

DEVELOPMENT APPLICATIONS - QUARTER 3, 2025

Below is the list of active development applications. The application number includes application type. In 2025 the Village began using a new file tracking system, and the naming convention is slightly different.

ZOA	zoning amendment
RZ	zoning amendment (pre-2025)
TUP	temporary use permit
HAP	heritage alteration permit
DVP	development variance permit
BOV	board of variance

Application Number	Status	Civic Address	Proposal Description	Recent Activity	Delegated (Y/N)
ZOA2501	In Review	MAPLE STREET	Rezoning and OCP amendment for vacant land behind Fire Hall.	Under review by staff. Signage required.	N
2023-01-RZ	1 st and 2 nd Reading	LOT A, ULVERSTON AVENUE	Rezone to Mixed use with townhouses and apartment units.	Bylaw received first and second reading April 28, 2025. Working on agreements to secure conditions of rezoning.	N
2019-02-OCP	In Review	HORBURY ROAD (COMOX LAKE)	OCP and Zoning Amendment for Comox Lake Land Corporation	Staff preparing report for 1 st reading	N
TUP2501	Cancelled	2714 DUNSMUIR AVENUE	Seeking approval for a Heritage Alteration Permit and Temporary Use Permit to remove existing Cumberland Hotel and construct new urban campsite.	Withdrawn by applicant July 2025	N
HAP2504	Approved	2723 DUNSMUIR AVENUE	Amend previous issued heritage alteration permit.	Issued September 11 2025	Y
HAP2502	Received by Village	2687 PENRITH AVENUE	Installation of fence	Applicant to install notice sign	N
HAP2501	Approved	2697 DUNSMUIR AVENUE	Heritage alteration permit to develop parking lot on site.	Approved September 15 2025	N
2024-06-HAP	Received by Village	2701 DUNSMUIR AVENUE	To authorize a new hanging sign (Stick and Stone)	Waiting for information from applicant.	N
DVP2510	Approved	2697 DUNSMUIR AVENUE	Variances concurrent with HAP 2501.	Issued September 15 2025	N
DVP2509	In Review	2755 KESWICK AVENUE	Setback variance to allow second storey addition.	Awaiting delegated authority approval	Y
DVP2508	Approved	2655 DUNSMUIR AVENUE	Variance to increase the maximum number of signs permitted on a property from one to two.	Approved by delegated authority on July 28, 2025	Y

DVP2507	Received by Village	2513 DUNSMUIR AVENUE	DVP for front setback	On hold by applicant until new Zoning Bylaw is adopted.	N
DVP2506	Approved	3394 NIKKEI PLACE	Increase height of accessory building.	Issued October 3 2025	Y
DVP2505	Received by Village	2564 DUNSMUIR AVENUE	Requesting a variance to decrease the front setback.	On hold by applicant until new Zoning Bylaw is adopted.	N
DVP2504	Cancelled	2742 WINDERMERE AVENUE	Seeking a variance to allow the use of an easement on a neighbouring property to satisfy the side yard requirements for the construction of an ADU.	Denied by Council on July 14, 2025	N
DP2501	More Info Necessary	2788 BECK AVENUE	Construct storage facility (pre-app held Feb 2024.)	Comprehensive letter sent May 2025	N
2024-03-DP	In Review	2794 BECK AVENUE	Amendment to 2022-02-DP to facilitate a reconfiguration of the site for Cumberland storage	Peer review of stormwater management underway.	Y
2024-02-DP	In Review	KENDAL AVENUE	DPA 1 Environmental Protection and DPA 4 Wildfire for Coal Valley Estates Phase 10/11 subdivision	Preparing comprehensive letter	N
BOV2501	In Review	2100 HORBURY ROAD	Addition to existing non-conforming structure (Cabin 5)	Internal review	N

SUBDIVISION APPLICATIONS AND MAINTENANCE PERIODS - QUARTER 3, 2025

File number	Address	Street Name	Purpose	Status	Recent Activity
SV2503	2810	Ulverston Avenue	Four lot residential subdivision	PLR	PLR issued Sept 3, 2025
SV2502	2203	Comox Lake Road	Two lot residential subdivision (one new lot created) to advance heritage protection of Saito House	Initial Review	PLR being drafted
SV2501		Bevan Road	2 lot industrial subdivision to facilitate purchase and future lot creation – Acciano Phase 3	PLR	PLR issued May 12, 2025
2024-02-SV		Coal Valley Estates	Phase 10/11 - 74 residential and mixed-use lots	PLR	PLR issued May 13, 2025
2024-01-SV		Bevan Road	16 industrial lots – Acciano Phase 2	PLR	Design submitted for approval (DSA), Village reviewing
2023-02-SV	4703	Cumberland Road	7 lot residential bare land strata	Maintenance	Maintenance period ends Dec. 1, 2025
2021-01-SV		Beck Avenue	6 lot industrial – Acciano Phase 1	Maintenance	Notice to proceed with boulevard planting to be issued at 80% build out.
2020-09-SV	2631	Derwent Avenue	4 lot residential	Maintenance	Street tree maintenance period ends
2020-04-SV	2814	Dunsmuir Avenue	2 lot residential	Maintenance	Street tree maintenance period
2019-08-SV		Maple Street	24 lot residential	Maintenance	Park construction and boulevard planting now being done by Village
2019-01-SV		Coal Valley Estates	Phase 9 – 28 lot residential	Maintenance	Boulevard maintenance period
2017-04-SV		Carlisle Lane	8 lot residential	Maintenance	Park and boulevard planting outstanding