

STRATEGIC PLANNING COMMITTEE MEETING
AGENDA FOR WEDNESDAY MAY 14, 2025

We respectfully acknowledge that the land on which we gather and work is on the Unceded Traditional Territory of the K'ómoks First Nation, the traditional keepers of this land.

Meeting Location: Council Chambers, 1801B Beaufort Avenue, Comox

Call to Order: Immediately following the Special Council Meeting.

Adoption of the Agenda

1. STRATEGIC PRIORITIES REPORT:

- (2) a. [Strategic Plan Scorecard](#)

2. DELEGATIONS:

- a. [LANARC will provide a presentation on the Parks and Trails Master Plan](#)

3. DISCUSSION ITEMS:

- (7) a. [Discussion on Parks and Trails Master Plan](#)
- (248) c. [Discussion on DCC and ACC rates](#)

ADJOURNMENT



CORPORATE OFFICER

ORGANIZATIONAL EXCELLENCE	AREA OF FOCUS	PROJECTS AND INITIATIVES	TASKS	YEAR	* STATUS
	Asset Management		Develop and implement an asset funding strategy to close the infrastructure deficit		2023
		Continue to consider electrification of the Town's fleet and equipment where practical and appropriate			In Progress
		Future proof infrastructure to prepare for climate change and events			In Progress
Staff Retention			Develop Policy	2023	Completed
		Develop Standards of Conduct Policy to promote a positive workplace	Develop/Update accompanying policies - Respectful Workplace, Purchasing, Use of Technology	2023	Completed
			Council adoption of policies	2024	In Progress
		Pursue structural alignment through organizational Strategic Plan updates		2022-26	In Progress
Internal Processes		Bylaw Enforcement Officer Safety	Safety inventory and assessment	2024	Completed
			Personal protective equipment	2024	In Progress
Internal Processes		TOP PROJECT: Streamline development application process**	Implement e-permitting for development applications	2024	In Progress
			Implement outcomes of development application review process	2024	Completed
		Cross-train casual employees in different departments	Community Centre casual trained in Corporate	2023	Completed
			Corporate casual trained in Finance	2023	Completed
		Digitize requests for information - looking at using online forms for submission of certain requests.	Banner Station - online application	2023	Completed
			Bylaw Complaint - online application	2024	Completed
			Business Licence - online application	2024	Completed
		Complete Climate Change Risk Assessment and Action Plan	Deliver Climate Change Risk Assessment and Action Plan	2024	Completed
		Council Policy Development and Renewals	Council Conference and Travel Policy	2024	Completed
			Video Surveillance Policy	2024	Not started
		Accessibility Requirements	Establish Accessibility Committee	2024	Completed
			Complete accessibility audit of Town facilities, services and communications	2024	Completed
			Develop an Accessibility Plan	2025	In Progress
		Legal Agreement Development and Renewals	Marine Service Building Leases	2025	In Progress
			Marina Food Vendor Lease Renewals	2024	Completed
	Solid Waste Commercial Contract Renewal		2024	In Progress	
	Facility Use Agreement Renewals		2025	In Progress	
	Bylaw Development and Renewals	New Solid Waste Management Bylaw	2023	Completed	
		Updated Fees and Charges Bylaw	2024	In Progress	
		Adopt new Business Improvement Area Bylaw	2025	Completed	
	Filing System Review and Archive	Administration files review and archive	2024	In Progress	
Customer Service		Move toward macro-focussed customer service model		2024	In Progress
		Develop an organizational growth plan		2024	In Progress

* Status Colours: Completed: On Hold: In Progress:
 ** Strategic initiative reworded

AREA OF FOCUS	PROJECTS AND INITIATIVES	TASKS	YEAR	*	STATUS	
Recreation	Focus on providing equitable access to community recreation through the LEAP and TRIP programs.	Provide Council Report: make permanent LEAP Adults	2024		Council approved LEAP adults at RCM June 5, 2024.	
	Deliver youth recreation opportunities and continue to support the Comox Youth Council.		2024		CYC attended March 12th 2025. Mayor Minoins to serve as liaison.	
	Youth Recreation	Hire Programmer	2024		Complete	
	TOP PROJECT: Further enhance youth recreation opportunities through the construction of a pump track and development of skate park plans.	Determine location for pump track		2023		Council provided direction to seek grant support for pump track. Site considerations will be included in Parks and Trails Master Plan process
		Seek and submit grant funding proposals		2024		Contractor hired to assist with search for grants.
	Update Recreation Marketing Plan	Add Council Strategic Plan vision, lenses and values to plan and create schedule of monthly communication tactics.		2025		Summer Camp branding and 2025 marketing and communication plan complete.
	Build schedule of Community Centre capital replacement	Source quotes for replacement Gym floor and wall		2024		Quotes received and consideration for replacement timing taking place. Water issue in floor believed to be resolved.
Sport Field Strategy	Work with Courtenay and the CVRD to implement recommendations from the 2023 Comox Valley Sport Fields Strategy report		2024-25		Report provided to Council February 2025. Work beginning on regional sports field allocation and fee policy (see 'Good Governance' - relationships)	
Parks	Complete Brooklyn Creek greenway south of Noel Avenue.				In progress	
	Acquire further parks and nature space within town boundaries.				In progress	
	Complete an ocean front walkway connection west of Marina Park to Ellis Street.				Complete, Council directed to not move forward with this project	
	Explore acquiring a bee friendly designation				Completed on October 16th 2024. Staff are working through the extensive application process - May 2025.	
	TOP PROJECT: Develop an Urban Forest Management Strategy to catalogue current needs and map future growth of the Town's parks TOP PROJECT: Develop a Parks Master Plan to catalogue current needs and map future growth of the Town's parks systems.			2024-25		Council will receive a report to endorse the Parks and Trails Master Plan on May 7th, and a will be presented to at Strategic Planning. Urban Forest Management Strategy is now in phase 2. Council will receive the Engament Summary later in May.
Arts and Culture		Renew management and maintenance agreement with Filberg Heritage Lodge and Park Association.	2024		In progress	
	Continue to support Nautical Days and Filberg Festival.	Develop Nautical Days Policy	2024		Complete	
		Establish Nautical Days Advisory Committee	2024		Council Committee established, Terms of Reference on March 20 RCM, committee members appointed. Complete	
		Dissolve Nautical Days Society	2025		Complete, society will not be dissolved as per Council direction December 4th 2024	
	Provide support for community Halloween and Christmas Market events.		2024		Complete. Council resolved to provide funding to the BIA for these events.	
	Continue to provide space for Pearl Ellis Art Gallery and Comox Archives and Museum		2024		Complete	
	Construct Mack Laing viewing platform.		2024		Arch permit issued. Proceeding with design.	
Hold annual forums, such as an annual Economic Development and Tourism forum and a Developer's Forum, with key Stakeholders				Developers Forum held in January of 2025.		
Public Safety	Continue provision of health and safety support including smoke detectors, AED's, Fire Smart support and wildfire mitigation, extreme weather event centers, and supporting outreach during extreme weather events.	Direct communications and assistance with citizens on improving their fire safety.	All		Very successful and on-going projects. 50 AED's have been installed across Comox one of the highest per capita in Canada. Extreme weather event policy adopted by Council and Town staff committed to outreach support in conjunction with other valley municipalities during extreme weather events.	
	Focus on life saving protection through the timely response to fire rescue and medical emergency situations.	Maintain good response times to emergencies.	All		Using a combination of career and paid on call staff service delivery times meet current needs. Current daytime response of less than 2 minutes out of the station. Becoming very challenging maintaining an active group of dedicated and trained paid on call firefighters. High turnover. Key issues are lack of decent jobs and affordable housing in our community. UPDATE: TWELVE new paid on call firefighters starting on March 1. 2025.	
	Active participation in the Regional Emergency Management Program.	Maintain our partnership with other local governments to develop an effective role and response to local emergencies.	All		Career staff attend regular meetings of Comox Valley Emergency Planning group and participate in training and exercises. Regional pooling of funds for indigenous engagement has been approved	
	Increase public awareness of emergency evacuation routes				Update: CVRD has a grant to update emergency evacuation routes information. Comox Fire Rescue has added links to	
	Fire Station Replacement		2026		Design, planning and budget in the works. Council provided direction to develop architectural drawings in March 2025	

