

COUNCIL REPORT



REPORT DATE: January 22, 2026

MEETING DATE: February 9, 2026

File No. 7700-4700-5199-Positive Ticket

TO: Mayor and Councillors
FROM: Ryan Parton, Manager of Recreation & Culture
SUBJECT: Positive Ticket Program

RECOMMENDATION

THAT Council approve the Village of Cumberland's participation in the Positive Ticket Program with the Comox Valley RCMP and other regional governments, including the provision of free drop-in recreation admissions to youth 18 and under.

PURPOSE

The purpose of this report is to seek Council's approval to partner with the City of Courtenay, Town of Comox, Comox Valley Regional District and Comox Valley RCMP to deliver a Positive Ticket program for regional youth.

PREVIOUS COUNCIL DIRECTION

[none]

BACKGROUND

The proposed Comox Valley Positive Ticket Program is a partnership of regional governments and the Comox Valley RCMP that aims to reward and encourage positive behaviours in youth under 19 years of age. The program would provide police officers with positive "tickets" that are issued to youth to recognize and reward positive behaviour, as well as to build relationships between youth and police. Tickets would be redeemable for free recreation admissions at any of the participating authorities (City of Courtenay, Town of Comox, Comox Valley Regional District and Village of Cumberland). Tickets may also be redeemable for other products or services that may be arranged by the RCMP.

Positive Ticket programs, believed to have originated in Richmond, BC in 2001, have since expanded across the province and country. Goals of these programs include:

- Empowering and valuing young people
- Building positive relationships between youth and the police
- Creating positive changes in behaviour
- Recognizing contributions of youth to their community

In 2025, the Comox Valley RCMP initiated its own Positive Ticket Program and asked regional municipalities to contribute passes toward the initiative. Although Cumberland Recreation staff were not able to accommodate that request on the RCMP's timeline, the City of Courtenay was able to contribute a limited number of recreation passes and, as of October 2025, the RCMP reports handing out 250 Positive Tickets to Comox Valley youth. The attached letter from Inspector Scott Mercer of the Comox Valley RCMP, shared with permission by Courtenay Recreation staff, discusses the value of the program to the RCMP.

Recognizing that the Comox Valley RCMP serves the entire region, and that youth and recreation amenities are spread across the Comox Valley, the staff of each recreation department have come together alongside the RCMP to propose a regional approach to the Positive Ticket Program in 2026. This regional approach would include:

- Each recreation department committing to accept Positive Tickets at their recreation centre to allow youth to access drop-in programs.
 - In Cumberland, each ticket would be redeemable for a single youth admission to the fitness studio, squash court, drop-in climbing or any other program for which regular facility drop-in fees apply. These programs include, but are not necessarily limited to, table tennis, floor hockey, pickleball, basketball and open gym.
- Regional collaboration and reporting on usage of Positive Tickets, including tracking Ticket redemption for annual record keeping, information sharing and program improvements.
- Joint program communications coordinated amongst partners and the RCMP.

A regional approach will enable youth to redeem their tickets at the participating facility of their choice regardless of place of residence – reducing barriers for youth to access their reward.

The respective Councils of the City of Courtenay and the Town of Comox have already approved participation in this program, as has the CVRD Recreation Commission.

FINANCIAL IMPLICATIONS

It is difficult to estimate the number of Positive Tickets that will be redeemed in Cumberland, but staff expect the overall financial impact to be minimal.

A 2026 youth drop-in admission in Cumberland is valued at \$2.45, and it is expected that fewer than 300 Positive Tickets will be distributed to youth throughout the Comox Valley in 2026. If seven per cent of those are redeemed in Cumberland (roughly proportional to our share of regional population), that would mean 21 tickets with a total comped value of \$51.45. Staff expect the actual economic impact to be even less given the appeal of regional amenities such as the aquatic centre and skating rinks.

Staff will track the redemption of Positive Tickets, and the value of redeemed tickets will be assigned to the REC Admin Waived Fees expense, which has a budget of \$1,300 in 2026. Because the impact of Positive Tickets is expected to be so minor, staff are not requesting an increase to that budget at this time; however, once the redemption rate has become clearer, staff may request a corresponding increase to that budget in the future.

OPERATIONAL IMPLICATIONS

Cumberland Recreation staff would be involved in decision-making around this program but would likely choose to play a limited role in aspects such as ticket design, drafting of communications, etc. Discussions and information sharing about the program will form part of the already-occurring regional recreation leadership meetings.

Staff will have to create a process for redeeming and tracking Positive Tickets, but we've done this before with similar pass programs, and can lean on our partner municipalities for guidance if needed, and so overall operational impacts are expected to be incremental but minimal.

CLIMATE CHANGE IMPLICATIONS

[none]

ALTERNATIVES

1. Not proceed with any action at this time.

STRATEGIC OBJECTIVE

- Diverse & Healthy Community
- Sustainable Service Delivery & Asset Management
- Community Planning

ATTACHMENTS

1. RCMP Commander Correspondence - Positive Ticketing Program - Oct 27 2025

CONCURRENCE

Kevin McPhedran, Director of Community Services **KM**

Annie Bérard-Ball, Director of Corporate Services **ABB**

Respectfully submitted,

R. Parton

Ryan Parton

Manager of Recreation & Culture

M. Mason

Michelle Mason

Chief Administrative Officer

**Royal Canadian Gendarmerie Royale
Mounted Police du Canada**



*Security Classification/
Désignation sécuritaire:
Classification*

October 27, 2025

Officer In Charge
Inspector Scott Mercer
Comox Valley Detachment Commander
Royal Canadian Mounted Police
800 Ryan Road, Courtenay BC

City of Courtenay
Susie Saunders
830 Cliffe Avenue
Courtenay, BC, V9N 2J7

Re: Positive Ticket Program

I would like to offer our Detachment's support in the continuing partnership with the City of Courtenay and the Positive Ticket Program managed by the Director of Recreation, Culture and Community Services.

Since this program began earlier this year, the Comox Valley RCMP has handed out approximately 250 Positive Tickets to Youth in the Comox Valley. Each of these tickets represents an act of recognition awarded to a young person that has done something to contribute towards their Community and or public safety. More than just a prize, this Ticket further represents a moment in which a police officer and a young person have had a positive connection with one another. These interactions are invaluable as they promote civic pride, relationship building and help police become more relatable to vulnerable groups within their Community.

This program cannot function without the generosity of our external partners. Whether it is the City of Courtenay, regional Municipalities or private business, the Program requires the donation of services and commodities to influence and reinforce positive behaviour. Recognizing that not all of our Youth reside in the City of Courtenay or can take advantage of Courtenay based activities, conversations on extending the reach of this program to include other regional partners like the Comox Valley Regional District, the Town of Comox and the Village of Cumberland have been positive but require commitment.

The Comox Valley RCMP deeply value our partnership with the City of Courtenay. Their progressive attitude and community minded approach compliments our law enforcement philosophy of Community Policing. Supporting non-traditional policing methods like the Positive Ticket Program gives our Youth an introduction to a police officer and helps our Organization build trust while maintaining Community confidence. This is the second time in my career that I

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have had the opportunity to support a Program like this and I cannot think of a more giving and rewarding experience.

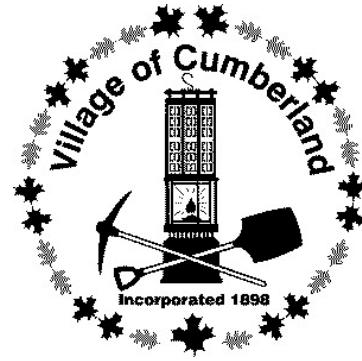
For these reasons, I urge your continued support for the Positive Ticket Program. A small financial investment in the Positive Ticket Program has the potential to shape and guide our Youth to becoming leaders of tomorrow.

Respectfully,

Mercer,Scott Douglas
Digital signature of Mercer,Scott
Douglas Michael,000102777
Michael,000102777
Date: 2025.10.27 09:59:45 -07'00'

Insp. Scott Mercer
Officer in Charge – Comox Valley Detachment

COUNCIL REPORT



REPORT DATE: January 27, 2026

MEETING DATE: February 9, 2027

File No. 0230-20

TO: Mayor and Councillors
FROM: Rachel Parker, Corporate Officer
SUBJECT: Amendment to Remembrance Day Flyby Policy

RECOMMENDATION

THAT Council rescind Remembrance Day Flyby Policy 1.11 and approve the Canadian Forces Flyby Policy 1.11.

PURPOSE

The purpose of this report is for Council to consider an update to its Flyby Policy to permit a Canadian Forces flyby as low as 500 feet for the annual May Day ceremonies as well as for Remembrance Day.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
October 1, 2024	THAT Council approve policy 1.11, Remembrance Day Flyby Policy.

BACKGROUND

The Village has received a request from the Cumberland Events Society that Council approve a fly by on the parade day of the May Day weekend each year.

Canadian Forces require municipal permission to fly as low as 500 feet within municipal boundaries. Canadian Forces may fly as low as 1000 feet without municipal permission however the flyby would not be as impactful to the Remembrance Day ceremony.

The Village has permitted a flyby for Remembrance Day ceremonies for many years, and in 2025 adopted a policy to authorize staff to provide a letter each year to Special Events Division of the Canadian Armed Forces for this purpose.

If Council supports this request, staff recommend an update to Policy 1.11, Remembrance Day Flyby to include the flyby on Victoria Day each year. A new draft policy is attached.

FINANCIAL IMPLICATIONS

There are no financial implications of a change to this policy.

OPERATIONAL IMPLICATIONS

Staff would be required to send a letter upon request to Canadian Forces Special Events.

CLIMATE CHANGE IMPLICATIONS

The Village's Climate Action Plan 2024 identifies community action and adaptations toward net zero emissions by mid-century. While emissions and action outside the municipal boundary were not considered, it is recognized that Canadian Forces aircraft certainly contribute to emissions in the region.

ALTERNATIVES

Receive the request and not proceed with any action at this time.

STRATEGIC OBJECTIVE

- Diverse & Healthy Community
- Sustainable Service Delivery & Asset Management
- Community Planning

ATTACHMENTS

1. Canadian Forces Flyby Policy 1.11

CONCURRENCE

Annie Bérard-Ball, Director of Corporate Services **ABB**

Respectfully submitted,

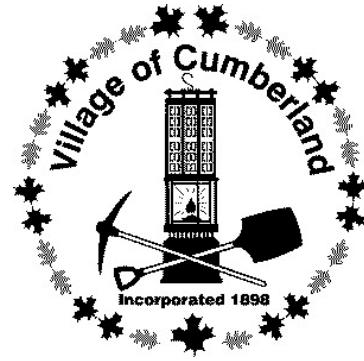
R. Parker

Rachel Parker, Corporate Officer

M. Mason

Michelle Mason
Chief Administrative Officer

COUNCIL POLICY



Title: Canadian Forces Flyby Policy Adopted Date: 01 October 2024 Amended Date: DRAFT	No. 1.11 Section: Administration Motion No. 24-246
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Purpose

The purpose of this policy is to provide approval for an annual flyby as low as 500 feet for the Victoria Day parade and in honour of Remembrance Day ~~and for the Victoria Day parade~~.

Policy

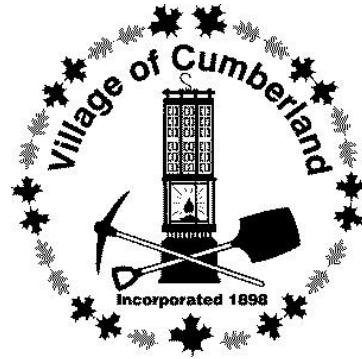
While this policy is in effect, the Village has no objection to a flyby as low as 500 feet by Canadian Forces aircraft over the Village of Cumberland on

- Victoria Day statutory holiday for the parade held by the Cumberland Events Society; and
- November 11 each year as requested by the Royal Canadian Legion, Branch 28
Cumberland, ~~and~~
- ~~Victoria Day statutory holiday for the parade held by the Cumberland Events Society,~~

subject to the flight complying with all application requirements, regulations, and authorizations set out by Transport Canada and other relevant authorities.

Under this policy, Village staff is authorized to provide a letter each year to Special Events Division, Canadian Armed Forces to this effect upon a request received by event organizer.

COUNCIL REPORT



REPORT DATE: January 7, 2026
MEETING DATE: February 9, 2026

File No. 0530-06

TO: Mayor and Councillors
FROM: Rachel Parker, Corporate Officer
SUBJECT: Equity Support Benefits for Council Members

RECOMMENDATION

THAT Council refer the consideration of equity supports and other Council benefits for the Council member remuneration review to the Accessibility and Inclusion Committee.

PURPOSE

The purpose of this report is to present a proposed terms of reference for the review of equity supports and other Council benefits for the Council Member Remuneration Review for consideration by the Accessibility and Inclusion Committee.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
Oct 6 2025	THAT Council direct staff to draft a terms of reference for consideration of equity supports and other Council benefits for Council Member Remuneration Review with potential referral to the appropriate committee.
Feb 28 2022	That Council adopt Council Remuneration Bylaw No. 1166, 2022.
Jan 10 2022	THAT Council direct staff to bring forward an update to the Council Remuneration Bylaw to include: <ul style="list-style-type: none">Effective January 2023, increase the Councillors remuneration to the average of the comparison group (2021), which is \$14,596 annually, and set the mayor's remuneration at 40% above this rate, plus include the British Columbia Consumer Price Index (CPI) percentage increase for 2021 and 2022;In February of each general election year, an independent committee will be formed to review Council remuneration, comprised of three residents and any recommended increase in remuneration will become effective January 1st of the following year;

	<ul style="list-style-type: none"> • In the year of each general election year, Council will review Council remuneration bylaw that would become effective January 1st of the following year.
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BACKGROUND

At the October 6, 2025 meeting, Council directed staff to draft a terms of reference for consideration of equity supports and other Council benefits for Council Member Remuneration Review with potential referral to the appropriate committee.

Current Benefits

Local governments provide benefits under the principle that elected officials should not be expected to pay expenses that are incurred in order to perform their roles. Remuneration is intended to cover some basic expenses incurred by all members, such as local travel to meetings.

In 2026, the Village of Cumberland Mayor receives \$27,243.67 annual remuneration and Councillors receive 60% of that amount, at \$16,346.20. Members also receive these non-pecuniary benefits:

- Convention, leadership, newly elected orientation, and conference attendance registration, expense reimbursement for travel, accommodation, per diems.
- Employee and Family Assistance program for individual, couple and family counselling.
- Basic accidental death and dismemberment insurance coverage.
- Members have the option to participate to the group extended health and dental benefit program with Council members paying 100% of the premium.
- Each member is allocated a laptop computer during the term for Village business. The mayor may be provided with cell phone service during the term. All devices must be returned to the Village once the term is over.
- Members are provided with bullying and harassments, and equity and diversity workshops.

Action Plan on Barriers

The Village is currently developing an action plan on barriers to Village services, policies, programs, administration and governance, employment and general practices. While the scope of this work included barriers to accessibility and inclusion in governance and decision-making, it did not specifically include barriers that could be resolved through equity benefits for elected officials. The community survey is completed and the next steps are the development of an Assessment Summary and Draft Actions Table to be presented to the Village's Accessibility and Inclusion Committee and Village staff in February or early March.

Exploration of Equity Benefits

The Union of BC Municipalities has a 2019 guide on Council & Board Remuneration (included in the link in attachment 3) that advises on review of expenses:

...local governments should not view eligible expense lists as static documents. Indeed, in order to ensure that costs do not become barriers to participation, it is incumbent on local governments to periodically consult elected officials and review eligibility considerations.

Staff propose that the Accessibility and Inclusion Committee consider this specific task in the spring after the completion of the Action Plan on Barriers. Below is a draft terms of reference for the Committee to consider and make recommendations to Council on equity supports and other Council benefits:

1. The Committee will:
 - (a) explore and identify equity seeking groups. This step includes the review of Census data (attachment 1), the UBCM Council and Board Remuneration guide (included in the link that is in attachment 3), other local government policies, and the draft Action Plan on Barriers;
 - (b) explore and identify types of supports and benefits that may reduce barriers to participation as an elected official for the Village of Cumberland;
 - (c) prioritize supports and benefits that would have the greatest impact;
 - (d) any required funding and operational needs for priority supports and benefits;
 - (e) finalize recommended priority benefits.
2. Staff to review financial and operational impacts.
3. Recommendations report to Council that includes required financial and operational needs.

The referral could be facilitated by staff and take place in the spring.

FINANCIAL IMPLICATIONS

There would be no financial implication to having staff facilitate this review with the Accessibility and Inclusion Committee.

OPERATIONAL IMPLICATIONS

Facilitating this review would require staff time to prepare and meet with the Committee, as well as preparing a report, which may impact work plans of Legislative Services, including public communications and election preparation. Staff would also then look to prepare funding proposed through the annual budget process and staff work plans in winter 2027.

CLIMATE CHANGE IMPLICATIONS

None

ALTERNATIVES

1. Council may direct staff to bring forward an amendment to the 2026-2030 Financial Plan to allocate \$5,000 from the General Financial Stabilization Reserve for elected officials who require technological supports; and/or to direct staff to propose budget funds in the upcoming 2027-2031 Financial Plan for Child Care expenses directly related to attending meeting and draft a policy for consideration in 2027.

The UBCM best practices guide suggest one potential expense to reduce barriers is reimbursement for childcare expenses incurred to attend Council meetings. IT supports could be provided to assist individuals with a disability or for those with literacy and language needs. UBCM website includes a research paper Policy Briefing Note: *Childcare*

Expense Policy for City Councillors in Northwestern British Columbia, Spring 2022 (included in the link in attachment 4). Staff have found examples of childcare reimbursement in a few municipalities in Alberta.

Staff recommend that any such equity considerations be referred to the Accessibility and Inclusion Committee to engage with those with lived experience.

2. Not proceed with any action at this time and consider equity supports review through development of the 2027-2031 financial plan in the winter of 2027.
3. Council may consider directing staff to obtain a quote for this work from a specialized consultant, which would be expected to have financial cost of \$5,000-\$10,000.

STRATEGIC OBJECTIVE

- Diverse & Healthy Community
- Sustainable Service Delivery & Asset Management
- Community Planning

ATTACHMENTS

1. Summary of Census Data on Cumberland Population
2. Council Remuneration Bylaw No. 1166, 2022.
3. Union of BC Municipalities, Council and Board Remuneration Guide
<https://www.ubcm.ca/policy-areas/council-board-remuneration-guide>
4. Childcare Expense Policy for City Councillors in Northwestern British Columbia
https://www.ubcm.ca/sites/default/files/2022-09/Inclusive%20local%20governance-Childcare%20Expense%20Policy_Briefing%20Note_Final.pdf

CONCURRENCE

Annie Bérard-Ball, Director of Corporate Services **ABB**

Andrea Samsom, Manager of Finance and Human Resources **AS**

Respectfully submitted,

R. Parker

Rachel Parker
Corporate Officer

M. Mason

Michelle Mason
Chief Administrative Officer

Attachment 1

Summary of Census Data on Cumberland Population

2021 Census population: 4,445 people

Average age: 39.3

Median age: 39.2

Women, 15 and over: 1,485

Men, 15 and over: 1,400

Children in a one-parent family: 300

Children in a two-parent family: 925

Household Owners: 1,325

Renter: 515

About half of individuals 15 years and older have income between \$20,000-\$49,999.

While all residents speak English, or English and French, mother-tongue languages include Indo-European, Japanese, Korean, and Sino-Tibetan languages.

Significant employment industries: health care and social assistance; professional scientific and technical services; construction; public administration; retail trade; educational services.

The Province of BC indicates that 28.6% people in BC aged 15 years and older live with a disability.

Stats Canada indicates 5.9% of the BC population reports being 2SLGBTQ+.

Noted is that the census profile does not indicate people with a disability, Census data Profile

Table: <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&SearchText=Cumberland&DGUIDlist=2021A00055926014&GENDERlist=1,2,3&STATISTIClist=1,4&HEADERlist=0>

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1166

A bylaw to provide for remuneration to members of council.

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

1. This Bylaw may be cited as "Council Remuneration Bylaw No. 1166, 2022".
2. (1) The Mayor shall be paid an annual remuneration in the amount \$25,031 in 2023.
(2) In each year, including 2023, the remuneration for the Mayor shall be increased effective January 1st by a rate equivalent to any annual percentage increase in the consumer price index for British Columbia over the immediately preceding year.
3. Each Councillor shall be paid an annual remuneration of sixty per cent of the mayor's remuneration as set out in the previous section.
4. Remuneration to the Mayor and Councillors will be paid in monthly installments.
5. In the year of a general local election, the Council may appoint a committee of three residents to review Council remuneration for the years following the election and to make recommendations to the Council.
6. (1) Members have the option to participate in an extended health and dental program through the Union of British Columbia Municipalities for either family or single benefits, subject to the program conditions.
(2) For each member who chooses to participate in extended health and dental program, 100 per cent of the cost will be deducted from that member's remuneration each month and reimbursed to the Village.

The Corporation of the Village of Cumberland

Council Remuneration Bylaw No. 1166, 2022

Page 2 of 2

7. The “Council Remuneration Bylaw No. 1099, 2019” is repealed.

8. This bylaw takes effect on January 1, 2023.

READ A FIRST TIME THIS **14TH** **DAY OF** **FEBRUARY** **2022.**

READ A SECOND TIME THIS **14TH** **DAY OF** **FEBRUARY** **2022.**

READ A THIRD TIME THIS **14TH** **DAY OF** **FEBRUARY** **2022.**

ADOPTED THIS **28TH** **DAY OF** **FEBRUARY** **2022.**

Mayor

Corporate Officer

NOTICE OF MOTION REPORT



REPORT DATE: January 28, 2026

MEETING DATE: February 9, 2026

File No. 0530-07

TO: Mayor and Councillors
FROM: Troy Therrien, Councillor
SUBJECT: Amendment to Open Meeting Video Recording Policy

RECOMMENDATION

THAT Council amend the Open Meeting Video Recording Policy in section 2 to read:

1. Open Council meetings and open Committee of the Whole meetings will be recorded and live streamed through a link on cumberland.ca, the Village of Cumberland website;

And to delete section 2.1.

PURPOSE

The purpose of this report is to provide a summary of background information in support of the above motion and to indicate how the motion supports Council's strategic priorities.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
Nov 25 2024	THAT Council approve amended Policy 1.13, Open Meeting Video Recording Policy.
Nov 4, 2024	That the Committee direct staff to bring forward a change to the video policy to live stream Committee of the Whole meetings, including Financial Plan workshops, but not retain the recording.
July 27, 2020	THAT the Committee receive the Council Policy on Video Recording of Open Meetings report.
July 13, 2020	THAT Council determine that members of the public not attend open meetings of Council and other bodies until staff have developed a safety plan for open meetings; and THAT Council continue to hold open Council meetings electronically until there are facilities available that allow in-person attendance without compromising the option of viewing the meeting electronically (live stream or recorded); and THAT Council ensure openness, transparency, accessibility and accountability for open Council meeting by a)

	Providing notice of the meeting on the Village website and the Village office window, b) Providing the full agenda package on the Village website c) Allowing the public to hear and see the proceedings by electronic means, and d) Allowing the public to submit questions for Question Period by email.
June 8, 2020	THAT Council direct staff to proceed with purchasing a video conferencing system for the Council Chamber, and purchasing new meeting table system for the Council Chamber; AND THAT Council direct staff bring forward an amendment to the 2020-2024 Financial Plan Bylaw for an expenditure of \$25,000 from the Emergency and Public Safety Reserve.

BACKGROUND

The Village of Cumberland has a longstanding commitment to openness, transparency, and public accountability. The Open Meeting Video Recording Policy was adopted to enhance public access to Council proceedings and support civic engagement, particularly for residents who are unable to attend meetings in person.

At present, the policy clearly commits to the recording and livestreaming of Regular Council meetings, while Committee of the Whole (COW) meetings may not be consistently recorded. Committee of the Whole meetings, however, often include substantive policy discussions, detailed staff presentations, and early-stage deliberations that meaningfully inform Council decision-making.

Recording and livestreaming all open Committee of the Whole meetings would:

- Improve public understanding of how decisions are developed;
- Increase accessibility for residents who work evenings, have caregiving responsibilities, or face mobility barriers;
- Reduce reliance on informal summaries or second-hand accounts of Council deliberations;
- Align Cumberland's practices with regional norms.

A review of comparable small Vancouver Island communities—including the Towns of Comox and Qualicum Beach, as well as the Comox Valley Regional District—shows that recording and livestreaming both Council and key committee meetings is now common practice. Adopting this amendment would ensure Cumberland remains aligned with evolving public expectations and best practices in local government transparency.

FINANCIAL IMPLICATIONS

None.

OPERATIONAL IMPLICATIONS

Operational impacts are expected to be minimal.

Long-term, consistent recording of meetings may reduce staff time responding to information requests by providing residents with direct access to meeting discussions.

CLIMATE CHANGE IMPLICATIONS

None

ALTERNATIVES

1. Not proceed with any action at this time.

STRATEGIC OBJECTIVE

- Diverse & Healthy Community
- Sustainable Service Delivery & Asset Management
- Community Planning

ATTACHMENTS

OPEN MEETING VIDEO RECORDING POLICY

Red-Lined Amendment (Proposed) Recording and Livestreaming of Meetings

2. Open Council meetings ~~held in the Council Chamber and open Committee of the Whole meetings~~ will be recorded and live streamed through a link on cumberland.ca, the Village of Cumberland website.

2.1 ~~Committee of the Whole meetings will be live stream, but not recorded or retained.~~

[Deleted]

(All remaining sections of the policy remain unchanged.)

Respectfully submitted,

Councillor Troy Therrien

COUNCIL POLICY



<p>Title: Open Meeting Video Recording Policy</p> <p>Adopted Date: December 14, 2020</p> <p>Amended Date: December 9, 2024</p>	<p>No. 1.13</p> <p>Section: Administration</p> <p>Motion No. 2020-373</p> <p>Motion No. 24-292</p>
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Policy Statement

The Village of Cumberland is committed to the principles of openness, accountability, accessibility and transparency. This policy sets out the Village's policy on video recording of open meetings.

Purpose

This policy will provide guidelines and direction to staff for the video/audio recording and livestreaming of open meetings, and management of those recordings.

Policy

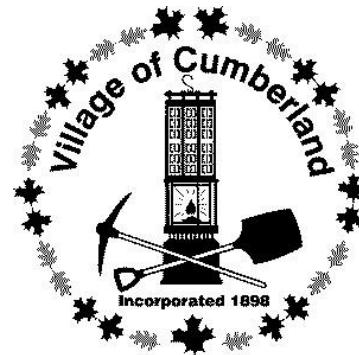
1. Adopted and certified minutes are the official record of meetings. Open meetings are video recorded for the convenience of the public and to increase public access to open meetings.
2. Regular open Council meetings held in the Council Chamber will be recorded and live streamed through a link on cumberland.ca, the Village of Cumberland website.
 - 2.1 Committee of the Whole meetings will be live streamed, but not recorded or retained.
 3. Village Hall meetings, public hearings, and select, standing and advisory committee meetings will not be routinely recorded nor live streamed, however if there is a particular matter of public interest on the agenda and it is expected that the Village cannot accommodate the number of expected attendees at the meeting, the Corporate Officer may make a video recording accessible to the public if suitable technology is available.

4. The Corporate Officer will make every reasonable effort to ensure that video recordings are available to the public and live streamed, however technical difficulties may prevent this. Meetings will not be cancelled, postponed or delayed due to technical issues.
5. The video camera will be directed at members of Council, staff, and individuals presenting to Council. However, despite best efforts to not film members of the public, audience members may also be seen or heard on the video.
6. A sign will be posted near the entrance to the Council Chamber to advise presenters and members of the public that open Council meetings are recorded and broadcast via the internet.
7. Presenters will be advised that the meeting is being recorded and broadcast on the internet.
8. Recordings will be stored and retained on cloud based storage for a minimum period of one year.
9. The Corporate Officer is authorized to terminate or interrupt the recording of a meeting or remove a portion of a recording if content may be considered to:
 - (a) be discriminatory or constitute hatred of a person or group of people and is likely to infringe on human rights, or offend, insult, humiliate or intimidate;
 - (b) breach the privacy of an individual or provide for the unauthorised disclosure of personal information of an individual,
 - (c) be offensive,
 - (d) disclose confidential or privileged information.
 - (e) be false or misleading and may damage the reputation of another individual or organization,
 - (f) infringe on copyright.
10. Copyright of the recordings of meetings is owned by the Corporation of the Village of Cumberland.

Permission is granted to produce or reproduce the recordings posted on the website, or any substantial part of such recordings for personal, non-commercial, educational and news reporting purposes only provided that the copied material is not modified or altered and ownership of the material is attributed to the Village.

No person may use the recordings for commercial activity, political party advertising, election campaigns, or any other politically partisan activity.

COUNCIL MEMBER REPORT



DATE: January 31, 2026
TO: Mayor and Councillors
FROM: Mayor Brown
SUBJECT: January 2026 Monthly Report

Date	Event	Comments
Jan 5	Village	Agenda Review for Jan 12 Council Meetings
Jan 6	CVSUS	<p>Comox Valley Substance Use Strategy Collaborative Meeting</p> <p>Discussion around new safe supply policy</p> <p>Applies to Hydromorphone only</p> <p>The Ministry did not implement the original recommendations, from the Ministry and Health Canada initiated Expert Advisory Group on Safe Supply (2020-2023). The expert panel did not support prescribing Hydromorphone as safe supply for fentanyl users as they were considered too weak to substitute for fentanyl and thus predicted the likelihood of diversion</p> <p>Withdrawal Management Updates</p> <p>No beds coming to CV – not enough addiction medicine physicians But there is a new 'Access Central' phone line launching this month for same day assessments and triage based on clinical need that is expected to increase access.</p> <p>Transportation funding is provided.</p> <p>Recovery based housing continues to be a gap here.</p> <p>Health Hub Table - Hub continues to be paused – advocacy needed and continued work by CSRHD</p> <p>Senior – Advocacy is fragmented in the CV a new network is forming but will take time. CVSUS has applied for funding to support the Seniors Table</p>
	Social Planning	<p>Regular Social Planning Society Member's Meeting</p> <p>Join Joanne Bays, Community Development Specialist, City of Courtenay</p> <p>Community Social Development Action Plan –aims to build relationships around place, strengthen the social fabric of the City and its neighbourhoods, and to build the conditions for a vibrant, inclusive, resilient City.</p> <p>Grounded in asset-based community development and systems-change thinking, highlights the Better Together Strategy, showcasing how the City is working with community and local government partners to create a more coordinated, effective approach to social wellbeing. Including insights from the City of Courtenay's new Neighbourhood Networks pilot project.</p>
	Island Health	Meeting with Village staff, myself, Charmaine Enns Medical Health Officer for Comox Valley, Strathcona and North Island/Alberni-Clayoquot and Health

		<p>Protection staff</p> <p>Discussion around Noro Virus and wastewater and potential testing requested by the BC Shellfish Growers Association.</p> <p>Charmaine has confirmed that wastewater outflows are not tested for Noro virus and any testing done on shellfish identifies both live and dead virus, there is no evidence to indicate that adding additional testing to our wastewater in or outflows will assist with preventing Norovirus outbreaks. She also shared this resource for our information: http://www.bccdc.ca/resource-gallery/Documents/Guidelines%20and%20Forms/Guidelines%20and%20Manuals/Health-Environment/ETNO%20Full%20Report.pdf</p>
Jan 8	Village	Mayor/CAO regular check in
Jan 9	BCMCLC	BC Municipal Climate Leaders Committee - Steering Committee meeting to prep for upcoming meeting with Minister Dix (Energy and Climate Solutions)
Jan 12	BCMCLC	BC Municipal Climate Leaders Meeting with Minister Dix sharing concerns about all things energy and climate including; micro hydro projects, community energy exchange projects and LGCAP funding.
	Council	Regular Council Meeting Including adoption of the new Official Community Plan! https://cumberland.ca/meetings/1-2026-r/
Jan 13	CVRD	<p>Recreation Commission</p> <p>DELEGATIONS: COMOX VALLEY VOLLEYBALL CLUB CITY OF COURtenay - COURtenay AND DISTRICT MEMORIAL POOL</p> <p>DELEGATION FOLLOW-UP – LUSH VALLEY - TSOLUM EDUCATION GARDEN COMOX VALLEY FARMERS' MARKET</p> <p>REPORTS:</p> <p>2026 APPLICATION-BASED RECREATION GRANTS FOR CONSIDERATION</p> <p>Carried: THAT the 2026 Recreation Grants be awarded to organizations in the amounts confirmed at the January 13, 2026 meeting as follows:</p> <p>Blazing Paddles Dragon Boat Society - \$1,500 Comox Valley Cycling Coalition - \$2,000 Comox Valley Exhibition Society - \$10,000 Comox Valley Sports Hall of Fame - \$2,000 Comox Valley Therapeutic Riding Society – \$7,500 Comox Valley Volleyball Club - \$7,000 Denman Island Community Education Society - \$7,500 Hornby Island Athletic Association - \$7,500 MIKI'SIW Metis Association - \$10,000 United Riders of Cumberland - \$27,600 Steam Donkey Racing Club - \$2,000 Mount Washington Freestyle Club - \$2,000</p> <p>Carried: THAT staff work on a three-year service funding agreement with United</p>

	<p>Riders of Cumberland and the Comox Valley Exhibition Society.</p> <p>Carried: THAT the Mount Washington Freestyle Club application be referred to the Electoral Areas Services Committee for consideration as part of the Rural Community Grant program.</p> <p>Carried: THAT a Comox Valley Recreation Commission workshop be conducted to review the eligibility criteria for Recreation Grant applications.</p> <p>POSITIVE TICKETING INITIATIVE</p> <p>Carried: THAT the Comox Valley Recreation Commission approve participation in the regional Positive Ticketing Initiative, delivered in partnership with the Comox Valley RCMP and Comox Valley local government partners, for a trial term ending December 31, 2027</p> <p>AMENDMENT TO THE COMOX VALLEY EXHIBITION GROUNDS SCHEDULE OF FEES AND CHARGES BYLAW NO. 244, 2013</p> <p>Carried: THAT the “Comox Valley Exhibition Grounds Fees and Charges Bylaw No. 244, 2013” be amended, as attached to the staff report “Amendment to Comox Valley Exhibition Grounds Fees and Charges Bylaw No. 244, 2013, dated January 7, 2026, which increases the fees by 2.6 per cent per year for a period of two years starting January 1, 2026.</p> <p>CLOSED MEETING: THAT the commission adjourn to a restricted closed session pursuant to the following sub-section of section 90 of the Community Charter: 90(1)(c) Labour relations or employee negotiations.</p>
CVRD	<p>CVRD Board Meeting</p> <p>CLOSED MEETING:</p> <p>Carried: THAT the Board adjourn to a restricted closed session pursuant to the following sub-section of section 90 of the Community Charter: 90(1)(c) Labour relations or employee negotiations;</p> <p>BUSINESS ARISING FROM MINUTES:</p> <p>DELEGATION FOLLOW UP - SITUATION TABLE</p> <p>J. Warren, Chief Administrative Officer, provided an update on the request of the Comox Valley Situation Table on December 9, 2025 to have the CVRD serve as fiscal host.</p> <p>Carried: THAT staff bring back an analysis of the request of the Situation Table at the December 9, 2025 meeting, to have the CVRD serve as its fiscal host.</p> <p>PETITIONS AND DELEGATIONS:</p> <p>MOSAIC FOREST MANAGEMENT</p> <p>Colin Koszman, Manager Community Relations, and Jimmie Hodgson, VP Sustainability and Chief Forester, presented an update on Mosaic Forest Management activities.</p> <p>STEPPING STONES RECOVERY HOUSE</p>

		<p>Tammy Gough and Shawn Vincent presented an overview of Stepping Stones Recovery House for Women and discussed potential funding support opportunities</p> <p>REPORTS:</p> <p>SERVICE 621, BAYNES SOUND, ELECTORAL AREAS B AND C PARKS AND GREENWAYS SERVICE REVIEW INITIATION</p> <p>J. Martens, General Manager of Corporate Services, provided an overview of the report regarding the logistics and process for a formal service review of Service 621, Baynes Sound, Electoral Areas B and C Parks and Greenways.</p> <p>E. Grieve/K. Grant: THAT staff be directed to engage a facilitator to support a service review of the Baynes Sound, Electoral Areas B and C Parks and Greenways Service;</p> <p>AND FURTHER THAT a preliminary meeting of the service review representatives be scheduled prior to April 8, 2026;</p> <p>AND FINALLY THAT the Comox Valley Regional District Board Chair be appointed as the representative of the Comox Valley Regional District Board.</p>
Jan 14	VIHA	Quarterly meeting with the ED for Vancouver Island Health Authority Update on Health Hub Resources for mental health and addictions
Jan 15	Village	Agenda Review for next Council Meetings
	Village	Mayor/CAO Regular update
Jan 16	CVFM	Meeting with Cumberland Farmers Market and community/businesses to brainstorm how to ensure the success of the Sunday Market
Jan 20	CC	Climate Caucus Women's Caucus Presentation and discussion around advocacy for climate related issues, funding and action and how to ensure continued funding from higher levels of government.
Jan 22	Village	Mayor/CAO regular catch up
	Strong Cities	Strong Cities Prevention Academy Module 3 Webinar Existing Legislation and Frameworks on Online Harms – Implications for BC Municipalities presented by RCMP and Shift BC
Jan 23	BC Ferries	Local government engagement session with the CEO, Nicolas Jimenez and other executive members on the current state of the coastal ferry system. This session will cover BC Ferries' current fiscal and operating environment and priorities, and the planning underway for Performance Term 7 (PT7), the regulated four-year term that determines the funding, investment, and service priorities across the ferry system. Discussion around fleet improvements for smaller island service, service

		disruptions and resident first access to bookings.
Jan 26	Council	Committee of the Whole
	Council	Regular Council Meeting
Jan 27	CBC	CBC Radio interview about RCMP request for support for new Detachment Build
	CVRD	<p>Regional Parks and Trails Committee</p> <p>ELECTION OF CHAIR AND VICE-CHAIR</p> <p>Director Brown elected Chair, Director Meilleur elected Vice Chair</p> <p>DELEGATIONS:</p> <p>MARINE PARKS FOREVER SOCIETY</p> <p>CLOSED MEETING:</p> <p>Carried: THAT the committee adjourn to a closed session pursuant to the following sub-section of section 90 of the Community Charter:</p> <p>90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the committee/board considers that disclosure might reasonably be expected to harm the interests of the regional district.</p>
		<p>Comox Valley Regional District Board Meeting</p> <p>REPORTS:</p> <p>COMOX VALLEY REGIONAL CLIMATE ACTION STRATEGY</p> <p>D. Thiessen, Planner I – Long Range, presented information regarding the regional Climate Action Strategy for approval and implementation</p> <p>Carried: THAT the Climate Action Strategy (Appendix A) be approved and that staff be directed to begin implementing the recommended actions in alignment with departmental workplans and the approved financial plan.</p> <p>Carried: THAT staff report back with an update on options for an electric bike rebate program.</p> <p>SUPPORTIVE TRANSIT FARE PROGRAM OPTIONS</p> <p>M. Zbarsky, Manager of Transit and Facilities, and M. Herbert, Social Planning Coordinator, presented information regarding options for supportive transit fare programs</p> <p>Carried: THAT staff be authorized to partner with the United Way to contribute to the United Way's Emergency Transit Assistance Program (ETAP) with up to 5,000 single ride tokens per year, as a supportive transit fare program for the Comox Valley;</p> <p>AND FURTHER THAT staff be directed to implement a new Comox Valley Regional District Go Program that provides a 50 per cent discount on the 30-day pass fare, for a period of six months, to up to 150 low-income qualified residents, as a supportive transit fare program for the Comox Valley</p>

		<p>ENHANCEMENT AND PROTECTION OF BIOLOGICAL CARBON SEQUESTRATION</p> <p>Carried: THAT the report dated January 13, 2026 regarding an overview of results of the recent regional Biological Carbon Sequestration Study and to recommend the report's referral to the member municipalities, Electoral Areas Services Committee and Regional Parks and Trails Committee be received</p> <p>M. Barnard, Corporate Climate Response Coordinator, presented an overview of results of the recent regional Biological Carbon Sequestration Study.</p> <p>Carried: THAT the staff report dated January 13, 2026 and study be referred to the K'ómoks First Nation, Electoral Areas Services Committee and member municipalities for consideration in relevant land use policies and related work; AND FURTHER THAT this report and study be referred to the Regional Parks and Trails Committee for consideration in their land acquisition process.</p> <p>2026-2030 PROPOSED FINANCIAL PLAN AND CAPITAL EXPENDITURE PROGRAM</p> <p>L. Wiwcharuk, Chief Financial Officer, presented an overview of the 2026-2030 Proposed Financial Plan and Capital Expenditure Program</p> <p>ASSET MANAGEMENT SUPPLEMENTARY INFORMATION</p> <p>T. He, Manager of Asset Management, presented information regarding the report on Asset Management Supplementary Information</p> <p>Carried: THAT Asset Management implementation proceeds for the Core Services of Water, Wastewater and Recreation, while Fire, Facilities, Fleet and Parks have their implementation deferred to a subsequent phase (option 1 in the staff report dated January 23, 2026), which includes onboarding two Asset Management Specialist positions in 2026, with one additional Asset Management Specialist position scheduled for 2028; AND FURTHER THAT staff update the Asset Management Strategy and return it to the Board for review in late spring.</p> <p>CLOSED MEETING:</p> <p>Carried: D. Hillian/W. Morin: THAT the Board adjourn to a closed session pursuant to the following sub-sections of section 90 of the Community Charter:</p> <p>90(1)(c) Labour relations or employee negotiations;</p> <p>90(1)(e) The acquisition, disposition or expropriation of land or improvements, if the committee/board considers that disclosure might reasonably be expected to harm the interests of the municipality; and,</p> <p>90(2) (b) the consideration of information received and held in confidence relating to negotiations between the regional district and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;</p>
Jan 28	CVRD	CAO/Chair and Mayor/CAO First meeting to discuss Projects and Shared interests between the Village of Cumberland and the CVRD

	CHEK	CHEK TV News interview on the RCMP request for support for the new Detachment build.
Jan 29	Village	Agenda Review for Feb 9 2026 Meeting
	Village	Mayor/CAO regular check in
	CVRD	<p>Comox Valley Regional District Elected Officials Forum</p> <p>The topics for this session are:</p> <p>1.K'ómoks First Nation Treaty Update</p> <p>On March 8, 2025, K'ómoks First Nation voted in favour of ratifying their treaty and self-government constitution. Representatives from the K'ómoks First Nation, BC and Canada will be in attendance to provide an update on the status of the K'ómoks Treaty and the next steps for ratification, which will first include the introduction of provincial legislation (currently planned for Spring 2026).</p> <p>2.Regional Sports Field Allocation Policy Project</p> <p>The focus of this session is the Regional Sports Field Allocation Policy Project currently underway across the Comox Valley. Participation and perspectives are essential as this work moves forward to establish a fair, consistent, and coordinated approach to how sports fields are allocated and managed regionally. This session will be facilitated by RC Strategies</p>
Jan 31	CV Chamber	<p>Comox Valley Chamber of Commerce Annual Chamber Awards</p> <p>Several Cumberland Businesses are nominated: Hakai Energy Solutions Inc (3X), Aurum Solar, Cumberland Brewing Co, West and Co.</p>

COUNCIL MONTHLY REPORT



DATE: 1 Feb, 2026
TO: Mayor and Councillors
FROM: Nick Ward
SUBJECT: January 2026 Monthly Report

Please accept this monthly report for information.

