

**From:** [Derby, Ella \[ISLH\]](#)  
**To:** [Cramer, Jacob](#)  
**Cc:** [HBE \(Healthy Built Environment\) \[ISLH\]](#)  
**Subject:** RE: Referral for OCP Amendment Bylaw No. 3141 - City of Courtenay  
**Date:** Tuesday, June 11, 2024 11:21:25 AM  
**Attachments:** [image001.png](#)

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Hi Jacob,

Thanks for the opportunity to comment on this OCP amendment. We are in agreement that designating the municipally owned lot as urban corridor would allow for it to be zoned consistently with the neighbouring properties which is beneficial for development opportunities within the area. Given this is a well established neighbourhood, serviced by community water and sewer we have no concerns with the proposed amendment.

Regards,

**Ella Derby BSc, BTEch, CPHI (C)**

*Environmental Health Officer/ Drinking Water Officer*  
Island Health

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**From:** Cramer, Jacob <[jcramer@courtenay.ca](mailto:jcramer@courtenay.ca)>  
**Sent:** Monday, June 03, 2024 3:13 PM  
**To:** Clements, Nancy [ISLH] <[Nancy.Clements@islandhealth.ca](mailto:Nancy.Clements@islandhealth.ca)>  
**Cc:** PlanningAlias <[planning@courtenay.ca](mailto:planning@courtenay.ca)>  
**Subject:** Referral for OCP Amendment Bylaw No. 3141 - City of Courtenay

Hello Nancy,

Please find attached a referral letter for the City of Courtenay Official Community Plan Amendment Bylaw No. 3141.

Thank you for your time and do not hesitate to reach out if you have any questions.

Kind Regards,  
Jacob

**Jacob Cramer (he/him) | City of Courtenay**

Planner I | Development Services

[\\*Why I list my pronouns](#)

T 250-703-4845 | E [jcramer@courtenay.ca](mailto:jcramer@courtenay.ca)



830 Cliffe Avenue , Courtenay, B.C. V9N 2J7

[courtenay.ca](http://courtenay.ca) | [Facebook](#) | [LinkedIn](#) | [Instagram](#)

I respectfully acknowledge that the land on which we gather and work is the Unceded traditional territory of the K'ómoks First Nation.

**From:** [Stefanyk, Michael WLRs:EX](#)  
**To:** [PlanningAlias](#)  
**Cc:** [Roden, Jacqueline WLRs:EX](#); [Toews, Mary WLRs:EX](#)  
**Subject:** RE: Referral for OCP Amend BL 3141 - City of Courtenay  
**Date:** Tuesday, June 18, 2024 1:24:41 PM  
**Attachments:** [image001.png](#)

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Good Afternoon,

A response to this referral (i.e. OCP Amend BL 3141 - City of Courtenay ) was provided on June 14, 2024 by the undersigned. Based on additional information provided by the City of Courtenay Planning Department and a review of previous correspondence regarding a rezoning application associated with this file, sent by my colleague Mary Toews on May 31, 2024, I am providing an updated referral response. We have no objection to approval of the OCP Amendment but recommend that the comments provided by Ms. Toews on the rezoning application still be considered.

Thank you,

**Michael Stefanyk**, RPBio | Ecosystems Biologist

West Coast Region

Ministry of Water, Land and Resource Stewardship

Phone: 250 -739 - 8642

Email: [Michael.Stefanyk@gov.bc.ca](mailto:Michael.Stefanyk@gov.bc.ca)

Pronouns: he/him

I acknowledge with gratitude and respect, the Ləkʷəŋən peoples known today as the the Songhees and Esquimalt Nations on whose territory I live and work.

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**From:** Stefanyk, Michael WLRs:EX  
**Sent:** Friday, June 14, 2024 5:03 PM  
**To:** [planning@courtenay.ca](mailto:planning@courtenay.ca)  
**Cc:** Roden, Jacqueline WLRs:EX <[Jacqueline.Roden@gov.bc.ca](mailto:Jacqueline.Roden@gov.bc.ca)>  
**Subject:** RE: Referral for OCP Amend BL 3141 - City of Courtenay

Good Afternoon,

We have no objection to approval of the OCP amendment. We note however that in alignment with the OCP, the property will be subject to the 30 m River buffer and any development proposed within the 30 m buffer would require a Riparian Areas Protection Regulation assessment.

Thank you,

**Michael Stefanyk**, RPBio | Ecosystems Biologist

West Coast Region

Ministry of Water, Land and Resource Stewardship

Phone: 250 -739 - 8642

Email: [Michael.Stefanyk@gov.bc.ca](mailto:Michael.Stefanyk@gov.bc.ca)

Pronouns: he/him

I acknowledge with gratitude and respect, the Ləkʷəŋən peoples known today as the the Songhees and Esquimalt Nations on whose territory I live and work.