* Status Colours: Completed: On Hold: In Progress:
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ECONOMIC HEALTH	AREA OF FOCUS	PROJECTS AND INITIATIVES	TASKS	YEAR	* STATUS	
	Downtown Vitality	TOP PROJECT: Complete a Downtown Action Plan to guide future development and balance the need for growth vs. desire to maintain a small-town feel.				Complete with Council consideration of projects on September 11th
		Support downtown beautification through flower beds and routine maintenance.				In progress
		Provide enhanced development approvals support for downtown projects.				In progress
		Explore and incentivize retail zoning in the downtown				Will be explored in OCP
		Explore establishing a Town of Comox Tourism Commission				Conversations held with BIA. Initial direction points towards a committee being established
	Balancing Vibrancy & Stability			Complete communities	2024	In Progress
		Promote and support local commercial into residential areas.		Rezoning application processing	2024	
				Update home occupation regulations	2025	
				Support the BIA in their renewal and potential boundary expansion process	Support the Renewal of the Downtown BIA	2025
		Examine the feasibility of expanding the BIA	2025	Complete. BIA has decided to not expand for their next term.		
TOP PROJECT: Complete an Economic Development Strategy and Downtown Enhancement Action Plan.				Complete		
Increase the Town's Employment Lands land base				Included in OCP discussion		
Comox Marina			Building Complete July 2023	2023	Official opening Sep 7, 2023	
	Complete and provide occupancy to the Marine Services Building.		Request for Proposals (RFP) for lease of Units 102 & 105, effective Aug 1, 2023	2023	Leases to Big Animal Encounters and Compass Adventure	
			Request for Proposals (RFP) for lease of Units 104 & 105, effective Feb 1, 2024	2024	Lease of both Units to Compass Adventure	
	Provide marina space to encourage tourism and commercial activities.		2024 Mobile Vendor Renewals	2024	Complete	
			Mobile Vendor RFP for 2025-26	2025	Complete	
	Improve the pedestrian connection between the Marina and Comox Ave and explore mechanized alternatives				Improved lighting and additional sidewalks on Beaufort	
	Install a floating platform off the breakwater			2024	Received provisional approval for a swim platform from Comox Valley Harbour Authority. Further approval required from Fisheries and Oceans. Staff will continue discussion on swim float concept with new Facilities and Assets Manager.	

* Status Colours:

** Strategic initiative reworded

Completed:

On Hold:

In Progress:


GOOD GOVERNANCE	AREA OF FOCUS	PROJECTS AND INITIATIVES	TASKS	YEAR	*	STATUS		
	Community Participation		Develop a pre-application policy with community input requirements to support and broaden community participation.	Develop Application Flow Charts with specific engagement requirements	2024		Draft flow charts complete and presented to development community. New Provincial regulation changes will limit public participation in development	
				Further enhance online information regarding proposed developments.	Include development information on website	2024		Complete but opportunities for public engagement decreased through Provincial Regulation changes.
				Continue Town's communication and social media growth to build knowledge and engagement on town projects and initiatives.	Increase website readership	2023		Website views on top five pages (Homepage, Community Centre, Employment Opportunities, Program Registration, Recreation Guide) increased by 20% YTD in Jan 2024 compared to 2023
					Increase social media engagement	2023		Facebook followers up 11% over 2023, to 5200; Instagram followers up slightly to 1140, X followers 2,657 up over 2023 rates of 2,550.
					Promote ReCollect App for solid waste information	2023		Registered users up over 10% to 1987 users. Currently at 2050 (Nov. 2024)
	Relationships	Maintain high levels of support and coordination with other local governments and K'ómoks First Nation.		Consult with K'ómoks First Nations on projects of shared interest	2023		Presentation made to K'ómoks Chief and Council. Bi-monthly meetings between KFN Council and Mayor and CAO have been scheduled.	
				Partner with other Comox Valley local governments in the Leisure for Everyone Accessibility Program (LEAP)	2023		Regional program established in April 2023	
				Partner with other Comox Valley local governments in establishing a regional accessibility committee to meet legislative requirements	2023		Regional framework adopted November 2023	
				Partner with City of Courtenay in regional sports field allocation and centralized booking strategy	2024		Underway completion expected 2026	
Coordinate with City of Courtenay in public engagement strategy for new solid waste collection program				2023		Complete		
Decision Making		Improve ground level data collection and continue to modernize internal processes.	Finance and Public Works Department is exploring Asset Management software to better track and improve coordination of asset management and replacement.	2024-25		In Progress through Complete Communities project. Preparing an RFP for asset management software.		
			Include full life cycle costs in all asset acquisition or expansion decisions.	2024		Full life cycle costing is included in all capital acquisition budgeting decisions		

* Status Colours:

** Strategic initiative reworded

Completed: 

On Hold: 

In Progress: 

BALANCED COMMUNITY PLANNING	AREA OF FOCUS	PROJECTS AND INITIATIVES	TASKS	YEAR	* STATUS
	Strategic Growth	Ensure appropriate amenity provisions in rezoning applications.		2024	Will be reconsidered through the DCC and ACC rates presented to Council on May 7th
		Develop an organization growth plan that supports and enhance the delivery of services as the community grows.	Work with Courtenay and the CVRD to implement recommendations from the 2023 Comox Valley Sport Fields Strategy report (staff report to Council, November 1, 2023).	2024-25	In progress
	Housing	TOP PROJECT: Update (Complete new) the OCP through community consultation to develop a vision for the future growth of Comox.		2024	Commenced Nov 2024
		Apply for and complete the Complete Community grant program to support future planning decision making.		2023	Complete. Grant obtained
		Apply for and complete the CMHC Housing Accelerator grant program to accelerate the Town's modernization process and secure funding for other community benefits.		2023	Complete. Grant obtained
		TOP PROJECT: Develop a Housing Strategy that creates conditions for a diversity of housing options		2025	Will be part of the OCP process Council received Housing Needs Assessment on Septmber 4th RCM
	Community Addition	Require greenway and connectivity networks in new developments.		2024	
		Complete a DCC review to ensure equity and fairness in cost allocation in new developments.		2024	Commenced Nov 2024
		Create a community amenity policy for developments.		2024	In progress and will be considered at completion of OCP and Complete Communities project
Increase required bike parking and EV charging capabilities in multifamily development			will be reviewed through OCP process		
Create a residential tree planting program		2026	Not started		

* Status Colours:

** Strategic initiative reworded

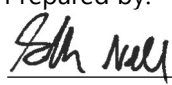



Completed:

On Hold:

In Progress:

REGULAR COUNCIL MEETING

TO: Mayor and Council	FILE: 6120-02
FROM: Robbie Nall, Parks Manager	DATE: May 7, 2025
SUBJECT: Parks and Trails Master Plan	

Prepared by:  R. Nall, Parks Manager	Supervisor:  S. Ashfield, Dir Operations	Financial Approved:  E. Henley, Dir Finance	Report Approved:  Jordan Wall, CAO
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RECOMMENDATION(S) FROM CHIEF ADMINISTRATIVE OFFICER

THAT Council accept the Parks and Trails Master Plan and to forward this report to the May 14th, 2025, Strategic Planning meeting for discussion on parks priority levels and the Parks DCC and ACC list.

PURPOSE

To provide Council with the Parks and Trails Master Plan to guide Park planning and improvements over the next 10+ years.

STRATEGIC PLAN LINKAGE

The development of a Parks and Trails Master Plan was listed as a top project in Council's Strategic Plan and addresses the following strategic priorities:

Strategic Priority Areas of Focus	
Lenses	Accessibility - We will support and embrace diversity and strive to make our community and services accessible and inclusive for everyone regardless of ability or background.
Lenses	Reconciliation – We will work to improve our relationship with K’ómoks First Nation and any other Indigenous partners
Lenses	Climate - We will consider and value our natural assets and our unique community features and will take responsibility for our long-term impact on the environment for future generations

Values	Embracing Diversity – We support diversity and strive to make our community and services accessible and inclusive.
Community Connection and Wellness – Areas of Focus	Parks - Our parks and greenspace connectivity enhances livability and walkability in the town and ensures seaside access for all.
Community Connection and Wellness – Areas of Focus	Recreation - We believe recreation is critical to community vibrancy, belonging, connection and health (safety) at all ages.
Good Governance – Areas of Focus	Community Participation – We enhance two-way communication with our community.
Balanced Community Planning – Areas of Focus	Strategic Growth -We will balance the benefits of growth with the livability of our community.

EXECUTIVE SUMMARY

The Parks and Trails Master Plan (PTMP **Attachment 1**) provides long-term (10+year) strategic direction for managing parks, trails, and related infrastructure in the Town of Comox. As the Town’s first PTMP, this document establishes a comprehensive, system-wide framework to guide investment, resource management, and decision-making. The Plan is grounded in research, analysis, and community engagement to reflect local needs and priorities. It will serve as a key tool in shaping budget development, land acquisition, park improvements, and funding strategies over the coming decade and beyond.