Date	Organization	Meeting/Event Comments
Mon 12	Council	Council Meeting
Mon 26	Council	Committee of the Whole Meeting
Mon 26	Council	Council Meeting



Village of Cumberland

Zoning Bylaw No. 1238, 2025

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PART 1 ADMINISTRATION

1.1 Title

(1) This Bylaw may be cited as “Village of Cumberland Zoning Bylaw No. 1238, 2025”.

1.2 Application

(1) The **Village of Cumberland** is hereby divided into zones as shown on “Schedule A – Zoning Map” and “Schedule B – Zoning Map within the Urban Containment Boundary”, which are attached to and form an integral part of this Bylaw.

(2) This Bylaw applies to all land, buildings, and **structures**, including the surface of water, within the boundaries of the **Village of Cumberland**.

(3) No land, building, or **structure** within the **Village of Cumberland** shall be developed, used, constructed, erected, modified, converted, enlarged, re-constructed, altered, placed, maintained, or subdivided except in conformity with the provisions of this Bylaw.

(4) Lawful non-conforming uses, buildings, and **structures** are subject to provisions of the *Local Government Act*.

(5) This Bylaw shall not apply in the following situations:

- (a) alterations, maintenance and repair to any building or **structure**, provided that such work does not involve structural alterations, is wholly interior, and does not change the use or intensity of use of the building or **structure**;
- (b) the use of a building or part thereof, as a temporary polling station, election official’s headquarters, candidate’s campaign office, and any other temporary use in connection with a federal, provincial, or municipal election, referendum, or census;
- (c) the use of a building, or part thereof, as a constituency office for a federal Member of Parliament or a provincial Member of the Legislative Assembly when located in a **Mixed-Use, Industry, or Public Use** zone, subject to the signage requirements prescribed in **Part 8** of this Bylaw.
- (d) a temporary **structure** or **container** which is incidental to the erection, maintenance, alteration, or sale of a building, **structure**, or utility for which a building or development

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permit has been issued provided that they are removed within 30 days of project completion or one year following the issuance of a building permit, whichever is earliest;

- (e) the temporary use of a **container** for the limited purpose of loading and unloading household contents for a maximum of 30 days in a single calendar year;
- (f) the use of non-**Residential** zones for activities such as amusement carnivals, religious gatherings, and music festivals for less than seven days, provided a valid licence has been issued under the *Village's Business Licence Bylaw*;
- (g) railways, pipelines, irrigation ditches, conduits, flumes, and pump houses;
- (h) telecommunication towers and wires, traffic control devices, free-standing lightning poles, flag poles, and clock towers; and
- (i) public **utilities**, including those which are underground or within statutory rights-of-way and utility poles and anchors.

1.3 Severability

- (1) If any section, subsection, sentence, clause, or phrase of this Bylaw is for any reason found to be invalid by a decision of a Court of competent jurisdiction, the invalid portion shall be severed and the validity of the remaining portion of the Bylaw shall not be affected.

1.4 Compliance with Other Legislation

- (1) In addition to this Bylaw, a person is responsible for ascertaining and complying with the requirements of all other applicable municipal bylaws, provincial statutes or regulations, and federal statutes or regulations.

1.5 Repeal

- (1) The Village of Cumberland Zoning Bylaw No. 1027, 2016, including all amendments, is hereby repealed.

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PART 2 ENFORCEMENT

2.1 General

(1) Village Bylaw Enforcement Officers , Building Official and Planning Staff are authorized to enforce the provisions of this Bylaw.

2.2 Right of Entry

(1) A Bylaw Enforcement Officer is authorized to enter, at all reasonable hours, onto any property to ascertain whether the provisions of this Bylaw are being adhered to.

(2) No person shall interfere with or obstruct a Bylaw Enforcement Officer from entering upon property for the purpose of enforcing the provisions of this Bylaw.

2.3 Offences

(1) No person shall contravene, cause, suffer, or permit a contravention of this Bylaw.

(2) No person shall commence or undertake a use which is not permitted by this Bylaw.

2.4 Penalties

(1) Each day that a contravention of this Bylaw occurs or is permitted to occur shall constitute a separate offence.

(2) Any person who contravenes any provisions of this Bylaw is liable on summary conviction to a penalty not exceeding \$50,000.00 and the costs of prosecution.

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PART 3 INTERPRETATION

3.1 General

- (1) The headings of parts and sections in this Bylaw have been inserted as a matter of convenience and for reference only and in no way define or limit any of its provisions.
- (2) The following guidelines shall be applied in interpreting any use defined in **Part 4** of this Bylaw:
 - (a) typical uses listed in the definitions have been included as examples only and are not intended to be exclusive or restrictive; and
 - (b) where a specific use does not conform to the wording of any use defined in this Bylaw or generally conforms to the wording of two or more uses defined in this Bylaw, the use shall conform to and be included in the use class which is most appropriate in character and purpose.
- (3) Words or phrases not defined in this Bylaw, where defined by the *Community Charter* or the *Local Government Act*, shall have the same meaning as defined by those statutes.
- (4) Words or phrases not defined in this Bylaw, the *Community Charter*, or the *Local Government Act* shall be given their usual and customary meaning.

3.2 Zone Boundaries

- (1) The zone boundaries on the Zoning Map shall be interpreted as follows:
 - (a) where a zone boundary is shown as approximately following a **lot line**, it follows the **lot line**;
 - (b) where a zone boundary is shown as approximately following the **Village** boundary, it follows the **Village** boundary;
 - (c) where a zone boundary is shown as approximately following the natural boundary of a watercourse, it follows the natural boundary; and
 - (d) where a zone boundary follows a street, **lane**, railway, pipeline, power line, utility right-of-way, or easement, it follows the centre line, unless otherwise clearly indicated on the Zoning Map.

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- (2) Where a survey plan approved by the Surveyor General indicates the adjustment of a parcel boundary due to accretion or erosion, the zoning designation applicable to the parcel is deemed to extend to the new parcel boundary despite the zoning designation of the accreted or eroded area indicated on Schedule A.
- (3) Where a zone boundary does not follow a legally defined property line and where the distances are not specifically indicated, the location of the boundary is determined by scaling from the Zoning Map.
- (4) Where a **lot** is divided by a zone boundary on the Zoning Map, each area created by the division shall be considered a separate **lot** for the purpose of determining the applicable regulations of this Bylaw.

3.3 Units of Measurement

- (1) Metric units are used for all dimensions and measurements in this Bylaw.
- (2) For the purpose of this Bylaw, the following units of measure are abbreviated as follows:
 - (a) hectares – ha
 - (b) metres – m
 - (c) square metres – m²
 - (d) cubic metres – m³
 - (e) centimetres - cm
- (3) Regulations in this Bylaw provided to one decimal place must not be rounded to whole numbers.
- (4) Where a calculation has been made for the purpose of compliance with the provisions of this Bylaw and does not yield a whole number, metric fractions of one half or greater (≥ 0.5) shall be rounded up to the nearest whole number and fractions of less than one half (< 0.5) shall be rounded down to the nearest whole number.

3.4 Figures

- (1) All figures used in this Bylaw are for illustrative purposes only and are not to scale.

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PART 4 DEFINITIONS

4.1 Defined Terms

(1) In this Bylaw:

ACCESSORY means clearly incidental and subordinate to a principal building, **structure**, or use on the same **lot**.

ACCOMMODATION, BED AND BREAKFAST means the use of one or more **sleeping units** within a principal **dwelling unit** to provide temporary accommodation for remuneration, and may include the provision of breakfast.

ACCOMMODATION, SHORT-TERM RENTAL means the use of a **dwelling unit**, a **secondary suite**, or one or more **sleeping units** within a principal **dwelling unit** to provide temporary accommodation for remuneration.

AFFORDABLE HOUSING means housing that is subject to a **housing agreement** with the **Village of Cumberland**.

AGRICULTURE, URBAN means the small-scale growing of crops or production of farm products and the keeping of bees and poultry within an urban or suburban environment. This use may include a **farm stand** but specifically excludes the production or sale of cannabis products.

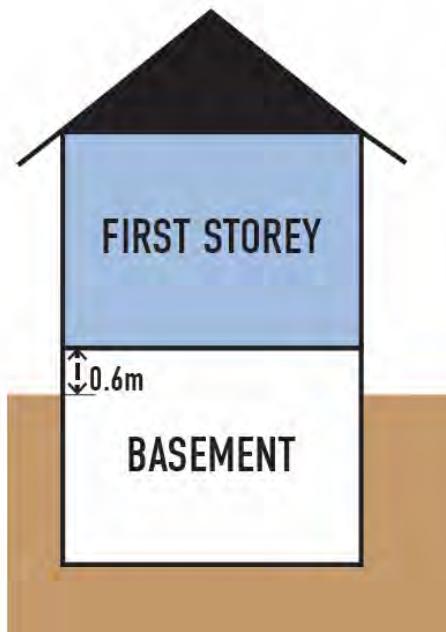
AUTOMOTIVE AND EQUIPMENT SERVICES, LIGHT means the provision of services associated with new or used automobiles, motorcycles, snowmobiles, tent trailers, boats, travel trailers, recreational vehicles, and similar vehicles, including but not limited to retail sale, rental, servicing, washing, installation, detailing, painting, and repair, as well as the sale, installation, or servicing of related parts and accessories.

AUTOMOTIVE AND EQUIPMENT SERVICES, INDUSTRIAL means the sale, rental, service, or repair of heavy vehicles, machinery, or mechanical equipment typically used for building, roadway, pipeline, oil field, and mining construction, manufacturing, assembling operations, processing operations, or agricultural production, but specifically excludes standard trucks, automobiles, or similar vehicles.

BASEMENT means a portion of a building that is partially or completely underground and has a finished ceiling that is no more than 0.6 metres above **finished grade**.

Figure 4-1. Basements

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BELOW MARKET RENT means rent set 10 percent below the average rent for a given unit type in the Courtenay Census Area as reported by the Canada Housing and Mortgage Corporation on the date of the rental agreement.

BREEZEWAY means a covered, unenclosed connection between buildings.

BULK FUEL STORAGE means premises used for the bulk storage and subsequent distribution of petroleum products, water, chemicals, gases, or similar substances.

BUSINESS FRONTAGE means any part of an exterior wall of a building containing a business facing a [highway](#).

CALIPER means the diameter of a tree trunk measured at a point 0.3 metres above the top of the tree's root ball.

CAMPGROUND means the provision of designated sites and associated facilities for the temporary accommodation of visitors using tents, trailers, recreational vehicles, and cabins or cottages for recreational purposes.

CARETAKER SUITE means a [dwelling unit](#) used to provide on-site accommodation for a single-person household, including a person employed on the property, a site caretaker, an operator of a commercial or industrial establishment, or an on-duty security personnel.

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CARE FACILITY, CHILD means premises licensed as required under the *Community Care and Assisted Living Act* to provide care, educational services, or supervision for three or more children.

CARE FACILITY, COMMUNITY means premises licensed as required under the *Community Care and Assisted Living Act* to provide care, educational services, or supervision for three or more persons not related by blood or marriage.

CARE FACILITY, LICENCE-NOT-REQUIRED means a [home occupation](#) for the provision of care, educational services, or supervision, in accordance with the *Community Care and Assisted Living Act*, for:

- a maximum of two children or a sibling group, or
- a maximum of two persons not related by blood or marriage.

CARPORT means a [structure](#) used to shelter one or more parked vehicles which is enclosed on no more than three sides.

CEMETERY means lands used for the interment of human remains or memorialisation of the deceased, and may include the provision of graveside memorial services or community memorial events.

COMPOST FACILITY means premises used for processing organic matter to produce compost and includes the ancillary sale of compost produced on-site.

COMMUNITY GARDEN means land used by members of the public, either collectively or via individual plots, for the growing of plants and food crops, demonstration gardening, or instructional programming.

CONTAINER means a non-combustible, portable unit designed for the storage or intermodal transporting of goods, and includes sea cans and cargo or shipping containers, but specifically excludes dumpsters and recycling receptacles intended for municipal collection.

COOKING FACILITY means an area within a building or [structure](#) used for the storage, preparation, or cooking of food, including any fixtures or appliances reliant on a 220V electrical outlet or a permanent gas line.

COOP means an enclosed, weatherproof [structure](#) used to house poultry, including but not limited to roosting areas, nesting boxes, and feeding areas.

CULTURAL AND COMMUNITY SERVICES means premises used or intended to be used for civic, cultural, recreational, or social purposes, including public or private clubs, spectator

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entertainment establishments, libraries, and cultural exhibits. Typical uses include but are not limited to municipal offices, community halls, Indigenous services, social clubs, private clubs, libraries, museums, galleries, auditoria, and concert venues.

DATA CENTRE means a building or group of buildings used for the storage and operation of networked computers or data and transaction processing equipment, and may include telecommunications systems and associated components.

DENSITY means a measure of the development intensity of a **lot**, including the number of **dwelling units** permitted on a **lot** measured in units per **lot**, units per hectare, or **floor area ratio**, as well as the maximum **floor area** of **dwelling units**.

DRIVE AISLE means a pathway designated for use by vehicular traffic, within a **parking lot** or similar area, for the purpose of accessing individual **parking spaces**.

DRIVEWAY means the portion of a **lot** between a **highway** or **lane** and a parking or loading area used for vehicular access and egress, but specifically excludes internal **manoeuvring aisles** within a **parking lot**.

DRIVE THROUGH FACILITY means premises where goods or services are provided through a window by an attendant or automated machine, to persons remaining in vehicles that are in a designated queuing space.

DWELLING UNIT means a building or self-contained portion thereof containing sleeping, sanitary, and **cooking facilities**, used or intended to be used as a residence for one household, but does not include **hostels**, **hotels**, **motels**, or recreational vehicles.

EDUCATION SERVICES means the provision of training, instruction, education, or certification in a specific trade, skill, or service, including classrooms, administrative offices, gymnasiums, or maintenance and/or storage facilities ancillary to the primary education service. Typical uses include but are not limited to public or private schools, commercial schools, community colleges, universities, vocational schools, and adult education centres.

EMERGENCY AND PROTECTIVE SERVICES means premises used as a base of operations for fire protection, police, ambulance, or other such services, including standard administrative and operational support functions, temporary staff accommodation, and other common spaces ancillary to the primary emergency and protective service.

END-OF-TRIP FACILITIES means complementary amenities necessary to support, and designated for use by, cyclists, joggers, walkers, and other active commuters at the end of their trip, including

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but not limited to common clothing lockers, changeroom, washroom, and shower facilities, bicycle repair space, and bicycle wash stations.

ENTERTAINMENT FACILITY means premises used or intended to be used to provide entertainment and amusement to patrons for remuneration, including but not limited to arcades, billiard and pool halls, bowling alleys, cinemas, miniature golf, nightclubs, and theatres, but specifically excludes gaming facilities such as casinos, bingo halls, video lottery terminals, slot machines, or teletheatre outlets.

FARM STAND means a building or [structure](#) used for the sale of seasonal crops and farm products grown or produced on-site.

FARMER'S MARKET means a market for the sale of locally produced goods typically produced on farms, with multiple vendors, operated in a fixed location on a periodic basis. This use includes but is not limited to the sale of arts and crafts and [mobile vending](#), but specifically excludes the sale of farm machinery, implements, and tools other than gardening supplies.

FENCE means a vertical [structure](#) used as a physical barrier or enclosure, or for screening purposes, including any moveable components such as a gate or door.

FLEET SERVICES FACILITY means premises used to dispatch, store, repair, clean, and otherwise maintain three or more vehicles used for the transport of people, goods, or services, but specifically excludes the production, display, sale, or rental of such vehicles. Typical uses include but are not limited to buses, couriers, limousines, taxis, or roadside assistance vehicles.

FLOOR AREA means the sum of all horizontal area with a clear ceiling height of 1.8 metres or more for each [storey](#) of a building, measured to the interior face of exterior walls.

FLOOR AREA RATIO (FAR) means the figure obtained when the [gross floor area](#) of a [lot](#) is divided by the total [lot area](#).

FLOOR AREA, GROSS (GFA) means the sum of the total [floor area](#) for all buildings on a [lot](#), measured from the outside face of the exterior walls, excluding enclosed areas used to accommodate [parking areas](#) and any associated ramps used for vehicular access/egress.

FOOD SERVICES means premises used for the preparation, service, and sale of food and beverages to the public, where such premises may be licensed pursuant to the *Liquor Control and Licensing Act*. Typical uses include but are not limited to licensed restaurants, theatre restaurants, banquet facilities, cafes, delicatessens, lunchrooms, and take-out restaurants, but specifically excludes a [drive through facility](#).

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GAS STATION means premises used for the selling and dispensing of vehicular fuels, lubricants, electricity, and automotive parts and accessories, and may include a car wash or the ancillary sale of food, tobacco, pharmaceuticals, periodicals, or other similar convenience items.

GRADE, FINISHED means the elevation of the ground following construction or land altering activities.

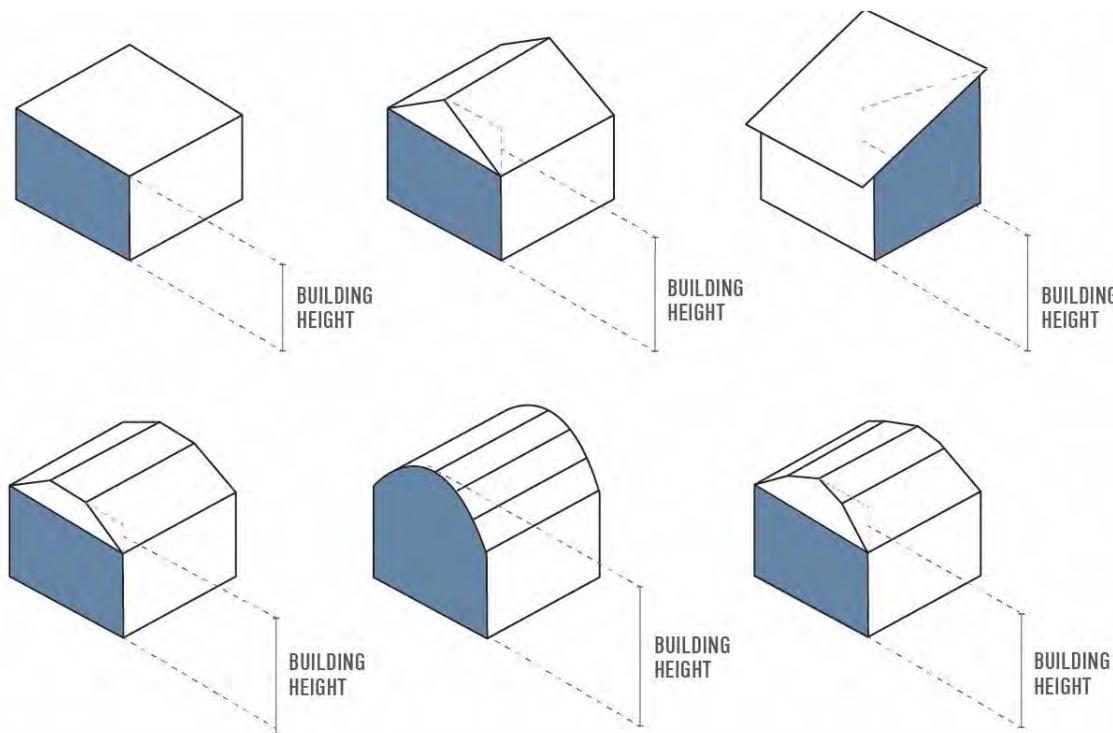
GRADE, NATURAL means the elevation of the ground surface in its natural state, prior to the commencement of any alteration or development, or on sloping sites, the plane angles prior to the commencement of any alteration or development. Where land alteration has occurred, **natural grade** is determined using historical records or interpolation based on surrounding **natural grades**.

HEALTH SERVICES means the provision of physical or mental health services, on an out-patient basis, which may be of a preventative, diagnostic, treatment, therapeutic, rehabilitative, or counselling nature. Typical uses include but are not limited to medical and dental offices, chiropractors, massage therapists, acupuncture clinics, reflexology, health clinics, and counselling services.

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HEIGHT means the maximum vertical distance between the highest point of a structure and the lesser of [natural grade](#) or [finished grade](#), or with respect to a building, the maximum vertical distance between the highest point of a non-sloping roof (less than 4% slope), or the mid-point of a sloping roof and the lesser of [natural grade](#) or [finished grade](#).

Figure 4-2. Building Height



HIGHWAY means a highway under the *Land Title Act* which affords the principal access to abutting properties, including a thoroughfare, street, avenue, parkway, [driveway](#), highway, road, viaduct, alley, [lane](#), bridge, trestle way, or other public right of way which is ordinarily used for vehicular traffic and is located on publicly owned lands.

HIVE means an enclosed, manufactured receptacle or vessel used to house honey bees.

HOME OCCUPATION means the use of a portion of a [dwelling unit](#) or [accessory](#) building, by a resident of the premises, to operate a business.

HOSTEL means a building containing shared sleeping, living, sanitary, and [cooking facilities](#), used or intended to be used as temporary accommodation for transient visitors, and where hostel staff are on the premises at all times.

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HOTEL means a building or group of buildings with a common entrance lobby and shared corridors, divided into self-contained **sleeping units** which may include **cooking facilities**, used or intended to be used as temporary accommodation for transient visitors, and where hotel staff are on the premises at all times. This use may also include ancillary facilities such as **food services**, banquet halls, meeting and convention rooms, **personal services**, and recreation facilities for the convenience of guests.

HOUSING AGREEMENT means an agreement authorized by bylaw and executed by a property owner and the **Village** in accordance with the *Local Government Act*.

IMPERMEABLE SURFACE means a surface which either prevents or impedes the entry of water into the soil mantle or causes water to run off the surface in greater quantities or at a rate of flow greater than the rate of flow present under natural conditions prior to development. Such surfaces include but are not limited to concrete, asphalt, and brick pavers with a joint of 12.0 millimetres or less.

INDUSTRIAL, HEAVY means the assembly, fabrication, manufacturing, processing, storage, and testing of materials or products predominantly from extracted, bulk, or raw materials, including the processing of animal products and byproducts and processes using hazardous materials or processes which may create hazardous or commonly recognized offensive conditions, and may include ancillary sales of such materials and products but specifically excludes the storage, processing, or handling of hazardous waste.

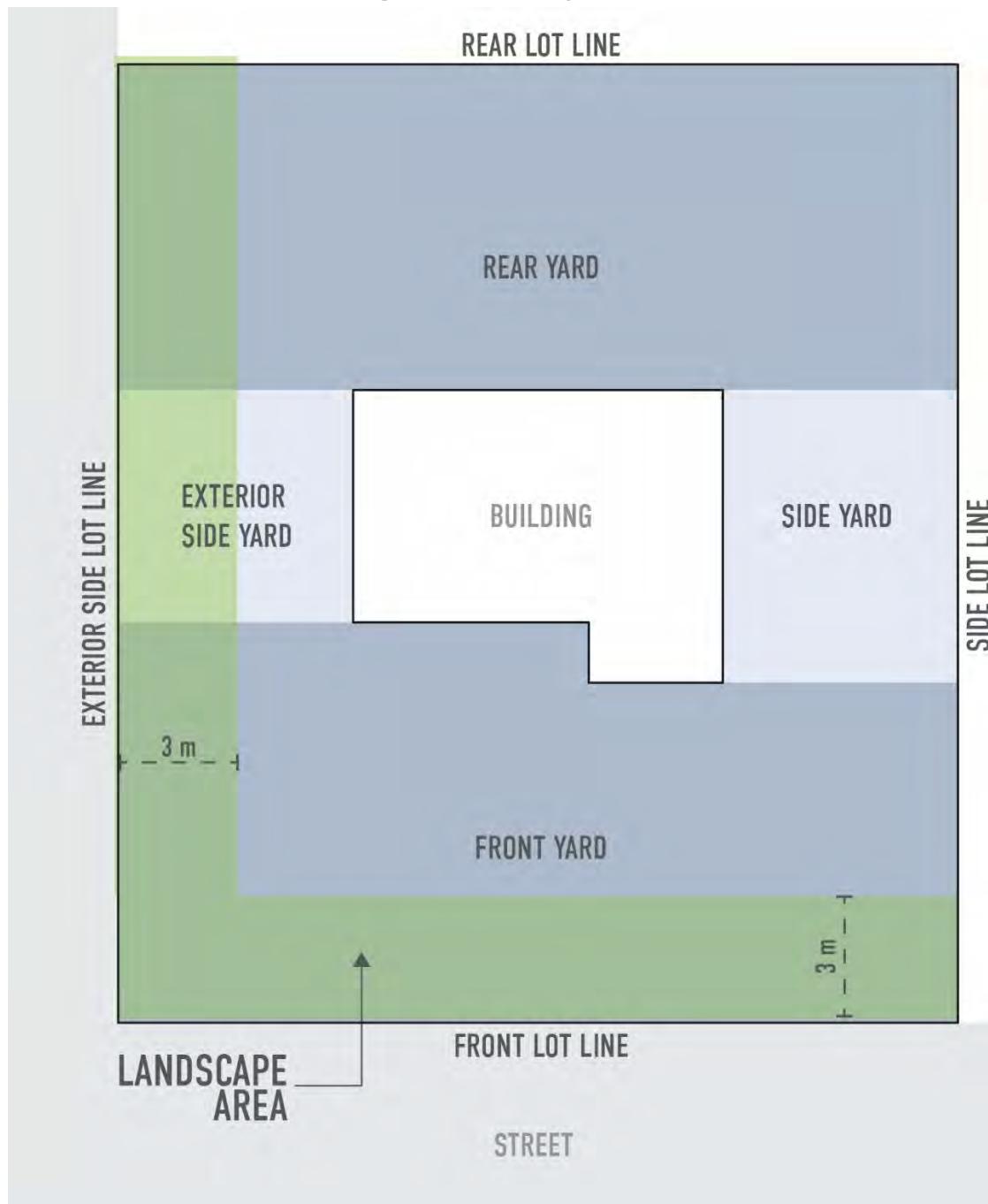
INDUSTRIAL, LIGHT means the assembly, fabrication, manufacturing, repair, servicing, maintenance, and testing of goods or materials where carried out wholly within an enclosed building or **structure**, including processes using hazardous materials, or processes which may create hazardous or commonly recognized offensive conditions, and may include ancillary sales of such goods or materials but specifically excludes the processing of animal products and byproducts and the storage, processing, or handling of hazardous waste.

KENNEL means premises used for the breeding, buying, selling, or overnight boarding of domesticated animals, but specifically excludes livestock.

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LANDSCAPE AREA means the horizontal area located up to a maximum of 3.0 metres into any [yard](#) abutting a [highway](#).

Figure 4-3. Landscape Area



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LANDSCAPE SCREEN means a continuous visual barrier consisting of natural vegetation, trees, shrubs, wooden or otherwise solid [fencing](#), or a combination of those elements, serving to effectively screen the area which it encloses.

LANDSCAPING means any combination of landscape features designed to enhance the visual appearance of a [lot](#), including [soft-landscaping elements](#), decorative paving, walkways, [fencing](#), patios, and other ornamental features used to beautify or screen the appearance of all or a portion of a lot, but specifically excludes enclosed [structures](#) or buildings.

LANE means an unnamed public thoroughfare or any other public [highway](#) that is otherwise undesignated, which may provide rear or side [yard](#) access to abutting [lots](#) and which is not intended for general traffic circulation.

LICENSED PREMISES means premises licensed pursuant to the *Liquor Control and Licensing Act* to serve alcoholic beverages to the public, where such premises may also serve food and non-alcoholic beverages and provide forms of live entertainment. Typical uses include but are not limited to bars, pubs, taprooms, and nightclubs.

LOADING SPACE means an on-site area reserved for temporary vehicular parking for the purpose of loading or unloading goods and materials.

LOT means a separate and distinct parcel of land which is legally defined by a recorded subdivision plan or description of land filed in the Provincial Land Title Office

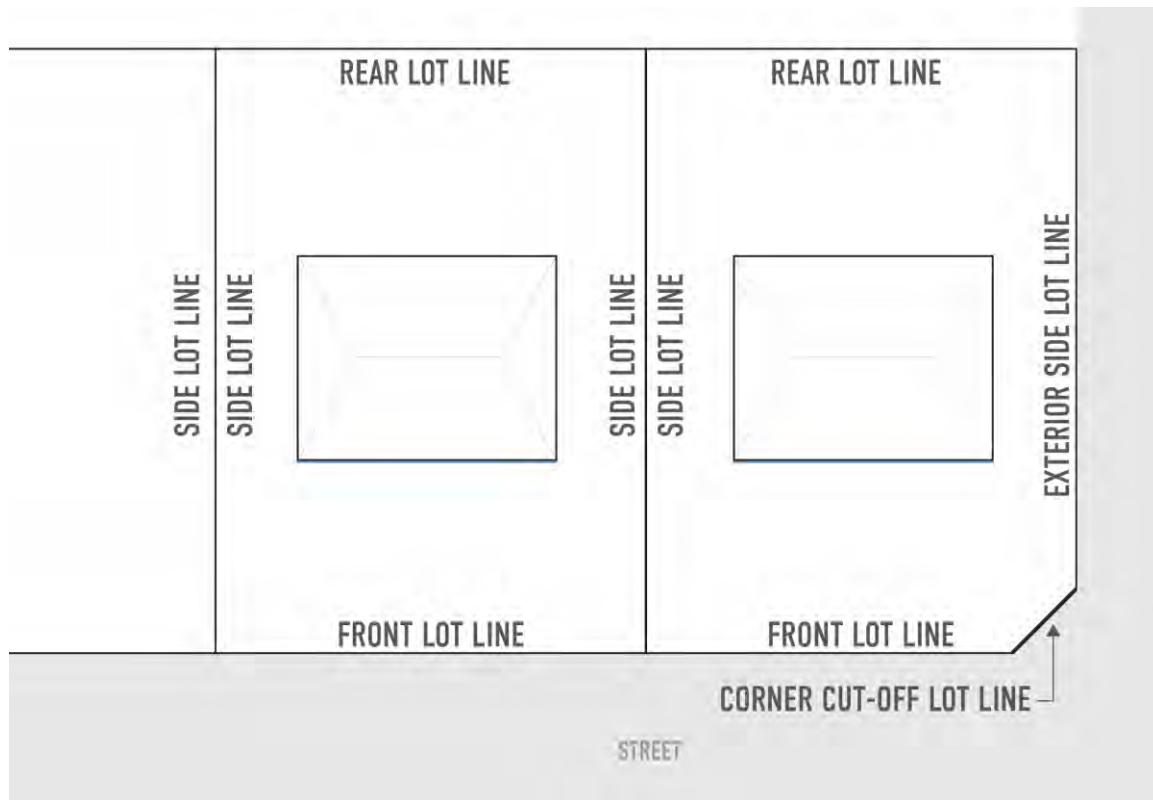
LOT AREA means the total horizontal area within the property boundaries of a [lot](#). In the case of a [panhandle lot](#), the access strip shall be excluded from the calculation of total lot area for the purpose of determining compliance with a minimum lot area requirement of this Bylaw.

LOT COVERAGE means the total horizontal area of a [lot](#) which may be built upon, expressed as a percentage of the total [lot area](#).

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LOT LINE means any line which forms the legally defined boundary of a **lot**.

Figure 4-4. Lot Lines



LOT LINE, CORNER CUT-OFF means a **lot line** that is common to a **lot** and the intersection of two **highways**.

LOT LINE, EXTERIOR SIDE means a **lot line** abutting a **highway** other than a lane, which is not the **front, rear, or corner cut-off lot line**.

LOT LINE, FRONT means the **lot line** which is common to a **lot** and an abutting **highway**. Where two or more **lot lines** abut a **highway**, the shortest line, excluding the **corner cut-off lot line**, shall be deemed to be the **front lot line**.

LOT LINE, SIDE means any **lot line** other than the **front, rear, corner cut-off, or exterior side lot lines**.

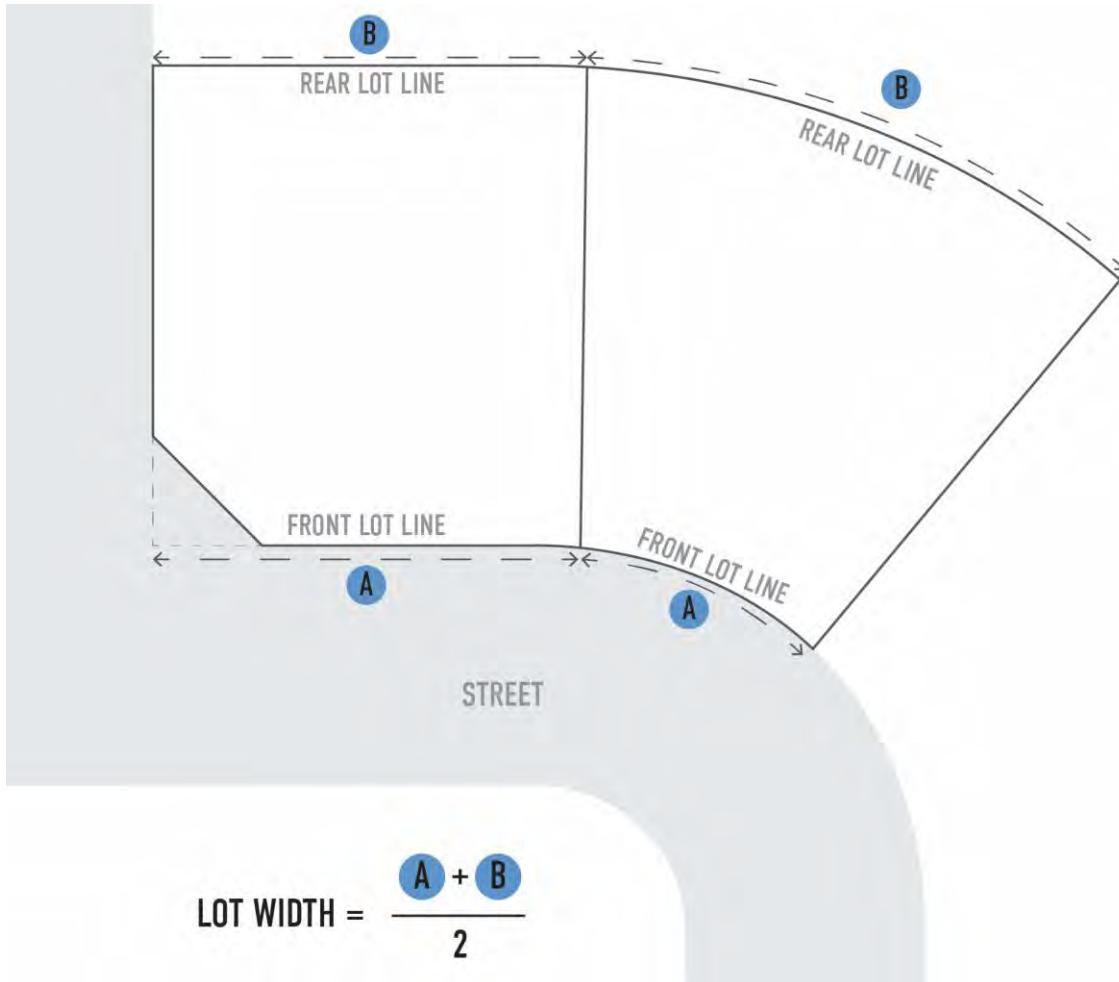
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LOT LINE, REAR means the **lot line** which is opposite to and most distant from the **front lot line**, or, where there is no such **lot line**, the point of intersection of any **lot lines** other than the **front lot line** which is opposite to and most distant from the **front lot line**.

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LOT WIDTH means the horizontal distance between the [side lot lines](#) at the minimum front [yard setback](#), such distance being measured along a line parallel to the [front lot line](#), except in the case of an irregularly shaped [lot](#).