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**From:** Toews, Mary WLRS:EX <[Mary.Toews@gov.bc.ca](mailto:Mary.Toews@gov.bc.ca)>  
**Sent:** Monday, June 3, 2024 9:13 PM  
**To:** Roden, Jacqueline WLRS:EX <[Jacqueline.Roden@gov.bc.ca](mailto:Jacqueline.Roden@gov.bc.ca)>; Stefanyk, Michael WLRS:EX <[Michael.Stefanyk@gov.bc.ca](mailto:Michael.Stefanyk@gov.bc.ca)>  
**Subject:** Referral for OCP Amend BL 3141 - City of Courtenay

Hi Jacqueline, can you please add this to the referrals list? Mike and I are both away this week but hopefully one of us can get to it next week, I just don't want to forget.

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**From:** Cramer, Jacob <[jcramer@courtenay.ca](mailto:jcramer@courtenay.ca)>  
**Sent:** Monday, June 3, 2024 3:11 PM  
**To:** Toews, Mary WLRS:EX <[Mary.Toews@gov.bc.ca](mailto:Mary.Toews@gov.bc.ca)>  
**Cc:** PlanningAlias <[planning@courtenay.ca](mailto:planning@courtenay.ca)>  
**Subject:** Referral for OCP Amendment Bylaw No. 3141 - City of Courtenay

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hello Mary,

Please find attached a referral letter for the City of Courtenay Official Community Plan Amendment Bylaw No. 3141.

Thank you for your time and do not hesitate to reach out if you have any questions.

Kind Regards,  
Jacob

**Jacob Cramer (he/him) | City of Courtenay**  
Planner I | Development Services  
[\\*Why I list my pronouns](#)

T 250-703-4845 | E [jcramer@courtenay.ca](mailto:jcramer@courtenay.ca)



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I respectfully acknowledge that the land on which we gather and work is the Unceded traditional territory of the K'ómoks First Nation.

CVRD File: 6500-20 (City of Courtenay) / 6500-30  
City of Courtenay file: 6480-20-2401

June 13, 2024

Sent via email only: [jcramer@courtenay.ca](mailto:jcramer@courtenay.ca)

Jacob Cramer  
Planner I – Development Planning  
830 Cliffe Avenue  
Courtenay, BC V9N 2J7

Dear Mr. Cramer:

**Re: City of Courtenay Official Community Plan Amendment Bylaw No. 3141**

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Thank you for referring the proposed amendment to the Official Community Plan's (OCP) land use designation of the property at PID 006-318-657. The Comox Valley Regional District (CVRD) understands that there is an active development proposal involving this lot, but that the development proposal is outside the scope of this referral. As such, the comments below pertain only to the OCP amendment that is necessary to designate the property, currently without an OCP designation, as *Urban Corridor*.

The [Regional Growth Strategy](#) (RGS), being the "Comox Valley Regional District Regional Growth Strategy Bylaw No. 120, 2010," designates all lands within the City of Courtenay as *Municipal Areas*. There are no land use designations within the RGS for specific lands within *Municipal Areas*. However, there are policies that encourage or discourage certain proposals or bylaw amendments based on their likely impact on future growth and development:

- 1A-2: "The focus of higher density and intensive developments shall be within the existing *Municipal Areas*. Within the *Municipal Areas*, densification and intensification of development is required, including infill and redevelopment."
- 4A-1: "Implement the growth management strategy, as outlined in Part 4, as an overall framework for transit-supportive land-use planning throughout the Comox Valley."
- 4.4 (7): "Promote intensification, compact growth, and supportive public transit services throughout *Municipal Areas* as the primary means of accommodating population and employment growth."

Additionally, Section 1C-6 encourages assessing housing needs as part of an OCP update or review process. The draft 2023 [Regional](#) and [City of Courtenay](#) Housing Needs Assessments note that the Comox Valley Region may need up to 16,075 more dwelling units by 2043, including up to 6,950 more units by 2028. It is anticipated that up to 7,970 of these units may be needed within Courtenay to meet the year 2043 target. Land uses and densities that are aligned with RGS policies 1A-2, 4A-1, and 4.4 (7), above, are most likely to help the Comox Valley's local governments work toward the meeting the demand described in the Housing Needs Assessments.

In reviewing the [City of Courtenay's Official Community Plan](#), being the "Official Community Plan Bylaw No. 3070, 2022," the following policies, associated with the *Urban Corridor* designation, pertain to the subject lands:

- LU 2: "Direct residential *intensification* to the primary and secondary centres as shown as Downtown, Town Centre, Urban Corridor, and Neighbourhood Centre..."
- LU 6: "Co-locate residential, commercial, institutional, and suitable employment-generating land uses in the Downtown, Town Centres & Urban Corridor, and Neighbourhood Centres."
- Town Centre and Urban Corridor Policy 1: "Support a mix of land uses, including commercial and a diversity of multi-residential housing choices to promote the establishment of a complete community and *10-minute neighbourhood*."

As the Urban Corridor designation policies work toward the RGS policies that encourage the densification and intensification of development within *Municipal Areas* in ways that promote compact growth, CVRD staff supports Bylaw No. 3141.

Sincerely,

**A. Mullaly**

Alana Mullaly, MCIP RPP  
General Manager, Planning and Development Services  
Planning and Development Services

/dt