Several key themes emerged throughout the development of the Parks and Trails Master Plan, including a strong and consistent call to improve youth amenities, prioritize practices that support environmental and water stewardship in parks, increase trail connectivity, and increase the amount of active parkland. Compared to benchmark communities, Comox is currently under-served in youth-focused infrastructure, such as a pump track and skatepark. The Comox Community Centre was frequently identified as a priority location for new amenities and upgrades targeted at children and youth. The field space on site is the preferred location to develop a pump track due to its central location within the Town, and proximity to multiple schools, residential areas, and public transit. Staff are confirming that the construction of a pump track on the geothermal field is feasible, and plan to report back to Council this year.

The need for playground improvements, with a focus on accessibility, inclusivity, and support for younger age groups (ages 2–5), was another recurring theme. While Comox has a good number of playgrounds, several are outdated, lack features that support early childhood development, and offer limited accessible options for children with diverse needs.

BACKGROUND

The Parks and Trails Master Plan process was conducted in three phases, beginning in January 2024 and concluding in early spring, 2025.

<p>Phase 1: Analysis & Initial Input Winter - Spring 2024</p>	<p>Phase 1 focused on analyzing the current parks and trails system, gathering community input, and identifying a framework for the future</p> <ul style="list-style-type: none"> • Council presentation • Interest group Sessions • Community Open House #1 • Community Survey #1 • Community Pop- ups • Engagement Summary
<p>Phase 2: Draft Directions Spring-Summer 2024</p>	<p>Phase 2 shared the draft vision, goals, and directions for community feedback, which informed the draft plan</p> <ul style="list-style-type: none"> • Council Workshop • Interest Group Referrals • Community Open House #2 • Community Survey #2 • Engagement Summary #2
<p>Phase 3: Master Plan Finalization Fall 2024 – Spring 2025</p>	<p>Phase 3 presented the full draft plan for public review, gathering input to refine and finalize the Parks and Trails Master Plan (PTMP)</p> <ul style="list-style-type: none"> • Interest Group Referrals • Online Posting and Comments • Engagement Summary #3 • Council Final Report

The Parks and Trails Master Plan shares a vision statement and goals shaped by public input, the Official Community Plan (OCP), background research, and staff insights. The vision and goals build on existing strengths and community values while guiding the future of Comox’s parks and trails system. The six goals proposed included in the Plan cover the following themes:

- Goal 1: Celebrate our waterfront
- Goal 2: Protect our natural environment
- Goal 3: Strengthen our connectivity
- Goal 4: Inspire an active healthy community
- Goal 5: Promote accessibility and inclusivity
- Goal 6: Maintain a legacy of quality for the future

The Master Plan provides a series of recommendations for implementing the ideas, values, and priorities for parks and trails developed through the PTMP process. These recommendations are provided for Council, staff, partners, and the community to consider within the context of ongoing community planning and budgeting.

Two types of recommendations are realized for the Town of Comox's parks and trails system:

1. CAPITAL RECOMMENDATIONS:

- **Community-wide Recommendations:** Improvements or additions that could be implemented in a variety of locations within the community and are not limited to a single park or trail.
- **Location-Specific Recommendations:** Ideas or upgrades specific to a single park or location.

2. PLANNING RECOMMENDATIONS:

- Ideas for policy, planning initiatives, management strategies, funding strategies, service delivery, and information distribution that apply to the entire parks and trails system.

The Capital projects identified in the Parks and Trails Master Plan are wide-ranging in scope and reflect community priorities. Highlights include youth amenity improvements at Village Park (the field adjacent to the Comox Community Centre), upgrading Lancaster Park to a Community Park to better serve residents in Northwest Comox, and enhancements such as washroom upgrades, playground improvements, and trail improvements throughout the system.

The Parks and Trails Master Plan outlines 15 funding strategies to help generate revenue for parks and trails projects. In the Phase 2 Community Survey, 80% of respondents expressed support for a dedicated tax increase to fund these improvements. The funding strategies include collecting Parks Development Cost Charges (DCCs) and Amenity Cost Charges (ACCs). Several of the proposed park projects are eligible for these growth-related charges, as well as traditional forms of funding including annual tax revenues, parks reserve fund, community partnerships, donations and fundraising, and through pursuing grants.

*DCC funding amount is the amount of money that can be used from collected DCC's towards the project. Any difference between the Total Project Cost and CC Funding Amount must be made up from reserves or borrowing.

*Annual Yearly Expansion in Replacement cost is the increase in the value of infrastructure replacement per year which must be made up through tax increases or tax base growth.

Table 1: DCC Eligible Projects

Project	Total Project Cost	DCC Funding Amount	Annual Yearly Expansion in Replacement Cost	Priority	Time frame

Community Centre Outdoor Enhancement (playground, drainage, site furnishings, trail development)	\$1,475,000	\$1,282,050	\$44,170	High	Short
Waterfront Parks Trail Development	\$50,000	\$49,500	\$1,660	High	Short
Lancaster Park Improvements (Playground, washroom)	\$300,000	\$178,200	\$10,000	High	Medium
Marina Park Playground	\$1,000,000	\$990,000	\$33,334	High	Medium
Northeast Woods Washroom	\$150,000	\$148,500	\$5,000	Medium	Short
Waterfront Parks Washroom	\$75,000	\$74,240	\$2,500	Medium	Short
Anderton Playground	\$600,000	\$594,000	\$15,000	Medium	Medium
Kye Bay Washroom	\$75,000	\$74,250	\$2,500	Medium	Medium
Lazo Foreshore/ Point Holmes Washroom	\$150,000	\$148,500	\$5,000	Medium	Medium
Parkland Acquisition	\$12,089,000	\$11,967,552	N/A	Medium	Long
Elks and Royal Purple Park – Playground expansion	\$100,000	\$19,800	\$3,335	Low	Medium
Playground Additions (Forester, North Comox, Point Holmes, Port Augusta Park, Highland Park)	\$1,500,000	\$1,386,000	\$50,000	Low	Long
Shade Structures (Lancaster Park, Elks and Royal Purple Park)	\$150,000	\$29,700	\$5,000	Medium	Medium
Total	\$17,714,000	\$16,942,300	\$177,500		

Table 2: ACC Eligible Projects

Project	Total Project Cost	ACC Funding Amount	Annual Yearly Expansion Replacement Costs	Priority	Time frame
Pump Track	\$800,000	\$158,400	\$26,670	High	Short
Skate Park	\$1,500,000	\$297,000	\$50,000	Medium	Long
Marina Park Performance Stage	\$250,000	\$49,500	\$8,340	Medium	Long
Multi Sports Box	\$300,000	\$59,400	\$10,000	Medium	Long
Total	\$2,850,000	\$564,300	\$95,010		

Table 3: Additional Capital Project Considerations

Project	Total Project Cost	Annual Yearly Replacement Cost	Priority	Time frame
Basketball Court Improvements (Highland, Brooklyn, Harbourwood, Community Centre)	\$500,000	\$16,670	High	Medium
Highland Park Field Improvements	\$1,000,000	\$33,000	Medium	Short
Beach Access Improvements (Kye Bay, Lazo, Beach Drive)	\$50,000	\$1,670	Medium	Short
Highland Park Pickleball Courts Expansion	\$350,000	\$14,000	Low	Medium
Total	\$1,900,000	\$65,340		

FINANCIAL IMPLICATIONS

The Parks and Trails Master Plan does not commit Council to funding specific projects. Rather, it affirms the Plan as a guiding document to inform future budget deliberations, capital planning, and grant applications. All proposed projects will be subject to Council review and approval through the Capital planning process.

Based on the total costs presented above (table 1 and 2) for both the DCC & ACC eligible projects would be approximately \$272,510 annual expansion replacement costs, which equates to \$30/yr per household but does not include additional maintenance or other operational costs that may need to be incurred.

GOVERNANCE

Effective implementation of the Parks and Trails Master Plan will rely on ongoing review, adding updates where necessary, and coordinated action. The Plan is intended to be fluid and adaptable to the changing community needs. Council will provide high-level policy direction, approve budgets, and endorse priorities through the annual budgeting process. Council may also choose to identify and elevate specific projects from the Plan as strategic priorities, supporting their advancement through inclusion in the Town's Strategic Plan.

ATTACHMENT 1 – Parks and Trails Master Plan



TOWN OF COMOX
PARKS+
TRAILS

MASTER PLAN

May 2025





**Town of Comox
Parks & Trails Master Plan
Prepared by LANARC**

We respectfully acknowledge that the Town of Comox is located is on the Unceded Traditional Territory of the K'ómoks First Nation, the traditional keepers of this land.