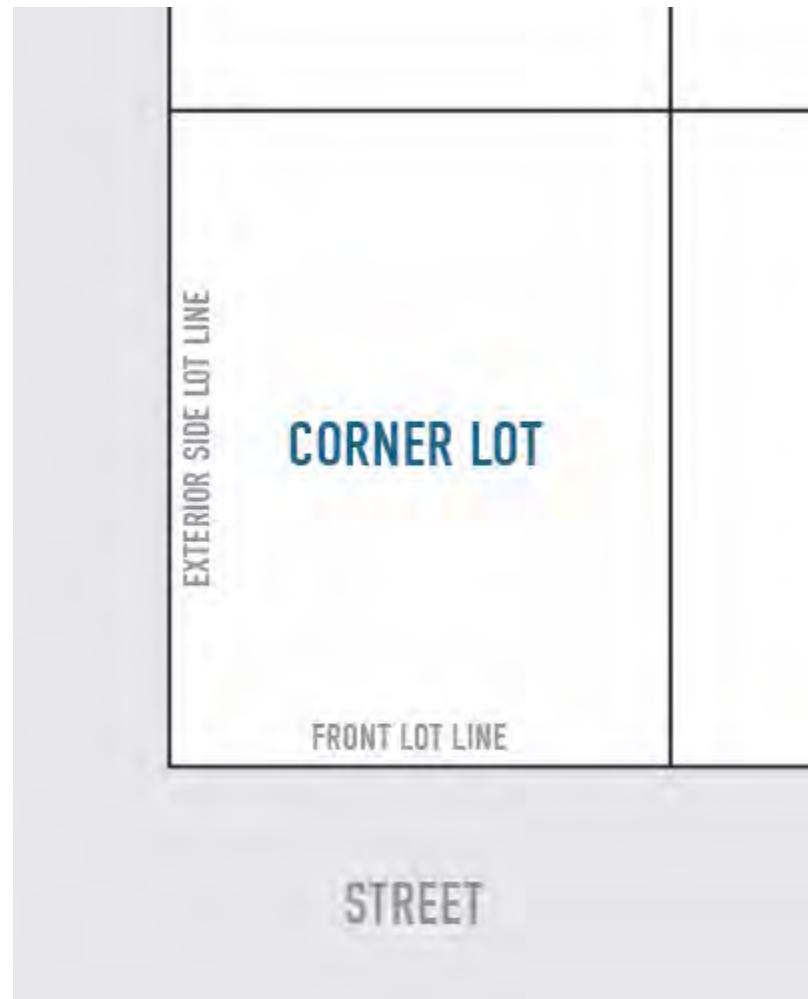
Figure 4-5. Lot Width



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LOT, CORNER means a **lot** situated at the intersection of two or more highways, or a **lot** that has two adjoining **lot lines** abutting a highway.

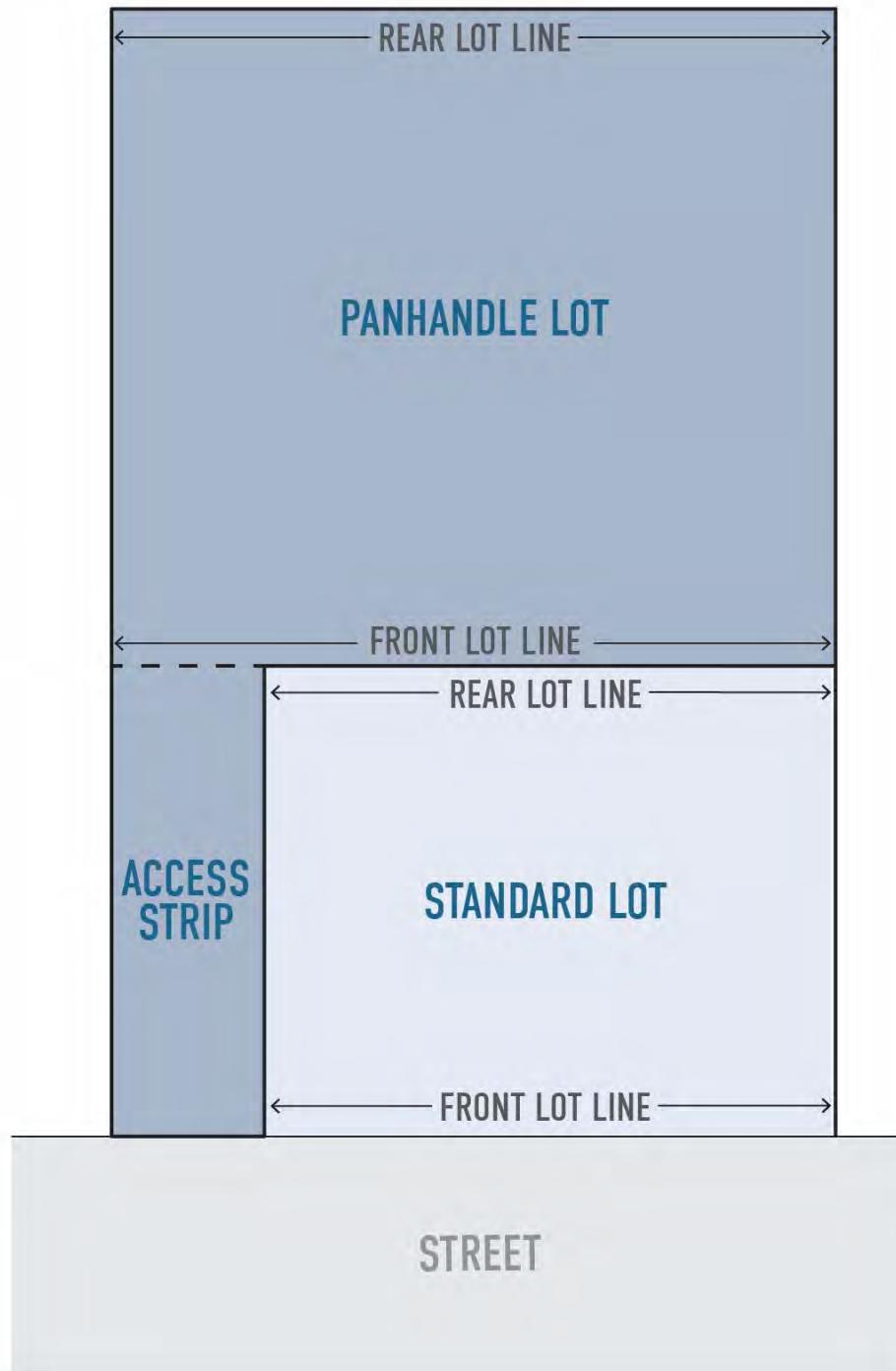
Figure 4-6. Corner Lot



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LOT, PANHANDLE means a **lot** which has its primary legal access from a **highway** through a narrow strip of land, referred to as the access strip, which is an integral part of the **lot**.

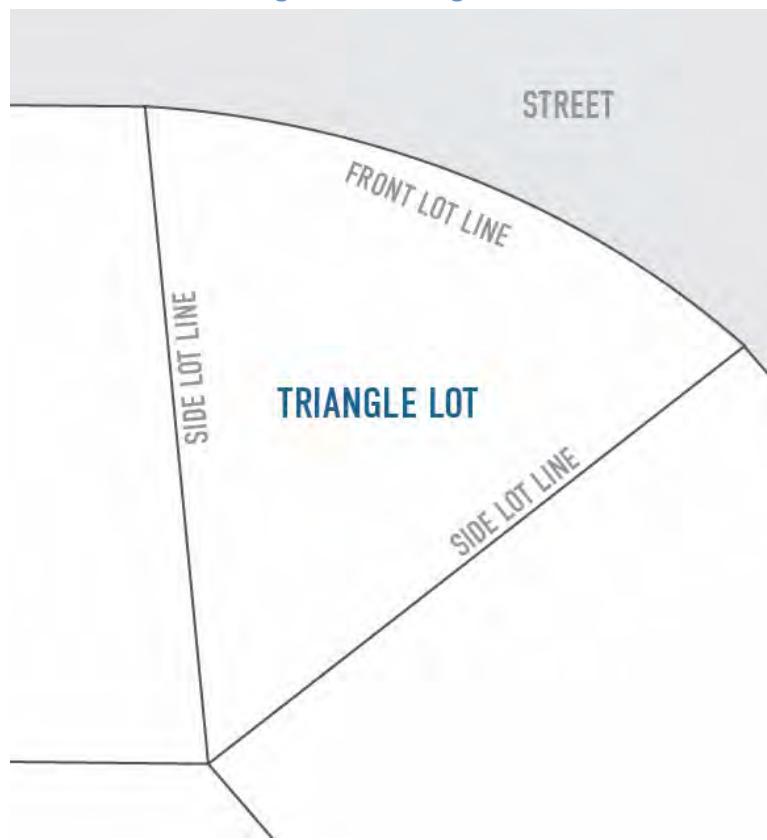
Figure 4-7. Panhandle Lot



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LOT, TRIANGLE means a **lot** which is generally configured such that its width at the **rear lot line** is lesser than at its **front lot line**.

Figure 4-8. Triangle Lot



MANOEUVRING AISLE means a pathway designated for use by vehicular traffic, within a **parking lot** or **parking area**, for the purpose of accessing individual **parking** and **loading spaces**.

MANUFACTURED HOME means a building containing one **dwelling unit**, built in a factory environment in one or more sections, intended to be occupied in a place other than its manufacture and is constructed to the CAN/CSA Z-240 (Mobile Home) standard.

MOBILE VENDING means the sale or rental of goods or services from a mobile, non-permanent, and moveable apparatus such as a vehicle, trailer, or cart, but specifically excludes the sale of alcoholic beverages or cannabis products.

MOTEL means a building or group of buildings divided into self-contained **sleeping units** used or intended to be used as temporary accommodation for transient visitors, each with a separate exterior entrance and convenient access to on-site parking, and which may include **cooking facilities**. A **motel** may also contain ancillary facilities such as **food services**, banquet, beverage, meeting, or convention rooms, and **personal service** establishments for the convenience of guests.

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NATURAL RESOURCE EXTRACTION means the mining, quarrying, digging, removal, or processing of earth, gravel, sand, peat, rock, or other natural substances found on or under the site. Typical uses include but are not limited to quarries, gravel pits, and stripping of topsoil.

PARK means land or water used or intended to be used for passive or active recreation by the public, including but not limited to walkways, trails, watercourses, environmentally sensitive areas, forest reserves, wildlife sanctuaries, green belts, conservation areas, nature interpretation areas, sources of drinking water, and [landscaping](#).

PARKING AREA means the area of a [lot](#) used to accommodate [parking spaces](#) and associated [manoeuvring aisles](#).

PARKING LOT means any [lot](#) or part of a [lot](#) used to temporarily park more than five vehicles.

PARKING SPACE means a designated area intended to be used to park one vehicle, exclusive of any [driveways](#), [drive aisles](#), or ramps.

PARKING, BARRIER-FREE means [parking spaces](#) designated for use by persons with disabilities.

PARKING, COURTESY means [parking spaces](#) designated for use by persons who are pregnant or who have young children.

PARKING, ELECTRICAL VEHICLE (EV) means [parking spaces](#) designated for use by electric vehicles.

PARKING, EV CHARGING STATION means a [parking space](#) equipped with electric vehicle supply equipment that provides Level 2 electrical vehicle charging in accordance with SAE International's J1772 Standard.

PARKING, EV PREPARED means a [parking space](#) equipped with the necessary conductors, connectors, devices, apparatuses, fittings, and electrical supply to support Level 2 electrical vehicle charging in accordance with SAE International's J1772 Standard.

PARKING, LONG-TERM BICYCLE means bicycle parking specifically provided and equipped for use by cyclists who typically stay at a site for extended periods of time; such facilities are easy to access for a range of users, are located in a secured or controlled area, and provide protection from inclement weather.

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PARKING, SHORT-TERM BICYCLE means bicycle parking specifically provided and equipped for use by cyclists who typically stay at a site for short periods of time; such facilities are readily visible and accessible for a range of users and are located within 25.0 metres of the main entrance of the premises they serve.

PARKING, TANDEM means two [parking spaces](#), one behind the other, with a common or shared point of access to a [drive aisle](#), [driveway](#), [lane](#), or [highway](#).

PERSONAL SERVICES means the provision of services which are related to the care and appearance of the body or the cleaning and repair of personal effects, including the sale of goods which are ancillary to the primary personal service operation. Typical uses include but are not limited to barber shops, hairdressers, tattoo parlours, manicurists, estheticians, tailors, shoe repair shops, dry cleaning establishments, and laundromats, but specifically excludes [health services](#).

PLANT NURSERY means premises used for the growing, harvesting, display, and wholesale or retail sale of plants, trees, sod, and similar plant materials, including the sale of goods which are ancillary to the primary nursery operation, but specifically excludes the production or sale of cannabis products.

PRODUCTION FACILITY, ALCOHOL means premises licensed under the *Liquor Control and Licensing Act* to produce, package, store, and distribute wine, beer, or spirits, and may include ancillary [retail sales](#), tours, tastings, or food and beverage service.

PRODUCTION FACILITY, CANNABIS means premises licensed under the *Cannabis Act* to grow, process, test, package, store, distribute, and destroy cannabis or cannabis-related products, but specifically excludes [cannabis retail](#).

PROFESSIONAL SERVICES, INTERNAL-FACING means the provision of technical, management, administrative, consulting, or financial services which do not include the servicing and repair of goods, the manufacturing or handling of a product, or on-site [retail sales](#), and where the provision of such services could function without directly servicing clients or customers entering the premises from the street. Typical uses include but are not limited to the offices of lawyers, accountants, architects, technology firms, planners, clerical, and secretarial agencies, but specifically excludes [health services](#), [personal services](#), or [public-facing professional services](#).

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PROFESSIONAL SERVICES, PUBLIC-FACING means the provision of technical, management, administrative, or financial services which may include ancillary functions such as the servicing and repair of goods, the manufacturing or handling of a product, or on-site [retail sales](#), and where the provision of such services functions by directly servicing clients and customers who enter the premises from the street and are accepted within a reception area. Typical uses include but are not limited to the offices of travel agents, real estate and insurance providers, financial institutions, household repair services, funeral services, and business support services, but specifically excludes [health services](#), [personal services](#), or [internal-facing professional services](#).

RECREATION SERVICES, INDOOR means indoor facilities used or intended to be used for recreational, cultural, or community activities, including but not limited to arenas, gymnasiums, swimming pools, ice rinks, rock climbing facilities, dance, fitness, and mixed martial arts studios, and indoor athletic fields and sport courts.

RECREATION SERVICES, OUTDOOR means facilities used or intended to be used for recreational, cultural, or community activities conducted outdoors, including but not limited to bandshells, amphitheatres, playgrounds, athletic fields and sport courts, swimming pools, and field houses, but specifically excludes [campgrounds](#).

RECYCLING FACILITY means premises used to collect, temporarily store, and distribute recyclable materials pursuant to the *Environmental Management Act*, where such activities are carried out wholly within an enclosed building or [structure](#). This use specifically excludes recyclable material processing and [outdoor storage](#).

REFUSE DISPOSAL FACILITY means premises registered as required under the *Environmental Management Act* as a sanitary landfill, modified sanitary landfill, hazardous waste management facility, or dry waste site for the processing, treatment, storage, recycling, or other such disposal of municipal, hazardous, or industrial waste, but specifically excludes a [wrecking yard](#).

RENEWABLE ENERGY APPARATUS means equipment or infrastructure which is used to generate, transmit, and use energy from renewable sources such as sunlight, wind, rain, tides and geothermal heat.

RESIDENTIAL RENTAL TENURE means, in relation to a [dwelling unit](#) in a multi-residential building, a tenancy governed by a landlord tenancy agreement that complies with the *Residential Tenancy Act*.

RETAIL, CANNABIS means premises licensed under the *Cannabis Act* for dispensing, selling, or distributing cannabis or cannabis-related products, but specifically excludes a [cannabis production facility](#).

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RETAIL SALES means the provision of goods, merchandise, and other materials for sale to the public, including uses ancillary to the primary retail operation such as on-site storage and/or limited seasonal outdoor sales. Typical uses include but are not limited to grocery, liquor, convenience, hardware, pharmaceutical, clothing, appliance, thrift, and used-goods stores, but specifically excludes [gas stations](#), [light automotive and equipment services](#), [wholesale services](#), and [cannabis retail](#).

RETAINING WALL means a human-made structure designed to support, stabilize, and restrain existing earth or imported fill materials as a result of differences in grade.

SAWMILL means premises used for the cutting, sawing, planing, drying, dressing, packaging, storage, and distribution of lumber products from raw timber, and may include ancillary sales of such lumber products.

SECONDARY means clearly in conjunction with and second to a principal use on the same [lot](#).

SECONDARY SUITE means a self-contained [dwelling unit](#) located within a building or portion of a building pursuant to the British Columbia Building Code.

SETBACK means the shortest horizontal distance between a building or [structure](#) and a [lot line](#).

SIGN means any [structure](#), device, advertisement, advertising device or visual representation intended to convey information or to advertise or attract attention to a product, service, place, event, person, institution or business and visible from any property other than the one on which it is located.

SIGN AREA means the total surface area of a [sign](#) within the outer edge of the [sign](#) frame or [sign](#) border. In the case of a double-face or multi-face [sign](#) only half of the total area of all [sign](#) faces will be counted.

SIGN, AWNING means a [sign](#) that is printed, painted, or otherwise affixed to the surface of an awning.

SIGN, CANOPY means a [sign](#) that is attached to, mounted on, or incorporated into a canopy, which is a permanent [structure](#) extending from a building.

SIGN, FASCIA means a [sign](#) which is painted on or attached to and supported by an exterior wall or fascia of a building provided the face of the [sign](#) is parallel to the wall and does not project more than 0.3 metres beyond the wall surface.

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SIGN, FREESTANDING means a self-supporting [sign](#) that is not attached to a building or any other [structure](#).

SIGN, HANGING means a [sign](#) suspended from a bracket, pole, or other supporting [structure](#), typically mounted perpendicular to a building or under an overhang for visibility.

SIGN, THIRD PARTY ADVERTISING means a [sign](#) which directs attention to a product, service, place, event, person, institution or business which is conducted, sold or offered at a location other than the [lot](#) on which the [sign](#) is located.

SILVICULTURE means the growing, cultivation, development, maintenance, and harvesting of forest crops and forested areas.

SLEEPING UNIT means one or more rooms used or intended to be used for living and sleeping on either a temporary or permanent basis, but specifically excludes [cooking facilities](#) unless otherwise specified.

SOFT-LANDSCAPING ELEMENTS means any combination of horticultural elements requiring growing medium, including natural grasses, ground covers such as perennials and natural turf, and shrubs and trees. [Soft-landscaping elements](#) do not include areas that have been [landscaped](#) without growing medium and plant materials which are predominately rock, artificial turf, rubberized surfacing, or other such hard surface treatments.

SOIL VOLUME means the volume of growing medium material required to support plant growth, as calculated to include any continuous growing medium reachable by a plant's roots to a minimum depth of 1.0 metre.

STORAGE, INDOOR means a building or group of buildings which may include lockers available for rent, used or intended to be used to store commercial, industrial, or household goods and materials of a non-hazardous nature.

STORAGE, OUTDOOR means the storage of equipment, goods, materials, and merchandise in the open air where such storage does not involve the erection of permanent [structures](#) or the material alteration of the existing state of the land.

STORAGE, WAREHOUSE means a building or group of buildings, used or intended to be used to store commercial or industrial goods and materials of a non-hazardous nature.

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STOREY means the portion of a building between the top of any floor and the top of the floor above it, and if there is no floor above it, the portion between the top of such floor and the ceiling above it. Any portion of a building having its ceiling 1.0 metres or less above **finished grade** will not be counted as a storey.

STRUCTURE means anything that is constructed, placed, erected, supported by, or sunk into land or water, but specifically excludes areas of hard surfacing such as concrete, brick or unit pavers, turfstone, asphalt, or similar materials.

UTILITIES means the provision of utilities for public consumption, benefit, or convenience, including water treatment, wastewater collection or treatment, stormwater collection or detention, irrigation, solid waste management, district heat, electric power, and telecommunications, including any buildings or **structures** ancillary to the principal utility use.

VETERINARY SERVICES means premises licensed as required under the *Veterinarians Act* to provide preventative, diagnostic, treatment, therapeutic, rehabilitative, medical, or surgical care to animals, which may include temporary shelter facilities for animals receiving overnight care but specifically excludes a **kennel**.

VILLAGE means the Corporation of the Village of Cumberland.

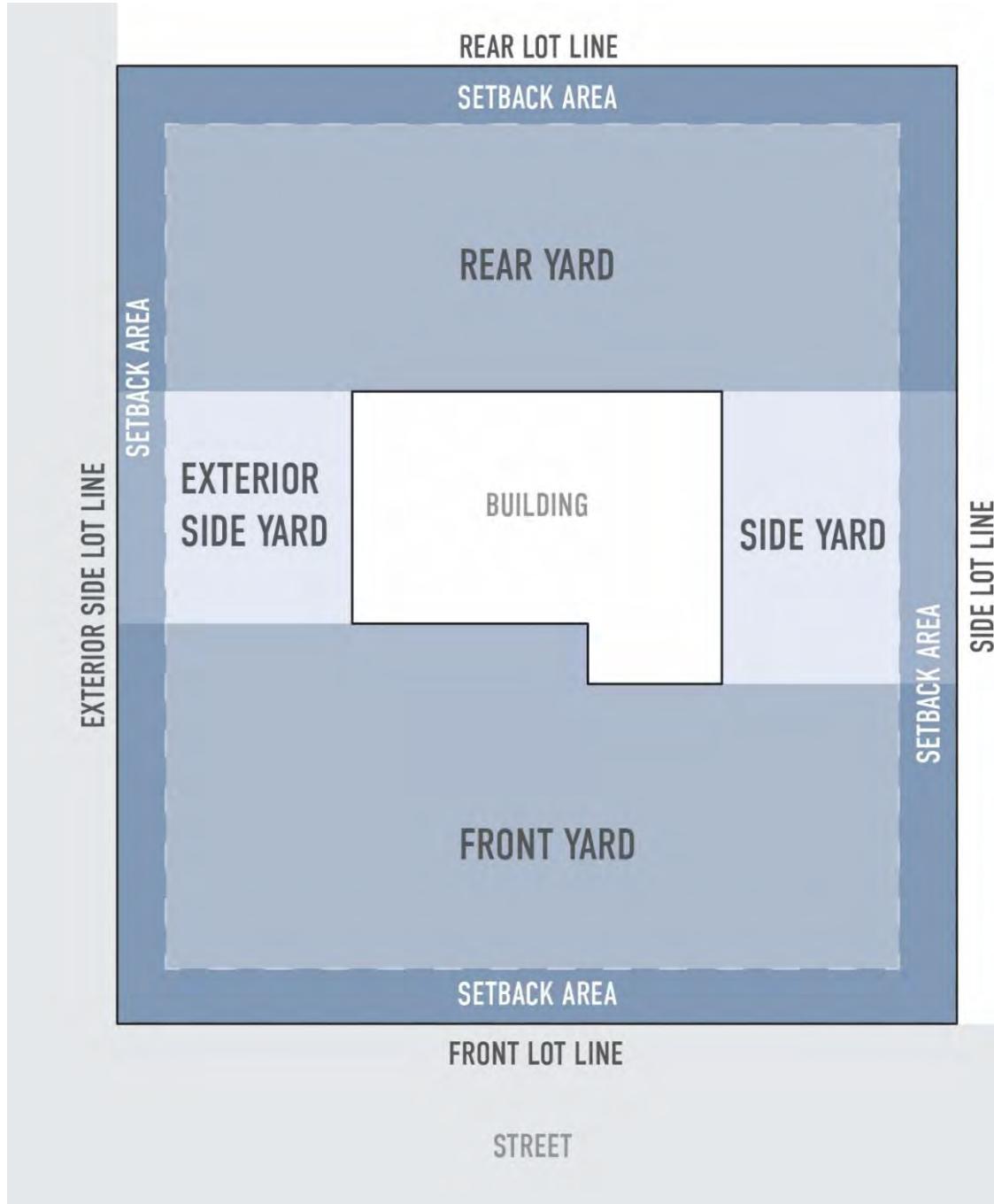
WHOLESALE SERVICES means premises used for the storage, sale, and distribution of goods, commodities, and merchandise to retail distributors, other wholesale distributors, or industrial, commercial, institutional, and professional business users.

WRECKING YARD means premises used for the collection, demolition, dismantlement, storage, salvage, recycling, or sale of waste materials including scrap metal, vehicles, machinery, and other discarded materials.

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YARD means the area on a **lot** between a **lot line** and the nearest wall or supporting member of a building or **structure**, extending across the full width of the **lot** in the case of a front or rear **yard**, and the full width of the building face in the case of a side **yard**.

Figure 4-9. Yards



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PART 5 GENERAL REGULATIONS

5.1 Uses Permitted in All Zones

(1) The following uses, buildings, and **structures** are permitted in all zones:

- (a) **parks**, open space, **community gardens**, multi-use trails, and ecological reserves;
- (b) **short- and long-term bicycle parking**;
- (c) **renewable energy apparatuses**; and
- (d) telecommunication towers and wires, traffic control devices, free-standing lightning poles, flag poles, and clock towers.

5.2 Uses Prohibited in All Zones

(1) The following uses, buildings, and **structures** are prohibited in all zones:

- (a) a track for the racing of motor vehicles;
- (b) **data centres**; and
- (c) **drive through facilities**.

5.3 Development Standards

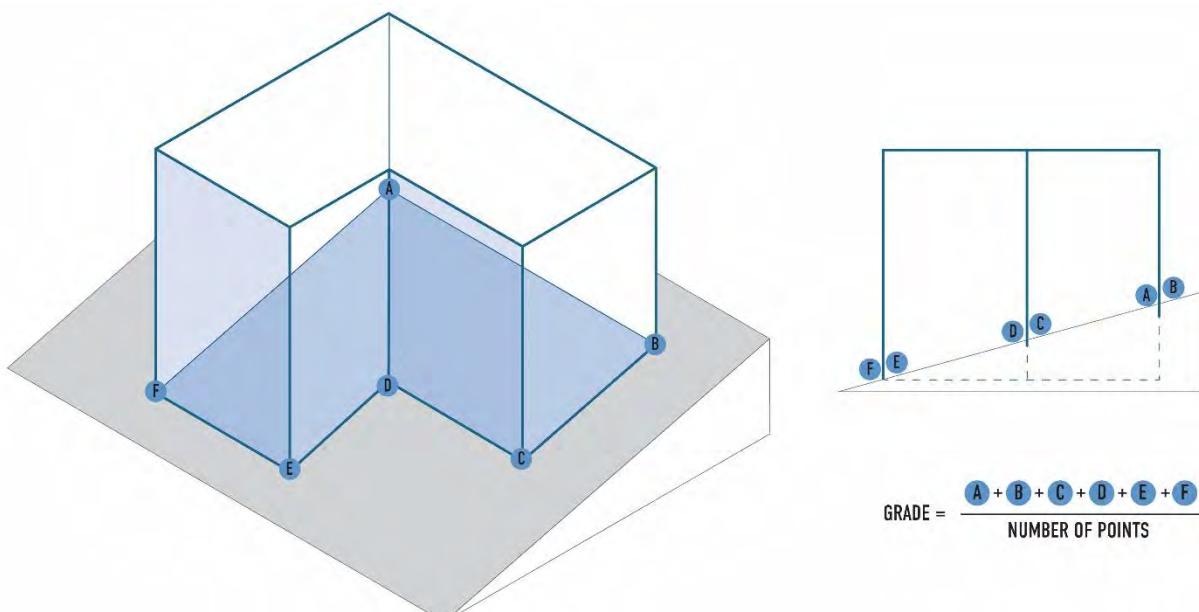
(1) Where a zone establishes minimum **setback** regulations, no building or **structure** within that zone shall be placed, erected, constructed, sunk into, re-constructed, altered, or enlarged nearer to the **lot line** than the distance specified.

(2) For certainty, all portions of a building or **structure**, whether located above or below **finished grade**, are subject to all **setbacks** for the zone in which it is located.

(3) For the purposes of calculating **height**, grade shall be measured by averaging the elevation at any point at which the corner of a building or structure comes into contact with the surface of a lot, excluding any artificial mounds of earth or rocks placed at or near the face the building or **structure**, and excluding the minimum window well width and depth required by the British Columbia Building Code.

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Figure 5-1. Calculating Grade



- (4) Where a zone establishes maximum **height** regulations, no building or **structure** within that zone shall be placed, erected, constructed, sunk into, re-constructed, altered, or enlarged such that it exceeds the **height** specified.
- (5) Despite any other provision of this Bylaw, heating, ventilation and air conditioning equipment must be located to minimize their impact on adjacent **dwelling units** by avoiding proximity to windows and doors.

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5.4 Exemptions from Development Regulations

Table 5.4(1) Exemptions from Development Regulations

E = exempt

-- = not exempt

Exemptible Features	Setbacks	Height	GFA	FAR	Lot Coverage
Accessory buildings and structures	--	--	--	--	E ¹
Arbours, trellises, and pergolas	n/a	--	n/a	n/a	E
Areas used to house a building's mechanical and electrical systems	--	E ²	--	E	--
Areas used to provide service access to a building	--	--	--	E	--
Bay windows, chimneys, headers, pilasters, and sills	E ³	E ⁴	--	--	E ⁵
Belfries, domes, and spires	--	E ²	--	--	--
Breezeways	--	--	E	E	--
Carports	--	--	E	E	--
Common amenity areas including storage, laundry, recreational, and end-of-trip facilities	--	--	--	E	--
Courtyards, patios, sidewalks, and other hard surfacing	n/a	n/a	n/a	n/a	E
Cornices, eaves, and gutters	E ⁶	--	n/a	n/a	E ⁵
Cranes	--	E ²	n/a	n/a	n/a
Enclosed parking areas, including ramps for vehicular access/egress	--	--	E	E	--
Exterior features used to facilitate barrier-free access to a building or structure in accordance with the BC Building Code	E ⁷	E ²	E	E	E
Exterior stairs	E ⁸	E ⁹	E	E	E

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Table 5.4(1) Exemptions from Development Regulations

E = exempt

-- = not exempt

Exemptible Features	Setbacks	Height	GFA	FAR	Lot Coverage
Farm stands	E	--	E	E	--
Fences and retaining walls	E	--	n/a	n/a	n/a
Flagpoles	n/a	E ²	n/a	n/a	n/a
Guardrails	n/a	E	n/a	n/a	n/a
Landscaping	E	--	n/a	n/a	n/a
Renewable energy apparatuses	--	E ²	n/a	n/a	--
Shared corridors, stairs, and elevator shafts	--	E ¹⁰	--	E	--
Stair and hose towers	--	E ²	--	E	--
Telecommunications towers	--	E ²	n/a	n/a	n/a
Uncovered driveways, manoeuvring aisles, and parking and loading spaces	E	n/a	n/a	n/a	E
Unenclosed balconies, decks, porches, and verandas	--	--	E	E	E ¹¹
Water towers or other such reservoirs	--	E	n/a	n/a	E

CONDITIONS [Table 5.4(1)]:

- 1** One **accessory** building having less than 10.0 square metres of **floor area** may be exempt from the calculation of **lot coverage**.
- 2** Such features are permitted to exceed the **height** regulations of this Bylaw up to an overall maximum **height** of 18.0 metres.
- 3** Bay windows, chimneys, headers, pilasters, and sills are permitted to project 0.6 metres into a required **yard**, provided such features do not exceed 40% of the length of each building frontage, per **storey**.
- 4** Chimneys are permitted to exceed the **height** regulations of this Bylaw up to an overall maximum **height** of 18.0 metres.
- 5** To be exempt from the calculation of **lot coverage**, bay windows, chimneys, headers, pilasters, sills, cornices, eaves cannot extend to grade level.
- 6** Cornices, eaves, and gutters are permitted to project 0.6 metres into a required **yard**.

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Table 5.4(1) Exemptions from Development Regulations

E = exempt

-- = not exempt

Exemptible Features	Setbacks	Height	GFA	FAR	Lot Coverage
7 Exterior features used to facilitate barrier-free access to a building or structure in accordance with the BC Building Code are permitted within a required yard , provided such features are sited no closer than 0.3 metres to any lot line .					
8 Exterior stairs are permitted within a required front yard , exterior side yard , or rear yard .					
9 Exterior stairs are permitted to exceed the height regulations of this Bylaw, provided such stairs are required to facilitate rooftop access.					
10 Elevator shafts and their associated enclosures are permitted to exceed the height regulations of this Bylaw up to a maximum height of 18.0 metres.					
11 To be exempt from the calculation of lot coverage , unenclosed balconies, decks, porches, and verandas must be at least 1.0 metre above finished grade and cantilevered .					

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PART 6 USE-SPECIFIC REGULATIONS

6.1 Accessory Buildings and Structures

- (1) Where expressly permitted in a zone, an **accessory** building or **structure** is only be permitted where a principal building, **structure**, or use has already been established, or is in the process of being established, on the same **lot**.
- (2) Despite **Section 6.1(1)**, one **accessory** building may be located on a **lot** where a principal building, **structure**, or use has not yet been established, provided:
 - (a) the **gross floor area** of the **accessory** building does not exceed 25.0 square metres; and
 - (b) the **accessory** building is only used for storage of non-hazardous materials.
- (3) No **accessory** building or **structure** can contain a **dwelling unit** or **sleeping unit**.
- (4) An **accessory** building or **structure** which is connected to a principal building or **structure** via **breezeway** is not be considered to comprise part of the principal building.

6.2 Cannabis Retail

- (1) A maximum of two **cannabis retail** establishments are permitted within the **Village**.
- (2) A maximum of one **cannabis retail** establishment is permitted per **lot**.
- (3) A **cannabis retail** establishment must be located a minimum of:
 - (a) 150.0 metres from any education service or care facility used to provide care, educational services, or supervision to children; and
 - (b) 50.0 metres from any other **cannabis retail** establishment.

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6.3 Caretaker Suites

- (1) The maximum **gross floor area** of a **caretaker suite** is 90.0 square metres.
- (2) Detached **caretaker suites** must be located within a rear **yard**.
- (3) Where a **caretaker suite** is integrated within a principal building, the **caretaker suite** must:
 - (a) be incidental to, and integrated with, such principal building, and must not be connected to the principal building via **breezeway** or other such unconditioned space;
 - (b) be located above or to the rear of the principal use associated with the **caretaker suite**; and
 - (c) have its own separate entrance.

6.4 Home Occupations

Table 6.4(1) Home Occupation Classifications

Classification		Description
Minor		Minor home occupations are intended to be operated solely within a dwelling unit . Aspects of business operations must not be detectable from outside the property.
Standard		Standard home occupations are intended to be operated within a dwelling unit or accessory building .
Major		Major home occupations are intended to be operated within a dwelling unit or accessory building . Home occupations under this classification can occupy additional floor area and employ more on-site, non-resident employees than other home occupation classification types.
Accommodation	Bed and Breakfast	Bed and Breakfast Accommodation home occupations are intended to be operated solely within a dwelling unit .
	Short-Term Rental	Short-Term Rental Accommodation home occupations are intended to be operated within a dwelling unit or secondary suite in accordance with provincial short-term rental regulation.

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Table 6.4(2) Home Occupation Regulations

Criteria	Minor	Standard	Major	Accommodation		
				Bed and Breakfast	Short-Term Rental	
Licencing Requirements	All home occupations must have a valid business licence issued by the Village of Cumberland .					
Location	Must be conducted entirely within a dwelling unit . ¹	Must be conducted within a dwelling unit or accessory building.		Must be conducted entirely within a dwelling unit .	Must be conducted within a dwelling unit on the same lot as the dwelling unit in which the resident operator resides. ²	
Maximum GFA	20.0 m ² or 25% of the GFA of all buildings on the lot , whichever is less. ¹	50.0 m ² or 25% of the GFA of all buildings on the lot , whichever is less.	100.0 m ² or 25% of the GFA of all buildings on the lot , whichever is less.	n/a		
Use of Outdoor Spaces	Must be conducted entirely within an enclosed building or structure. ³			Side and rear yards may be used by guests of the accommodation home occupation . ⁴		
Operator Restrictions	The home occupation must be operated by an individual whose principal residence is the dwelling unit associated with the home occupation .				The home occupation must be operated by an individual whose principal residence is on the same lot as the dwelling unit associated with the home occupation and the principal resident is present.	

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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Table 6.4(2) Home Occupation Regulations

Criteria	Minor	Standard	Major	Accommodation			
				Bed and Breakfast	Short-Term Rental		
Employee Restrictions ⁵	No non-resident employees. ¹	A maximum of one non-resident employee.	A maximum of two non-resident employees.	No non-resident employees.			
Client / Guest Restrictions ⁶	One client at any given time. ¹	Two clients at any given time. ⁷		Two guests per sleeping unit, up to a maximum of two sleeping units.	Two guests per sleeping unit, up to a maximum of three sleeping units.		
Nuisance Restrictions	No nuisance from noise, vibration, smoke, dust, odours, heat, glare, or electrical or radio disturbance can be produced by any home occupation , and, at all times, the privacy and enjoyment of adjacent properties must be preserved and in no instance must the home occupation adversely affect or interfere with the amenities of the surrounding neighbourhood.						
Storage Restrictions	Outdoor storage or use of containers is not permitted.						
Commercial Vehicle Restrictions	On-site parking of commercial vehicles larger than 5,500 kilograms gross vehicle weight is not permitted. ⁸						
Retail Sale Restrictions	The display and retail sale of goods is limited to goods that were produced or manufactured on-site incidentally to the home occupation , or goods produced or manufactured off-site which are directly related to the home occupation . In no instance must the display and sale of a good be the primary purpose of any home occupation .						
Other Restrictions	A food catering business operating lawfully within a dwelling may establish additional cooking facilities , provided the installation of such facilities is required by the Health Authority. Should the home occupation cease, the additional cooking facilities must be removed and are in no instance to be used to establish an additional dwelling.				No accommodation home occupation can be operated on the same lot as a care facility.		

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Table 6.4(2) Home Occupation Regulations

Criteria	Minor	Standard	Major	Accommodation	
				Bed and Breakfast	Short-Term Rental
CONDITIONS [Table 6.4(2)]:					
1	Where there are two or fewer dwelling units on a lot , a home occupation may:				
	<ul style="list-style-type: none"> be conducted within a dwelling unit or accessory building; occupy 50.0 m² or 25% of the GFA of all buildings on the lot, whichever is less; employ a maximum of one non-resident employee; and allow for a maximum of two clients at any given time. 				
2	No more than one dwelling unit per lot shall be used for a short-term rental accommodation home occupation .				
3	The use of a side or rear yard is permitted for care facility home occupations only, subject to the screening requirements prescribed in Part 7 of this Bylaw.				
4	Guest use of outdoor space is subject to the screening requirements prescribed in Part 7 of this Bylaw.				
5	Employee restrictions are applicable only to persons who are employed in a home occupation which requires that the work be carried out in the dwelling unit or accessory building associated with the home occupation . There is no limit to the number of employees associated with a home occupation where non-resident employees work off-site.				
6	There is no limit to the number of persons permitted at any given time for a child or community care facility home occupation , provided such facility holds a valid licence from the Health Authority.				
7	A maximum of four clients are permitted at any given time for home occupations which are educational or instructional in nature, including but not limited to private music, dance, art, or tutoring classes.				
8	No home occupation must cause goods or materials to be delivered to or from the dwelling associated with the home occupation in such a quantity as to require regular or frequent delivery by a commercial vehicle.				

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6.5 Mobile Vending

(1) Where expressly permitted in a zone, **mobile vending**:

- (a) must be located a minimum of 30.0 metres from any **food services** establishment, except where such establishment has provided written permission stating that the **mobile vendor** may be sited closer to its premises; and
- (b) must be **setback** a minimum of 1.0 metre from all **lot lines**.