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- | | | | |
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| C1 | Waterfront Trail/Route (p.78) | C7 | Dogs in Parks (p.104) |
| C2 | Ocean to Upland Trail Network (p.81) | C8 | Beach Accesses and Launches (p.107) |
| C3 | Youth Amenities (p.84) | C9 | Trail Connections And Improvements (p.114) |
| C4 | Play Amenities (p.88) | C10 | Washrooms (p.115) |
| C5 | Athletic Fields (p.93) | C11 | Shade and Outdoor Covered Space (p.118) |
| C6 | Sport Courts (p.100) | C12 | Signage and Wayfinding (p.121) |

12 LOCATION-SPECIFIC RECOMMENDATIONS

- | | | | |
|-----------|-------------------------------------|------------|----------------------------------------------|
| L1 | Waterfront Parks Network (p.126) | L8 | Golf Course Lands (p.143) |
| L2 | Filberg Heritage Park (p.128) | L9 | NEW Northwest Comox Park (p.146) |
| L3 | Marina Park (p.130) | L10 | Lancaster Park (p.148) |
| L4 | Community Centre (outdoors) (p.134) | L11 | Elks and Royal Purple Park (Kye Bay) (p.150) |
| L5 | Highland Park (p.136) | L12 | Aspen Park (p.153) |
| L6 | Anderton Park (p.139) | | |
| L7 | Northeast Woods (p.141) | | |

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- P2** Parkland Targets (p.158)
- P3** Acquisition Planning (p.162)
- P4** Resourcing and Staffing (p.165)
- P5** Asset Inventory and Management (p.167)
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- P7** Design Guidelines (p.170)
- P8** Monitoring and Review (p.173)
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- F14** Amenity Cost Charges (p.193)
- F15** User/Private Enterprise Fee Programs (p.193)



A photograph of a forest with a wooden boardwalk and people walking. The forest is filled with tall, thin trees and dense green foliage. A wooden boardwalk winds through the forest, and two people are walking on it in the distance. The scene is bright and lush.

1 | Introduction



KEY FUNCTIONS OF THIS PLAN

- ▶ Document and analyze current parks, trails, and related amenities
- ▶ Identify gaps in the current system
- ▶ Develop a vision and goals to guide the future Parks and Trails System in Comox
- ▶ Develop recommendations for capital and infrastructure improvements, policy, operational improvements, and funding strategies
- ▶ Establish a feasible implementation plan for positive change to parks and trails for the Comox community over the next 10+ years

1.1 PLAN PURPOSE

A Parks and Trails Master Plan (PTMP) provides overall direction and guidance for managing parks, trails and related resources, infrastructure, and investment over a long-term (10-year) horizon. A primary goal for creating a Parks and Trails Master Plan is to form an accurate understanding of parks priorities in the Town of Comox through analysis, research, and engagement with the community.

This document is the Town of Comox's first Parks and Trails Master Plan (PTMP). This Plan is a strategic system-wide document. It does not undertake detailed planning for each place in the network; rather, it provides recommendations for the entire parks and trails system. The Plan assists the Town in prioritizing realistic, short- to medium-term (10-year) investments. The Plan will facilitate budget development, acquisition planning, park improvement strategies, and funding coordination for the next decade and beyond.

This Plan is a living document that should evolve alongside the community. The Plan recommendations should be reviewed on an annual basis with consideration for new opportunities and prioritization of actions to best fit the needs of the community. All projects identified in the Plan will be considered within broader planning for the community and are subject to consideration and approval by Council.

The Parks and Trails Master Plan should be reviewed and adjusted annually to document and update the status of recommendations and to ensure community changes or new opportunities are explored so that investments continue to reflect the needs of the community. It is recommended that Comox carry out a milestone review of the plan after five years (2030) and a formal update in ten years (2035).

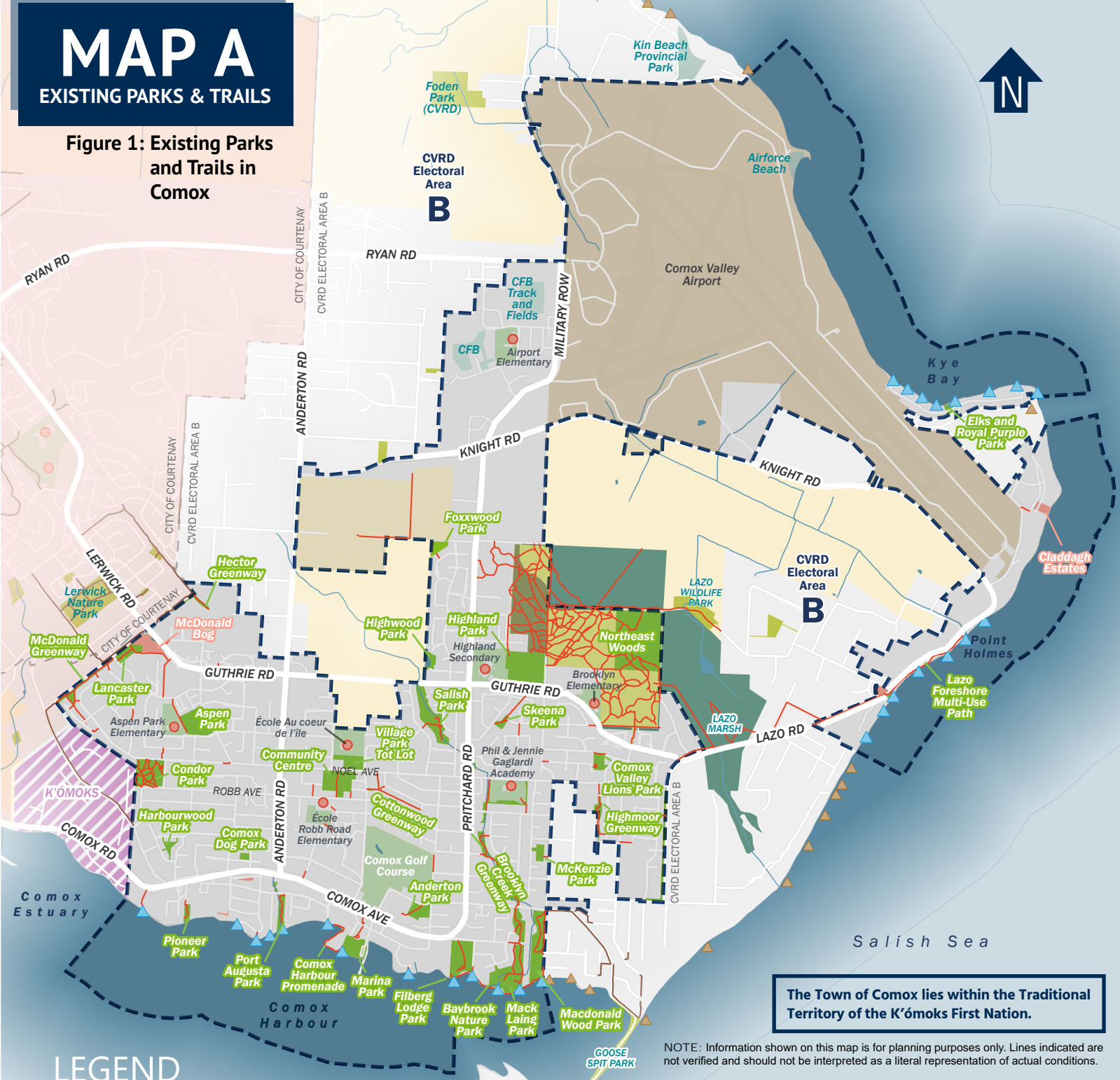
This plan sets the framework for positive change – continued efforts and coordination from the Town, community associations, businesses, and members of the public will be needed to advance the ideas and recommendations to successful realities.



MAP A

EXISTING PARKS & TRAILS

Figure 1: Existing Parks and Trails in Comox



The Town of Comox lies within the Traditional Territory of the K'ómoks First Nation.

NOTE: Information shown on this map is for planning purposes only. Lines indicated are not verified and should not be interpreted as a literal representation of actual conditions.

LEGEND

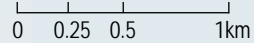
COMOX PARKLANDS

- Comox Municipal Parkland
- Undeveloped Comox Municipal Parkland

AROUND NORTHEAST WOODS

- Nature Trust Wildlife Management Area
- Parkland Leased from K'ómoks First Nation
- Conservation Area
- Town of Comox Boundary
- City of Courtenay Boundary
- K'ómoks First Nation Reserve Lands
- School Sites and Other Open Space
- CVRD or Courtenay Parks
- Federal or Provincial Parklands
- Agricultural Land Reserve
- CFB Comox and Airport Lands

- Existing Trails
- Other Trails (OUTSIDE OF TOWN OF COMOX)
- Roads (depicted in white)
- Streams & Waterbodies
- Comox Beach Access
- CVRD Managed Beach Access
- Schools



1.2 STUDY AREA OVERVIEW

The study area explored in this process and referred to in this document includes the full extent of the Town of Comox (see *Map A p.4*). The focus of this Plan is outdoor parks, open spaces, waterfront access points, and recreational trails managed by the Town of Comox.

Neighbouring communities also within the Comox Valley Regional District (CVRD), including the Village of Cumberland, City of Courtenay, and Electoral Areas A, B, and C have a recognized importance to the overall parks and trails system and have been considered where relevant but are not directly addressed in this Plan.

Also not directly addressed in this Plan are the following areas that are within the Town's boundary, but under separate jurisdiction:

Federal Sites

- Airforce Beach
- 19 Wing Fitness and Community Centre

Schools Sites

- Airport Elementary (SD71)
- Aspen Park Elementary (SD71)
- Brooklyn Elementary (SD71)
- École Robb Road Elementary (SD71)
- Highland Secondary (SD71)
- École Au Coeur de l'île (SD93)
- Phil & Jennie Gaglardi Academy (Private)



1.3 PLANNING PROCESS

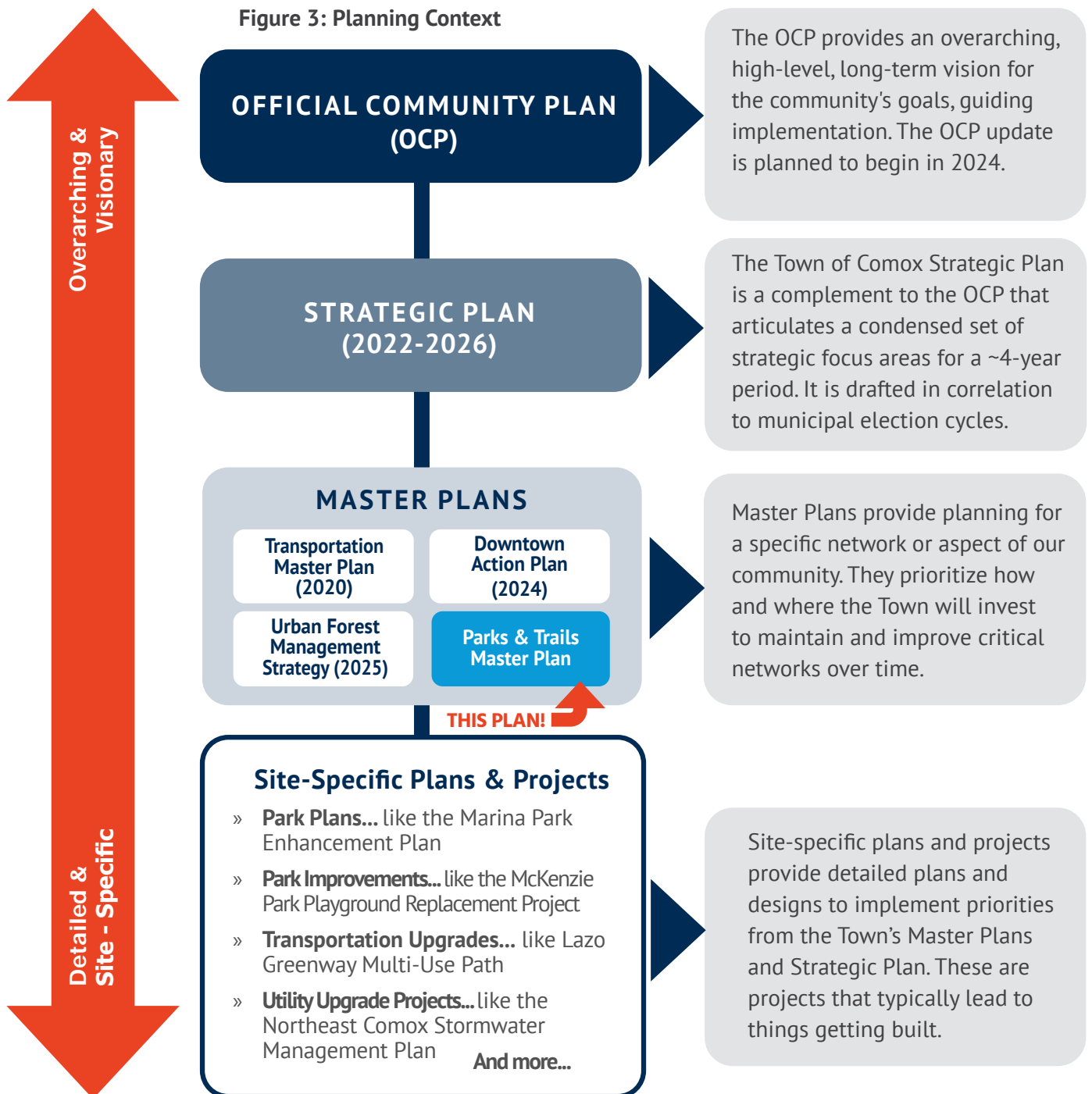
The Parks and Trails Master Plan process was conducted in three phases, beginning in spring 2024 and concluding in winter 2025. **Figure 2** below summarizes the three phases and key activities completed within each phase.

Figure 2: Planning Process Diagram



1.4 PLANNING CONTEXT

The Town of Comox is a complex and interconnected community. Planning helps the Town to get organized and stay focused so that progress is sustained and important projects get done. Figure 2 is an illustrative summary of how different levels of plans work together. The PTMP is created to be used alongside other key planning documents such as the OCP, Downtown Action Plan, Transportation Master Plan, and Urban Forest Management Strategy.



1.5 BENEFITS OF PARKS AND TRAILS

The far-reaching benefits of parks and trails have been widely studied and documented. Most Canadian communities now recognize parks as an essential public service. In recent years, there has been a focus on evidence-based research by national, provincial, and municipal organizations to help qualify and further understand the benefits of parks to communities. The prominent conclusion being that parks are critical to quality of life and improve community health.

The Canadian Parks and Recreation Association (CPRA) and affiliated consortium and the National Benefits Hub, identify a four-category framework of the benefits of parks and recreation as illustrated below.



The wealth of information gathered by the CPRA and National Benefits Hub is summarized by the following 8 outcome summary statements for the benefits of Parks and Recreation:

"Parks and Recreation..."

- Are essential to personal health as active living is a key determinant of health status
- Are key to balanced human development
- Are essential to the quality of life and place
- Reduce self-destructive and anti-social behaviours
- Build strong families and healthy communities
- Reduce health care, social service, and police/justice costs
- Are significant economic generators for a community
- Parks, open spaces, and natural areas are 'greenspace' essential to well being and our environmental psychological survival





PERSONAL BENEFITS CREATING HEALTHY LIFESTYLES

Studies show a clear link between access to parks and personal wellbeing:

- Parks spaces can support increased activity, leading to improved physical and mental wellbeing.
- Physical activity is known to reduce risks of heart disease, stroke, type 2 diabetes, youth obesity, adult obesity, chronic conditions, stress, and mental health symptoms.
- Exposure to natural environments and greenspaces can have a positive impact on health, including reducing stress levels and improving cognitive development in children.
- Increased activity can help reduce health problems and health care demands for all ages.



SOCIAL BENEFITS CONNECTING THE COMMUNITY

Parks are spaces for individuals of all ages and abilities to explore their interests, build relationships, and relax, helping to strengthen community wellbeing.

- Parks serve as gathering places, providing enjoyable and interactive settings.
- Social interactions can foster mutual respect, inclusion, civic pride, and participation that can stimulate positive community activity and enhance collective identity.
- Children and youth especially benefit from interactive outdoor play. Studies have shown that playing outdoors is essential to a child's development of core skills, along with emotional and intellectual development.
- Play participation has also been shown to reduce negative youth behaviours such as juvenile delinquency, smoking, and substance abuse.



ENVIRONMENTAL BENEFITS A SUSTAINABLE FUTURE

Green spaces like forests, meadows, parks, and trails and blue spaces like the oceans, wetlands, and creeks are fundamental to Comox's future:

- Effective park planning can help protect and buffer valued open space and environmental features.
- Green infrastructure, often within parks, can support municipal infrastructure systems and support natural systems for stormwater storage and infiltration and for erosion protection.
- Parks can help mitigate the effects of climate change and support adaptation to impacts.
- Parks can encourage people to reduce their carbon footprint through provision of transportation alternatives and access to low-impact activities.