6.6 Refuse Disposal Facilities

(1) Despite any other provision of this Bylaw, only the following uses may be located within 500.0 metres of a **refuse disposal facility**:

- (c) **automotive and equipment services, industrial**;
- (d) **bulk fuel storage**;
- (e) **compost facility**;
- (f) **containers**;
- (g) **fleet services facility**;
- (h) **industrial, heavy**;
- (i) **natural resource extraction**;
- (j) **parking lot**;
- (k) **recycling facility**;
- (l) **sawmill**;
- (m) **silviculture**;
- (n) **storage, outdoor**;
- (o) **storage, warehouse**; and
- (p) **wrecking yard**.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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6.7 Secondary Suites

- (1) Where expressly permitted in a zone, a **secondary suite** must:
 - (a) be incidental to, and integrated with, a principal **dwelling unit**, and must not be connected to the principal **dwelling unit** via **breezeway**, garage, or other such unconditioned space; and
 - (b) have its own separate entrance.
- (2) A maximum of one **secondary suite** is permitted per principal **dwelling unit**.
- (3) No **secondary suite** can be subdivided from the principal **dwelling unit** under the *Strata Property Act*.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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6.8 Urban Agriculture

Table 6.8(1) Urban Agriculture Regulations

Criteria	Small-Scale Production of Food and Farm Products	Keeping of Bees	Keeping of Poultry	
Siting Restrictions		n/a	The keeping of poultry is only permitted in a rear yard .	
Minimum Lot Area	n/a	550.0 m ²	n/a	
Accessory Buildings and Structures				
<p>All accessory buildings or structures used for urban agriculture must conform to the setbacks for accessory buildings and structures in each zone.</p> <p>The maximum height of any accessory building or structure used for urban agriculture is 3.5 metres.</p>				
<p>The maximum gross floor area of a greenhouse is 30.0 m².</p>			<p>A maximum of two hives and two nucs is permitted per lot.</p> <p>Hives must be equipped with adequate ventilation and water supply, and must be securely located to prevent accidental disturbance or damage.¹</p> <p>All hives must be setback a minimum of 6.0 metres from all sidewalks, highways, and lots in a Residential or Public Use zone.</p>	<p>Where opaque screening is provided, a coop and associated run may be located 0.0 metres from any lot line which abuts a lot in a non-Residential zone.</p> <p>Where opaque screening is not provided, a coop and associated run must be setback a minimum of 1.5 metres from all lot lines.</p> <p>A coop and associated run must be setback a minimum of 4.5 metres from all lots in a Residential zone.</p>

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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Table 6.8(1) Urban Agriculture Regulations

Criteria	Small-Scale Production of Food and Farm Products	Keeping of Bees	Keeping of Poultry
Composting	On-site composting must not utilize any mechanized process, and must consist only of plant matter, plant-based materials, or animal manure. ²		
	Where opaque screening is provided, on-site compost receptacles may be located 0.0 metres from any lot line .		
	Where opaque screening is not provided, on-site compost receptacles must be located at least 3.0 metres from any lot line .		
Food Processing Restrictions	Processing of food products produced on-site is prohibited unless in conjunction with an authorized home occupation . ³		
Nuisance Restrictions	No nuisance from noise, vibration, smoke, dust, odours, vermin, or visual disturbance can be produced by any urban agriculture activity, and, at all times, the privacy and enjoyment of adjacent properties must be preserved and in no instance must urban agriculture adversely affect or interfere with the amenities of the surrounding neighbourhood.		
Retail Sale Restrictions	The display and retail sale of goods via farm stand is limited to crops or farm products produced on-site.	The sale of honey and other products associated with the keeping of bees must be limited to products produced on-site.	The sale of eggs, manure, and other products associated with the keeping of poultry is limited to products produced on-site.
	The maximum floor area of a farm stand is 5.0 square metres.		
Storage Restrictions	No outdoor storage or use of containers are be permitted.		
Other Restrictions	n/a		A maximum of six female birds and zero male birds are permitted per lot .

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Table 6.8(1) Urban Agriculture Regulations

Criteria	Small-Scale Production of Food and Farm Products	Keeping of Bees	Keeping of Poultry
CONDITIONS [Table 6.8(1)]:			
<p>1 A “flyway barrier” comprised of a solid fence or dense hedge which is a minimum of 1.8 metres in height, must be placed, within 1.5 metres of the hive, along the side of the hive containing the hive’s entrance. The flyway barrier must extend 0.6 metres on either side of the hive. Where all hives are setback a minimum of 7.6 metres from all lot lines, or are located on a porch, balcony, or rooftop which is a minimum of 3.0 metres above finished grade and setback 1.5 metres from all lot lines, no flyway barrier is required.</p> <p>2 Manure may be kept on-site in an enclosed receptacle, up to a maximum of 3.0 square metres. All manure must be disposed of at an appropriate refuse disposal facility.</p> <p>3 On-site slaughter of poultry is prohibited. Any deceased poultry must be disposed of at an appropriate refuse disposal facility or through the services of a veterinarian.</p>			

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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PART 7 LANDSCAPING AND SCREENING

7.1 General

- (1) **Landscaping** and screening regulations, including provisions for **fencing**, **retaining walls**, and visual clearance at intersections, are intended to:
 - (a) ensure a reasonable standard of livability, aesthetic, and placement of **landscaping**;
 - (b) protect and strengthen the **Village's** urban tree canopy;
 - (c) support a healthy and resilient environment through microclimate stabilization, improved on-site stormwater management, and habitat protection and enhancement in support of increased biodiversity; and
 - (d) mask or separate incompatible land uses.
- (2) All required **landscaping** installations, including associated irrigation, must meet or exceed the Canadian Landscape Standard (CLS).
- (3) All required **landscaping** installations must be regularly maintained by property owners to meet or exceed the Canadian Landscape Standard throughout the year.
 - (a) Required **landscaping** maintenance for plant material must include watering, mulching, pruning, fertilizing, liming, and tree support, as well as weed, pest, and disease control.
 - (b) Required **landscaping** maintenance for lawn and grass areas must include mowing, trimming, edging, aeration, and repairs such as regrading, reseeding, resodding, as well as weed, pest, and disease control.
- (4) All required **landscaping** installations must consider the **Village of Cumberland's** Urban Forest Management Plan for species recommendations and planting guidelines.

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7.2 Landscaping Requirements

- (1) The **landscaping** requirements prescribed in **Table 7.2(4)** and **Table 7.2(5)** are only applicable to development comprising one or more new **dwelling units**, including the demolition and replacement of one or more existing **dwelling units**.
- (2) Erosion control and protection measures must be used during all on-site construction to prevent the pollution, degradation, or siltation of natural areas, including vegetation and water courses.
- (3) Where construction works are proposed within 10.0 metres of an existing tree that is to be retained to meet the requirements prescribed in **Table 7.2(4)**, temporary protective **fencing** must be erected around the dripline of the tree, or at a minimum radius equal to 1.0 metre for every 1.0 centimetre of trunk diameter measured from 1.37 metres above **natural grade**, whichever is greater.
 - (a) Temporary protective **fencing** must remain in place for the duration of construction and must be clearly marked and maintained to prevent damage to the trunk, roots, and canopy of the tree.

Table 7.2(4) Landscaping Regulations - Trees

Criteria	Residential Zones	All Other Zones
Minimum Number of Trees ¹	≤ Three Dwelling Units: 1 tree per dwelling unit ≥ Four Dwelling Units: 1 tree per 10.0 linear metres of landscape area ²	1 tree per 10.0 linear metres of landscape area ²
A minimum of one tree is required per lot .		
Minimum Tree Size ³	Small Tree: expected mature canopy diameter of less than 6.0 metres Medium Tree: expected mature canopy diameter of 6.0 metres to 10.0 metres Large Tree: expected mature canopy diameter of greater than 10.0 metres	
Minimum Tree Size Ratio	Small Tree: maximum 25% of required trees Medium Tree: n/a Large Tree: minimum 50% of required trees	
Where only one tree is required, it must be a large tree or conifer.		
Minimum Deciduous Tree Caliper	Small Tree: 3.0 cm Medium Tree: 4.0 cm Large Tree: 5.0 cm	

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Table 7.2(4) Landscaping Regulations - Trees

Criteria	Residential Zones		All Other Zones				
	The minimum vertical distance between grade and the tree's lowest limb is 1.5 metres for all deciduous trees.						
Minimum Coniferous Tree Height				2.5 m			
Minimum Soil Volume Per Tree			Single Tree	Shared ⁴			
	Small Tree		15.0 m ³	10.0 m ³			
	Medium Tree		18.0 m ³	12.0 m ³			
	Large Tree		20.0 m ³	15.0 m ³			
Minimum Setback from Buildings or Structures	Small Tree: 1.0 metre radius from centre of the tree Medium Tree: 2.0 metre radius from centre of the tree Large Tree: 3.0 metre radius from centre of the tree						
Tree Spacing	Minimum tree spacing must be based on site requirements for sightlines, accessibility, and standard planting practices for the selected tree species.						
Overhead Interference	Required trees must be planted where overhead electrical power lines or other such objects will not interfere with their growth.						
Exemptions	For development comprised of two or more two dwelling units , required trees may be accommodated within an irrigated boulevard.	Required trees may be accommodated within an irrigated boulevard.					
CONDITIONS [Table 7.2(4)]:							
<ol style="list-style-type: none"> ¹ The minimum number of trees is inclusive of any existing trees on the lot that are to be retained, provided such trees meet all other landscaping regulations. ² The linear metre calculation is used to determine the minimum number of trees to be planted on the lot. ³ Tree size must be determined based on the expected mature canopy spread under local growing conditions, as classified in the Species Recommendations included in the Village's Urban Forest Management Plan, planting plan, nursery tag, or published species information from a reputable source (e.g., BC Landscape & Nursery Association or Canadian Landscape Standard plant database). All columnar, fastigiate, or dwarf cultivars are considered small or medium trees, regardless of their height, unless otherwise demonstrated through nursery specifications or arborist verification ⁴ Soil volume may be shared amongst multiple plantings (trees, shrubs, etc.), provided continuous growing medium can be reached by the roots of such plantings. 							

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Table 7.2(5) Landscaping Regulations – All Other Requirements

Criteria	Residential Zones	All Other Zones
Minimum Planting Requirements for Landscape Areas ¹	75% of all landscape areas must be planted with soft-landscaping elements. ²	75% of all landscape areas must be planted with soft-landscaping elements. ^{3,4,5}
Minimum Planting Requirements for Tiered Retaining Walls	100% of the horizontal area between each tier of a retaining wall must be planted with soft-landscaping elements.	
Minimum Landscaping for Parking Areas	<p>Parking Areas that Accommodate < 15 Vehicles: n/a</p> <p>Parking Areas that Accommodate ≥ 15 Vehicles: a contiguous, 1.5 metre wide landscape buffer planted with soft-landscaping elements shall be provided between the parking area and any abutting highways</p>	<p>A minimum of one tree must be included in a landscape island. ⁶</p> <p>The maximum number of consecutive parking spaces is 15. A landscape buffer or drive aisle must separate the next 15 parking spaces.</p> <p>Landscape buffers must be clearly delineated as separate and in addition to required parking and loading spaces.</p> <p>Landscape buffers must be located such that loading and unloading vehicles can access the site without interference.</p>
Irrigation	<p>All required landscaping installations must be equipped with a permanent, fully automatic, low-water requirement irrigation system. ⁷</p>	<p>Run-off onto sidewalks, highways, or parking and loading areas is not permitted.</p>
Outdoor Lighting	<p>Flashing or blinking exterior lighting is not permitted.</p>	<p>All direct or ambient lighting must have a DarkSky seal and be directed or shielded to ensure direct light rays do not shine beyond the boundaries of the lot.</p>
CONDITIONS [Table 7.2(5)]:	<p>1 Electrical transformers and driveways sited within the landscape area can be excluded from the total landscape area measurement used to calculate the minimum requirements for soft-landscaping elements.</p> <p>2 There are no planting requirements for landscape areas on lots where large trees have been planted in the boulevard.</p> <p>3 There are no planting requirements for landscape areas on lots where required trees have been wholly accommodated within the boulevard.</p>	

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Table 7.2(5) Landscaping Regulations – All Other Requirements

Criteria	Residential Zones	All Other Zones
4	For lots abutting the Inland Island Highway, a landscape area comprising the first 30.0 metres from the lot line abutting the Inland Island Highway must be 100% planted with soft-landscaping elements.	
5	For lots abutting Minto Road, a landscape area comprising the first 10.0 metres from the lot line abutting Minto Road must be 100% planted with soft-landscaping elements.	
6	The minimum number of trees required within parking islands is in addition to the minimum number of trees required for all development. Where applicable, trees in adjacent parking islands may share soil volume with an adjacent landscape area to meet the minimum trenched/shared soil volume amounts, provided no tree is counted twice when determining whether the overall tree requirements of a lot have been achieved.	
7	Areas of existing, undisturbed, native vegetation which wholly or partially achieve the landscaping requirements, as well as areas specifically designed as xeriscape or with drought resistant native species planting are exempt from requiring a permanent, fully automatic, low-water requirement irrigation system, provided the applicant demonstrates how the vegetation will be established and maintained.	

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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7.3 Landscape Screens

Table 7.3(1) Landscape Screen Standards

Type	Minimum Height	Maximum Height
Existing vegetation which provides a complete and permanent visual screen	2.0 m	n/a
Continuous row of native, drought-tolerant plants	2.0 m ¹	n/a
Solid, opaque fence or brick or stone wall	1.8 m	2.0 m
CONDITIONS [Table 7.3(1)]:		
<p>¹ The minimum height at the time of planting is 1.0 metres.</p>		

- (2) All required landscape screens must be regularly maintained by property owners to ensure a healthy, neat, and orderly appearance throughout the year.
 - (a) Required maintenance for vegetative landscape screens includes watering, fertilizing, liming, pruning, and removal of dead or diseased plant material, as well as weed, pest, and disease control.
 - (b) Required maintenance for non-vegetative landscape screens includes structural repairs or replacements, aesthetic improvements such as painting or refinishing, and clearing of litter and other such debris.
- (3) Except where otherwise specified in this Bylaw, all required landscape screens must be continuous except to accommodate access/egress to or from the screened area.
- (4) No landscape screen in any zone other than the **Industrial Refuse (R-3)** zone can be comprised of or contain barbed wire, razor wire, electrified wire, sheet metal, or plywood.

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Table 7.3(5) Landscape Screen Regulations

Criteria or Use	Residential Zones	Industry Zones	All Other Zones		
Adjacent Zones	-	A fence must be provided along all lot lines that abut a lot in a non-Industry zone.	-		
Dwelling Units	A landscape screen must be provided along all rear and interior side lot lines. ¹	n/a			
	Receptacles used for waste management must be screened from adjacent properties. ²				
Bulk Fuel Storage	n/a	A fence must be provided around all yards used for bulk fuel storage.	n/a		
Care Facilities	A landscape screen must be provided around all rear and side yards used for a care facility.	n/a	A landscape screen must be provided around all rear and side yards used for a care facility that abuts a lot in a Residential zone.		
Home Occupations	A landscape screen must be provided around all rear or side yards used for an accommodation home occupation.	n/a			
HVAC Equipment	A landscape screen must be provided around any heating, ventilation, and air conditioning equipment located within 3.0 metres of a window or door of a dwelling unit on an adjacent lot.				
Outdoor Storage	A landscape screen must be provided around all yards used for outdoor storage.				
Wrecking Yards	n/a	A fence must be provided around all wrecking yards.	n/a		

CONDITIONS [Table 7.3(5)]:

- 1 Screening requirements only apply where there are two or more detached dwelling units on a lot.
- 2 Screening requirements only apply where there are three or more attached dwelling units on a lot.

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(6) The **height** of a **fence** is determined by measuring the vertical distance between the highest point of the **fence** and **finished grade**, and, where such **fence** is constructed on top of a **retaining wall**, must include the **height** of such **retaining wall** (see **Figure 7-1**).

7-1. Fence Height

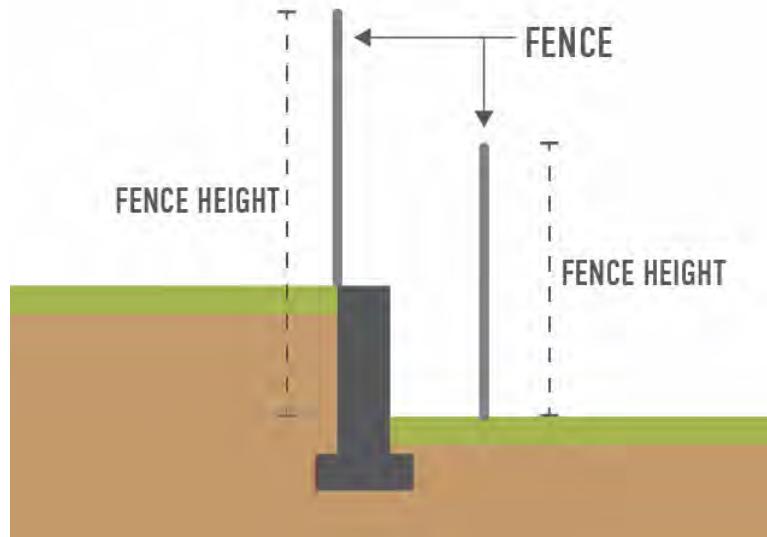


Table 7.3(7) Fence Standards

Zone(s)		Minimum Fence Height	Maximum Fence Height
Residential and Mixed-Use	Front Yard	-	1.2 m ¹
	All Other Yards	-	2.0 m ¹
Rural and Public Use		-	2.0 m ¹
Industry		2.5 m	3.5 m ¹
Interchange		-	2.0 m ¹

CONDITIONS [Table 7.3(7)]:

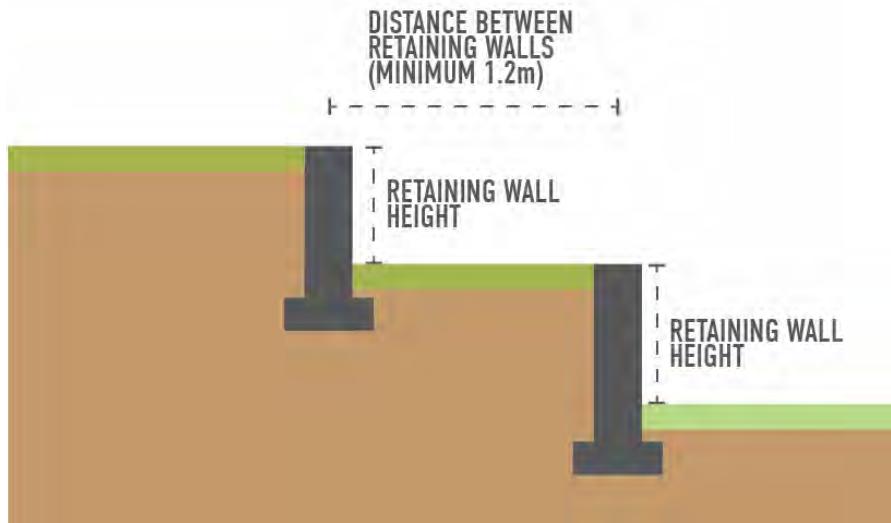
¹ The maximum **height** of a **fence** erected on a **lot** which abuts a neighbouring **lot** where the **finished grade** is higher than that of subject **lot**, is 3.0 metres, provided the **fence** does not protrude more than 2.0 metres above the **finished grade** of the neighbouring **lot** (see **Figure 7-1**).

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7.4 Retaining Walls

(1) The **height** of a **retaining wall** is determined by measuring the vertical distance between the highest point of the **retaining wall** and **finished grade** on the lower side (see **Figure 7-2**).

7-2. Retaining Walls



(2) No **retaining wall** can exceed 1.2 metres, except as required as a condition of subdivision approval or development permit or where constructed in accordance with a professional design by a qualified professional engineer, up to a maximum **height** of 3.0 metres.

(3) The maximum **height** of a **retaining wall** erected on a **lot** which abuts a neighbouring **lot** where the **finished grade** is higher than that of subject **lot** must not exceed 2.0 metres above the **finished grade** of the neighbouring **lot**.

(4) No **retaining wall** exceeding 1.2 metres in **height** can be sited within 1.2 metres measured horizontally from another **retaining wall**.

(5) The maximum number of **retaining wall** tiers that may be constructed without a professional design by a professional engineer is two, up to a maximum total **height** of 2.4 metres.

(6) The maximum number of **retaining wall** tiers that may be constructed with a professional design by a professional engineer is two, up to a maximum total **height** of 3.0 metres.

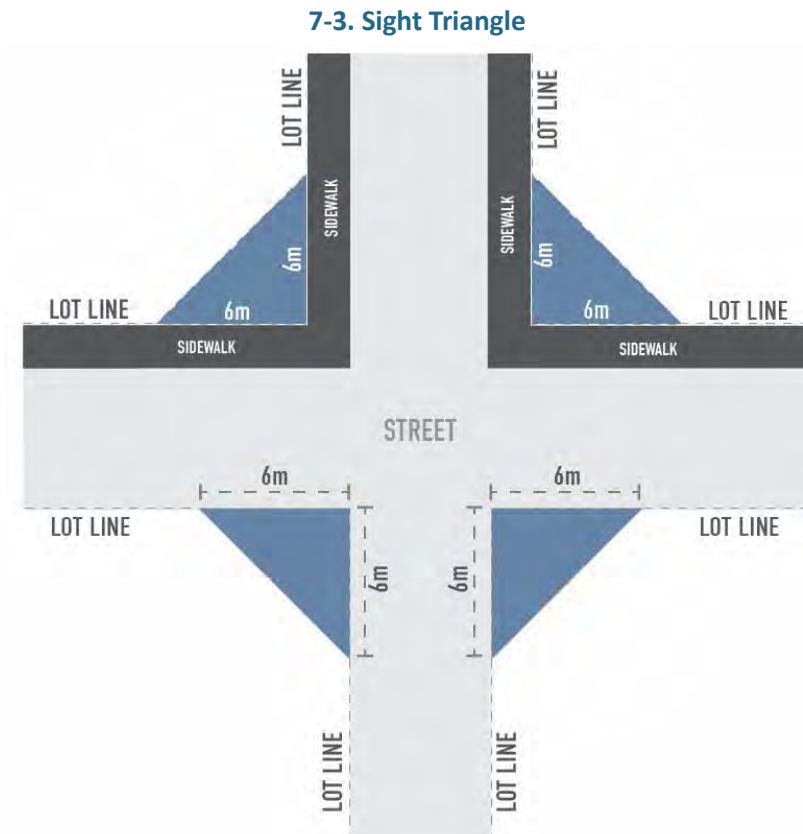
(7) **Retaining walls** constructed using lock blocks are permitted in all zones, provided:

- the **retaining wall** does not exceed 1.2 metres in **height**; and
- the **retaining wall** is not located within an exterior side **yard**.

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7.5 Visual Clearance at Intersections

(1) On any [corner lot](#), no building, [structure](#), [fence](#), [retaining wall](#), [landscaping](#), screening, or other such object can be placed, planted, erected, sunk into, or constructed within the area formed by measuring 6.0 metres along the edge of the two adjoining property boundaries from the point of [highway](#) intersection and joining these points on the diagonal, as illustrated in [Figure 7-3](#).



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PART 8 SIGNAGE

8.1 Third Party Signs

(1) **Third party advertising signs** of any type, with the exception of public service and community announcements where signage is otherwise permitted, are not permitted on any **lot** or **structure**.

8.2 Home Occupation Signs

(1) The regulations in this section apply to all **signs** associated with a **home occupation**.

- (a) maximum number of **signs** per **home occupation**: 1
- (b) a minor, standard, or major **home occupation sign** is subject to the following regulations:
 - i. must only be in the physical form of a **fascia sign**, a **freestanding sign**, or a **sign** attached to a **fence**;
 - ii. must only be permitted for a **home occupation** holding a valid business licence;
 - iii. maximum **sign area** must not exceed 1.5 square metres; and
 - iv. maximum **height** of a **freestanding sign** must not exceed 1.5 metres.
- (c) an accommodation **home occupation** must have one **sign** with the name of the accommodation **home occupation** and contact information for the operator posted on or adjacent to the **dwelling unit** where the accommodation **home occupation** is located, subject to the following regulations:
 - i. must only be in the physical form of a **fascia sign** or a **freestanding sign**;
 - ii. is only permitted for a **bed and breakfast accommodation** or **short-term rental accommodation home occupation** holding a valid business licence;
 - iii. maximum **sign area** must not exceed 1.5 square metres;
 - iv. maximum **height** of a **freestanding sign** must not exceed 1.5 metres; and
 - v. any **sign** illumination must be exterior, from the front, and downcast.

8.3 All Other Signs

(1) The regulations in this section apply to all **signs** located on **lot** not in a **Residential** zone.

- (a) **Signs** pertaining to the commercial component(s) of a mixed-use development must only be located on those portions of the **lot** and building that contain the commercial component.

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(b) The following **sign** types are permitted, up to a combined maximum of two **signs** per business:

- i. one **fascia sign**, subject to the following regulations:
 - a. maximum **sign area** must not exceed 0.5 square metres per linear metres/feet of wall length of the **business frontage** to which the **sign** is affixed;
 - b. must have a minimum clearance of 2.4 metres if projection is more than 77.0 millimetres from the façade;
 - c. must not project more than 0.3 metres from the face of the wall; and
 - d. the **sign** must only be located on the wall of the building containing the business premises to which the **sign** refers.
- ii. one **awning sign**, subject to the following regulations:
 - a. maximum **sign area** must not exceed 2.0 square metres;
 - b. must not project more than 77.0 millimetres from the surface of the awning; and
 - c. minimum vertical clearance of an awning from the nearest **finished grade** must be 2.4 metres.
- iii. one **canopy sign**, subject to the following regulations:
 - a. maximum **sign area** must not exceed 2.0 square metres.
- iv. one **hanging sign**, subject to the following regulations:
 - a. maximum **sign area** must not exceed 2.0 square metres;
 - b. minimum clearance must not be less than 2.4 metres ; and
 - c. must not have a vertical dimension which exceeds 0.6 metres .
- v. one **freestanding sign**, subject to the following regulations:
 - a. maximum **height** must not exceed 4.0 metres ; and
 - b. maximum **sign area** must not exceed 4.0 square metres.

(c) Sign illumination for new signs must be exterior, from the front, and downcast.

- i. Internally illuminated signs may include halo lighting or direct back lighting for individual letters and logos only.

(d) Signs equipped with flashing, oscillating, or moving lights or beacons are discouraged.

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PART 9 PARKING AND LOADING

9.1 General

- (1) Except as otherwise specified in this Bylaw, off-street parking and loading spaces must be provided and maintained for any development, including new development, a change of use associated with an existing development, and the expansion of an existing development.
- (2) **Parking spaces** must not be credited as loading spaces or vice versa.
- (3) No parking or loading space required by this Bylaw must be used for access or egress, a **driveway** or other such **manoeuvring aisle**, commercial repair work, displays, or the sale or storage of goods of any kind.
- (4) No parking or loading space required by this Bylaw can interfere with or obstruct any **landscaping** or screening installations prescribed in **Part 7** of this Bylaw.

9.2 Cash-in-Lieu

- (1) A property owner may pay to the **Village** a sum of money equal to the number of required spaces not provided multiplied by the applicable cash-in-lieu amount prescribed in **Table 9.2(2)** and **Table 9.2(5)**.

Table 9.2(2) Cash-in-Lieu Amounts per Parking Space, per Type of Required Parking				
Area	Conventional Parking	Visitor Parking	Courtesy Parking	Electric Vehicle Parking
Village Core Parking Area	n/a			
All Other Areas	\$10,000.00 per space ¹	\$10,000.00 per space ²	\$10,000.00 per space ²	\$24,900.00 per space ²
CONDITIONS [Table 9.2(3)]:				
<ul style="list-style-type: none"> ¹ Cash-in-lieu may be provided for 100% of the required parking spaces associated with non-residential uses and a maximum of 30% of the required parking spaces associated with residential uses. ² A minimum of one parking space must be provided wherever more than one such parking space is required. 				

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Table 9.2(3) Cash-in-Lieu Amounts for Bicycle Parking and End-of-Trip Facilities

Zone	Short-Term Bicycle Parking	Long-Term Bicycle Parking	End-of-Trip Facilities
Village Core Parking Area	\$500.00 per space ¹	\$1,500.00 per space ¹	n/a
All Other Zones	\$250.00 per space ²	\$750.00 per space ²	

CONDITIONS [Table 9.2(5)]:

- ¹ Cash-in-lieu will be accepted for a maximum of 50% of all required **short-term** and **long-term bicycle parking spaces**.
- ² Cash-in-lieu will be accepted for a maximum of 70% of all required **short-term** and **long-term bicycle parking spaces**.

9.3 Location, Siting, Dimension, and Design Standards

- (1) Except as otherwise specified in this Bylaw, all parking and loading spaces must be located on the same **lot** as the building, **structure**, or use which they serve.
- (2) Despite **Section 9.3(1)**, conventional or small vehicle **parking spaces** may be provided on a separate **lot** located within 120.0 metres of the **lot** on which the building, **structure**, or use which they serve is located, provided the following conditions are met:
 - (a) the building, **structure**, or use requiring the spaces is not on a **lot** within a **Residential zone**;
 - (b) the use requiring the spaces is not residential or residential-related;
 - (c) **parking lot** is a permitted use on the **lot**; and
 - (d) pursuant to Section 219 of the *Land Title Act*, a restrictive covenant is registered on the title of the **lot** to limit the use of all or a portion of said **lot** to the provision of **parking spaces** in accordance with the **parking space** requirements of this Bylaw.
- (3) All **parking** and **loading spaces** must have unobstructed access/egress to a **highway** via **driveway**, **manoeuvring aisle**, or **lane**.
- (4) Except in **Residential zones**, no individual parking or **loading space** can have direct access/egress to a **highway**.

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(5) No **parking** or **loading space** can be located within 1.0 metre of a **highway**.

Table 9.3(6) Minimum Dimensions for Conventional Parking Spaces ¹

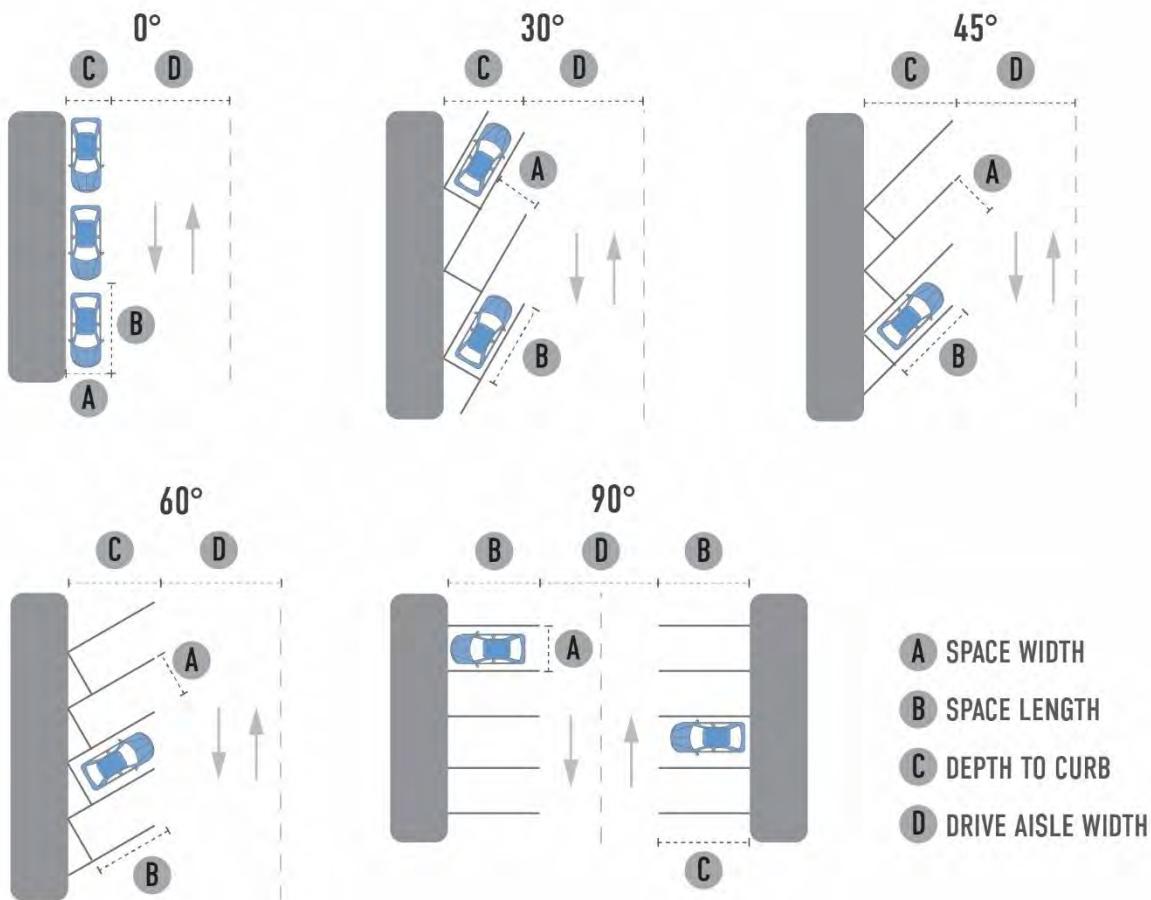
Parking Angle	Width	Length	Depth to Curb	Drive Aisle Width ²
0° (parallel parking)	2.6 m	7.0 m	2.6 m	3.7 m (one-way)
30°	2.6 m	5.5 m	5.2 m	3.7 m (one-way)
45°	2.6 m	5.5 m	5.7 m	3.7 m (one-way)
60°	2.6 m	5.5 m	6.0 m	6.1 m (one-way)
90°	2.6 m ³	5.5 m ³	5.5 m ³	7.0 m (two-way) ⁴

CONDITIONS [Table 9.3(6)]:

- ¹ The minimum dimension requirements of a conventional **parking space** are applicable to all required **courtesy parking** spaces, **electric vehicle (EV) parking** spaces, **small-vehicle parking spaces**, **tandem parking spaces**, and **visitor parking spaces**.
- ² Minimum **drive aisle** width dimensions are applicable to any **drive aisle** used to access any type of **parking** or **loading space**.
- ³ For a small vehicle **parking space**, the minimum width is 2.4 metres and the minimum length and depth to curb is 4.5 metres. Small vehicle **parking spaces** provided at any other angle must be designed by a professional engineer.
- ⁴ Where **parking spaces** are provided in a single row, the minimum **drive aisle** width is 6.75 metres.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

9-1. Parking Lot Configurations



(7) Dimensional requirements for parking and **loading spaces** and associated **drive aisles** must be clear of obstructions, including but not limited to columns, **lot lines**, curbs, landscape islands, walls, pipes, roof features, **fences**, and emergency exit areas. All parking or **loading space** measurements must be taken from the inside of any adjacent obstructions.

(a) Where a parking or **loading space** abuts an obstruction, the width of such space must:

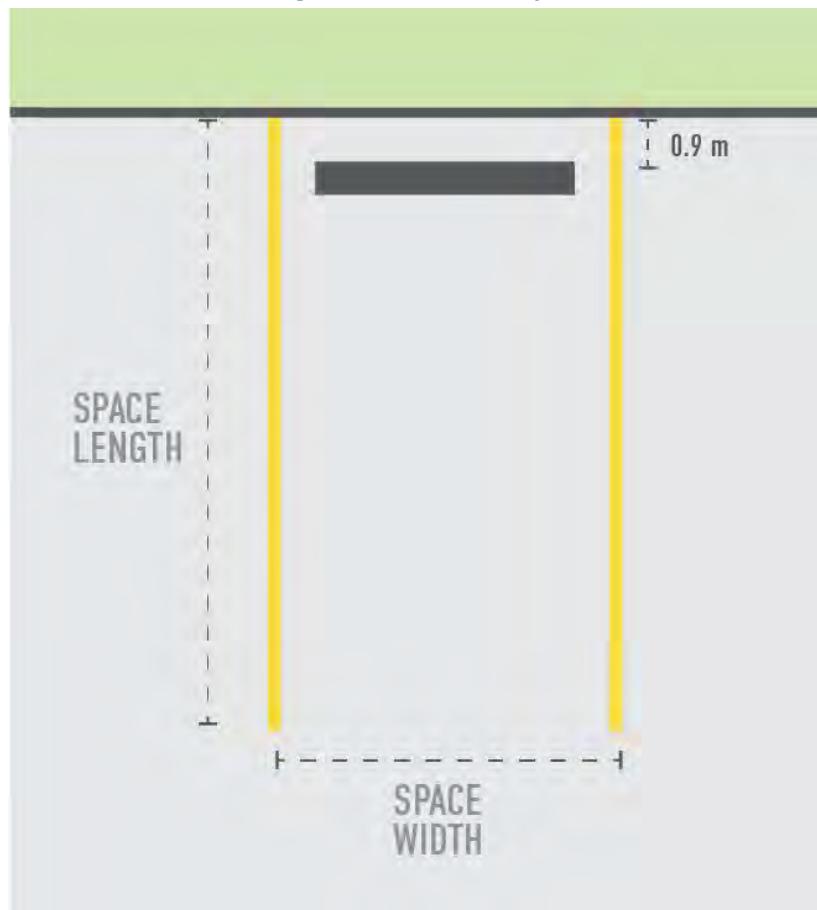
- be an additional 0.2 metres where there is an obstruction abutting just one side;
- be an additional 0.5 metres where there is an obstruction abutting either side; and
- be an additional 0.8 metres wider where the **parking space** abuts a doorway.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

(8) Except in the Large Lot Residential (R-3) zone, every required parking and **loading space**, including areas used for access and egress, must:

- (a) have a durable, dust-free hard surface of concrete, asphalt, or semi-permeable material such as porous pavers, cobblestones, turf block, and honeycomb grid, constructed such that surface drainage is directed to an approved on- or off-site stormwater drainage system;
- (b) not exceed a maximum grade of 8%;
- (c) have **fencing**, curbs, or secured wheel stops to prevent vehicles from encroaching upon **lot lines**; and
- (d) where there is no **fencing** or curb between a required parking or **loading space** and an abutting pedestrian walkway, sidewalk, or **highway**, a secured wheel stop that is 0.15 metres in **height** must be installed 0.9 metres from the abutting pedestrian walkway, sidewalk, or **highway** (Figure 9-2).

Figure 9-2. Wheel Stops



1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

(9) Every parking and loading area required to accommodate five or more vehicles, including areas used for access and egress, must:

- (a) clearly delineate individual **parking spaces**, **loading spaces**, **barrier-free parking spaces**, **courtesy parking spaces**, **electric vehicle parking spaces**, **manoeuvring aisles**, entrances, and exits with pavement markings, signage, or other physical means in accordance with the Manual of Uniform Traffic Control Devices for Canada (MUTCD);
- (b) be designed to allow forward access/egress directly to an abutting **highway** from the **lot** on which the parking or loading area is located; and
- (c) be illuminated using DarkSky compliant lighting which is directed or shielded to ensure direct light rays do not shine beyond the boundaries of the **lot**.

9.4 Parking and Loading Requirements

(1) Parking and **loading spaces** must be provided in accordance with the number of parking and **loading spaces** required for a specific use as specified in **Table 9.4.1(1)** for the **Village Core (Figure 9-3)** and **Table 9.4.1(2)** for all other areas.

(2) Parking and **loading spaces** for **secondary** uses must be provided in addition to the parking and **loading spaces** required for principal uses.

(3) Where multiple uses are established on a single **lot** or a **parking area** collectively serves multiple uses established on a single **lot**, the total number of required parking and **loading spaces** must be the sum of the parking and loading requirements for each use calculated separately.