ECONOMIC BENEFITS A PROSPEROUS COMMUNITY

Parks have been shown to be a powerful contributor to community economic development:

- Spending on parks services provides local economic benefits including employment opportunities, helping to retain existing residents in an area, attracting new residents and visitors, and stimulating urban renewal.
- Studies have also shown that closeness to natural features is associated with higher residential and commercial values.
- There are significant cost saving where healthy living can reduce obesity, other chronic health conditions, and negative social behaviours.





2 | Context

Year-round Outdoor Recreation Opportunities

- Comox's proximity to the ocean and mild climate provide the opportunity for participation in many outdoor activities year-round.
- Beyond Town boundaries are nearby communities, Strathcona Provincial Park, and Mount Washington Resort that further access to year-round opportunities.

2.1 COMOX CONTEXT OVERVIEW

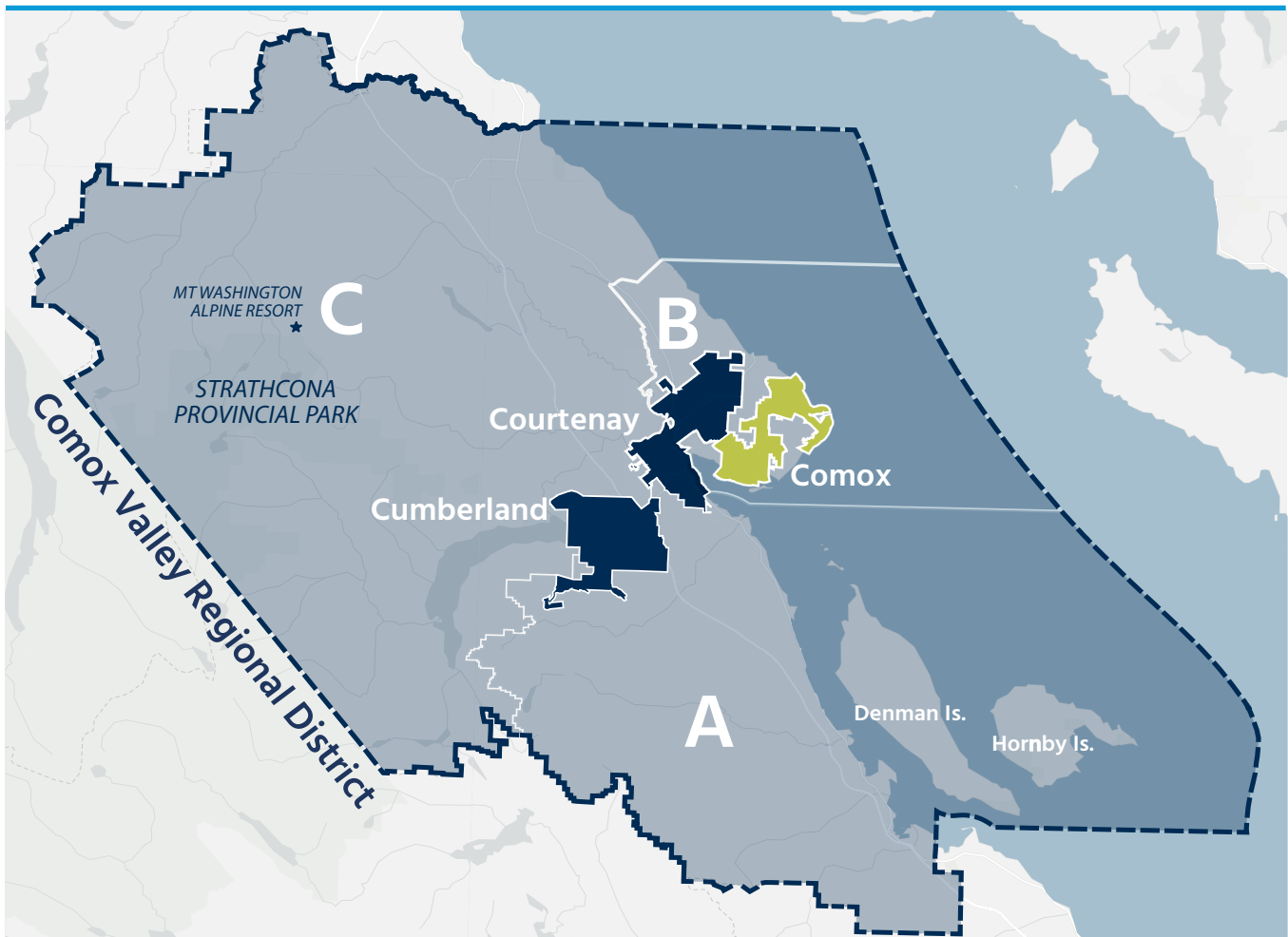
The Town of Comox is a seaside community located on the Salish Sea on the eastern coast of Vancouver Island. Comox is characterized by its natural setting including the harbour, K'ómoks Estuary, ocean, forests, and wildlife, as well its surrounding agricultural lands and scenic views of Comox Glacier and the mainland.

TOWN OF COMOX STATISTICS¹

- **Approximate Area:** 1680 hectares (16.80 km²)
- **Population (2021):** 14,806
- **Population Density (2021):** 877.7 people/ km²
- **Average Annual Growth Rate:** 1.1%/year between 2016-2021

¹ Statistics Canada 2021 Census

Figure 4: Comox Context Map



2.2 KEY DEMOGRAPHICS

POPULATION GROWTH²

- ▶ Over the last 5 years (2016 - 2021) Comox saw a 5.5% population increase from 14,028 to 14,806. This growth is modest compared to the overall Comox Valley's 8.9% growth, and BC's 7.6% growth over the same period (but comparable to Canada's 5.2% growth over the same period).
- ▶ Regionally, the neighbouring municipalities experienced higher growth rates with Courtenay at 10.8% and Cumberland at 18.5%.
- ▶ Comox's relatively slower population growth compared to regional municipal neighbours is largely related to boundary constraints and limited land availability within the Town of Comox.
- ▶ Future density increases along public transit routes and in the core of Comox per *Bill 44 – Housing Statutes (Residential Development) Amendment Act*, will accommodate for continued community growth.

² Statistics Canada 2021 Census

TABLE 1: POPULATION GROWTH

2011 CENSUS POPULATION ³	2016 CENSUS POPULATION ⁴	2021 CENSUS POPULATION ⁵	2036 PROJECTED POPULATION ⁶
13,677	14,028 2.5% increase from 2011	14,806 5.5% increase from 2016	17,795 projection

³ Statistics Canada 2011 Census

⁴ Statistics Canada 2016 Census

⁵ Statistics Canada 2021 Census

⁶ BC Stats Population Estimates & Projections for British Columbia

POPULATION AGE⁷

Comox has one of British Columbia's oldest age demographics.

- As of 2021, the average age increased from 47.9 years per the 2016 census to 48.9 years. This is a 5.8 year difference from the provincial average of 43.1 years.
- The largest age group (2021 census) is 70-74 years, which is trending older from the 2016 census where the largest age group was 65-69 years.
- The percentage of the population 65 years or better increased from 30.3% in 2016 to 31.9% in 2021.
- The percentage of population made up of youth and young adult (ages 15-24) have decreased from 5.6% in 2016 to 4.9% in 2021.
- The percentage of the population ages 0-14 years has been consistent, 14.0% in 2016 and 13.9% in 2021.

Bill 44 – Housing Statutes (Residential Development) Amendment Act

- In late 2023, the Province of British Columbia passed *Bill 44* in response to the housing crisis.
- This Bill promotes densification and removes planning approval barriers to expedite development.
- Local governments are required to update their OCP and zoning bylaws to accommodate small-scale, multi-unit housing requirements outlined in *Bill 44*.



2.3 REGIONAL CONTEXT

The Town of Comox is part of the Comox Valley Regional District (CVRD). The CVRD's overall population is 72,000, including three member municipalities (Town of Comox, City of Courtenay, and Village of Cumberland) and three Electoral Areas (A - Baynes Sound, Denman and Hornby Islands, B - Lazo North, and C - Puntledge Black Creek). Comox is central within the region and shares interwoven boundaries with neighbouring areas. The close proximity of neighbouring communities increases both Comox's access to recreation and the population regularly visiting Comox's parks and trails.