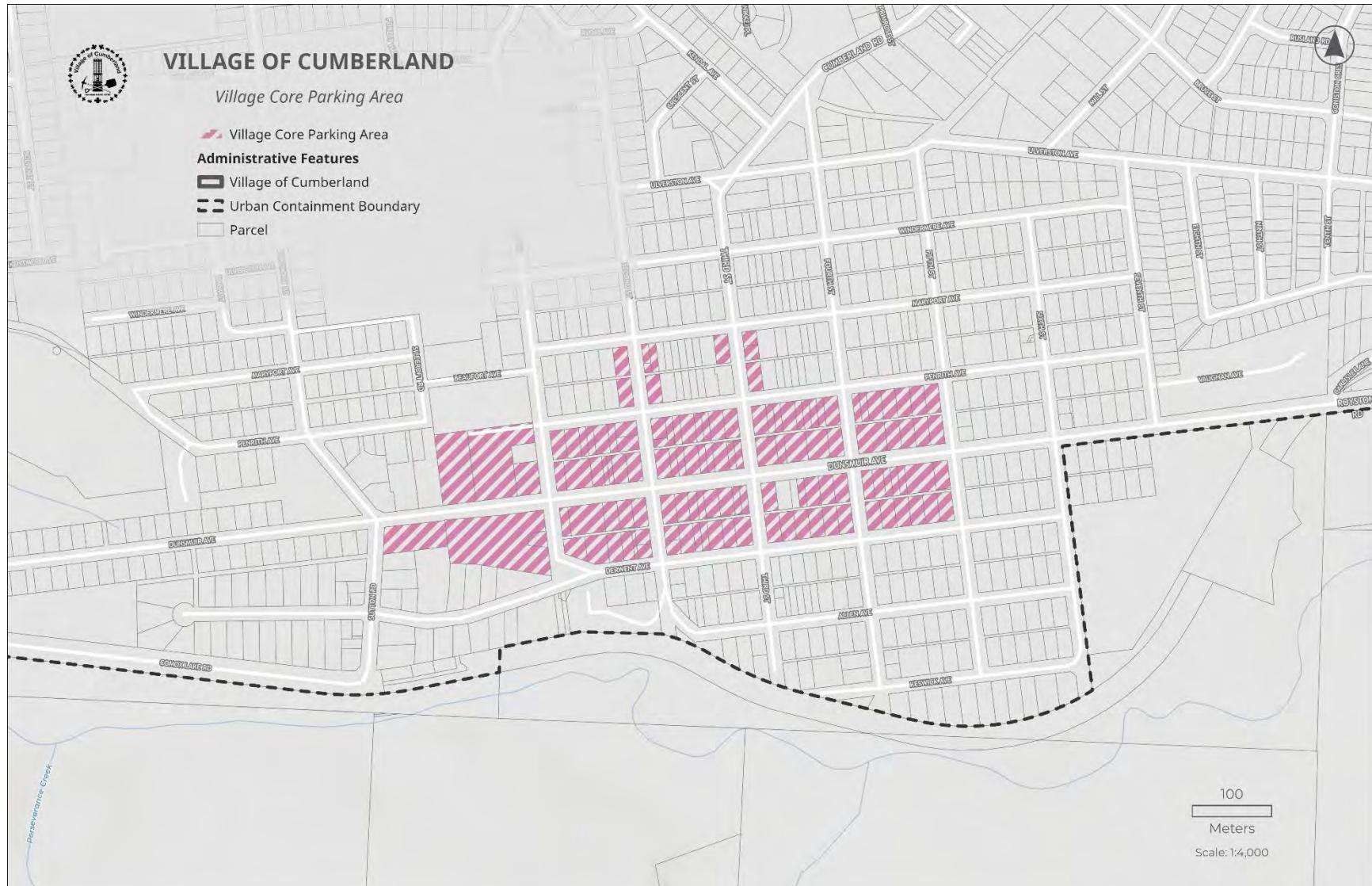
(4) Where a specific use is not listed, the parking and loading requirements applicable to the use which is most comparable in character and purpose apply.

(5) For existing uses which have been lawfully established on a **lot**, the number of required parking and **loading spaces** is the lesser of:

- (a) the number of parking and **loading spaces** existing on the **lot** at the time that this Bylaw was adopted, provided such spaces satisfied the applicable regulations at the time that the uses were established; or
- (b) the number of parking and **loading spaces** applicable to the existing uses in accordance with the regulations of this **Part**.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Figure 9-3. Village Core Parking Area



1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

9.4.1 Conventional Parking

Table 9.4.1(1) Parking Requirements – Village Core

Use	Minimum Number of Parking Spaces	Maximum Number of Parking Spaces
RESIDENTIAL AND RESIDENTIAL-RELATED USES		
Principal Dwelling Units	One detached dwelling unit	1.0 space per dwelling unit
	Two attached dwelling units	
	Three or more attached dwelling units	0.8 spaces per dwelling unit 1.2 spaces per dwelling unit
Secondary Dwelling Units	Secondary Suites	1.0 space per dwelling unit
Home Occupation	Minor	n/a
	Short-Term Rental Accommodation	0.6 spaces per sleeping unit
ALL OTHER USES		
Care Facility, Child		n/a
Care Facility, Community		n/a
Cultural and Community Services		n/a
Education Services		n/a
Entertainment Facility		n/a
Farmer's Market		n/a
Food Services		n/a
Health Services		n/a

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.1(1) Parking Requirements – Village Core

Use	Minimum Number of Parking Spaces	Maximum Number of Parking Spaces
Hostel Hotel Motel	0.8 spaces per <i>sleeping unit</i> , plus parking space requirements of any ancillary uses	1.5 spaces per <i>sleeping unit</i> , plus parking space requirements of any ancillary uses
Licensed Premises	n/a	
Mobile Vending	n/a	
Personal Services	n/a	
Production Facility, Alcohol	n/a	
Professional Services, Internal-Facing	n/a	
Professional Services, Public-Facing	n/a	
Recreation Services, Indoor	n/a	
Retail, Cannabis	n/a	
Retail Sales	n/a	
Storage, Outdoor	n/a	
Veterinary Services	n/a	

Table 9.4.1(2) Parking Requirements – All Other Areas

Use	Minimum Number of Parking Spaces	Maximum Number of Parking Spaces
RESIDENTIAL AND RESIDENTIAL-RELATED USES		
One detached dwelling unit		1.0 space per <i>dwelling unit</i>
		2.0 spaces per <i>dwelling unit</i>

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.1(2) Parking Requirements – All Other Areas

Use		Minimum Number of Parking Spaces	Maximum Number of Parking Spaces
Principal Dwelling Units	Two attached dwelling units	0.9 spaces per dwelling unit	1.5 spaces per dwelling unit
	Three or more attached dwelling units		
	Manufactured homes ¹	1.0 space per dwelling unit	2.0 spaces per dwelling unit
Secondary Dwelling Units	Secondary suites ²	1.0 space per dwelling unit	
	Caretaker suites		
Care Facility, Licence-Not-Required		n/a	
Home Occupation	Minor	n/a	
	Standard	1.0 space per non-resident on-site employee	
	Major		
	Bed and Breakfast Accommodation	0.6 spaces per sleeping unit	
	Short-Term Rental Accommodation	0.6 spaces per sleeping unit	
ALL OTHER USES			
Automotive and Equipment Services, Light		1.0 space per 100.0 m ² of floor area	n/a
Automotive and Equipment Services, Industrial		1.0 space per 100.0 m ² of floor area	n/a
Bulk Fuel Storage		n/a	
Campground		1.0 space per campsite	n/a
Care Facility, Child		1.0 space per 8 children of capacity or 2.0 spaces per 100.0 m ² of floor area, whichever is lesser	n/a
Care Facility, Community		1.0 space per 8 persons of capacity	n/a

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.1(2) Parking Requirements – All Other Areas

Use	Minimum Number of Parking Spaces	Maximum Number of Parking Spaces
Cemetery	n/a	0.5 spaces per 500.0 m ² of lot area
Compost Facility	0.5 spaces per 100.0 m ² of floor area, plus 2.5 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales	1.0 space per 100.0 m ² of floor area, plus 3.0 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales
Cultural and Community Services	2.5 spaces per 100.0 m ² of floor area	n/a
Education Services	1.5 spaces per 100.0 m ² of floor area	n/a
Emergency and Protective Services	4.0 spaces per 100.0 m ² of floor area	n/a
Entertainment Facility	2.5 spaces per 100.0 m ² of floor area	5.0 spaces per 100.0 m ² of floor area
Farmer's Market	n/a	3.5 spaces per 100.0 m ² of lot area
Fleet Services Facility	1.0 space per 100.0 m ² of floor area, plus 1.0 space per fleet vehicle ³	n/a
Food Services	2.0 spaces per 100.0 m ² of floor area	3.5 spaces per 100.0 m ² of floor area
Gas Station	2.5 spaces per 100.0 m ² of floor area	n/a
Health Services	4.0 spaces per 100.0 m ² of floor area	5.0 spaces per 100.0 m ² of floor area
Hostel Hotel Motel	1.0 space per sleeping unit, plus parking space requirements of any ancillary uses	1.5 spaces per sleeping unit, plus parking space requirements of any ancillary uses

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.1(2) Parking Requirements – All Other Areas

Use	Minimum Number of Parking Spaces	Maximum Number of Parking Spaces
Industrial, Heavy	0.5 spaces per 100.0 m ² of floor area , plus 2.5 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales	1.0 space per 100.0 m ² of floor area , plus 3.0 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales
Industrial, Light	0.5 spaces per 100.0 m ² of floor area , plus parking space requirements of any ancillary uses	1.0 space per 100.0 m ² of floor area , plus parking space requirements of any ancillary uses
Kennel	1.0 space per 100.0 m ² of floor area	3.0 spaces per 100.0 m ² of floor area
Licensed Premises	2.0 spaces per 100.0 m ² of floor area	3.5 spaces per 100.0 m ² of floor area
Mobile Vending	n/a	
Natural Resource Extraction	1.0 space per 100.0 m ² of floor area devoted to ancillary activities such as reception areas and offices for administrative or technical support	n/a
Park	n/a	0.5 spaces per 100.0 m ² of lot area
Personal Services	1.0 space per 100.0 m ² of floor area	3.0 spaces per 100.0 m ² of floor area
Plant Nursery	3.0 spaces per 100.0 m ² of floor area	5.0 spaces per 100.0 m ² of floor area
Production Facility, Alcohol	0.5 spaces per 100.0 m ² of floor area , plus parking space requirements of any ancillary uses	1.5 spaces per 100.0 m ² of floor area , plus parking space requirements of any ancillary uses

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.1(2) Parking Requirements – All Other Areas

Use	Minimum Number of Parking Spaces	Maximum Number of Parking Spaces
Production Facility, Cannabis	0.5 spaces per 100.0 m ² of floor area , plus 1.0 space per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales	1.0 space per 100.0 m ² of floor area , plus 2.0 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales
Professional Services, Internal-Facing	2.0 spaces per 100.0 m ² of floor area	n/a
Professional Services, Public-Facing	2.5 spaces per 100.0 m ² of floor area	3.0 spaces per 100.0 m ² of floor area
Recreation Services, Indoor	7.0 spaces per 100.0 m ² of floor area	n/a
Recreation Services, Outdoor	n/a	0.5 spaces per 100.0 m ² of lot area
Recycling Facility	0.5 spaces per 100.0 m ² of floor area , plus 2.5 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales	1.0 space per 100.0 m ² of floor area , plus 3.0 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales
Refuse Disposal Facility	0.5 spaces per 100.0 m ² of floor area , plus 2.5 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales	1.0 space per 100.0 m ² of floor area , plus 3.0 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales
Retail, Cannabis	2.0 spaces per 100.0 m ² of floor area	3.0 spaces per 100.0 m ² of floor area

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.1(2) Parking Requirements – All Other Areas

Use	Minimum Number of Parking Spaces	Maximum Number of Parking Spaces
Retail Sales	2.5 spaces per 100.0 m ² of floor area	5.0 spaces per 100.0 m ² of floor area
Sawmill	1.0 space per 100.0 m ² of floor area , plus 2.5 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales	n/a
Silviculture	1.0 space per 100.0 m ² of floor area devoted to ancillary activities such as reception areas and offices for administrative or technical support	n/a
Storage, Indoor	0.5 spaces per 100.0 m ² of floor area , plus 2.5 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales	1.0 space per 100.0 m ² of floor area , plus 3.0 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales
Storage, Outdoor	n/a	1.0 space per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales
Storage, Warehouse	0.5 spaces per 100.0 m ² of floor area , plus 2.5 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices	1.0 space per 100.0 m ² of floor area , plus 3.0 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.1(2) Parking Requirements – All Other Areas

Use	Minimum Number of Parking Spaces	Maximum Number of Parking Spaces
	for administrative or technical support, indoor display, and retail sales	for administrative or technical support, indoor display, and retail sales
Veterinary Services	2.0 spaces per 100.0 m ² of floor area	3.5 spaces per 100.0 m ² of floor area
Wholesale Services	0.5 spaces per 100.0 m ² of floor area , plus 2.5 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales	1.0 space per 100.0 m ² of floor area , plus 3.0 spaces per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales
Wrecking Yard	n/a	1.0 space per 100.0 m ² of floor area devoted to ancillary activities such as reception areas, offices for administrative or technical support, indoor display, and retail sales

CONDITIONS [Table 9.4.1(2)]:

- 1 In the **Manufactured Home Park Residential (R-MHP)** zone, the minimum number of **parking spaces** is 1.5 spaces per **dwelling unit**.
- 2 Parking requirements for secondary suites are in addition to the parking requirements for the associated principal **dwelling unit**.
- 3 Where fleet vehicles exceed a gross vehicle weight of 5,500 kilograms, **parking spaces** must meet the minimum dimensions for recreational vehicle and bus **parking spaces** prescribed in **Table 9.4.6(1)**.

9.4.2 Barrier-Free Parking**Table 9.4.2(1) Minimum Dimensions for Barrier-Free Parking Spaces**

Type of Barrier-Free Parking Space	Width	Length	Height Clearance ¹	Side Access Aisle Width
Conventional	3.1 m	5.5 m	2.75 m	1.5 m ²

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.2(1) Minimum Dimensions for Barrier-Free Parking Spaces

Type of Barrier-Free Parking Space	Width	Length	Height Clearance ¹	Side Access Aisle Width
Van-Accessible	3.9 m	5.8 m		
CONDITIONS [Table 9.4.2(1)]:				
<ul style="list-style-type: none"> ¹ Refers to the minimum clearance that must be provided between the surface of the barrier-free parking space and the underside of any obstruction located directly above such parking space. ² Two adjacent barrier-free parking spaces may share a single side access aisle. 				

(2) Barrier-free parking spaces must be provided as a function of the total number of required parking spaces prescribed in **Table 9.4.1(1)** and **Table 9.4.1(2)**, regardless of whether a property owner has opted to provide cash-in-lieu for some or all required parking spaces.

Table 9.4.2(3) Barrier-Free Parking Requirements

Total Number of Required Parking Spaces	Minimum Number of Barrier-Free Parking Spaces ¹
1 – 4	0 ²
5 – 10	1
11 – 20	2
> 20	10% of all spaces ³

CONDITIONS [Table 9.4.2(3)]:

- ¹ Barrier-free parking spaces are included in the total number of required parking spaces. For example: where a development must provide five parking spaces, the total number of required parking spaces is five, one of which must be a barrier-free parking space.
- ² One barrier-free parking space per dwelling unit within a residential building must be constructed to the CSA/ASC B652:23 standard for Accessible Dwellings.
- ³ Where three or more barrier-free parking spaces are required, one such space must achieve the minimum dimensions of a van-accessible barrier-free parking space as prescribed in **Table 9.4.2(1)**.

(4) Despite **Section 9.3(8)**, every required barrier-free parking space must:

- (a) have a firm and slip-resistant surface which does not exceed a 3% slope;
- (b) have a side access aisle which is clearly marked with high contrast diagonal hatched pavement marking; and

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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(c) be clearly marked with high contrast pavement markings or upright/vertical signage displaying the International Symbol of Access.

(5) **Barrier-free parking** spaces must be located within 10.0 metres of:

- an elevator in an enclosed **parking area**;
- the primary entrance for the building are intended to serve; or,
- any another public entrance which provides barrier-free access to the building they are intended to serve.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

9.4.3 Courtesy Parking

(1) Courtesy parking spaces must be provided as a function of the total number of required parking spaces prescribed in **Table 9.4.1(1)** and **Table 9.4.1(2)** for all uses in a **Mixed-Use** or **Public Use zone**.

Table 9.4.3(2) Courtesy Parking Requirements

Total Number of Required Parking Spaces	Minimum Number of Courtesy Parking Spaces ¹
1 – 20	0
> 20	5% of all spaces

CONDITIONS [**Table 9.4.3(2)**]:

¹ Courtesy parking spaces must be included in the total number of required parking spaces. For example: where a development must provide 30 parking spaces, the total number of required parking spaces is 30, two of which must be courtesy parking spaces.

(3) Despite **Section 9.3**, courtesy parking spaces must be clearly marked with pavement markings or upright/vertical signage designating the parking space(s) for exclusive use as courtesy parking.

(4) Courtesy parking must be located as near to the primary entrance for the use, building, or structure they are intended to serve as is practicable.

9.4.4 Electric Vehicle Parking

(1) EV prepared parking spaces and EV charging station parking spaces must be provided as a function of the total number of required parking spaces.

Table 9.4.4(2) Electric Vehicle Parking Requirements ¹

Total Number of Required Parking Spaces	Minimum Number of EV Prepared Parking Spaces		Minimum Number of EV Charging Station Parking Spaces
	Parking Spaces for Dwelling Units	All Other Uses	All Uses
1 – 10	0	0	0
> 10	100% of all spaces	10% of all spaces	5% of all spaces

CONDITIONS [**Table 9.4.4(2)**]:

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.4(2) Electric Vehicle Parking Requirements ¹

Total Number of Required Parking Spaces	Minimum Number of EV Prepared Parking Spaces		Minimum Number of EV Charging Station Parking Spaces
	Parking Spaces for Dwelling Units	All Other Uses	All Uses
<p>¹ EV prepared parking spaces and EV charging station parking spaces must be included in the total number of required parking spaces. For example: where a residential development must provide 20 parking spaces and 2 visitor parking spaces, all 22 spaces must be EV prepared parking spaces, one of which must be an EV charging station parking space. Where a retail sales establishment must provide 11 parking spaces, one such space must be an EV charging station parking space.</p>			

9.4.5 Recreational Vehicle (RV) and Bus Parking

Table 9.4.5(1) Minimum Dimensions for RV/Bus Parking Spaces

Type of Parking Space	Width	Length	Height Clearance ¹	Side Access Aisle Width
RV/Bus Parking Space	3.5 m	16.0 m	3.0 m	1.0 m
CONDITIONS [Table 9.4.5(1)]:				
<p>¹ Refers to the minimum clearance that must be provided between the surface of the RV/bus parking space and the underside of any obstruction located directly above such parking space.</p>				

(2) RV/bus parking spaces may be provided in accordance with the regulations prescribed in **Table 9.4.5(3)**. Where a specific use is not listed, the maximum number of RV/bus parking spaces permitted is zero.

Table 9.4.5(3) Recreational Vehicle/Bus Parking Regulations

Use	Number of RV / Bus Parking Spaces		
	Minimum	Maximum	
Principal Dwelling Units	One detached dwelling unit	n/a	1.0 space per lot ¹
	Two attached dwelling units	n/a	0.0 spaces
	Three or more attached dwelling units	n/a	0.0 spaces
	Manufactured homes	n/a	0.0 spaces ¹

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.5(3) Recreational Vehicle/Bus Parking Regulations

Use		Number of RV / Bus Parking Spaces	
		Minimum	Maximum
Secondary Dwelling Units	Secondary suites	n/a	0.0 spaces
	Caretaker suites	n/a	0.0 spaces
Campground		n/a	0.4 spaces per campsite
Cemetery		n/a	2.0 spaces per lot
Cultural and Community Services		n/a	2.0 spaces per lot
Education Services		n/a	
Farmer's Market		n/a	1.0 space per lot
Recreation Services, Indoor		n/a	1.0 space per lot
Recreation Services, Outdoor		n/a	1.0 space per lot

CONDITIONS [Table 9.4.5(3)]:

- 1 A maximum of two RV/bus parking spaces are permitted per lot in the Large Lot Residential (R-3) zone.

(4) Despite **Section 9.3**, RV/bus parking spaces must be clearly marked with pavement markings or upright/vertical signage designating the parking space(s) for exclusive use as RV/bus parking.

9.4.6 Small Vehicle Parking

- 1 Small vehicle parking spaces may be provided as a function of the total number of required parking spaces prescribed in **Table 9.4.1(1)** and **Table 9.4.1(2)**, up to a maximum of 50% of all required parking spaces.
- 2 Despite **Section 9.3**, small vehicle parking spaces must be clearly marked with pavement markings or upright/vertical signage designating the parking space(s) for exclusive use by small vehicles.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

9.4.7 Tandem Parking

(1) Tandem parking spaces are permitted for residential developments with four or fewer dwelling units, provided:

- only one tandem parking space is permitted in front of any garage or carport; and
- tandem parking spaces are not used to meet the parking requirements of two or more principal dwelling units.

9.4.8 Visitor Parking

(1) Visitor parking spaces must be provided for residential developments as a function of and in addition to the total number of required parking spaces prescribed in **Table 9.4.1(1)** and **Table 9.4.1(2)**.

Table 9.4.8(2) Visitor Parking Requirements

Total Number of Required Parking Spaces	Minimum Number of Visitor Parking Spaces ¹
1 – 4	0
5 – 10	1
11 – 20	2
> 20	10% of total number of required spaces

CONDITIONS [**Table 9.4.8(2)**]:

¹ Visitor parking is calculated in addition to the total number of required parking spaces. For example: where a residential development must provide 15 parking spaces, the total number of required parking spaces is 17, two of which must be designated as visitor parking.

(3) Where one or more visitor parking spaces are required, a minimum of one of such visitor parking space must achieve the standards of a barrier-free parking space.

(4) Despite **Section 9.3**, visitor parking spaces must be clearly marked with pavement markings or upright/vertical signage designating the parking space(s) for exclusive use as visitor parking.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

9.4.9 Loading

Table 9.4.9(1) Minimum Dimensions for Loading Spaces

Type of Loading Space	Width	Length	Height Clearance ¹	Side Access Aisle Width
Conventional	2.6 m	5.5 m	2.75 m	0.5 m
Oversize	3.5 m	16.0 m	3.0 m	1.0 m

CONDITIONS [Table 9.4.9(1)]:

- ¹ Refers to the minimum clearance that must be provided between the surface of the loading space and the underside of any obstruction located directly above such loading space.
- ² Two adjacent barrier-free parking spaces may share a single side access aisle.

(2) Loading spaces must be provided in addition to the total number of required parking spaces prescribed in **Table 9.4.1(1)** and **Table 9.4.1(2)**. Zero loading spaces are required for specific uses not listed in **Table 9.4.9(3)**.

Table 9.4.9(3) Loading Requirements

Use	Floor Area	Minimum Number of Loading Spaces	
		Conventional	Oversize
RESIDENTIAL AND RESIDENTIAL-RELATED USES			
Dwelling Units ¹	n/a	1	0
ALL OTHER USES – Minimal Loading			
Automotive and Equipment Services, Light Care Facility, Child Care Facility, Community Cultural and Community Services Education Services Entertainment Facility Farmer's Market Food Services	< 235.0 m ²	0	0
	235.0 m ² – 465.0 m ²	1	0

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.9(3) Loading Requirements

Use	Floor Area	Minimum Number of Loading Spaces	
		Conventional	Oversize
Health Services			
Licensed Premises			
Personal Services			
Plant Nursery			
Professional Services, Internal-Facing	465.0 m ² – 2,800.0 m ²	2	0
Professional Services, Public-Facing			
Recreation Services, Indoor			
Retail, Cannabis	> 2,800.0 m ²	2	1
Retail Sales			
Veterinary Services			
ALL OTHER USES – Oversize Loading			
Automotive and Equipment Services, Industrial			
Bulk Fuel Storage			
Campground			
Compost Facility			
Emergency and Protective Services	< 2,325.0 m ²	1	1
Fleet Services Facility			
Hostel Hotel Motel			
Industrial, Heavy			
Industrial, Light			

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.4.9(3) Loading Requirements

Use	Floor Area	Minimum Number of Loading Spaces	
		Conventional	Oversize
Natural Resource Extraction Production Facility, Alcohol Production Facility, Cannabis Recreation Services, Outdoor Recycling Facility Refuse Disposal Facility Sawmill Silviculture Storage, Indoor Storage, Warehouse Wholesale Services Wrecking Yard	≥ 2,325.0 m ²	n/a	1

CONDITIONS [Table 9.4.9(3)]:

1 Loading requirements apply to residential developments comprising ten or more attached dwelling units.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

9.5 Bicycle Parking

Table 9.5(1) Minimum Dimensions for Bicycle Parking

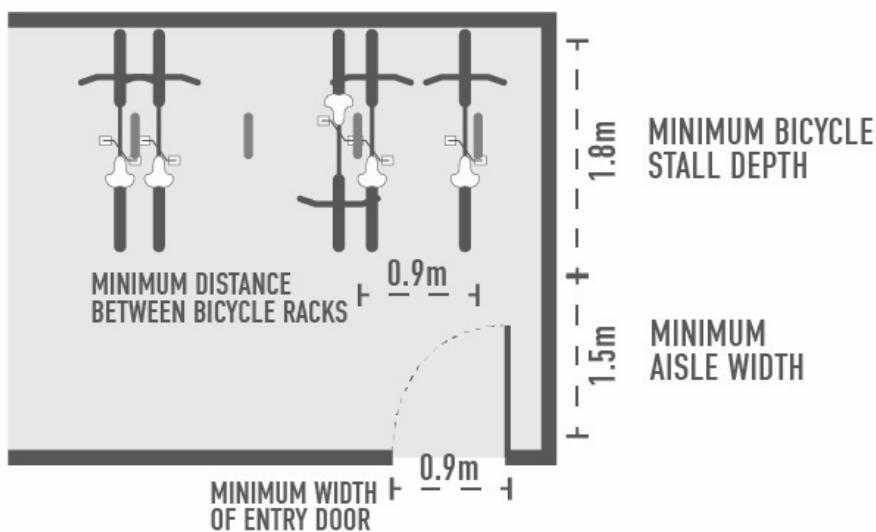
Feature	Ground Anchored Rack		Wall Mounted Rack	
Angle of Rack	> 45 degrees	≤ 45 degrees	> 45 degrees	≤ 45 degrees
Minimum Space Depth	1.8 m	1.45 m	1.2 m	
Minimum Aisle Width	1.5 m			
Minimum Distance Between Bicycle Racks	0.9 m	1.3 m	0.9 m	1.3 m
Minimum Distance Between a Bicycle Rack and an Obstruction	0.6 m			

(2) Despite **Table 9.5(1)**, a minimum of 25% of all required long-term bicycle parking spaces must be designed to accommodate oversized bicycles in accordance with the minimum dimensions prescribed in **Table 9.5(3)**.

Table 9.5(3) Minimum Dimensions for Oversize Bicycle Parking

Feature	Ground Anchored Rack		Wall Mounted Rack	
Angle of Rack	> 45 degrees	≤ 45 degrees	> 45 degrees	≤ 45 degrees
Minimum Space Depth	1.8 m	2.4 m	2.4 m	
Minimum Aisle Width	1.5 m			
Minimum Distance Between Bicycle Racks	0.9 m	1.3 m	0.9 m	1.3 m
Minimum Distance Between a Bicycle Rack and an Obstruction	0.6 m			

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Figure 9-4. Short-Term Bicycle Parking Configuration Example**Figure 9-5. Long-Term Bicycle Parking Configuration Example**

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.5(4) Minimum Standards for Bicycle Parking

Feature	Short-Term Bicycle Parking	Long-Term Bicycle Parking
Materials and Design	Must be constructed of theft resistant materials and designed to support two points of the bicycle frame and enable the bicycle frame and at least one wheel to be securely locked to the rack with a single U-style lock.	
	n/a	70% of all required long-term bicycle parking spaces provided in the form of a wall mounted rack must be equipped with an assisted lift mechanism.
		50% of all required long-term bicycle parking space must include charging infrastructure for e-bikes.
Installation	Must be permanently anchored to the ground or a wall with secure, tamper-proof hardware.	
Location		Must be located inside a building or within a secure, weather-protected, dedicated facility accessible to residents, employees, or other identified users of the building.
	Must be conveniently located within 25.0 metres of any main entrances, whether inside or outside of the building, and in a well-lit area.	Where seven or more long-term bicycle parking spaces are required, must have an entry door that is a minimum width of 0.9 metres and is equipped with an automatic or button-activated opening mechanism.
		Must have a minimum unobstructed height clearance of 1.9 metres between the floor and the ceiling.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

(5) Bicycle parking spaces must be provided in accordance with the number of short-term and long-term bicycle parking spaces required for a specific use as specified in **Table 9.5(6)**.

- (a) Bicycle parking spaces for secondary uses must be provided in addition to the bicycle parking spaces required for principal uses.
- (b) Where multiple uses are established on a single lot, the total number of required bicycle parking spaces must be the sum of the bicycle parking requirements for each use calculated separately.
- (c) Where a specific use is not listed, the bicycle parking requirements applicable to the use which is most comparable in character and purpose will apply.

Table 9.5(6) Bicycle Parking Requirements

Use		Short-Term Bicycle Parking	Long-Term Bicycle Parking
RESIDENTIAL AND RESIDENTIAL-RELATED USES			
Principal Dwelling Units	One detached dwelling unit		n/a
	Two attached dwelling units	0.25 spaces per dwelling unit	1.0 space per dwelling unit ¹
	Three or more attached dwelling units	0.25 spaces per dwelling unit	1.5 spaces per dwelling unit ¹
	Manufactured homes		n/a
Secondary Dwelling Units	Secondary suites ^{2,3}	n/a	1.0 space per dwelling unit
	Caretaker suites	n/a	1.0 space per dwelling unit
Care Facility, Licence-Not-Required		n/a	
Home Occupation	Minor		n/a
	Standard	n/a	1.0 space per non-resident on-site employee
	Major	n/a	1.0 space per non-resident on-site employee
	Bed and Breakfast Accommodation	0.6 spaces per sleeping unit	n/a

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.5(6) Bicycle Parking Requirements

Use	Short-Term Bicycle Parking	Long-Term Bicycle Parking
Short-Term Rental Accommodation	0.6 spaces per sleeping unit	n/a
ALL OTHER USES		
Automotive and Equipment Services, Light	n/a	0.1 space per 100.0 m ² of floor area
Automotive and Equipment Services, Industrial	n/a	0.1 space per 100.0 m ² of floor area
Campground	0.2 spaces per campsite	n/a
Care Facility, Child	0.4 spaces per 100.0 m ² of floor area	
Care Facility, Community	0.4 spaces per 100.0 m ² of floor area	
Compost Facility	n/a	0.1 space per 100.0 m ² of floor area
Cultural and Community Services	0.6 spaces per 100.0 m ² of floor area or 2.0 spaces, whichever is greater	0.2 spaces per 100.0 m ² of floor area
Education Services	0.8 spaces per 100.0 m ² of floor area or 2.0 spaces, whichever is greater	0.2 spaces per 100.0 m ² of floor area
Emergency and Protective Services	n/a	0.4 spaces per 100.0 m ² of floor area
Entertainment Facility	0.6 spaces per 100.0 m ² of floor area or 2.0 spaces, whichever is greater	n/a
Farmer's Market	0.6 spaces per 100.0 m ² of floor area or 6.0 spaces, whichever is greater	n/a
Fleet Services Facility	n/a	0.1 space per 100.0 m ² of floor area
Food Services	0.6 spaces per 100.0 m ² of floor area or 2.0 spaces, whichever is greater	n/a
Gas Station	0.6 spaces per 100.0 m ² of floor area or 2.0 spaces, whichever is greater	n/a

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.5(6) Bicycle Parking Requirements

Use	Short-Term Bicycle Parking	Long-Term Bicycle Parking
Health Services	0.6 spaces per 100.0 m ² of floor area or 2.0 spaces, whichever is greater	0.2 spaces per 100.0 m ² of floor area
Hostel Hotel Motel	0.4 spaces per sleeping unit or 6.0 spaces, whichever is greater	0.6 spaces per sleeping unit
Industrial, Heavy	n/a	0.1 space per 100.0 m ² of floor area
Industrial, Light	n/a	0.2 space per 100.0 m ² of floor area
Licensed Premises	0.6 spaces per 100.0 m ² of floor area or 2.0 spaces, whichever is greater	n/a
Natural Resource Extraction	n/a	0.1 space per 100.0 m ² of floor area
Personal Services	0.6 spaces per 100.0 m ² of floor area or 2.0 spaces, whichever is greater	0.2 spaces per 100.0 m ² of floor area
Plant Nursery	0.6 spaces per 100.0 m ² of floor area or 6.0 spaces, whichever is greater	0.2 spaces per 100.0 m ² of floor area
Production Facility, Alcohol	0.6 spaces per 100.0 m ² of floor area	0.2 spaces per 100.0 m ² of floor area
Production Facility, Cannabis	0.4 spaces per 100.0 m ² of floor area	
Professional Services, Internal-Facing	0.4 spaces per 100.0 m ² of floor area	
Professional Services, Public-Facing	0.6 spaces per 100.0 m ² of floor area	0.4 spaces per 100.0 m ² of floor area
Recreation Services, Indoor	0.6 spaces per 100.0 m ² of floor area	0.2 spaces per 100.0 m ² of floor area
Recreation Services, Outdoor	0.6 spaces per 100.0 m ² of floor area or 10.0 spaces, whichever is greater	n/a
Recycling Facility	n/a	0.1 space per 100.0 m ² of floor area

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 9.5(6) Bicycle Parking Requirements

Use	Short-Term Bicycle Parking	Long-Term Bicycle Parking
Refuse Disposal Facility	n/a	0.1 space per 100.0 m ² of floor area
Retail, Cannabis	0.6 spaces per 100.0 m ² of floor area	0.2 spaces per 100.0 m ² of floor area
Retail Sales	0.6 spaces per 100.0 m ² of floor area or 2.0 spaces, whichever is greater	0.2 spaces per 100.0 m ² of floor area
Sawmill	n/a	0.1 space per 100.0 m ² of floor area
Silviculture	n/a	0.1 space per 100.0 m ² of floor area
Veterinary Services	n/a	0.2 spaces per 100.0 m ² of floor area
Wholesale Services	n/a	0.2 spaces per 100.0 m ² of floor area
Wrecking Yard	n/a	0.1 space per 100.0 m ² of floor area

CONDITIONS [Table 9.5(6)]:

- 1 Long-term bicycle parking is not required for principal dwelling units that have individual attached garages.
- 2 Bicycle parking requirements for secondary suites are in addition to the bicycle parking requirements for the associated principal dwelling unit.
- 3 Bicycle parking requirements for secondary suites apply to residential developments comprising two or more attached principal dwelling units.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

9.6 End of Trip Facilities

(1) End-of-trip facilities must be provided as a function of the total number of required long-term bicycle parking spaces prescribed in **Table 9.5(6)**.

Table 9.6(2) End-of-Trip Facility Requirements					
Use	Number of Long-Term Bicycle Parking Spaces	Number of Toilets	Number of Sinks	Number of Showers	Number of Storage Lockers
Dwelling Units	0 – 6	0	0	0	0
	7 – 15 ¹				
	16 – 30 ^{1,2}				
	> 30 ^{1,2}				
All Other Uses	0 – 3	0	0	0	0
	4 – 15 ¹	1	1	1	0.5 lockers per space
	16 – 30 ^{1,2}	2	2	2	
	> 30 ^{1,2}	4, plus 2 for each additional 30 spaces	4, plus 2 for each additional 30 spaces	4, plus 2 for each additional 30 spaces	

CONDITIONS [Table 9.6(2)]:

- ¹ End-of-trip facilities must include a bicycle repair station including tools for bikes, a commercial grade tire pump, and a dedicated area to undertake simple repairs and maintenance.
- ² End-of-trip facilities must include a bicycle wash station including access to water and a dedicated bicycle cleaning area.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

PART 10 RESIDENTIAL ZONES

10.1 Intent of Zones

Table 10.1(1) Intent of Zones

Zone	Zone Name	Intent of Zone
R-1	Infill Residential	This zone is intended to support the gentle densification of existing low-density neighbourhoods by accommodating up to four dwelling units through either the renovation of existing residences or infill redevelopment in the form of small-scale multi-unit housing which complements the character of adjacent properties.
R-2	West Dunsmuir Residential	This zone is intended to accommodate up to three dwelling units in existing residential areas where there are known infrastructure constraints limiting further densification.
R-3	Large Lot Residential	This zone is intended to accommodate low-density residential uses on lots which are larger, not connected to community water or community sewer systems, or are outside of the Urban Containment Boundary.
R-MHP	Manufactured Home Park Residential	This zone is intended to accommodate manufactured home parks in accordance with the <i>Village's Manufactured Home Park Bylaw</i> .
R-RTMU	Rental Tenure Multi-Unit Residential	This zone is intended to support the provision of dwelling units under Residential Rental Tenure and prohibit bareland or building stratification.
R-MU	Multi-Unit Residential	This zone is intended to support multi-unit residential development in the form of low-rise apartments and ground-oriented or stacked townhouses.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

10.2 Permitted Uses

Table 10.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use	R-1	R-2	R-3	R-MHP	R-RTMU	R-MU
Accessory Buildings and Structures	S	S	S	S	S	S
Agriculture, Urban ¹	S	S	S ²	S	S	S
Care Facility, Child ³	S	S	S	S	--	S
Care Facility, Community	S	S	S	S	--	S
Care Facility, Licence-Not-Required	S	S	S	S	--	S
Dwelling Units	P	P	P	P	P	P
Home Occupation ⁴	Minor	S	S	S	S	S
	Standard	S	S	S	--	--
	Major	--	--	S	--	--
	Bed and Breakfast Accommodation	S	S	S	--	--
	Short-Term Rental Accommodation	S ⁵	S ⁵	--	--	--
Manufactured Homes	P	P	P	P	--	--
Parking Lot	n/a	n/a	n/a	S	S	S
Secondary Suite ⁶	S	S	S	--	S	S

CONDITIONS [Table 10.2(1)]:

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 10.2(1) Permitted Uses

P = permitted as a principal use

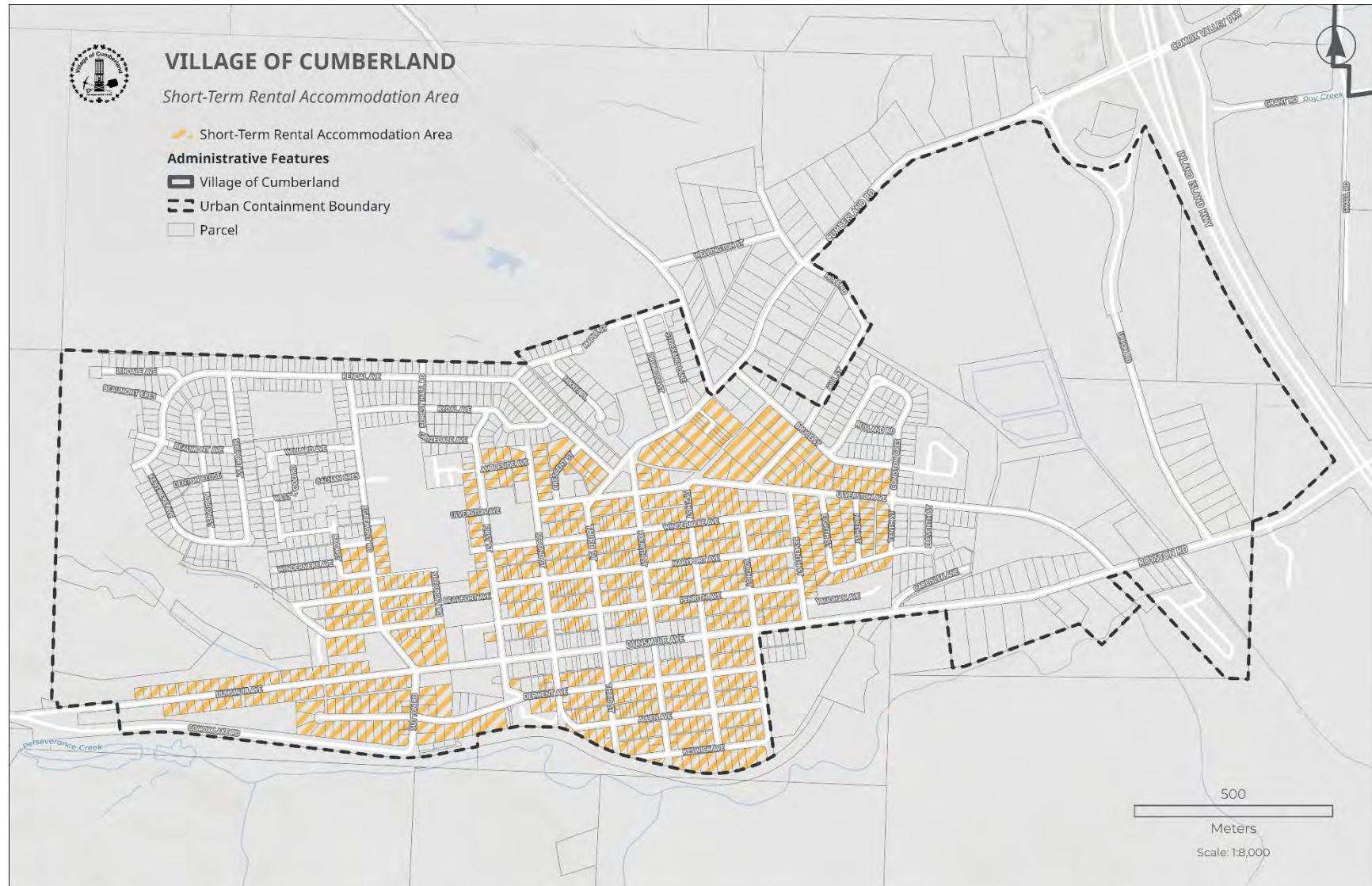
S = permitted as an secondary use

-- = use not permitted

Use	R-1	R-2	R-3	R-MHP	R-RTMU	R-MU
1 Subject to the urban agriculture regulations prescribed in Section 6.8 of this Bylaw.						
2 For lots larger than 0.4 hectares, urban agriculture may include the keeping of animals used in the production of food, fur, or similar products, including horses, cattle, sheep, goats, and rabbits, but specifically excluding hogs, pigs and peacocks.						
3 Subject to the screening requirements for care facilities prescribed in Section 7.3 of this Bylaw.						
4 Subject to the home occupation regulations prescribed in Section 6.4 of this Bylaw.						
5 Short-term rental accommodation home occupations are only be permitted in the areas indicated in Figure 10-1 .						
6 Subject to the secondary suite regulations prescribed in Section 6.7 of this Bylaw.						

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Figure 10-1. Short-Term Rental Accommodation Area



1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

10.3 Subdivision Standards

Criteria	R-1	R-2	R-3	R-MHP	R-RTMU	R-MU
Minimum Lot Area	650.0 m ²	650.0 m ²	2,024.0 m ²	1.0 ha	1,570.0 m ²	2,024.0 m ²
Minimum Lot Width	15.0 m	15.0 m	25.0 m	40.0 m	10% of lot perimeter	10% of lot perimeter

10.4 General Regulations

Criteria	R-1	R-2	R-3	R-MHP	R-RTMU	R-MU
Maximum Lot Coverage	50%	40%	35%	45%	65%	65%
Maximum Lot Coverage including Impermeable Surfaces	70%	70%	50%	70%	80%	80%
Maximum No. of Dwelling Units ¹	4 per lot	3 per lot	2 per lot ²	20 per ha ³	89 per ha _{4,5}	50 per ha _{6,7}

CONDITIONS [Table 10.4(1)]:

- ¹ For buildings containing three or more principal dwelling units accessed through shared corridors, stairs, and elevators, 10% of all dwelling units must be constructed in accordance with the Adaptable Dwelling Unit standard specified in the BC Building Code.
- ² A maximum of three dwelling units are permitted on lots that are connected to both community water and community sewer systems or are 1.0 hectare or larger in size.
- ³ Subject to the Village's Manufactured Home Park Bylaw.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 10.4(1) General Regulations

Criteria	R-1	R-2	R-3	R-MHP	R-RTMU	R-MU
4 All dwelling units must be under residential rental tenure .						
5 For the lot legally described as LOT 1, DISTRICT LOT 24, NELSON DISTRICT, PLAN 28034, EXCEPT PART IN PLAN VIP82131 (2782 Ulverston Avenue):						
• 1/3 of dwelling units must be provided at below market rent , as established through a housing agreement held between the property owner and the Village ; and						
• dwelling units provided at below market rent must be subject to a rental agreement requiring such units to be managed by a non-profit housing society and rented to low- or medium-income families.						
6 For the lot legally described as LOT A, DISTRICT LOT 24, NELSON DISTRICT, PLAN EPP103460 (3345 Second Street), the maximum number of dwelling units is 145 units per hectare and may be increased by 25 units per hectare provided a minimum of 20% of all dwelling units are provided as affordable housing units.						
7 For the lot legally described as STRATA LOTS 1-84, DISTRICT LOT 24, NELSON DISTRICT, STRATA PLAN EPS4795 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V (2607 Kendal Avenue), the maximum number of dwelling units is 96 and may be increased by 10 units per hectare provided a minimum of 30% of all dwelling units are provided as affordable housing units.						

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

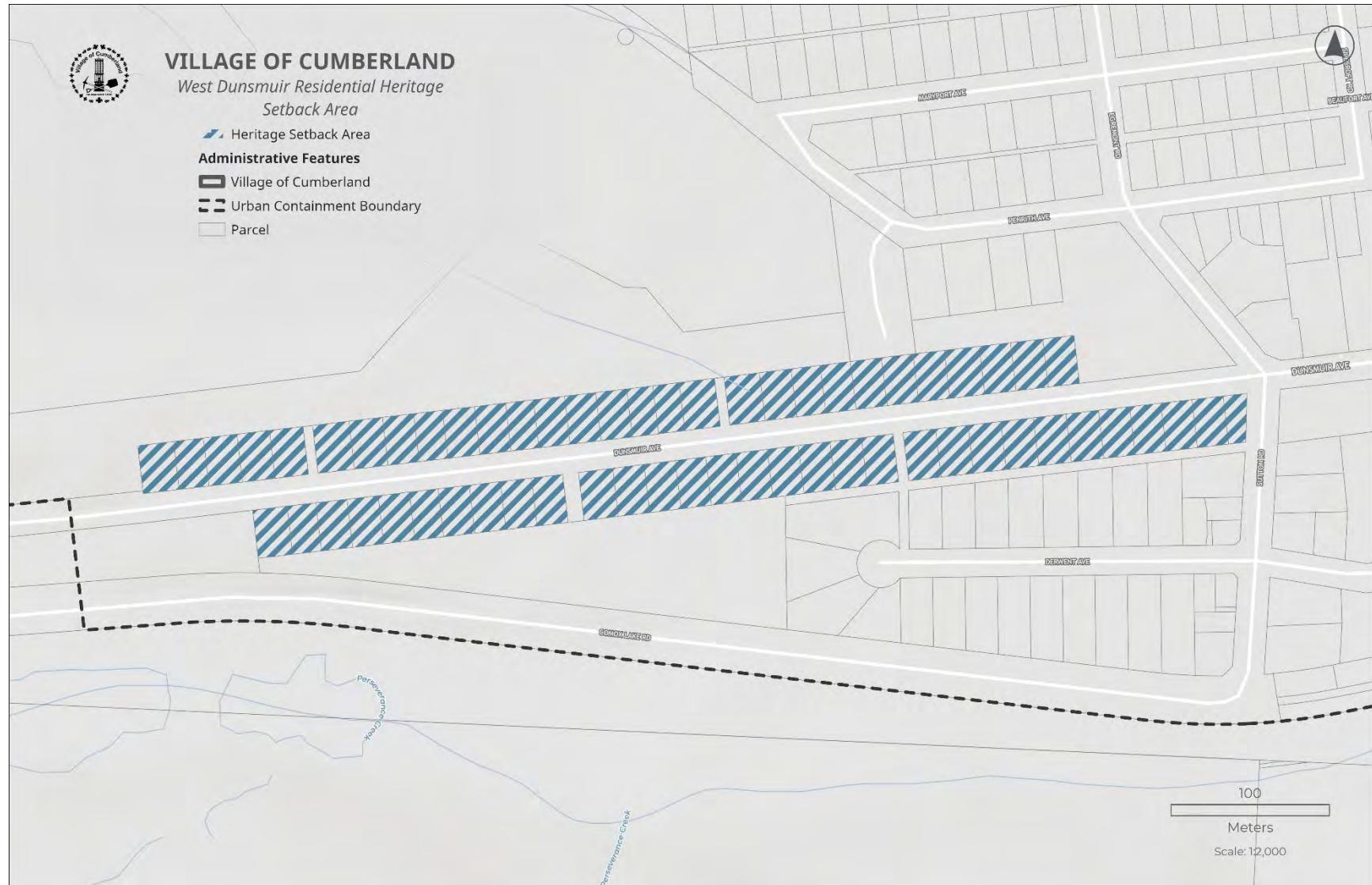
10.5 Development Standards

Table 10.5(1) Development Regulations for Principal and Secondary Buildings and Structures

Criteria	R-1	R-2	R-3	R-MHP	R-RTMU	R-MU	
Maximum Floor Area of Each Additional Detached Dwelling Unit	n/a	90.0 m ²	90.0 m ²	n/a	n/a	n/a	
Maximum Height	11.0 m	10.0 m	10.0 m	4.5 m	10.0 m	15.0 m	
Maximum Number of Storeys	3	2	2	1	2	4	
Minimum Front Setback	1 st – 2 nd storey	3.0 m ¹	3.0 m ^{2,3}	7.5 m	3.0 m	3.0 m	
	3 rd storey and above	4.5 m	n/a		n/a		
	garage / carport	3.0 m ¹	3.0 m ^{2,3}		3.0 m	4.5 m	
Minimum Rear Setback	1 st – 2 nd storey	4.5 m	4.5 m	4.5 m	7.5 m	4.5 m	
	3 rd storey and above	6.0 m	n/a	n/a		6.0 m	
Minimum Side Setback		1.5 m	1.5 m	1.5 m	7.5 m	1.5 m	
Minimum Exterior Side Setback	1 st – 2 nd storey	3.0 m	3.0 m	3.0 m		3.0 m	
	3 rd storey and above	4.5 m	n/a	n/a		4.5 m	
CONDITIONS [Table 10.5(1)]:							
¹ The minimum front setback is 7.5 metres for the lot legally described as LOT 1 BLOCK 4 SECTION 25 TOWNSHIP 10 COMOX DISTRICT AND OF DISTRICT LOT 24 NELSON DISTRICT PLAN 4222 EXCEPT PLAN EPP103982 (4681 Cumberland Road).							
² The minimum front setback is 0.0 metres for the lots indicated in Figure 10-2.							
³ The maximum front setback for one dwelling unit is 2.0 metres for the lots indicated in Figure 10-2.							

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Figure 10-2. West Dunsmuir Residential Heritage Setback Area



1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 10.5(2) Development Regulations for Accessory Buildings and Structures

Criteria	R-1	R-2	R-3	R-MHP	R-RTMU	R-MU
Maximum Floor Area ¹	50.0 m ² ²	50.0 m ²	100.0 m ²	25.0 m ²	50.0 m ²	50.0 m ²
Maximum Height	4.5 m ²	4.5 m	6.0 m	4.5 m	4.5 m	4.5 m
Minimum Front Setback	3.0 m	3.0 m	3.0 m	7.5 m	3.0 m	3.0 m
Minimum Rear Setback	1.5 m	1.5 m	1.5 m		1.5 m	1.5 m
Minimum Side Setback	1.5 m	1.5 m	1.5 m		1.5 m	1.5 m
Minimum Exterior Side Setback	4.5 m	4.5 m	4.5 m		3.0 m	3.0 m

CONDITIONS [Table 10.5(2)]:

- ¹ Maximum **floor area** refers to the combined **floor area** of all **accessory** buildings and **structures** on a **lot**.
- ² For the **lot** legally described as LOT 5, BLOCK 5, DISTRICT LOT 24, NELSON DISTRICT, PLAN 4222 (4699 Cumberland Road):
 - the maximum **floor area** is 100.0 square metres; and
 - the maximum **height** is 6.0 metres.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

PART 11 MIXED-USE ZONES

11.1 Intent of Zones

Table 11.1(1) Intent of Zones

Zone	Zone Name	Intent of Zone
MU-1	Historic Village Commercial Core Mixed-Use	The intent of this zone is to support a vibrant, pedestrian-oriented Village Core through development comprised of commercial uses on the ground-level with residential uses above or to the rear.
MU-2	Neighbourhood Mixed-Use	The intent of this zone is to promote mixed-use development which serves as a transition between the Village Core and surrounding residential neighbourhoods.
MU-3	Coal Valley Estates Mixed-Use	The intent of this zone is to implement a Comprehensive Development Agreement which identifies a mixed-use node in the area known as Coal Valley.

11.2 Permitted Uses

Table 11.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use	MU-1 ¹	MU-2	MU-3
Accessory Buildings and Structures	S	S	S
Agriculture, Urban ²	S	S	S
Care Facility, Child ³	P	P	P
Care Facility, Community ³	P	P	P
Care Facility, Licence-Not-Required	S	S	S
Caretaker Suite	--	--	S ⁴
Containers	S ⁵	S ⁵	--
Cultural and Community Services	P	P	--
Dwelling Units	P ⁶	P ⁷	P ⁷

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 11.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use	MU-1 ¹	MU-2	MU-3
Education Services	P	P	--
Emergency and Protective Services	-- ⁸	--	--
Entertainment Facility	P	--	--
Farmer's Market	S	--	S
Food Services	P	P ⁹	P ¹⁰
Gas Station	-- ¹¹	--	--
Health Services	P ¹²	P	P
Home Occupation ¹³	Minor	S	S
	Standard	--	--
	Bed and Breakfast Accommodation	--	--
	Short-Term Rental Accommodation	-- ¹⁴	--
Hostel	P	--	--
Hotel	P	--	--
Licensed Premises	P	--	P
Mobile Vending ¹⁵	P	P	--
Motel	P	--	--
Parking Lot	S ¹⁶	S ¹⁶	S
Personal Services	P	P	P
Production Facility, Alcohol	P ¹⁷	--	--
Professional Services, Internal-Facing	P ¹²	P	P
Professional Services, Public-Facing	P	P	P
Recreation Services, Indoor	P	P	P
Retail, Cannabis ¹⁸	P	--	--
Retail Sales	P ^{19,20}	P ^{19,20}	P ^{20,21}
Secondary Suite ²²	n/a	n/a	S

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 11.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use	MU-1 ¹	MU-2	MU-3
Storage, Outdoor	S ²³	--	S ²³
Veterinary Services	P	P	--

CONDITIONS [Table 11.2(1)]:

- 1** Non-residential principal uses, where located within the first **storey** of a principal building, must be oriented towards the portion of a **lot** which abuts a **highway**. The primary access for any such use must be located within the front or exterior side **business frontage**.
- 2** Subject to the **urban agriculture** regulations prescribed in **Section 6.8** of this Bylaw.
- 3** Subject to the screening requirements for care facilities prescribed in **Section 7.3** of this Bylaw.
- 4** **Caretaker suites** must be integrated within a principal building.
- 5** **Containers** are permitted to supplement the commercial storage capacity of a principal use occurring on the same **lot**, provided:
 - there are no residential uses occurring within the first **storey** of any building on the **lot**;
 - the **container** is clad in the same materials as the building in which the associated principal use is located;
 - the **container** is located to the rear of any principal building on the **lot**; and
 - the maximum length of the **container** is 6.1 metres.
- 6** **Dwelling units** must be integrated within a principal building where there are other non-residential uses occurring, subject to the following regulations:
 - they are located above or to the rear of a non-residential use occurring on the first **storey**;
 - they are accessed through a separate entrance from all non-residential uses occurring within the same building, so long as areas used for residential access must not exceed a combined 25% of the first **storey business frontage**; and
 - **dwelling units** located on the first **storey** must not exceed 40% of the total first **storey floor area**.
- 7** Where **dwelling units** are integrated within a principal building where there are non-residential uses occurring, they must:
 - be located above, below, or to the rear of a non-residential use occurring on the first **storey**; and
 - be accessed through a separate entrance from all non-residential uses occurring within the same building, so long as areas used for residential access must not exceed a combined 25% of the first **storey business frontage**.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 11.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use	MU-1 ¹	MU-2	MU-3
⁸ Emergency and protective services is permitted as a principal use on the lot legally described as LOT 7, BLOCK 12, DISTRICT LOT 21, NELSON DISTRICT, PLAN 522A (2757 Dunsmuir Avenue).			
⁹ The maximum floor area for food services is 65.0 square metres.			
¹⁰ The maximum floor area for food services is 150.0 square metres.			
¹¹ Gas station is permitted, provided all fuel service pumps or pump island are located a minimum, of 4.5 metres from all lot lines , as a principal use on the lot legally described as LOT A, DISTRICT LOT 21, NELSON DISTRICT, PLAN VIP84120 (2766 Dunsmuir Avenue).			
¹² Uses must be located above the first storey of a principal building.			
¹³ Subject to the home occupation regulations prescribed in Section 6.4 of this Bylaw.			
¹⁴ Short-term rental accommodation is permitted for the lots legally described as:			
• THAT PART OF LOT 11, BLOCK 16, DISTRICT LOT 21, NELSON DISTRICT, PLAN 522A, LYING TO THE EAST OF A STRAIGHT BOUNDARY JOINING THE POINT OF BISECTION OF THE NORTHERLY AND SOUTHERLY BOUNDARIES OF SAID LOT 11 (2771 Dunsmuir Avenue); and			
• THE EASTERLY ½ OF LOT 10, BLOCK 16, DISTRICT LOT 21, NELSON DISTRICT, PLAN 522A (2773 Dunsmuir Avenue).			
¹⁵ Subject to the mobile vending regulations prescribed in Section 6.5 of this Bylaw.			
¹⁶ Parking lots must be located to the rear of a principal building.			
¹⁷ The maximum floor area for an alcohol production facility is 450.0 square metres.			
¹⁸ Subject to the cannabis retail regulations prescribed in Section 6.2 of this Bylaw.			
¹⁹ The maximum floor area for retail sales is 2,800.0 square metres.			
²⁰ Outdoor displays ancillary to retail sales must not obstruct a landscaped area or pedestrian walkway , driveway , or highway .			
²¹ The maximum floor area for retail sales is 300.0 square metres.			
²² Subject to the secondary suite regulations prescribed in Section 6.7 of this Bylaw.			
²³ Outdoor storage is only permitted where secondary to a farmer's market.			

11.3 Subdivision Standards

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 11.3(1) Subdivision Standards

Criteria		MU-1	MU-2	MU-3
Minimum Lot Area	One detached dwelling unit	325.0 m ²	325.0 m ²	550.0 m ² ¹
	Two attached dwelling units			800.0 m ²
	Three or more attached dwelling units			2,000.0 m ²
	All other uses			
Minimum Lot Width	One detached dwelling unit	9.0 m	9.0 m	15.0 m
	Two attached dwelling units			
	Three or more attached dwelling units			
	All other uses			20.0 m

CONDITIONS [Table 11.3(1)]:

¹ The minimum lot area is 450.0 square metres for up to 50% of lots created in any given plan of subdivision.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

11.4 General Regulations

Table 11.4(1) General Regulations

Criteria		MU-1	MU-2	MU-3
Maximum Lot Coverage	One detached dwelling unit	n/a	50%	35%
	Two attached dwelling units			
	Three or more attached dwelling units	90%	65%	65%
	All other uses			80%
Maximum Lot Coverage including Impermeable Surfaces		95%	75%	n/a
Maximum No. of Dwelling Units	Buildings comprising one detached dwelling unit	n/a	4 per lot	263 ¹
	Buildings comprising two or more attached dwelling units ²			592
	Caretaker suites		n/a	15
Maximum FAR ²		2.0	1.5	n/a
CONDITIONS [Table 11.4(1)]:				
<p>¹ The total number of dwelling units permitted does not include secondary suites.</p> <p>² For buildings containing three or more principal dwelling units accessed through shared corridors, stairs, and elevators, 10% of all dwelling units must be constructed in accordance with the Adaptable Dwelling Unit standard specified in the BC Building Code.</p>				

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

11.5 Development Standards

Table 11.5(1) Development Regulations for Principal and Secondary Buildings and Structures

Criteria		MU-1	MU-2	MU-3
Maximum Floor Area	Community care facility	n/a	n/a	13,900.0 m ²
	All other non-residential uses			7,900.0 m ² ¹
Maximum Floor Area of Each Additional Detached Dwelling Unit		n/a	100.0 m ²	100.0 m ²
Maximum Height		15.0 m	12.5 m ²	15.0 m ²
Minimum Ground Storey Height		3.7 m	n/a	3.7 m
Minimum Front Setback	1 st – 2 nd storey	0.0 m ³	1.0 m	4.5 m ^{4,5,6}
	3 rd storey		1.5 m	
Minimum Rear Setback		4.5 m	4.5 m	4.5 m ⁶
Minimum Side Setback		0.0 m	1.5 m	1.5 m ⁶
Minimum Exterior Side Setback		0.0 m ³	1.5 m	3.0 m ⁶

CONDITIONS [Table 11.5(1)]:

- ¹ The maximum floor area for any one non-residential use is 371.6 square metres.
- ² The maximum height of a residential building comprising four or fewer dwelling units is 10.0 metres.
- ³ The maximum front and exterior side setback is 10.0 metres, provided the resulting front yard is landscaped open space which supports a principal non-residential use occurring on the lot.
- ⁴ The minimum setback is 6.0 metres for any portion of a building comprising one detached dwelling unit that is used as a garage or carport.
- ⁵ The minimum setback for internal-facing professional services, public-facing professional services, and retail sales is 0.0 metres.
- ⁶ The minimum setback from all lot lines for food services, health services, and licensed premises is 7.5 metres.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 11.5(2) Development Regulations for Accessory Buildings and Structures

Criteria	MU-1	MU-2	MU-3
Maximum Floor Area ¹	100.0 m ²	100.0 m ²	50.0 m ² ²
Maximum Height	6.0 m	4.5 m	4.5 m
Minimum Front Setback	3.0 m	3.0 m	3.0 m
Minimum Rear Setback	1.5 m	1.5 m	1.5 m
Minimum Side Setback	1.5 m	1.5 m	1.5 m
Minimum Exterior Side Setback	3.0 m	3.0 m	3.0 m

CONDITIONS [Table 11.5(2)]:

- ¹ Maximum floor area refers to the combined floor area of all accessory buildings and structures on a lot.
- ² The maximum floor area for all accessory buildings is 50.0 square metres or 10% of lot area, whichever is less.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

PART 12 INDUSTRY ZONES

12.1 Intent of Zones

Table 12.1(1) Intent of Zones

Zone	Zone Name	Intent of Zone
I-1	Service Industry	This zone is intended to accommodate a range of service commercial and low-impact industrial uses on larger lots predominantly located outside of the Urban Containment Boundary.
I-2	Industrial	This zone is intended to designate and preserve land for intensive industrial development.
I-3	Refuse Industrial	This zone is intended to accommodate the Comox Valley Regional District's (CVRD) Waste Facility.

12.2 Permitted Uses

Table 12.2(1) Permitted Uses

P = permitted as a principal use
 S = permitted as an secondary use
 -- = use not permitted

Use	I-1	I-2	I-3
Accessory Buildings and Structures	S	S	S
Automotive and Equipment Services, Light	P	--	--
Automotive and Equipment Services, Industrial	--	P	--
Bulk Fuel Storage	--	S	--
Care Facility, Child ¹	P	P	--
Care Facility, Community ¹	P	P	--
Caretaker Suite	S	S	S
Compost Facility	--	--	P
Containers	S	S	S
Education Services	S	S	S
Fleet Services Facility	P	P	--

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 12.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use	I-1	I-2	I-3
Food Services	S ²	--	--
Gas Station	-- ³	--	--
Industrial, Heavy	--	P	--
Industrial, Light	P	--	--
Kennel	P	--	--
Mobile Vending ⁴	S	S	--
Natural Resource Extraction	--	P	--
Parking Lot	S	S	S
Plant Nursery	P	--	--
Production Facility, Alcohol	P	--	--
Production Facility, Cannabis	P	--	--
Professional Services, Public-Facing	S	S	S
Recreation Services, Indoor	P	--	--
Recycling Facility	--	P	P
Refuse Disposal Facility ⁵	--	--	P ⁶
Retail Sales	P ⁷	--	--
Sawmill	--	S	--
Silviculture	--	P	--
Storage, Indoor	P	-- ⁸	--
Storage, Outdoor	S	S ⁹	S
Storage, Warehouse	S	P	--
Veterinary Services	P	--	--
Wholesale Services	P	S	--
Wrecking Yard	--	P	--

CONDITIONS [Table 12.2(1)]:

1 Subject to the screening requirements for care facilities prescribed in **Section 7.3** of this Bylaw.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 12.2(1) Permitted Uses

P = permitted as a principal use

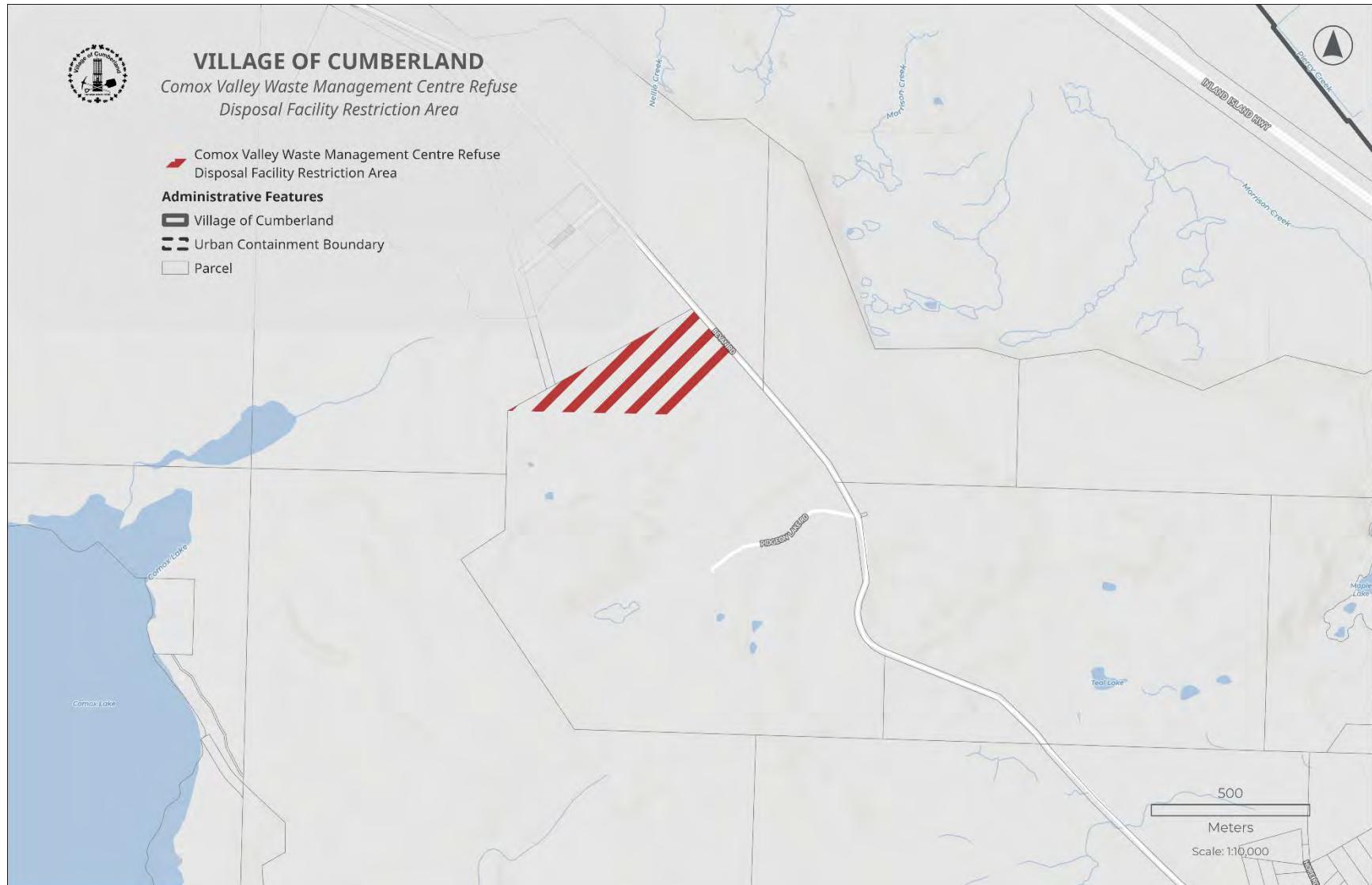
S = permitted as an secondary use

-- = use not permitted

Use	I-1	I-2	I-3
2 The maximum floor area for food services is 150.0 square metres.			
3 Gas station is permitted as a principal use, provided all fuel service pumps or pump island are located a minimum of 4.5 metres from all lot lines , on the lot legally described as LOT A OF SECTION 25, TOWNSHIP 10, COMOX DISTRICT AND OF DISTRICT LOT 24, NELSON DISTRICT, PLAN 5444 (4690 Cumberland Road).			
4 Subject to the mobile vending regulations prescribed in Section 6.5 of this Bylaw.			
5 Subject to the refuse disposal facility regulations prescribed in Section 6.6 of this Bylaw.			
6 With the exception of a leachate equalization pond, refuse disposal facility is not permitted within the northern portion of the lot legally described as LOT A, SECTIONS 26, 27, 34 AND 35, TOWNSHIP 10, COMOX DISTRICT, PLAN EPP111857 (Comox Valley Waste Management Centre) as indicated in Figure 12-1 . For clarity, this is the portion of land that was added to the Comox Valley Waste Management Centre property in 2021 in Plan EPP111857.			
7 The maximum floor area for retail sales is 930.0 square metres.			
8 Indoor storage is permitted as a principal use on the lots legally described as STRATA LOTS 1-50, SECTION 34, TOWNSHIP 10, COMOX DISTRICT, STRATA PLAN EPS10779 (2794 Beck Avenue).			
9 Outdoor storage may include the temporary storage of detached dwelling units being moved from one lot to another, up to a maximum of three detached dwelling units per lot .			

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Figure 12-1. Comox Valley Waste Management Centre Refuse Disposal Facility Restriction Area



1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

12.3 Subdivision Standards

Table 12.3(1) Subdivision Standards

Criteria	I-1	I-2	I-3
Minimum Lot Area	4,000.0 m ²	7,500.0 m ²	7,500.0 m ²
Minimum Lot Width	30.0 m	30.0 m	10% of lot perimeter

12.4 General Regulations

Table 12.4(1) General Regulations

Criteria	I-1	I-2	I-3
Maximum Lot Coverage	60%	60% ¹	50%
Maximum Lot Coverage including Impermeable Surfaces	80%	70%	n/a
Maximum No. of Dwelling Units ²	1 per lot	1 per lot	1 per lot
Maximum FAR	1.0	0.75	0.75

CONDITIONS [Table 12.4(1)]:

- ¹ Greenhouses are exempt from lot coverage.
- ² Dwelling units are permitted in the form of a caretaker suite.

12.5 Development Standards

Table 12.5(1) Development Regulations for Principal and Secondary Buildings and Structures

Criteria	I-1	I-2	I-3
Maximum Height	15.0 m	12.0 m	15.0 m
Minimum Front Setback	7.5 m		
Minimum Rear Setback	7.5 m		
Minimum Side Setback	7.5 m	7.5 m ¹	15.0 m
Minimum Exterior Side Setback	7.5 m		

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 12.5(1) Development Regulations for Principal and Secondary Buildings and Structures

Criteria	I-1	I-2	I-3
CONDITIONS [Table 12.5(1)]:			
<p>1 Buildings and structures associated with heavy industrial, natural resource extraction, recycling facility, silviculture, and wrecking yard uses must be setback a minimum of 50.0 metres from all lot lines abutting a Residential, Mixed-Use, or Public Use zone.</p>			

Table 12.5(2) Development Regulations for Accessory Buildings and Structures

Criteria	I-1	I-2	I-3
Maximum Floor Area 1	10% of lot area	10% of lot area	10% of lot area
Maximum Height	15.0 m	15.0 m	15.0 m
Minimum Front Setback	7.5 m	7.5 m 2	15.0 m
Minimum Rear Setback	7.5 m		
Minimum Side Setback	7.5 m		
Minimum Exterior Side Setback	7.5 m		

CONDITIONS [Table 15.2(2)]:

- 1** Maximum floor area refers to the combined floor area of all accessory buildings and structures on a lot.
- 2** Buildings and structures associated with heavy industrial, natural resource extraction, recycling facility, silviculture, and wrecking yard uses must be setback a minimum of 50.0 metres from all lot lines abutting a Residential, Mixed-Use, or Public Use zone.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

PART 13 PUBLIC USE ZONES

13.1 Intent of Zones

Table 13.1(1) Intent of Zones

Zone	Zone Name	Intent of Zone
PU-1	Parks and Open Space	This zone is intended to preserve and enhance the community's parks and open space assets while providing for a range of low impact recreational uses.
PU-2	Civic Uses	This zone is intended to accommodate a range of civic functions, including both publicly and privately operated institutional, cultural, educational, and recreational uses.
PU-3	Utility and Services	This zone is intended to accommodate emergency and protective services operations and public and private utilities.

13.2 Permitted Uses

Table 13.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use	PU-1	PU-2	PU-3
Accessory Buildings and Structures	S	S	S
Care Facility, Child ¹	--	P	--
Care Facility, Community ¹	--	P	--
Caretaker Suite	--	--	S
Cemetery	--	P	--
Cultural and Community Services	S	P	--
Dwelling Units	-- ²	--	--
Education Services	S	P	S
Emergency and Protective Services	--	P	P
Farmer's Market	S	S	--
Food Services	S ³	S ⁴	--

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 13.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use	PU-1	PU-2	PU-3
Health Services	--	P	S
Mobile Vending ⁵	S	S	--
Parking Lot	S	S	S
Recreation Services, Indoor	--	P	--
Recreation Services, Outdoor	S	P	--
Utilities	S	S	P

CONDITIONS [Table 13.2(1)]:

- 1** Subject to the screening requirements for care facilities prescribed in [Section 7.3](#) of this Bylaw.
- 2** One detached [dwelling unit](#) is permitted as a principal use on the lot legally described as LOT 1, SECTION 3 AND DISTRICT LOT 24, NELSON DISTRICT, PLAN VIP74169 (Coal Creek Historic Park).
- 3** The maximum [floor area for food services](#) is 20.0 square metres.
- 4** The maximum [floor area for food services](#) is 150.0 square metres.
- 5** Subject to the [mobile vending](#) regulations prescribed in [Section 6.5](#) of this Bylaw.

13.3 Subdivision Standards**Table 13.3(1) Subdivision Standards**

Criteria	PU-1	PU-2	PU-3
Minimum Lot Area	n/a	325.0 m ²	325.0 m ²
Minimum Lot Width	n/a	9.0 m	9.0 m

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

13.4 General Regulations

Table 13.4(1) General Regulations

Criteria	PU-1	PU-2	PU-3
Maximum Lot Coverage	10%	60%	65%
Maximum Lot Coverage including Impermeable Surfaces	15%	70%	75%
Maximum Dwelling Units ¹	n/a	n/a	1 per lot
Maximum FAR	0.1	1.5	1.5
CONDITIONS [Table 13.4(1)]:			
<p>¹ Dwelling units are permitted in the form of a caretaker suite.</p>			

13.5 Development Standards

Table 13.5(1) Development Regulations for Principal and Secondary Buildings and Structures

Criteria	PU-1	PU-2	PU-3		
Maximum Height	n/a	10.0 m	10.0 m		
Minimum Front Setback		3.5 m ¹	7.5 m		
Minimum Rear Setback		4.5 m			
Minimum Side Setback		1.5 m			
Minimum Exterior Side Setback		3.5 m ¹			
CONDITIONS [Table 13.5(1)]:					
<p>¹ The minimum front and exterior side setbacks are 0.0 metres for the lots legally described as:</p> <ul style="list-style-type: none"> • LOT 2, DISTRICT LOTS 21 AND 24, NELSON DISTRICT, PLAN EPP33288 (2673 Dunsmuir Avenue); and • LOT 7, BLOCK 11, DISTRICT LOT 21, NELSON DISTRICT, PLAN 522A (2757 Dunsmuir Avenue). 					

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 13.5(2) Development Regulations for Accessory Buildings and Structures

Criteria	PU-1	PU-2	PU-3
Maximum Floor Area ¹	10% of lot area	10% of lot area	10% of lot area
Maximum Height	4.5 m	4.5 m	4.5 m
Minimum Front Setback		3.5 m	3.5 m
Minimum Rear Setback		1.5 m	1.5 m
Minimum Side Setback	7.5 m	1.5 m	1.5 m
Minimum Exterior Side Setback		3.5 m	3.5 m
CONDITIONS [Table 13.5(2)]:			
¹ Maximum floor area refers to the combined floor area of all accessory buildings and structures on a lot.			

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

PART 14 RURAL ZONES

14.1 Intent of Zones

Table 14.1(1) Intent of Zones

Zone	Zone Name	Intent of Zone
FSG	Forest Stewardship Greenway	This zone is intended to accommodate forest management and any associated residential uses, as well as appropriate, low impact, recreational activities in the forested areas outside of the Urban Containment Boundary.
RT	Recreation and Tourism	This zone is intended to accommodate existing recreational accommodation and associated recreational activities adjacent to Comox Lake.
DWP	Drinking Water Protection	Comox Lake is a drinking water source for the Comox Valley. This zone is intended to accommodate low impact recreational uses while limiting development in and on Comox Lake to protect its water quality.

14.2 Permitted Uses

Table 14.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use		FSG	RT	DWP
Accessory Buildings and Structures		S	S	-- ¹
Agriculture, Urban ²		S	--	--
Campground		--	P	--
Care Facility, Child ³		P	P	--
Care Facility, Community ³		P	--	--
Care Facility, Licence-Not-Required		S	--	--
Dwelling Units		P	P	--
Home Occupation ⁴	Minor	S	--	--
	Standard	S	--	--

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 14.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use		FSG	RT	DWP
	Major	S	--	--
Park		P	P	P
Plant Nursery		P	--	--
Sawmill		S ⁵	--	--
Silviculture		P	--	--

CONDITIONS [Table 14.2(1)]:

- 1** A maximum of two docks are permitted in the **Drinking Water Protection (DWP)** zone; one dock each within the northern and southern portions of the **lot** legally described as FRACTIONAL SECTION 28, TOWNSHIP 10, COMOX DISTRICT, PLAN 552H TOGETHER WITH THAT PORTION OF THE BED OF COMOX LAKE INCLUDED WITHIN THE AREA SHOWN OUTLINED IN RED ON PLAN DEPOSITED UNDER DD 1983 EXCEPT PARTS IN PLANS 21 RW, 788 RW, 26178, VIP57417 AND EPP82213 (Comox Lake).
- 2** Subject to the **urban agriculture** regulations prescribed in **Section 6.8** of this Bylaw.
- 3** Subject to the screening requirements for care facilities prescribed in **Section 7.3** of this Bylaw.
- 4** Subject to the **home occupation** regulations prescribed in **Section 6.4** of this Bylaw.
- 5** A **sawmill** is only permitted when **secondary** to a **silviculture** operation.

14.3 Subdivision Standards**Table 14.3(1) Subdivision Standards**

Criteria	FSG	RT	DWP
Minimum Lot Area	60.0 ha	40.0 ha	n/a
Minimum Lot Width	10% of lot perimeter	100.0 m	n/a

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

14.4 General Regulations

Table 14.4(1) General Regulations

Criteria		FSG	RT	DWP
Maximum Lot Coverage	Residential uses	10%	5%	n/a
	Silviculture and sawmill	30% ¹	n/a	
	All other uses	25%	35%	
Maximum Dwelling Units		2 per lot or 0.024 per ha, whichever is less	1 per lot	n/a
Maximum FAR		n/a	1.0	n/a
CONDITIONS [Table 14.4(1)]:				
¹ Greenhouses ancillary to a principal silviculture operation are exempt from lot coverage.				