NEIGHBOURING COMMUNITIES

- **K'ómoks First Nation:** 2021 population: 291

The Town of Comox is on the Unceded Traditional Territory of the K'ómoks First Nation, the traditional keepers of this land. K'ómoks First Nation Reserve 1 is Comox's direct neighbour located on the estuary harbour. The parks and trails in Comox are interwoven with K'ómoks history and ongoing cultural practices.

- **City of Courtenay:** 2021 population: 28,240

The City of Courtenay is the largest city in the region and borders Comox to the west. Courtenay wraps around the inner K'ómoks Estuary. Comox's proximity to Courtenay affords access to regional amenities and additional municipal amenities that are not often available in a smaller community (e.g., Comox Valley Sports centre, outdoor pool, two outdoor skateparks, etc.).

- **Electoral Area B:** 2021 population: 7,392

The boundary of Electoral Area B is woven in and around the Town of Comox, and includes extensive coastline. The area is a mix of rural, agricultural, and residential. This area is home to Goose Spit Park (CVRD) and Lazo Marsh (CVRD), two destination nature parks in close proximity to Comox.

- **Village of Cumberland:** 2021 population: 4,447

The Village of Cumberland is the smallest of the region's member municipalities. This inland community is visited by residents throughout the region and beyond for its recreational trails network. It also provides access to Comox Lake, a key freshwater destination.

2.4 COMMUNITY CHARACTER

The Town of Comox has a unique character that reflects its rural and coastal context. The following are defining features that influence delivery of parks and trails services in Comox.

2.4.1 LAND USE FEATURES

RESIDENTIAL

- The majority of Comox's land base is residential.
- Previous residential development in Comox has been primarily single-family. 66% of dwellings in Comox are single-family detached.
- The remainder of the dwellings are a mix of semi-detached, row housing, duplexes, low-rise apartments, and mobile homes.
- With the provincial housing density mandate (Bill 44), the proportion of housing forms other than single-family will increase.
- As Comox densifies, access to parkland close to home will be more important as residents of medium and higher density housing do not have as much access to private outdoor space.

COMMERCIAL

- Comox's economic development is focused on the compact Downtown, near the harbour.
- Small neighbourhood commercial nodes exist including at the west end of Comox Avenue by Anderton Road, and along Guthrie Road west.
- As the population and Downtown businesses evolve (e.g., more mixed-use developments), parks and trails will be key considerations.

LARGE LAND HOLDINGS

- To the north, the Comox Valley Airport occupies nearly 25% of the Town of Comox land area. This results in ~1/4 of the Town's land area that is unusable for parks and trails.
- Adjacent to the airport is the 80 hectare Canadian Forces Base (CFB) for 19 Wing Comox. This land offers some recreational value to Comox residents providing public access to the outdoor fitness loop and membership/rental opportunities for fitness amenities including the running track, pool, and gym.

INSTITUTIONAL

- Schools have a strong connection to parks.
- The Town has shared-use agreements with School District 71 (SD71). Current collaborations are focused on fields, playgrounds, and the pickleball courts and the sports box at Highland Park. This arrangement gives first priority to Highland Secondary during school hours.
- Schools in or near Comox include:
 - » **One Secondary School:** Highland Secondary (grades 8-12) serves all senior students in Comox and nearby Area B residents.
 - » **Four Elementary Schools:** Airport Elementary (K-7), Aspen Park Elementary (K-7), Brooklyn Elementary (K-7), and École Robb Road Elementary (K-7).
 - » **One All-French School:** École Au Coeur de l'île (grades K-12)
 - » **One Independent School:** Phil & Jennie Gaglardi Academy (K-12)

2.4.2 TRANSPORTATION AND MOBILITY

Existing mobility systems can both facilitate access to and create barriers within the parks and trails network.

ROAD NETWORK

The Town of Comox does not have any controlled access highways, but a network of:

- ▶ **Primary arterial roads** (Comox Avenue, Anderton Road, Guthrie Road, Pritchard Road, Knight Road);
- ▶ **Collector roads** (Murrelet Road, Aspen Road, Noel Road, Robb Road, Balmoral Avenue, McDonald Road, Aitken Street, Church Street, Torrence Road); and
- ▶ **Local roads** throughout neighbourhood areas.

In the core development area of the Town (south, around the Comox Harbour), the primary road network forms a loose grid-formation with good connectivity. The north and east (Kye Bay and Lazo Areas) of the Town have limited road access and connectivity.

Former transportation and mobility development in the Town was motor-vehicle-focused. Historic road development standards often did not include sidewalk or wide shoulders which presents challenges for pedestrians and cyclists connecting to parks and trails destinations.

ACTIVE TRANSPORTATION

Comox is working towards an improved active transportation network. The Town's primary development area is relatively compact and well-suited to active transportation. The Town's terrain is a factor for active transportation, and is considered moderate compared to other communities. The Town has dedicated bike lanes in select locations, but gaps need to be addressed to complete a network. The *Lazo Greenway Multi-Use Path* project, underway in fall 2024, will support connection to several recreation destinations including Downtown Comox, Goose Spit Park, Lazo Marsh, and Point Holmes. For more insight on the current network, next steps, and active transportation goals, see the **2020 Transportation Master Plan**.

PUBLIC TRANSPORTATION

Public transportation in Comox is bus service provided by the CVRD Transit System (part of BC Transit). There is one 'Comox Local' route, and four other routes that connect areas of Comox to outlying areas and transit exchanges. The transit exchange in Comox is at the Comox Mall, adjacent to the Comox Golf Course, and close to Anderton Park and Marina Park. Public transit is a factor in supporting inclusive access to park destinations for community members.



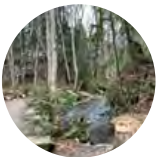
2.4.3 ENVIRONMENT AND CLIMATE

ENVIRONMENTAL FEATURES

Comox's identity, including its parks and trails system character, are grounded in its environmental features.



A Seaside Community: Many of Comox's key parks and trails are located on the waterfront. From Kye Bay in the north, to Lazo/Point Holmes to the east, to Marina Park, Filberg Heritage Lodge & Park and others on the harbour in the south, the community and its parks are strongly connected to the foreshore.



A Creekside Community: Brooklyn Creek runs through the Town of Comox before reaching Comox Harbour. Trails and parks protecting portions of this creek are significant recreation destinations for community members and a defining feature for the Town.



Walking in the Woods: Forested parks and trails in Comox like Northeast Woods, Mack Laing, and Macdonald Wood provide significant ecological and recreational value to the community and beyond.

HABITAT CONSERVATION

Comox is home to many ecological communities unique to Vancouver Island and Coastal British Columbia. The foreshore, estuary, watercourses, wetlands, and forests provide habitats for a diverse ecosystem network. Comox's parks and trails, alongside community efforts, help to protect these important habitat areas.

As part of the Town's environmental planning, the *Parks and Trails Master Plan* identifies where and how the future system can contribute to protecting important and sensitive environmental areas for the future.

CLIMATE CHANGE

The world is changing, temperatures are becoming more extreme, drought more common, and sea levels are rising. Comox's parks and trails have a role to play within the Town's broader planning on climate action and resilience. Comox's parks and trails can help to mitigate the risks and impacts of climate change. At the same time, it is important to acknowledge that parks and trails are some of the community places most impacted by climate change.







3 | Parks Today: The Existing Network



► *Elks and Royal Purple Park*

3.1 PARKS CLASSIFICATION

Parks classification is a tool that helps establish a common understanding about the different types of parks in the Town's network. It supports assessment, planning, acquisition, and management of municipal parks by providing insights on expected level of development and amenities for each park, anticipated operational service levels, and access to parks services across the community. Understanding the classes of parks in different locations helps identify gaps.

The proposed classification system organizes existing parks in the Town of Comox into six categories based on land use patterns, community needs, surrounding development, and suitable uses. In many cases, parks fit into more than one class and in these cases, they are placed in the most appropriate class. It should be noted that classification of existing parks is subject to change based on future planning and park development.

Refer to *Map B p.36* for locations and classification of existing parks.

Comox Parks Classifications:

- Community Park
- Neighbourhood Park
- Nature Park
- Linear Park/Greenway
- Special Purpose Park
- Undeveloped Park

Other:

- Federal Parkland
- Regional Parkland
- School Sites

TABLE 2: PARKLAND SUPPLY BY CLASSIFICATION

CLASSIFICATION	NUMBER OF PARKS	AREAS (HA)
Community Park	8	22.11
Neighbourhood Park	8	9.33
Nature Park	7	84.51
Linear Park / Greenway	6	5.65
Special Purpose Park	2	19.05
Undeveloped Park	4	2.95
TOTAL Parkland	35	143.60

Table 3 on the adjacent page provides an overview of the classifications. Further information on each classification can be found on the following pages.