14.5 Development Standards

Table 14.5(1) Development Regulations for Principal and Secondary Buildings and Structures

Criteria	FSG	RT	DWP			
Maximum Floor Area of Each Additional Detached Dwelling Unit	100.0 m ²	n/a	n/a			
Maximum Height	10.0 m	10.0 m	n/a			
Front Setback	30.5 m ^{1,2}	7.5 m	n/a			
Rear Setback						
Side Setback						
Exterior Side Setback						
CONDITIONS [Table 14.5(1)]:						
¹ Buildings and structures associated with silviculture must be setback a minimum of 50.0 metres from any dwelling unit.						
² Buildings and structures associated with silviculture must be setback a minimum of 50.0 metres from all lots in a Residential or Mixed-Use zone.						

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 14.5(2) Development Regulations for Accessory Buildings and Structures

Criteria	FSG	RT	DWP
Maximum Floor Area ¹	100.0 m ²	100.0 m ² ²	n/a
Maximum Height	6.0 m	4.5 m	n/a
Front Setback			
Rear Setback			
Side Setback	30.5 m ^{3,4,5}	7.5 m	n/a
Exterior Side Setback			

CONDITIONS [Table 14.5(2)]:

- ¹ Maximum **floor area** refers to the combined **floor area** of all **accessory** buildings and **structures** on **lot**.
- ² The maximum **floor area** for all **accessory** buildings is 50% of the largest **principal** building or 100.0 square metres, whichever is greater.
- ³ Buildings and **structures** **accessory** to a **principal** **residential** use must be located within 20.0 metres of the associated **principal** building.
- ⁴ Buildings and **structures** associated with **silviculture** must be **setback** a minimum of 50.0 metres from any **dwelling unit**.
- ⁵ Buildings and **structures** associated with **silviculture** must be **setback** a minimum of 50.0 metres from all **lots** in a **Residential** or **Mixed-Use zone**.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

PART 15 INTERCHANGE ZONES

15.1 Classification of Zones

Table 15.1(1) Classification of Interchange Zones

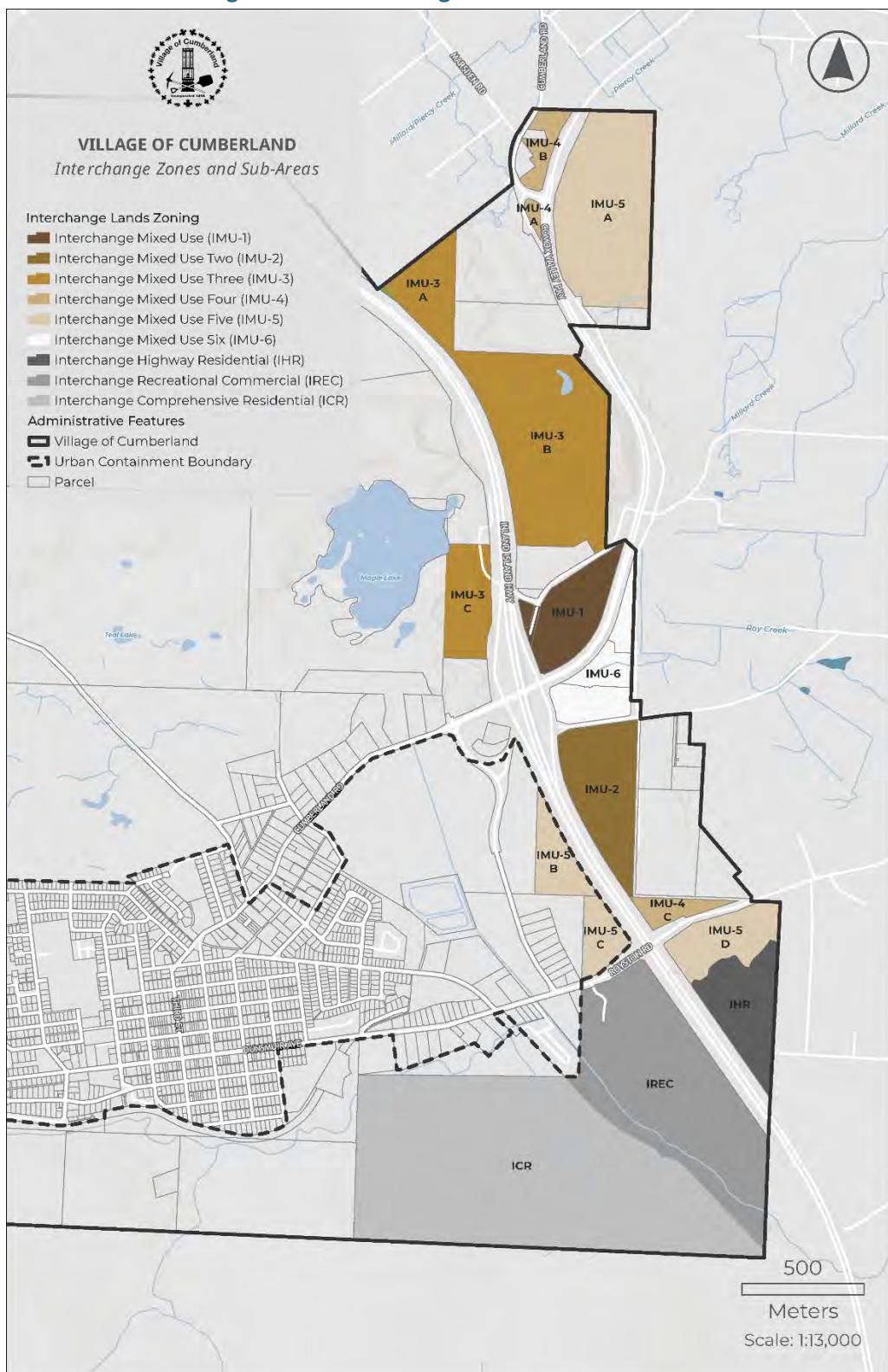
Zone	Zone Name and Sub-Areas ¹
IMU-1	Interchange Mixed Use
IMU-2	Interchange Mixed Use Two
IMU-3	Interchange Mixed Use Three <ul style="list-style-type: none"> • Area A • Area B • Area C
IMU-4	Interchange Mixed Use Four <ul style="list-style-type: none"> • Area A • Area B • Area C
IMU-5	Interchange Mixed Use Five <ul style="list-style-type: none"> • Area A • Area B • Area C • Area D
IMU-6	Interchange Mixed Use Six
IHR	Interchange Highway Residential
IREC	Interchange Recreational Commercial
ICR	Interchange Comprehensive Residential

CONDITIONS [Table 15.1(1)]:

¹ Where applicable, specific regulations apply to the sub-areas identified in [Figure 15-1](#).

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Figure 15-1. Interchange Zones and Sub-Areas



1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

15.2 Permitted Uses

Table 15.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as a secondary use

-- = use not permitted

Use	IMU-1	IMU-2	IMU-3			IMU-4			IMU-5				IMU-6	IHR	IREC	ICR
			Area A	Area B	Area C	Area A	Area B	Area C	Area A	Area B	Area C	Area D				
Accessory Buildings and Structures	S	S	S ¹	S ¹	S ¹	S	S	S	S	S	S	S	S	S	S	S ²
Agriculture, Urban ³	S	S	S	S	S	--	--	--	S	S	S	S	S	S	--	S
Care Facility, Child ⁴	P	P	P	P	P	P	P	P	P	P	P	P	P	P	--	P
Care Facility, Community ⁴	P	P	P	P	P	P	P	P	P	P	P	P	P	P	--	P
Care Facility, Licence-Not-Required	S	S	S	S	S	--	--	--	S	S	S	S	S	S	--	S
Caretaker Suite	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	S
Cultural and Community Services	P	P	--	P	--	--	--	--	P	P	P	P	P	P	--	P
Dwelling Units	P ⁵	P ⁶	P	P	P	--	--	--	P ⁵	P	--	P				
Education Services	P	P	--	P	--	P	P	P	P	P	P	P	P	--	--	P
Emergency and Protective Services	--	--	--	--	--	P	P	P	--	--	--	--	--	--	--	--
Entertainment Facility	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Food Services	P	P	--	--	--	P	P	P	P	P	P	P	P	--	--	--
Health Services	P	P	--	--	--	P	P	P	P	P	P	P	P	--	--	--
Home Occupation ⁷	Minor	S	S	S	S	--	--	--	S	S	S	S	S	S	--	S
	Standard	S	S	S	S	--	--	--	S	S	S	S	S	S	--	S
	Major	S	S	--	--	--	--	--	--	--	--	--	--	S	--	--
Hotel	P	--	--	--	--	--	--	--	P	P	P	P	P	--	--	--
Industrial, Light	--	--	--	--	--	P	P	P	--	--	--	--	--	--	--	--
Licensed Premises	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Motel	P	P	--	--	--	--	--	--	P	P	P	P	P	--	--	--
Natural Resource Extraction	--	--	--	P ⁸	P ⁸	--	--	--	--	--	--	--	--	--	--	--
Personal Services	P	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Plant Nursery	P	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 15.2(1) Permitted Uses

P = permitted as a principal use

S = permitted as an secondary use

-- = use not permitted

Use	IMU-1	IMU-2	IMU-3			IMU-4			IMU-5				IMU-6	IHR	IREC	ICR
			Area A	Area B	Area C	Area A	Area B	Area C	Area A	Area B	Area C	Area D				
Professional Services, Internal-Facing	P	P	--	--	--	P	P	P	P	P	P	P	P	--	--	--
Professional Services, Public-Facing	P	P	--	--	--	P	P	P	P	P	P	P	P	--	--	--
Recreation Services, Outdoor	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P ⁹	--
Retail Sales ¹⁰	P	P	--	--	--	--	--	--	P	P	P	P	P	--	--	--
Secondary Suite ¹¹	--	--	S	S	S	--	--	--	--	--	--	--	--	S	--	S
Veterinary Services	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

CONDITIONS [Table 15.2(1)]:

- ¹ Accessory buildings ancillary to any residential use must be located to the rear of the associated principal building.
- ² Accessory buildings are not permitted in a front yard.
- ³ Subject to the urban agriculture regulations prescribed in Section 6.8 of this Bylaw.
- ⁴ Subject to the screening requirements for care facilities prescribed in Section 7.3 of this Bylaw.
- ⁵ Where dwelling units are integrated within a principal building where non-residential uses exist, they must:
 - be located above or to the rear of a non-residential use occurring on the first storey; and
 - be accessed through a separate entrance from all non-residential uses occurring within the same building, so long as areas used for residential access must not exceed a combined 25% of the first storey business frontage.
- ⁶ Dwelling units must be integrated within a principal building where other non-residential uses are occurring, provided:
 - they are located above or to the rear of a non-residential use occurring on the first storey; and
 - they are accessed through a separate entrance from all non-residential uses occurring within the same building, so long as areas used for residential access must not exceed a combined 25% of the first storey business frontage.
- ⁷ Subject to the home occupation regulations prescribed in Section 6.4 of this Bylaw.
- ⁸ Natural resource extraction is only be permitted on lots that are 8.0 hectares or larger in size.
- ⁹ Outdoor recreation services is limited to a golf course, including any buildings, structures, or facilities accessory to the principal golf course use.
- ¹⁰ Outdoor displays ancillary to retail sales must not obstruct a landscaped area or pedestrian walkway, driveway, or highway.
- ¹¹ Subject to the secondary suite regulations prescribed in Section 6.7 of this Bylaw.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

15.3 Subdivision Standards

Table 15.3(1) Subdivision Standards

Use	IMU-1 ¹	IMU-2 ¹	IMU-3			IMU-4			IMU-5 ¹				IMU-6 ¹	IHR ³	IREC	ICR ¹																	
			Area A ²	Area B	Area C	Area A	Area B	Area C	Area A	Area B	Area C	Area D																					
Minimum Lot Area	One detached dwelling unit	100.0 m ²	n/a	260.0 m ²			2,024.0 m ²			n/a				n/a	0.2 ha	30.0 ha	260.0 m ²																
	Two attached dwelling units			n/a						450.0 m ²				100.0 m ²			465.0 m ²																
	Three or more attached dwelling units			600.0 m ²						2,000.0 m ²				2,000.0 m ²			600.0 m ²																
	All other uses	75.0 m ²	2,000.0 m ²	n/a						2,000.0 m ²				2,000.0 m ²			n/a																
Minimum Lot Width	One detached dwelling unit	4.2 m	n/a	11.0 m ⁴			15.0 m			n/a				n/a	25.0 m	200.0 m	11.0 m																
	Two attached dwelling units			n/a						11.0 m				11.0 m			15.2 m ⁴																
	Three or more attached dwelling units			24.4m						20.0 m				20.0 m			24.4 m																
	All other uses	20.0m		n/a						20.0 m				20.0 m			n/a																
CONDITIONS [Table 15.3(1)]:																																	
<p>¹ The lands in this zone must not be subdivided unless this Bylaw is amended to assign the density permitted by this section to the lots being created, or the owner grants a covenant to the Village under Section 219 of the <i>Land Title Act</i> assigning the density permitted by this section to the lots being created, in priority to all encumbrances of a financial nature.</p> <p>² The maximum number of lots permitted to comprise Area A is five.</p> <p>³ The maximum number of lots permitted to comprise the IHR-1 zone is 25.</p> <p>⁴ Where a lot does not abut a lane, the minimum lot width is 9.1 metres.</p>																																	

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

15.4 General Regulations

Table 15.4(1) General Regulations

Use	IMU-1	IMU-2	IMU-3			IMU-4			IMU-5				IMU-6	IHR	IREC	ICR
			Area A	Area B	Area C	Area A	Area B	Area C	Area A	Area B	Area C	Area D				
Maximum Lot Coverage	One detached dwelling unit	n/a	n/a	35%			n/a			n/a			n/a	n/a	40% ¹	40%
	Two attached dwelling units			n/a			n/a			n/a			n/a			
	Three or more attached dwelling units ²	65%	65%	65%			n/a			65%			65%	35%	n/a	65%
	Light industrial	n/a	n/a	n/a			60%			n/a			n/a			
	All other uses	80%	80%	35%			80%			80%			80%	2%	n/a	n/a
Maximum No. of Dwelling Units ²		n/a	n/a	n/a	360	160	n/a			n/a			n/a	n/a	1 per lot ³	600 ⁴
CONDITIONS [Table 15.4(1)]: <ul style="list-style-type: none"> ¹ Maximum lot coverage is 35% for lots larger than 450.0 square metres. ² For buildings containing three or more principal dwelling units accessed through shared corridors, stairs, and elevators, 10% of all dwelling units must be constructed in accordance with the Adaptable Dwelling Unit standard specified in the BC Building Code. ³ Dwelling units are permitted in the form of a caretaker suite. ⁴ A maximum of 300 dwelling units may be in the form of buildings comprising two or more attached principal dwelling units as well as secondary suites. 																

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

15.5 Development Standards

Table 15.5(1) Development Regulations for Principal and Secondary Buildings and Structures

Use	IMU-1	IMU-2	IMU-3			IMU-4			IMU-5				IMU-6	IHR	IREC	ICR	
			Area A	Area B	Area C	Area A	Area B	Area C	Area A	Area B	Area C	Area D					
Maximum Floor Area	37,160.0 m ² ¹	88,242.0 m ² ^{2,3}	n/a			1,858.0 m ²	7,664.2 m ²	2,787.0 m ²	32,050.0 m ² ⁴	21,832.0 m ² ⁵			13,652.1 m ² ⁷	n/a	90.0 m ² ⁸	n/a	
Maximum Height	Detached residential buildings	20.0 m	15.0 m	8.0 m ⁹			n/a			15.0 m				15.0 m	10.0 m	n/a	8.0 m ¹⁰
	Hospital	n/a	22.9 m	n/a			n/a			n/a				n/a	n/a	n/a	n/a
	Hotel Motel	45.0 m	15.0 m	n/a			n/a			12.0 m				15.0 m	n/a	n/a	n/a
	Light industrial	n/a	n/a	n/a			11.0 m			n/a				n/a	n/a	n/a	n/a
	All other uses	20.0 m	10.0 m	10.0 m			10.0 m			12.0 m				12.0 m	10.0 m	15.0 m	15.0 m
Minimum Front Setback	0.0 m	4.5 m	3.0 m ^{11,12}			3.0 m ¹³			7.5 m ^{14,15}				7.5 m ^{14,15}	7.5 m	7.5 m	15.0 m ^{16,17,18}	
Minimum Rear Setback	1.5 m		7.5 m ¹²			3.0 m ¹³			7.5 m ^{14,15}				7.5 m ^{14,15}	9.0 m			
Minimum Side Setback	1.5 m		3.5 m ¹²			1.5 m ¹³			4.5 m ^{14,15}				4.5 m ^{14,15}	3.5 m			
Minimum Exterior Side Setback	4.5 m		7.5 m ¹²			3.0 m ¹³			4.5 m ^{14,15}				0.0 m ^{14,15}	3.5 m			
Inland Island Highway Setback	30.0 m	30.0 m	n/a			n/a			30.0 m				30.0 m	n/a	30.0 m	n/a	

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

Table 15.5(1) Development Regulations for Principal and Secondary Buildings and Structures

Use	IMU-1	IMU-2	IMU-3			IMU-4			IMU-5				IMU-6	IHR	IREC	ICR
			Area A	Area B	Area C	Area A	Area B	Area C	Area A	Area B	Area C	Area D				
Minto Road Setback	10.0 m	n/a	n/a			n/a			n/a				n/a	n/a	n/a	n/a
Royston Road Setback	n/a	n/a	n/a			n/a			n/a				n/a	n/a	10.0 m	n/a

CONDITIONS [Table 15.5(1)]:

- 1 The maximum combined [floor area](#) for [dwelling units](#) is 18,574.0 square metres.
- 2 A total of 32,500.0 square metres combined [floor area](#) is permitted for all principal uses. An additional maximum of 55,742.0 square metres of [floor area](#) is permitted exclusively for hospital and ancillary hospital uses only.
- 3 The maximum combined [floor area](#) for [dwelling units](#) is 9,300.0 square metres.
- 4 The maximum combined [floor area](#) for [dwelling units](#) is 6,270.0 square metres.
- 5 The maximum combined [floor area](#) for [dwelling units](#) is 10,660.0 square metres.
- 6 The maximum combined [floor area](#) for [dwelling units](#) is 3,715.0 square metres.
- 7 The maximum combined [floor area](#) for [dwelling units](#) is 5,170.1 square metres.
- 8 The maximum combined [floor area](#) for principal and [accessory](#) buildings is 90.0 square metres.
- 9 For [lots](#) larger than 450.0 square metres, the maximum [height](#) is 10.0 metres for a building comprising one detached principal [dwelling unit](#) and 15.0 metres for a building comprising three or more attached principal [dwelling units](#).
- 10 For [lots](#) larger than 450.0 square metres, the maximum [height](#) is 10.0 metres.
- 11 Where a [lot](#) does not abut a [lane](#), the minimum front [setback](#) is 7.5 metres.
- 12 The minimum [setbacks](#) for one detached principal [dwelling unit](#) are as follows:

Lots $\leq 450.0 \text{ m}^2$ in lot area	Minimum Front Setback	porch	2.0 m
		garage / carport	6.0 m
		all other portions of a building	4.0 m
	Minimum Rear Setback		7.5 m
	Minimum Side Setback		1.5 m
	Minimum Exterior Side Setback		4.0 m
	Minimum Front Setback	where a lot does not abut a lane	7.5 m
Lots $> 450.0 \text{ m}^2$ and $\leq 2,024.0 \text{ m}^2$ in lot area	Minimum Front Setback	where a lot abuts a rear lane	3.0 m
		Minimum Rear Setback	7.5 m

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
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Table 15.5(1) Development Regulations for Principal and Secondary Buildings and Structures

Use	IMU-1	IMU-2	IMU-3			IMU-4			IMU-5				IMU-6	IHR	IREC	ICR																	
			Area A	Area B	Area C	Area A	Area B	Area C	Area A	Area B	Area C	Area D																					
Lots > 2,024.0 m ² in lot area	Minimum Side Setback				1.5 m																												
	Minimum Exterior Side Setback				7.5 m																												
	Minimum Front Setback				7.5 m																												
	Minimum Rear Setback				7.5 m																												
	Minimum Side Setback				3.5 m																												
	Minimum Exterior Side Setback				7.5 m																												
¹³	The minimum setback for light industrial uses is 7.5 metres.																																
¹⁴	The minimum setbacks for detached residential buildings are as follows:																																
	Minimum Front Setback				3.0 m																												
	Minimum Rear Setback				4.5 m																												
	Minimum Side Setback				1.5 m																												
	Minimum Exterior Side Setback				3.0 m																												
¹⁵	The minimum setbacks for food services, health services, hotel, motel, internal-facing professional services, public-facing professional services, and retail sales, as well as any building where dwelling units are integrated with such uses, are as follows:																																
	Minimum Front Setback				0.0 m																												
	Minimum Rear Setback				3.0 m																												
	Minimum Side Setback				0.0 m																												
	Minimum Exterior Side Setback				0.0 m																												
¹⁶	The minimum setbacks for one detached principal dwelling unit are as follows:																																
Lots ≤ 450.0 m ² in lot area	Minimum Front Setback	porch		2.0 m																													
		garage / carport		6.0 m																													
		all other portions of a building		4.0 m																													
	Minimum Rear Setback		7.5 m																														
	Minimum Side Setback		1.5 m																														
	Minimum Exterior Side Setback		1.5 m																														
Lots > 450.0 m ² and ≤ 2,024.0 m ² in lot area	Minimum Front Setback	where a lot does not abut a lane		7.5 m																													
		where a lot abuts a rear lane		3.0 m																													

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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Table 15.5(1) Development Regulations for Principal and Secondary Buildings and Structures

Use	IMU-1	IMU-2	IMU-3			IMU-4			IMU-5				IMU-6	IHR	IREC	ICR							
			Area A	Area B	Area C	Area A	Area B	Area C	Area A	Area B	Area C	Area D											
Lots > 2,024.0 m ² in lot area	Minimum Rear Setback				7.5 m																		
	Minimum Side Setback				1.5 m																		
	Minimum Exterior Side Setback				1.5 m																		
	Minimum Front Setback				7.5 m																		
	Minimum Rear Setback				7.5 m																		
	Minimum Side Setback				3.5 m																		
	Minimum Exterior Side Setback				3.5 m																		
17	The minimum setbacks for a building comprising two attached principal dwelling units are as follows:																						
Lots ≤ 2,024.0 m ² in lot area	Minimum Front Setback	garage / carport			6.0 m																		
		all other portions of a building			3.0 m																		
	Minimum Rear Setback				7.5 m																		
	Minimum Side Setback	where a lot does not abut a lane			3.5 m																		
		where a lot abuts a rear lane			1.5 m																		
	Minimum Exterior Side Setback	where a lot does not abut a lane			3.5 m																		
		where a lot abuts a rear lane			1.5 m																		
18	The minimum setbacks for a building comprising two attached principal dwelling units are as follows:																						
	Minimum Front Setback	where a lot does not abut a lane			7.5 m																		
		where a lot abuts a rear lane			3.0 m																		
	Minimum Rear Setback				7.5 m																		
	Minimum Side Setback				3.5 m																		
	Minimum Exterior Side Setback				3.5 m																		

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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Table 15.5(2) Development Regulations for Accessory Buildings and Structures

Use	IMU-1	IMU-2	IMU-3			IMU-4			IMU-5				IMU-6	IHR	IREC	ICR	
			Area A	Area B	Area C	Area A	Area B	Area C	Area A	Area B	Area C	Area D					
Maximum Floor Area	50.0 m ² ¹	50.0 m ² ¹	50.0 m ² ^{2,3}			10% of lot area			50.0 m ² ¹				50.0 m ² ¹	50.0 m ²	90.0 m ² ⁴	50.0 m ² ^{1,5}	
Maximum Height	Hospital	n/a	22.9 m	4.5 m			n/a			n/a				n/a	n/a	n/a	n/a
	Non-habitable feature elements	25.0 m	22.9 m				n/a			n/a				n/a	n/a	n/a	n/a
	All other uses	4.5 m	4.5 m				4.5 m			4.5 m				4.5 m	4.5 m	9.0 m ⁶	4.5 m ⁷
Minimum Front Setback	0.0 m	4.5 m	7.5 m			3.0 m			7.5 m ⁸				7.5 m ⁸	7.5 m	7.5 m	n/a	
Minimum Rear Setback	Lots ≤ 2,024.0 m ² in lot area		1.5 m			1.5 m			1.5 m				1.5 m	4.5 m		3.5 m	
	Lots > 2,024.0 m ² in lot area		3.5 m														
Minimum Side Setback	Lots ≤ 2,024.0 m ² in lot area		1.5 m			1.5 m			1.5 m				1.5 m	1.5 m		1.5 m	
	Lots > 2,024.0 m ² in lot area		3.5 m														
Minimum Exterior Side Setback	3.0 m		3.5 m			3.0 m			3.0 m				3.0 m	3.5 m		3.5 m	
Inland Island Highway Setback	n/a	30.0 m	n/a			n/a			30.0 m				30.0 m	n/a	30.0 m	n/a	
Royston Road Setback	n/a	n/a	n/a			n/a			n/a				n/a	n/a	10.0 m	n/a	

CONDITIONS [Table 15.5(1)]:

- ¹ The maximum floor area for all accessory buildings is 50.0 square metres or 10% of lot area, whichever is less.
- ² For lots 2,024.0 square metres or smaller, the maximum floor area for all accessory buildings ancillary to any residential use is 50.0 square metres or 10% of lot area, whichever is less.
- ³ For lots larger than 2,024.0 square metres, the maximum floor area for all accessory buildings ancillary to any residential use is 100.0 square metres or 10% of lot area, whichever is less.
- ⁴ The maximum combined floor area for principal and accessory buildings is 90.0 square metres.
- ⁵ For lots 2,024.0 square metres or larger, the maximum floor area for all accessory buildings ancillary to any residential use is 100.0 square metres or 10% of lot area, whichever is less.
- ⁶ The maximum height is 10.0 metres for a caretaker suite.

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
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Table 15.5(2) Development Regulations for Accessory Buildings and Structures

Use	IMU-1	IMU-2	IMU-3			IMU-4			IMU-5				IMU-6	IHR	IREC	ICR
			Area A	Area B	Area C	Area A	Area B	Area C	Area A	Area B	Area C	Area D				
<p>⁷ For lots larger than 2,024.0 square metres, the maximum height is 8.0 metres.</p> <p>⁸ The minimum setback is 3.0 metres for detached residential buildings and 0.0 metres for food services, health services, hotel, motel, internal-facing professional services, public-facing professional services, and retail sales, as well as any building where dwelling units are integrated with such uses.</p>																

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
11 – Mixed-Use Zones	12 – Industry Zones	13 – Public Use Zones	14 – Rural Zones	15 – Interchange Zones

PART 16 EFFECTIVE DATE

READ FOR A FIRST TIME this 10th day of NOVEMBER 2025.

AMENDED THIS 10th day of NOVEMBER 2025.

READ FOR A SECOND TIME AS AMENDED this 10th day of NOVEMBER 2025.

SECOND READING RESCINDED THE 24TH day of NOVEMBER 2025.

AMENDED THE 24TH day of NOVEMBER 2025.

READ FOR A SECOND TIME AS AMENDED THE 24th day of NOVEMBER 2025.

PUBLIC HEARING HELD this 15th day of DECEMBER 2025.

READ FOR A THIRD TIME this 26th day of JANUARY 2026.

MINISTRY OF TRANSPORTATION AND TRANSIT APPROVAL received this 28th day of JANUARY 2026.

ADOPTED this XX day of XXX, 2026.

Mayor

Corporate Officer

1 – Administration	2 – Enforcement	3 – Interpretation	4 – Definitions	5 – General Regulations
6 – Use-Specific Regulations	7 – Landscaping & Screening	8 – Signage	9 – Parking and Loading	10 – Residential Zones
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VILLAGE OF CUMBERLAND

Schedule A - Zoning Map

Zoning

Industry Zones

- Service Industry (I-1)
- Industrial (I-2)
- Refuse Industrial (I-3)

Interchange Zones

- Interchange Mixed Use (IMU-1)
- Interchange Mixed Use Two (IMU-2)
- Interchange Mixed Use Three (IMU-3)
- Interchange Mixed Use Four (IMU-4)
- Interchange Mixed Use Five (IMU-5)
- Interchange Mixed Use Six (IMU-6)
- Interchange Highway Residential (IHR)
- Interchange Comprehensive Residential (ICR)
- Interchange Recreational Commercial (IREC)

Mixed-Use Zones

- Historic Village Commercial Core (MU-1)
- Neighbourhood Mixed-Use (MU-2)
- Coal Valley Estates Mixed-Use (MU-3)

Public Use Zones

- Parks and Open Space (PU-1)
- Civic Uses (PU-2)
- Utility and Services (PU-3)

Residential Zones

- Infill Residential (R-1)
- Large Lot Residential (R-3)
- West Dunsmuir Residential (R-2)
- Rental Tenure Multi-Unit Residential (R-RTMU)
- Manufactured Home Park Residential (R-MHP)
- Multi-Unit Residential (R-MU)

Rural Zones

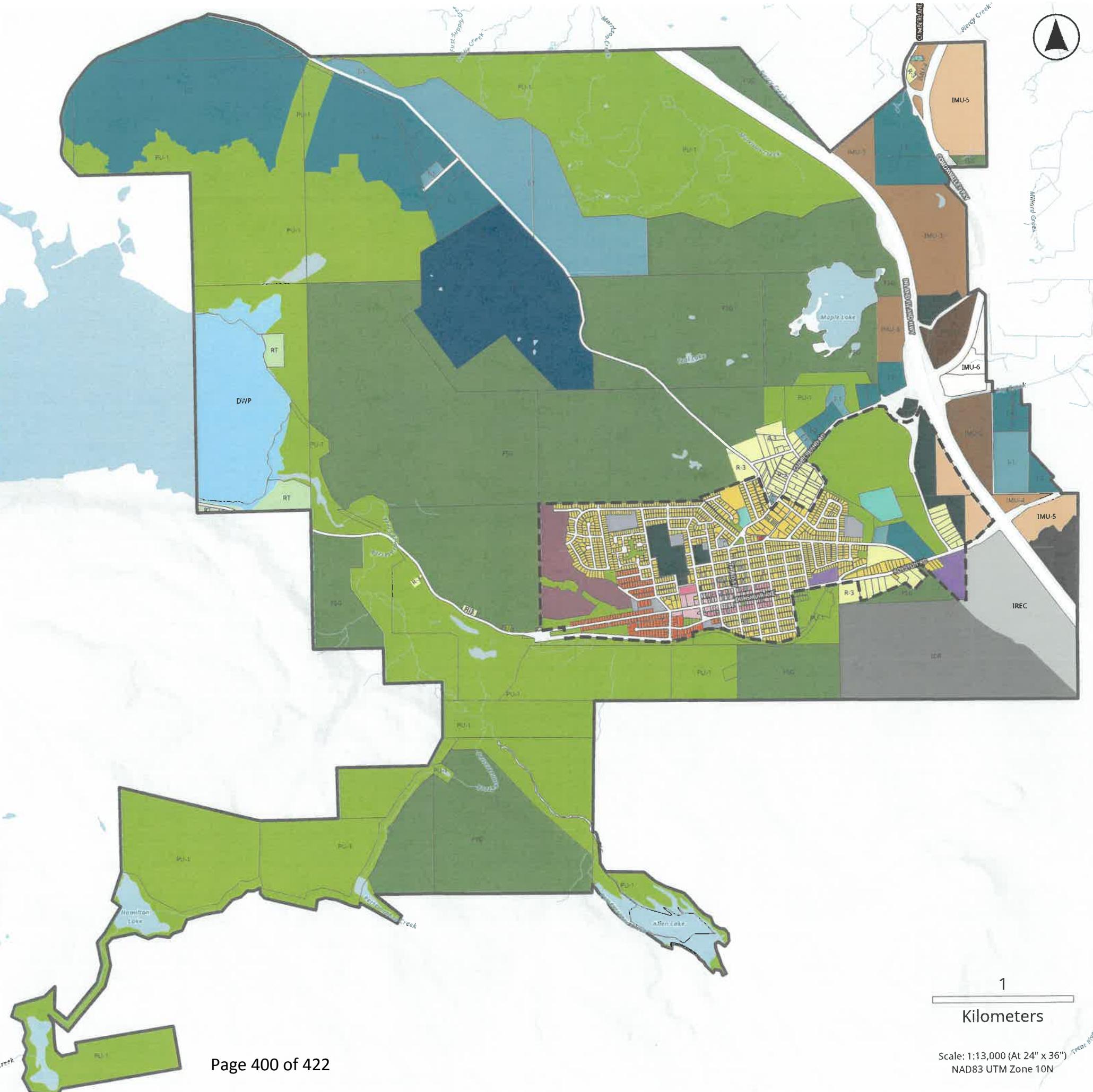
- Forest Stewardship Greenway (FSG)
- Recreation and Tourism (RT)
- Drinking Water Protection (DWP)

Administrative Features

- Village of Cumberland
- Urban Containment Boundary
- Parcel

Environmental Features

- Waterbody / Reservoir
- Stream





VILLAGE OF CUMBERLAND

Schedule B - Zoning Map Within the Urban Containment Boundary

Zoning

Industry Zones

Service Industry (I-1)

Industrial (I-2)

Interchange Zones

Interchange Mixed Use Five (IMU-5)

Mixed-Use Zones

Historic Village Commercial Core (MU-1)

Neighbourhood Mixed-Use (MU-2)

Coal Valley Estates Mixed-Use (MU-3)

Public Use Zones

Parks and Open Space (PU-1)

Civic Uses (PU-2)

Utility and Services (PU-3)

Residential Zones

Infill Residential (R-1)

Large Lot Residential (R-3)

West Dunsmuir Residential (R-2)

Rental Tenure Multi-Unit Residential (R-RTMU)

Manufactured Home Park Residential (R-MHP)

Multi-Unit Residential (R-MU)

Administrative Features

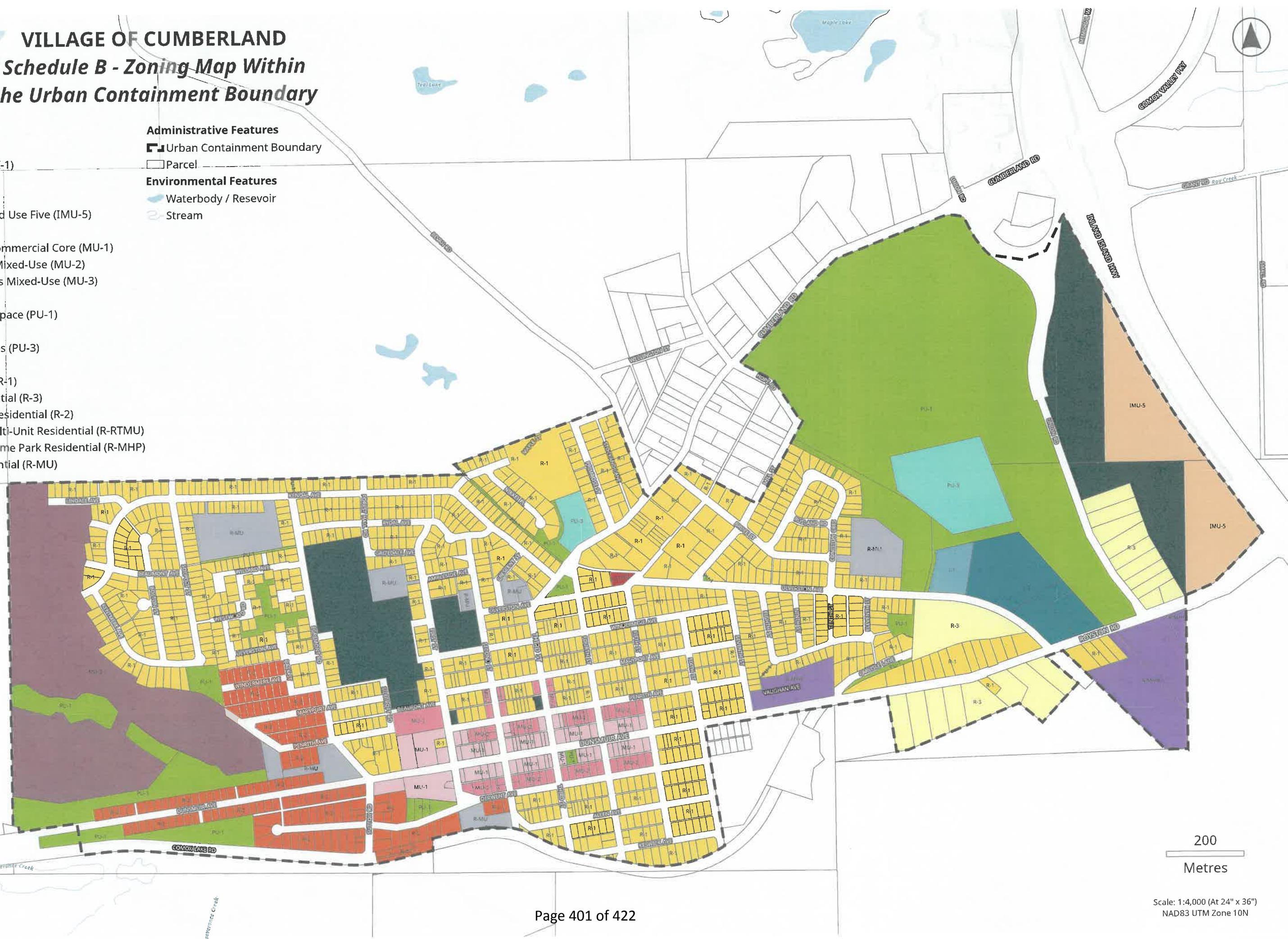
Urban Containment Boundary

Parcel

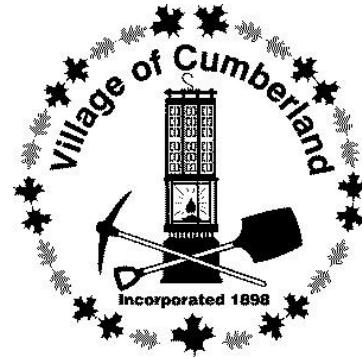
Environmental Features

Waterbody / Reservoir

Stream



COUNCIL REPORT



REPORT DATE: 1/14/2026

MEETING DATE: 2/9/2026

File No. 1980-60

TO: Mayor and Councillors
FROM: Annie Bérard-Ball, Director of Corporate Services
SUBJECT: Water Supply Capital Upgrades Parcel Tax Bylaw Amendment

RECOMMENDATION

- I. THAT Council give first, second and third reading to the "Water Supply Capital Upgrades Parcel Tax Amendment Bylaw No. 1253, 2026", and
- II. THAT Council appoint Mayor Brown, Councillor Borecky, Councillor Sullivan, Councillor Therrien and Councillor Ward as members of the 2026 Parcel Tax Roll Review Panel, and
THAT Council establish the sitting of the Parcel Tax Roll Review Panel at 2:30 pm on March 23, 2026 at the Cultural Centre located at 2674 Dunsmuir Avenue, and direct staff to publish notice of the sitting of the panel.

PURPOSE

The purpose of this report is to present Council with an amendment to the parcel tax amount included in the Water Supply Capital Improvements Parcel Tax Bylaw for consideration of the first, second and third reading, and for Council to appoint the 2026 Parcel Tax Roll Review Panel and schedule the Parcel Tax Roll Review Panel meeting.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
March 8, 2021	THAT Council adopt "Water Supply Capital Improvements Parcel Tax Bylaw No. 1147, 2021".
May 11, 2020	THAT Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of its 2020 Fall Borrowing Session, \$447,120.72 as authorized through "The Corporation of the Village of Cumberland Water Improvement Loan Authorization Bylaw No. 981, 2013"; and that the Comox Valley Regional District be requested to consent to the Village of Cumberland borrowing over a 20 year term and include the borrowing in a Security Issuing Bylaw; and THAT Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of its

	2020 Fall Borrowing Session, \$1,050,100 as authorized through “Water Improvements Loan Authorization Bylaw No. 1063, 2017”; and that the Comox Valley Regional District be requested to consent to the Village of Cumberland borrowing over a 20 year term and include the borrowing in a Security Issuing Bylaw; and THAT Council direct staff to investigate options on spreading the parcel tax out over longer periods and come back with that information.
--	--

BACKGROUND

Council adopted the Water Supply Capital Improvements Parcel Tax Bylaw No. 1147 in 2021 to set a parcel tax to repay the debt for the water supply capital improvements. The two water improvement loan authorization bylaws (2013 and 2017) were adopted after the bylaws received approval of the electors through statutory alternative approval process. The payment terms from Municipal Finance Authority (MFA) for the water supply debt is five years which means that the Village will refinance with MFA after five years with a new interest rate. There is also an opportunity to pay down the debt balance at that time prior to refinancing. The parcel tax established in 2021 at \$45.09 was calculated based on an exceptionally low interest rate of 0.91% guaranteed for the first five years of the 20-year term. The combined remaining debt on December 31, 2025 is \$1,170,123.04 for the two loans. The remaining debt will be refinanced in 2026 at a rate of 3.03%, guaranteed for five years, and an amendment to Bylaw No. 1147 is required to adjust the parcel tax amount needed to cover the annual debt payment.

The increase in number of parcels is considered in the revised parcel tax amount for 2026. An adjustment was also made in 2024 to collect parcel tax on properties owned by the Village of Cumberland and other properties statutorily or permissively exempt, as tax exemption only applies to property tax. The proposed amendment bylaw includes a parcel tax amount of \$50.87 based on \$94,560 for the revenue required to cover the annual debt payment, divided by the number of taxable parcels in January 2026 (1859 parcels).

Water Capital Parcel Tax	2021-2025	2026-2030
Annual debt payment	\$76,795	\$94,560
Number of parcels	1703	1859
Parcel tax	\$45.09	\$50.87

The revised amount of \$50.87 is significantly lower than estimation of \$68 previously communicated to Council during the budget discussions, since previous estimations were based on a higher and conservative interest rate of 5.0%.

Parcel Tax Bylaw Process

The process outlined in Part seven, Division four of the *Community Charter* must be followed for the establishment of a parcel tax. This process must be followed when a parcel tax is established for the first time and each year thereafter for individual rolls that are added to an existing parcel tax roll for the first time. In addition to the requirements for information, the legislation also requires:

- The municipality makes available to the public, on request, a report respecting how rates were determined.
- The time and place for the Parcel Tax Roll Review Panel to hear complaints, review and correct parcel tax rolls be set by Council resolution.

A parcel tax bylaw must:

- State the years for which the tax is imposed.
- Determine whether the parcel tax is based on a single amount per parcel or the taxable area or taxable frontage of a parcel.
- Establish the amount to be paid or the rate of the tax.

Parcel Tax Bylaws Based on Frontage

The Village levies parcel taxes based on frontage measurements (called a frontage tax) to all properties that have access to utility services. The frontage tax rates are based on the total revenue required to be raised to fund linear asset replacement, divided by the taxable frontage for the service. Parcels that do not have access to the services are not included in the parcel tax roll either. The maximum taxable frontage is 100 feet, and the minimum taxable frontage is 50 feet. Multi-family parcels owned by one owner that are assessed by BC Assessment under one folio have a taxable frontage of the actual measurement of the frontage or the maximum if the actual measurement is over the maximum. Strata units receive a separate folio from BC Assessment, so these units have a taxable frontage of a minimum of 50 feet per folio.

The following table outlines the total taxable feet used to calculate the different frontage tax rates and the frontage tax rates included in the bylaws for 2026.

Service	2025		2026		Rate Increase
	Frontage (feet)	Frontage rate	Frontage (feet)	Frontage rate	
Water	117,913	\$1.97	118,363	\$2.02	2.5%
Sanitary Sewer	109,107	\$2.55	109,557	\$2.63	3.1%
Storm Sewer	121,739	\$1.92	122,189	\$2.02	5.2%

Water Service Frontage Tax Bylaw No. 1056 imposes a frontage tax to provide funding to pay for water services on parcels within the Village of Cumberland capable of being served by the Village's water system. Amendment Bylaw No. 1245 set the tax per parcel at \$2.02 per foot of taxable water frontage for 2026.

Sewer Service Frontage Tax Bylaw No. 1057, 2017 imposes a frontage tax to provide funding to pay for sewer services on parcels within the Village of Cumberland capable of being served by the Village's sewer system. Amendment Bylaw No. 1246 set the tax per parcel at \$2.63 per foot of taxable sewer frontage for 2026.

Storm Water Service Frontage Tax Bylaw No. 1058, 2017 imposes a frontage tax to provide funding to pay for storm water services on parcels within the Village of Cumberland capable of being

served by the Village's storm water system. Amendment Bylaw No. 1247 set the tax per parcel at \$2.63 per foot of taxable storm frontage for 2026.

Finally, under Water Supply Capital Improvements Parcel Tax Bylaw No. 1147, the water parcel tax is imposed until the year 2040 and is based on a single amount per parcel or group of parcels. Parcels that do not have access to the water service are not included in the parcel tax roll, but vacant lands that have access to the water service are included in the roll. Each parcel in the BC Assessment roll for the Village is used in the bylaw to determine the parcel tax. Multi-family parcels owned by one owner that are assessed by BC Assessment under one folio (typically rental units) are charged one parcel tax. Strata units receive a separate folio from BC Assessment and these units are also charged a parcel tax per folio.

Parcel Tax Roll Review Panel

It is required by the *Community Charter* that the frontage and parcel tax bylaws be adopted and that each parcel tax roll be reviewed by the Parcel Tax Roll Review Panel prior to May when the tax levy notices are mailed.

The legislation requires a minimum of three persons to be appointed to the Parcel Tax Roll Review Panel and it is common practice for members of Council to be appointed to the panel. Staff recommend Council appoint all members of Council to the parcel tax roll review panel and to establish the sitting of the review panel at 2:30 pm on March 23, prior to the scheduled Committee of the Whole meeting starting at 3:00 pm.

Pursuant to the *Community Charter*, notices will be mailed to the owner of every new parcel that will be subject to parcel taxes at least 14 days before the review panel meeting. Staff will also publish notice of the Parcel Tax Roll Review Panel meeting in two consecutive issues of the newspaper and on the website.

Owners of parcels affected by the established parcel tax bylaws can have their complaints heard by the Parcel Tax Roll Review Panel. In order for a complaint to be heard, it must be received by the Village at least 48 hours prior to the meeting. A person may make a complaint to the Parcel Tax Roll Review Panel on one or more of the following grounds:

- a) There is an error or omission respecting a name or address on the parcel tax roll;
- b) There is an error or omission respecting the inclusion of a parcel;
- c) There is an error or omission respecting the taxable area or taxable frontage of a parcel;
- d) An exemption has been improperly allowed or disallowed.

The panel may direct the correction of the parcel tax roll respecting any matter referred to above. Under Section 206 (1) of the *Community Charter*, the chair of the Parcel Tax Roll Review Panel must review the parcel tax roll to confirm that the directed corrections, if any, have been made and must report this to the review panel. After receiving this report from the chair, the review panel must confirm and authenticate the parcel tax roll by certificate signed by a majority of its members. If no complaints are received, the parcel tax roll is deemed to have been authenticated by a parcel tax roll review panel and the meeting can be cancelled.

Imposing the Parcel Tax

Parcel taxes are included in the annual property tax notice to property owners, which is usually issued in late May, and are due on the property tax due date of July 2 each year.

FINANCIAL IMPLICATIONS

The above information includes all financial implications.

OPERATIONAL IMPLICATIONS

Property and parcel taxes as well as user fees are part of the regular duties of finance. If the first three readings of the bylaw are given at this meeting, the bylaw will be brought back for adoption at the February 23, 2026 meeting.

ALTERNATIVES

1. Council can direct staff to bring additional information back before considering an amendment to the tax amount included in the water supply parcel tax bylaw.
2. Not proceed with any action at this time.

STRATEGIC OBJECTIVE

- Diverse & Healthy Community
- Sustainable Service Delivery & Asset Management
- Community Planning

ATTACHMENTS

1. Water Supply Capital Upgrades Parcel Tax Bylaw No. 1147, 2021
2. Water Supply Capital Upgrades Parcel Tax Amendment Bylaw No. 1253, 2026

CONCURRENCE

Rachel Parker, Corporate Officer ***RP***

Respectfully submitted,

A. Bérard-Ball

Annie Bérard-Ball
Director of Corporate Services

M. Mason

Michelle Mason
Chief Administrative Officer

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1147

A bylaw to impose a parcel tax starting in 2021 to repay the outstanding debt of the water supply capital improvements.

WHEREAS, pursuant to Section 200 of the *Community Charter*, Council may, by bylaw, impose a parcel tax to provide funding to pay for water supply capital improvements debt;

AND WHEREAS, certain costs have been incurred by the Village to upgrade and expand the water supply system and treatment facilities;

AND WHEREAS, the Council of the Village of Cumberland deems it expedient to impose a parcel tax on properties connected to or capable of connecting to water services within the Village of Cumberland;

NOW THEREFORE, the Council of the Village of Cumberland, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Water Supply Capital Upgrades Parcel Tax Bylaw No. 1147, 2021".
2. In this bylaw, unless the context otherwise requires:

Parcel means any lot, block or other area in which real property is held or which is subdivided

Group of Parcels means contiguous parcels upon which a building or other improvements extends over those parcels and are treated by the Collector as one parcel and assessed accordingly.

3. There shall be imposed and levied annually on every taxable parcel or group of parcels within the Village of Cumberland that are connected to or deemed to be capable of connecting to water services within the Village of Cumberland, a fixed amount of \$45.09 for each parcel as shown on the Water Parcel Tax Roll prepared by the Collector in accordance with Section 203 of the *Community Charter*.
4. The tax so levied shall be placed on the real property tax roll for collection and shall be subject to the like regulations and penalties as taxes on land and improvements for general municipal purposes.
5. The parcel tax imposed by this bylaw is imposed for the years 2021 to 2040, inclusive.
6. This bylaw will come into effect January 1, 2021.

The Corporation of the Village of Cumberland
Water Supply Capital Upgrades Parcel Tax Bylaw No. 1147, 2021
Page 2 of 2

READ A FIRST TIME THIS	22ND	DAY OF	FEBRUARY	2021.
READ A SECOND TIME THIS	22ND	DAY OF	FEBRUARY	2021.
READ A THIRD TIME THIS	22ND	DAY OF	FEBRUARY	2021.
ADOPTED THIS	8TH	DAY OF	MARCH	2021.

Mayor

Corporate Officer

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1253

A bylaw to amend the Water Supply Capital Upgrades Parcel Tax Bylaw.

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

1. This Bylaw may be cited as 'Water Supply Capital Upgrades Parcel Tax Amendment Bylaw No. 1253, 2026.'
2. "Water Supply Capital Upgrades Parcel Tax Bylaw No. 1147, 2021", is amended by repealing Section 3 in its entirety and substituting the following:
 3. There shall be imposed and levied annually on every taxable parcel or group of parcels within the Village of Cumberland that are connected to or deemed to be capable of connecting to water services within the Village of Cumberland, a fixed amount of \$50.87 for each parcel as shown on the Water Parcel Tax Roll prepared by the Collector in accordance with Section 203 of the Community Charter.

READ A FIRST TIME THIS	DAY OF	2026.
READ A SECOND TIME THIS	DAY OF	2026.
READ A THIRD TIME THIS	DAY OF	2026.
ADOPTED THIS	DAY OF	2026.

Mayor

Corporate Officer

COUNCIL REPORT



REPORT DATE: 1/26/2026

MEETING DATE: 2/9/2026

File No. 1700

TO: Mayor and Councillors
FROM: Annie Bérard-Ball, Director of Corporate Services
SUBJECT: 2026-2030 Financial Plan Amendment Bylaw

RECOMMENDATION

THAT Council give first, second and third reading to the “2026-2030 Financial Plan Amendment Bylaw No. 1255, 2026”.

PURPOSE

The purpose of this report is to present amendments to the 2026-2030 Financial Plan and to request that Council consider the first three readings of the amendment bylaw.

The proposed amendments include:

- Projects carried forward to 2026,
- Council resolutions with financial impacts for the year 2026,
- Staff recommended amendments to the 2026 budget.

This report also rectifies the additional budget required for the 2025 Roads and Utilities Capital Works presented at the last Council meeting on January 26, 2026.

PREVIOUS COUNCIL DIRECTION

Date	Resolution
January 12, 2026	THAT Council adopt the 2026-2030 Financial Plan Bylaw No. 1243, 2025.

BACKGROUND

Staff prepared the “2026-2030 Financial Plan Amendment Bylaw No. 1255, 2026” to include the projects carried forward to 2026, Council resolutions with financial impacts for the year 2026 and staff recommended amendments.

Attachment 1 outlines details of the changes (Attachments 2, 3 and 4) from the Financial Plan Bylaw no. 1243 adopted on January 12, 2026 to the Amendment Bylaw no. 1255 being considered at this time.

Attachment 2 includes a list of projects approved in previous years and not completed, which staff are requesting to carry forward to 2026 for completion. The amendments are summarized in the second column of Attachment 1.

Attachment 3 is a list of budget amendments approved by Council through resolutions in December 2025 and January 2026, summarized in the third column of Attachment 1.

Attachment 4 is a list of budget amendments recommended by Staff, summarized in column 4 of Attachment 1 and detailed below:

Budget amendments recommended by Staff:

- Include the approved increase for CUPE wages for 2025 and 2026, the approved increase for exempt employee salaries for 2025 and 2026 and associated increase in benefits paid by the employer, for a total combined increase of \$274,330 for the year 2026 (accumulated 2025 and 2026 year increases). The increased CUPE wages and benefits were a result of the ratified 2025 to 2027 CUPE collective agreement after the financial plan bylaw was developed. Part of those increases are being reallocated to the Cemetery, Fire, Solid Waste, Water and Sewer services through the general government expenses reallocation and the Public Works, Custodian and Parks employee labour allocation.

The increase to the 2026 wages, salaries and benefits are funded from various sources:

- General Financial Stabilization Reserve: \$208,360
- Water Financial Stabilization Reserve: \$31,630
- Sewer Financial Stabilization Reserve: \$27,930
- Increase in the Fire Protection services invoiced to CVRD for the Cumberland rural area: \$2,710
- Increase in cemetery revenues: \$2,700
- Increase in other revenue: \$1,000

While this adjustment is only included for the year 2026 in the amended Financial Plan, those increases have been estimated and accounted for in the approved 2026-2030 Financial Plan with no anticipated increase in tax revenue needed for the year 2027-2030.

- 2025 Roads and Utilities Capital Works:
 - It came to staff attention that the storm portion of any storm / sewer separation project is eligible for DCC funding as it increases the sanitary sewer capacity. Staff recommend changing the funding for the two storm / sewer separation sections included in the 2025 Roads and Utilities Capital Works from Linear Asset Renewal Reserve to DCC Storm:
 - Lane South of Windermere 1st to 2nd (included with First Street): \$92,220 (\$86,330 for 2026)
 - Lane South of Ulverston 3rd to 4th: \$123,640 (\$106,880 for 2026)
 - Staff also want to confirm the additional funding required for the 2025 Roads and Utilities Capital Works as a presentation error was discovered while reconciling the 2025 budget and actual:
 - The original approved budget available for the 2025 Roads and Utilities Capital Works included for 2025 and 2026 is \$853,340 (not \$1,387,100 as incorrectly included in the January 26, 2026 report).

- The total estimated budget to complete the project remains unchanged at \$2,088,700 as presented with a necessary budget increase of \$1,235,360 (\$701,600 was incorrectly presented at the January 26, 2026 Council report). The total funding of \$2,088,700 requested at the January 26, 2026 meeting is correct, only the increase presented was incorrect. Therefore, staff continue to be comfortable with the funding available for this increase as the internal reserve balances include the correct infrastructure costs to be funded. Staff estimate about half of the increase is due to the scope changes detailed in the January 26, 2026 report and the other half of the increase is due to general cost increase, especially related to road construction.
- A table was included in the January 26, 2026 report and is presented again below and updated to reflect the correct original budgets and also now includes the proposed use of DCC revenue for the storm portion of the storm / sewer separation projects.

Projects	Linear Asset Renewal Reserve	Community Works Fund	Growing Communities Fund	DCC	Developers' contribution	ICBC and other grants	Total
First Street and Lane south of Windermere between 1st and 2 nd Street	444,980 (255,120)	600,000 (250,040)		92,220 (Storm)		tbd	\$1,137,200 (505,160)
Lane South of Ulverston Avenue	103,660 (243,180)			123,640 (Storm)			\$227,300 (243,180)
Ulverston Avenue	321,000	105,000 (105,000)	200,000	87,400 (Water)	10,800	tbd	\$724,200 (105,000)
Total	\$869,640 (498,300)	\$705,000 (355,040)	\$200,000	\$303,260	\$10,800		\$2,088,700 (853,340)

With the use of the DCC funds for the storm projects, the estimated reserves balance at December 2030, based on the approved 2026-2030 Financial Plan and proposed changes included in this budget amendment are:

- Linear Asset Renewal Reserve: \$2,325,300,
- Community Works Fund: anticipated shortfall of \$99,600 based on currently approved five-year plan and funding adjustment presented above, requiring a reassessment of the projects vs funds available (as presented in the January 26, 2026 report),
- Growing Community Fund: none (funding is expected to be used by March 2028),
- DCC – Storm: \$119,560,
- DCC – Water: \$894,200.

As mentioned in the January 26, 2026 report, given the significant pricing increase for the infrastructure projects, a comprehensive review of the linear asset replacement projects prioritization and budget estimates is planned for 2026. A budget of \$20,000 has been approved for this review in 2025 and this initiative is being carried forward to 2026.

FINANCIAL IMPLICATIONS

Financial implications for the budget amendments are outlined in this report.

OPERATIONAL IMPLICATIONS

Budget amendments are brought to Council at least once per year and are part of the regular operational tasks of the finance department. Some required budget amendments are from emerging initiatives, and those initiatives can impact work plans that were set with the original financial plan. Staff will bring another report to Council to consider budget amendments for the remainder of 2026.

CLIMATE CHANGE IMPLICATIONS

The financial plan addresses some climate change mitigation and adaptation measures, and some budget amendments are likely attributable to climate change.

ALTERNATIVES

1. Council can approve some amendments and not others and/or can request further information to be brought back.
2. Not proceed with any action at this time.

STRATEGIC OBJECTIVE

- Diverse and Healthy Community
- Sustainable Service Delivery and Asset Management
- Community Planning

ATTACHMENTS

1. 2026 – 2030 Financial Plan Amended Details – 2026 Year
2. Projects Carried Forward to the 2026 Budget Year
3. 2026 Budget Amendments Approved by Council Resolutions
4. 2026 Budget Amendments Recommended by Staff
5. 2026-2030 Financial Plan Amendment Bylaw No. 1255, 2026

CONCURRENCE

None

Respectfully submitted,

A. Bérard-Ball

Annie Bérard-Ball
Director of Corporate Services

M. Mason

Michelle Mason
Chief Administrative Officer

The Corporation of the Village of Cumberland
Proposed 2026 - 2030 Financial Plan

	<u>2026</u> <u>Budget</u> (bylaw 1243)	<u>2025 Carry</u> <u>Forwards</u>	<u>2026 Council</u> <u>Resolutions</u>	<u>Staff</u>	<u>2026</u>
				<u>Recommended</u> <u>Amendments</u>	<u>Amended</u> <u>Budget</u> (bylaw 1255)
REVENUES					
Property taxes & payments in lieu	\$ (5,134,250)	\$ -	\$ -	\$ -	\$ (5,134,250)
Parcel taxes	\$ (905,530)	\$ -	\$ -	\$ -	\$ (905,530)
Sale of services & fees	\$ (3,193,310)	\$ -	\$ -	\$ (2,300)	\$ (3,195,610)
Sale of services to other government	\$ (513,480)	\$ -	\$ -	\$ (2,710)	\$ (516,190)
Transfers from other government	\$ (1,365,290)	\$ (5,127,060)	\$ -	\$ -	\$ (6,492,350)
Other revenue	\$ (1,057,800)	\$ (93,940)	\$ -	\$ -	\$ (1,151,740)
	\$ (12,169,660)	\$ (5,221,000)	\$ -	\$ (5,010)	\$ (17,395,670)
EXPENSES					
Other municipal purposes	\$ 9,739,750	\$ 511,260	\$ 600	\$ 273,750	\$ 10,525,360
Debt interest	\$ 427,600	\$ -	\$ -	\$ -	\$ 427,600
Amortization	\$ 1,939,470	\$ -	\$ -	\$ -	\$ 1,939,470
	\$ 12,106,820	\$ 511,260	\$ 600	\$ 273,750	\$ 12,892,430
NET (REVENUES) EXPENSES	\$ (62,840)	\$ (4,709,740)	\$ 600	\$ 268,740	\$ (4,503,240)
ADJUSTMENTS					
Acquisition of capital assets	\$ 3,061,420	\$ 9,542,520	\$ 1,235,360	\$ 580	\$ 13,839,880
Add back amortization	\$ (1,939,470)	\$ -	\$ -	\$ -	\$ (1,939,470)
Proceeds from borrowing	\$ (80,000)	\$ (3,262,020)	\$ -	\$ -	\$ (3,342,020)
Principal payments on debt	\$ 544,900	\$ -	\$ -	\$ -	\$ 544,900
	\$ 1,586,850	\$ 6,280,500	\$ 1,235,360	\$ 580	\$ 9,103,290
CHANGE IN CONSOLIDATED FUNDS	\$ 1,524,010	\$ 1,570,760	\$ 1,235,960	\$ 269,320	\$ 4,600,050
TRANSFER FROM RESERVES					
Reserves	\$ (4,375,830)	\$ (1,479,500)	\$ (1,148,560)	\$ 293,560	\$ (6,710,330)
Development Cost charges	\$ (49,500)	\$ (91,260)	\$ (87,400)	\$ (193,210)	\$ (421,370)
Parking in Lieu	\$ (6,000)	\$ -	\$ -	\$ -	\$ (6,000)
TRANSFER TO RESERVES	\$ 2,907,320	\$ -	\$ -	\$ (369,670)	\$ 2,537,650
TRANSFER TO / (FROM) RESERVES	\$ (1,524,010)	\$ (1,570,760)	\$ (1,235,960)	\$ (269,320)	\$ (4,600,050)
TRANSFER TO/(FROM) ACCUMULATED SURPLUS	\$ -	\$ -	\$ -	\$ -	\$ -

The Village of Cumberland
2026 Budget Amendments for Projects Carried Forward

APPROVED PROJECT DESCRIPTION	2026 Total Budget	Funding Source
CAO & LEGISLATIVE SERVICES		
Records Management (total for 2026: 58k)	30,000	General Financial Stabilization Reserve 15k General Asset Reserve 15k
Accessibility Plan (total for 2026: 29.5k)	4,500	General Financial Stabilization Reserve
Scoping study of Minewater Geoexchange	10,000	Host Amenity Funds
Strategic Planning Review Facilitation	2,080	Host Amenity Funds
FINANCIAL SERVICES		
Computer-Aided Dispatch (CAD) system for Fire (managed by Finance/IT)	82,400	UBCM Next Generation 911 Grant
Phone System Replacement (VOIP)	1,550	General Village Asset Reserve
IT initiative - Replace Firewall replacement	3,930	General Village Asset Reserve
IT initiative - Cybersecurity Fortification - implementation (total for 2026: 5.9k)	2,500	General Village Asset Reserve
PUBLIC WORKS FACILITY		
Mechanics shop - Lower West Man Door Replacement	2,500	Facility Asset Reserve
PLANNING & DEVELOPMENT		
Statement of Significance (total for 2026: 11.8k)	6,750	Host Amenity Funds 2k Heritage Legacy Fund Grant \$4,752
Home Energy Navigator Program (with CVRD)	7,980	LGCAP
Building Bylaw amendment for energy efficiency	10,000	LGCAP
Amenity Cost Charge Bylaw	1,700	BC Capacity Funding for LG Housing Initiatives
FIRE SERVICES		
Tiger Dam purchase	57,000	CVRD EOC Grant (contributed asset)
Rescue 4 replacement (delivered in January 2026)	396,000	Debt 316k, Growing Communities Funds 80k
Training Facility for Exterior Firefighting	22,680	Fire Capital Reserve 6.28k, UBCM Grant 16.4k
RECREATION SERVICES		
CRI energy audit & roof spec/plan	14,000	LGCAP
CRI painting of foyer and reception office	6,000	Facility Asset Reserve
New steel security doors for Moncrief Hall	7,000	Facility Asset Reserve
Recreation & Municipal Office Expansion	120,400	Growing Community Fund
Flashing for above CRI furnace room	9,500	Facility Asset Reserve
Creation of accessible washroom stalls in CRI gymnasium (incl. haz mat abatement)	46,040	Facility Asset Reserve 9.74k Growing Community Funds 36.3k
PARKS SERVICES		
Japanese Heritage Grant projects (total for 2026: \$227,360)	27,360	JCLS Grant
Saito House (total for 2026: \$39,820)	19,850	Park Land Reserve 12.5k General Stabilization Reserve 7.35k
Perseverance Watershed Initiative	10,710	Host Amenity Funds
Perseverance Watershed Initiative - DRIF Grant	61,830	DRIFT Grant
Cumberland Community Forest Park Management Planning	23,070	Host Amenity Funds 51% DCC-Parks 49%
Lake Park Day Use Area Expansion - Phase I, II and III	22,870	General Asset Renewal Reserve 51% DCC-Parks 49%
TRANSPORTATION SERVICES		
Review Linear Asset Replacement	20,000	Linear Assets Reserve
Traffic calming quick fix ideas	7,590	Host Amenity Funds
TMP - Maryport Shared Streets	20,000	Linear Assets Reserve
TMP - Kendal Avenue - Traffic Calming design 2025, construction 2026	29,540	Linear Assets Reserve
TMP - Dunsmuir Avenue (Camp Road) - Traffic Calming Design	15,000	Linear Assets Reserve
Combined Projects for Roads, Water, Sewer & Storm		
Penrith Ave: 3rd to 4th		
Roads Portion of the Project	2,360	Community Work Funds
Water Portion of the Project	4,250	Linear Assets Reserve
Sewer Portion of the Project	4,250	Linear Assets Reserve
Storm Portion of the Project	4,250	Linear Assets Reserve
	15,110	

The Village of Cumberland
2026 Budget Amendments for Projects Carried Forward

APPROVED PROJECT DESCRIPTION	2026 Total Budget	Funding Source	Additional Budget (Council Motion 26-027)
2025 Roads and Utilities Capital Works Carried Forward (January 26, 2026 budget increase included on the right)			
First Street: Windermere to Penrith			
Roads Portion of the Project	214,640	Community Works Fund, Linear Assets Reserve	635,770
Sewer Portion of the Project	78,610	Linear Assets Reserve	- 17,230
Storm Portion of the Project	1,260	Linear Assets Reserve (proposed change to DCC-Storm)	13,640
	294,510		632,180
Lane South of Ulverston Ave: 3rd-4th			
Sewer Portion of the Project	78,210	Linear Assets Reserve	7,280
Storm Portion of the Project	131,130	Linear Assets Reserve (proposed change to DCC-Storm)	- 23,170
	209,340		15,890
Ulverston Ave: 5th to 10th			
Ulverston Ave Sidewalk (TMP project)	57,850	Community Works Fund, Growing Community Fund	397,300
Water (watermain looping around Mill and 4th)	-	Linear Assets Reserve 51%	178,360
Sewer connections	-	Developer contributions	24,540
Storm Portion of the Project	-	Linear Assets Reserve	18,870
	57,850		619,070
Total 2025 Roads and Utilities Capital Works Carried Forward	561,700		1,235,360
Water			
Water Master Plan	35,130	Water Stabilization Reserve	
Installation of water level and quality monitoring equipment on dam infrastructure	17,630	Water & Sewer Infrastructure Reserve	
Allen Lake Gate Fence	4,130	Water Stabilization Reserve	
Replace Debris Booms at Allen & Stevens Lake Reservoirs	69,500	Water & Sewer Infrastructure Reserve	
New Pressure Reducing Valve Relocation	43,740	Water & Sewer Infrastructure Reserve	
Dam #2 Reconstruction Project	4,451,370	IBA-ICIP grant (Federal 40% and Provincial 60%)	
Dam #2 Reconstruction Project (Grant - ineligible expenses)	85,000	Growing Communities Funds	
Water Services Total Budget Requests	4,706,500		
Sewer			
Union Road Sewer Servicing Feasibility	20,000	Linear Asset Reserve	
Stage III LWMP	5,310	Community Works Fund	
Sewer Masterplan update	22,970	Community Works Fund 51% DCC-Sewer 49%	
Sewer Treatment Plant Capital Project			
WWTP Phase 1 - Planning & Design	453,720	Grants / Debt	
WWTP Phase 2 - Planning & Design	2,961,490	Grants / Debt	
WWTP Phase 2 - Environmental Impact Study	50,700	Grants / Debt	
Sewer Services Total Budget Requests	3,514,190		
Storm			
Storm Masterplan update	133,950	Community Works Fund 51% DCC-Storm 49%	
Comox Lake Road/Perseverance Creek Crossing - Hydrological analysis of the creek crossing	20,000	Sewer Stabilization Reserve	
Storm Services Total Budget Requests	153,950		
	10,053,780		

**The Village of Cumberland
2026 Budget Amendments Approved by Council**

Resolution #	Date	Motion	Amount	Funding Source
25-253	2025-12-08	THAT Council provide a one time grant to the Comox Valley Farmers Market Association of \$600 in support of 2026 Cumberland market expenses, to be funded through the Host Community Amenity Reserve, and THAT Council direct staff to bring forward an amendment to the adopted 2026 to 2030 Financial Plan Bylaw to reflect this expenditure.	\$600	Host Community Amenity Reserve
26-027	2026-01-26	<p>THAT Council approve the award of the 2025 Roads and Utilities Capital Works Tender to Knappett Industries in the amount of \$1,769,929.00 (excluding GST); and THAT Council Authorize the Chief Administration Officer to execute the contract;</p> <p>THAT Council approve an additional funding of \$701,600 for a total expenditure of \$2,088,700 for the 2025 Roads and Utilities Capital Works, to be funded through:</p> <ul style="list-style-type: none"> · \$1,085,500 from Linear Asset Renewal Reserve · \$705,000 from Community Works Fund · \$87,400 from DCC – Water · \$10,800 from other revenue; and <p>THAT Council approve changing the funding for the CRI roof repairs and / or replacement project included in the 2026 budget to have \$200,000 funded from the Facility Asset Renewal Reserve instead of the Growing Communities Fund; and</p> <p>THAT Council direct staff to bring forward an amendment to the adopted 2026-2030 Financial Plan Bylaw to reflect these expenditures and funding</p>	<p>\$701,600 * \$1,235,360</p>	<p>Linear Asset Renewal Reserve Community Works Fund Growing Community Fund DCC- Water Revenue Other Revenue</p>
Total budget amendments approved by Council resolutions			\$1,235,960	

* See explanations for the correction in the report

The Village of Cumberland
2026 Budget Amendments Recommended by Staff

Date	Budget Item	Budget Amendment Amount (additional cost / revenue)	Funding Source
Staff Recommended Budget Amendments:			
	Adjustment for CUPE wages and exempt salaries and benefit increase and subsequent adjustment to allocations to Fire, Solid Waste, Water and Sewer	\$274,330	General Financial Stabilization Reserve (\$208,360) Water Financial Stabilization Reserve (\$31,630) Sewer Financial Stabilization Reserve (\$27,930) Miscellaneous Revenues increase (\$6,410)
2025 Capital Works projects to be completed in 2026: Recommend using DCC funds instead of Linear Asset Reserve for the storm portion of the the storm and sewer separation projects: -Lane South of Windermere 1st to 2nd (included with First Street): \$92,220 (\$86,320 for 2026) -Lane South of Ulverston 3rd to 4th: \$123,640 (\$106,880 for 2026)			
		\$193,210	Change from Linear Asset Renewal Reserve to DCC - Storm
Total Staff Recommended Budget Amendments		\$467,540	

THE CORPORATION OF THE VILLAGE OF CUMBERLAND

BYLAW NO. 1255

A Bylaw to amend the 2026 – 2030 Financial Plan.

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

1. This Bylaw may be cited as “2026 - 2030 Financial Plan Amendment Bylaw No. 1255, 2026”.
2. “2026 – 2030 Financial Plan Bylaw No. 1243, 2025” is amended by:
 - (a) repealing Schedule A and substituting Schedule A to this bylaw, and
 - (b) repealing Schedule B and substituting Schedule B to this bylaw.

READ A FIRST TIME THIS	DAY OF	2026.
READ A SECOND TIME THIS	DAY OF	2026.
READ A THIRD TIME THIS	DAY OF	2026.
ADOPTED THIS	DAY OF	2026.

Mayor

Corporate Officer

Schedule A
2026 – 2030 Financial Plan

	<u>2026</u>				
	<u>Amended</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
REVENUES					
Property taxes & payments in lieu	\$ (5,134,250)	\$ (5,499,860)	\$ (5,888,780)	\$ (6,297,090)	\$ (6,679,330)
Parcel taxes	\$ (905,530)	(1,469,030)	(1,507,710)	(1,548,650)	(1,592,000)
Sale of services & fees	\$ (3,195,610)	(3,289,980)	(3,410,840)	(3,534,410)	(3,663,520)
Sale of services to other government	\$ (516,190)	(515,090)	(311,430)	(315,930)	(318,660)
Transfers from other government	\$ (6,492,350)	(1,163,910)	(1,176,860)	(1,190,120)	(1,203,710)
Other revenue	\$ (1,151,740)	(805,240)	(817,540)	(842,840)	(867,730)
	\$ (17,395,670)	\$ (12,743,110)	\$ (13,113,160)	\$ (13,729,040)	\$ (14,324,950)
EXPENSES					
Other municipal purposes	\$ 10,525,360	\$ 9,472,790	\$ 9,612,070	\$ 9,683,960	\$ 9,802,130
Debt interest	\$ 427,600	645,750	708,210	736,790	750,120
Amortization	\$ 1,939,470	1,939,470	1,939,470	1,939,470	1,939,470
	\$ 12,892,430	\$ 12,058,010	\$ 12,259,750	\$ 12,360,220	\$ 12,491,720
NET (REVENUES) EXPENSES	\$ (4,503,240)	\$ (685,100)	\$ (853,410)	\$ (1,368,820)	\$ (1,833,230)
ADJUSTMENTS					
Acquisition of capital assets	\$ 13,839,880	\$ 3,469,670	\$ 3,521,940	\$ 3,084,960	\$ 940,040
Add back amortization	\$ (1,939,470)	(1,939,470)	(1,939,470)	(1,939,470)	(1,939,470)
Proceeds from borrowing	\$ (3,342,020)	(80,000)	(1,515,000)	(970,000)	(82,000)
Principal payments on debt	\$ 544,900	781,110	1,031,190	1,040,100	1,075,360
Remove unfunded projects		(2,505,550)	(120,000)	(450,000)	(10,000)
	\$ 9,103,290	\$ (274,240)	\$ 978,660	\$ 765,590	\$ (16,070)
CHANGE IN CONSOLIDATED FUNDS	\$ 4,600,050	\$ (959,340)	\$ 125,250	\$ (603,230)	\$ (1,849,300)
TRANSFER FROM RESERVES					
Reserves	\$ (6,710,330)	\$ (1,929,300)	\$ (2,982,140)	\$ (2,390,490)	\$ (1,436,240)
Development Cost charges	\$ (421,370)	(124,250)	(71,020)	(107,150)	(12,380)
Parking in Lieu	\$ (6,000)	(20,000)	-	-	-
TRANSFER TO RESERVES	\$ 2,537,650	3,032,890	2,927,910	3,100,870	3,297,920
RESERVES	\$ (4,600,050)	\$ 959,340	\$ (125,250)	\$ 603,230	\$ 1,849,300
TRANSFER TO/(FROM) RESERVES					
ACCUMULATED SURPLUS	\$ -				

Schedule B

Policies and Objectives

Pursuant to section 165 (3.1) of the *Community Charter*

Part A: Proportion of Total Revenue Proposed to Come from Each Funding Source

Table 1: The proportion of total revenue proposed to be raised from each funding source in 2026 (based on 2025 Revised Assessment Roll).

Revenue Source	% Total Revenue	Dollar Value
Property Value Taxes & Payments in Lieu	24.8%	5,134,250
Sale of Services and Fees	33.7%	3,195,610
Government Grants	15.4%	7,008,540
Other Revenue	4.4%	1,151,740
Parcel Taxes	5.6%	905,530
Proceeds from Borrowing	16.1%	3,342,020
Total	100%	\$20,737,690

1. Property value tax is typically the primary source for operating funds for general municipal purposes. Property taxation is simple to administer and offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis.
2. Sale of services and fees form another significant portion of planned revenue. Many municipal services, such as utilities and recreation, lend well to a fee for service basis. Costs can be associated to a level of service provided, particularly where services are optional. In addition, the municipality sells water, fire protection and animal control services to other municipalities.
3. The Village seeks out all grant opportunities that become available. The Comox Valley Regional District as part of a landfill host agreement provides amenity funds to the Village and this funding will continue until 2032. The municipality also receives funds under the Strategic Community Initiative (Small Community grant) which provides a significant source of funds for operations and capital maintenance programs. **Additional grant funding is expected in 2026 for the Wastewater Treatment Upgrades and Dam #2 Reconstruction Project.**
4. Other revenue includes sources of funds which do not fit in another category and include donations, developer amenity funds, grants from non-government sources, investment revenue, permits and licensing.
5. Parcel taxes fund the capital costs of providing water, sewer and storm water infrastructure. The intention is to use these taxes toward the replacement of water,

sewer and storm water infrastructure as well as reducing the Village's wet weather flows through storm and sewer inflow and infiltration.

6. The municipality finances vehicles and equipment and secures debenture financing for portions of large, committed projects not funded by grants or development cost charges. The municipality reviews all other funding options prior to financing recognizing that borrowing constitutes a long-term commitment and because borrowing authority is limited for an organization of this size. There is a commitment to borrow \$6.9 million for the wastewater treatment upgrades expected in the fall of 2026.

Objective and Policies

Over the next five years, the municipality has the following objectives and policies:

- to actively seek grants for major infrastructure repair and replacement;
- to annually review utility rates to ensure water, sewer and storm water operating and delivery costs are fully funded; and
- to review all other services to determine optimal proportions of cost recovery from fees versus general revenues and taxation.

Part B: Distribution of Property Taxes among Property Classes

Table 2: The distribution of property tax revenue among the property classes (based on 2025 Revised Assessment Roll)

Property Class	% Total Property Tax	Dollar Value
1. Residential	74%	3,751,318
2. Utilities	1.9%	95,178
3. Supportive Housing		
4. Major Industry		
5. Light Industry	3.6%	182,077
6. Business and Other	16.8%	849,917
7. Managed forest	3.5%	177,751
8. Recreation & Non Profit	0.2%	12,397
9. Farm		6
Total	100%	\$5,068,644

Tax rates are set to maintain tax stability. Annual tax increases are apportioned over the classes to ensure stability.

There are no class 3 or 4 properties located within the Village.

The municipality recognizes the need to attract and retain businesses and industry for economic development and not to rely heavily on any one industry as a tax source. Council believes that the non-residential rates based on these ratios reflect that philosophy.