TABLE 3: COMOX PARK CLASSIFICATIONS OVERVIEW

Park Classification	Description	Size	Parks	Typical Elements
Community Park	<ul style="list-style-type: none"> Large active park spaces that are a destination for the entire community as well as visitors. Typically centrally located, and include diverse amenities and features. 	Ideally +5.0 hectares (1.0 hectare minimum)	<ul style="list-style-type: none"> Anderton Park Aspen Park Elks & Royal Purple Park (Kye Bay) Filberg Heritage Lodge & Park Highland Park Marina Park Village Park (Tot Lot / Disc Golf) Comox Community Centre (aka Village Park) 	<ul style="list-style-type: none"> Washrooms Parking Picnic areas Play areas Sports courts or fields Covered structures Public art Food trucks Music Public events
Neighbourhood Park	<ul style="list-style-type: none"> Provide local outdoor recreation space for neighbourhood residents within close walking distance to home. Provide a visual, physical, and social focus for a neighbourhood area. 	~0.2 to 1.0 hectare	<ul style="list-style-type: none"> Comox Valley Lions Club Park Harbourwood Park Highwood Park (aka Ascot Park) Lancaster Park McKenzie Park Pioneer Park Port Augusta Park Salish Park 	<ul style="list-style-type: none"> Shade trees and lawn for informal activities Play area Benches Waste receptacles
Nature Park	<ul style="list-style-type: none"> Provide access and opportunity for connection with nature. Amenities and uses are limited and focused on nature-based recreation (e.g. walking). 	Variable (Size is dictated by the natural resources being protected)	<ul style="list-style-type: none"> Baybrook Nature Park Brooklyn Creek Greenway Condor Park Foxxwood Park Macdonald Wood Park Mack Laing Nature Park Northeast Woods 	<ul style="list-style-type: none"> Trail networks Bridges / lookouts Benches Signage (wayfinding and education)
Linear Park / Greenway	<ul style="list-style-type: none"> Provide practical off-road linkages for pedestrians and cyclists between neighbourhood areas or key destinations. Protect linear ecological corridors. 	Variable	<ul style="list-style-type: none"> Cottonwood Greenway Highmoor Greenway Lazo Foreshore Multi-Use Trail McDonald Greenway Hector Greenway Skeena Park 	<ul style="list-style-type: none"> Pathway Fencing Trees and lawn
Special Purpose Park	<ul style="list-style-type: none"> Serve a unique function and/or have unique management. 	Variable	<ul style="list-style-type: none"> Comox Golf Course Comox Dog Park 	<ul style="list-style-type: none"> Variable
Undeveloped Park	<ul style="list-style-type: none"> Areas that are currently dedicated as park, but have not been developed to provide identification, access, or amenities. 	Variable	<ul style="list-style-type: none"> Claddagh Estates McDonald Bog Park Drive Greenspace Lazo Parcel (Sand Pines corner) 	<ul style="list-style-type: none"> N/A

COMMUNITY PARK (8)

Community parks are large active park spaces that are a destination for the entire community and as well as visitors. They host a variety of amenities and features that appeal to the broader community. These parks are typically centrally located with infrastructure to support a variety of transportation methods to support access.



Marina Park

TYPICAL ELEMENTS	PARKS	SIZE
<ul style="list-style-type: none"> ▪ Washrooms ▪ Parking ▪ Picnic areas ▪ Play areas ▪ Sports courts or fields ▪ Covered structures ▪ Public art ▪ Gardens ▪ Event space ▪ Open space 	<ul style="list-style-type: none"> ▪ Anderton Park ▪ Aspen Park ▪ Elks & Royal Purple Park (Kye Bay) ▪ Filberg Heritage Lodge & Park ▪ Highland Park ▪ Marina Park ▪ Village Park (Tot Lot / Disc Golf) ▪ Comox Community Centre 	<p>Medium to Large</p> <p>Ideally +5.0 hectares (1.0 hectare minimum)</p>

NEIGHBOURHOOD PARK (8)

Neighbourhood parks provide localized outdoor recreation space for neighbourhood residents within close walking distance to home. They also support community health and wellbeing by providing a visual, physical, and social focus for a neighbourhood area. These spaces are especially important in high density and multi-family housing areas where private open space is limited.



McKenzie Park

TYPICAL ELEMENTS	PARKS	SIZE
<ul style="list-style-type: none"> ▪ Shade trees and lawn for informal activities ▪ Play area ▪ Dog off-leash area ▪ Courts ▪ Picnic tables ▪ Trails ▪ Community gardens ▪ Benches ▪ Waste receptacles 	<ul style="list-style-type: none"> ▪ Comox Valley Lions Club Park ▪ Harbourwood Park ▪ Highwood Park (aka Ascot Park) ▪ Lancaster Park ▪ McKenzie Park ▪ Pioneer Park ▪ Port Augusta Park ▪ Salish Park 	<p>Small, typically ~0.2 to 1.0 hectare</p>

NATURE PARK (6)

Nature parks provide the opportunity for community access to nature with potential for limited low-impact recreation. These parks provide ecological conservation, wildlife habitat protection, watercourse protection, environmental stewardship, management of hazardous areas (e.g., steep slopes), and protection of views. Preserving significant natural spaces helps to retain the natural character and environmental features that are unique to Comox. Recreational uses are typically limited to passive nature-based opportunities (e.g., walking, birdwatching, etc.).



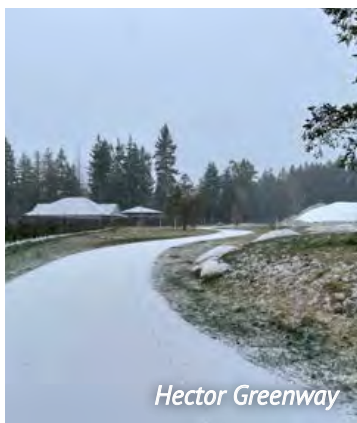
Baybrook Nature Park

TYPICAL ELEMENTS	PARKS	SIZE
<ul style="list-style-type: none"> Recreational trails Trailhead Parking Signage 	<ul style="list-style-type: none"> Baybrook Nature Park Brooklyn Creek Greenway Condor Park Foxxwood Park Macdonald Wood Park Mack Laing Nature Park Northeast Woods 	Variable (size is dictated by the natural resources being protected)

LINEAR PARK / GREENWAY (5)

Linear parks (or greenways) provide practical off-road linkages for pedestrians and cyclists between neighbourhood area road networks, or key destinations such as schools, commercial areas, employment centres, other parks, and recreational amenities. They are also implemented to protect ecological corridors including creeks, wildlife habitat corridors, and waterfront.

Linear parks (or greenways) do not include transportation rights-of-way (ROWs), sidewalks, active transportation infrastructure, or road shoulders; however, linear parks often complete connections between these transportation routes.



Hector Greenway

TYPICAL ELEMENTS	PARKS	SIZE
<ul style="list-style-type: none"> Recreational trails Signage Select furnishings Fencing Trees and vegetation 	<ul style="list-style-type: none"> Cottonwood Greenway Highmoor Greenway Lazo Foreshore Multi-Use Trail McDonald Greenway Hector Greenway Skeena Park 	Variable (as narrow as 3m to +10m)

SPECIAL PURPOSE PARK (2)

Special purpose parks serve a unique function to the community and/or have unique management strategy that falls outside of other park classifications. These parks provide unique opportunities for the community to experience a specialized outdoor recreational activity.

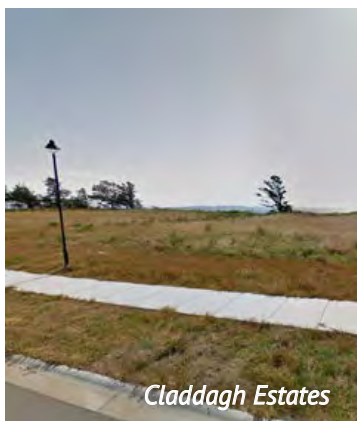


TYPICAL ELEMENTS	PARKS	SIZE
<ul style="list-style-type: none"> Variable 	<ul style="list-style-type: none"> Comox Golf Course Comox Dog Park 	Variable

UNDEVELOPED PARKS (5)

Undeveloped parks are areas that are currently dedicated as park land, but have not been developed (e.g., lack identification, access, amenities, or maintenance). These areas are often not known to the community as public park space or where they are known they support only limited use by nearby residents.

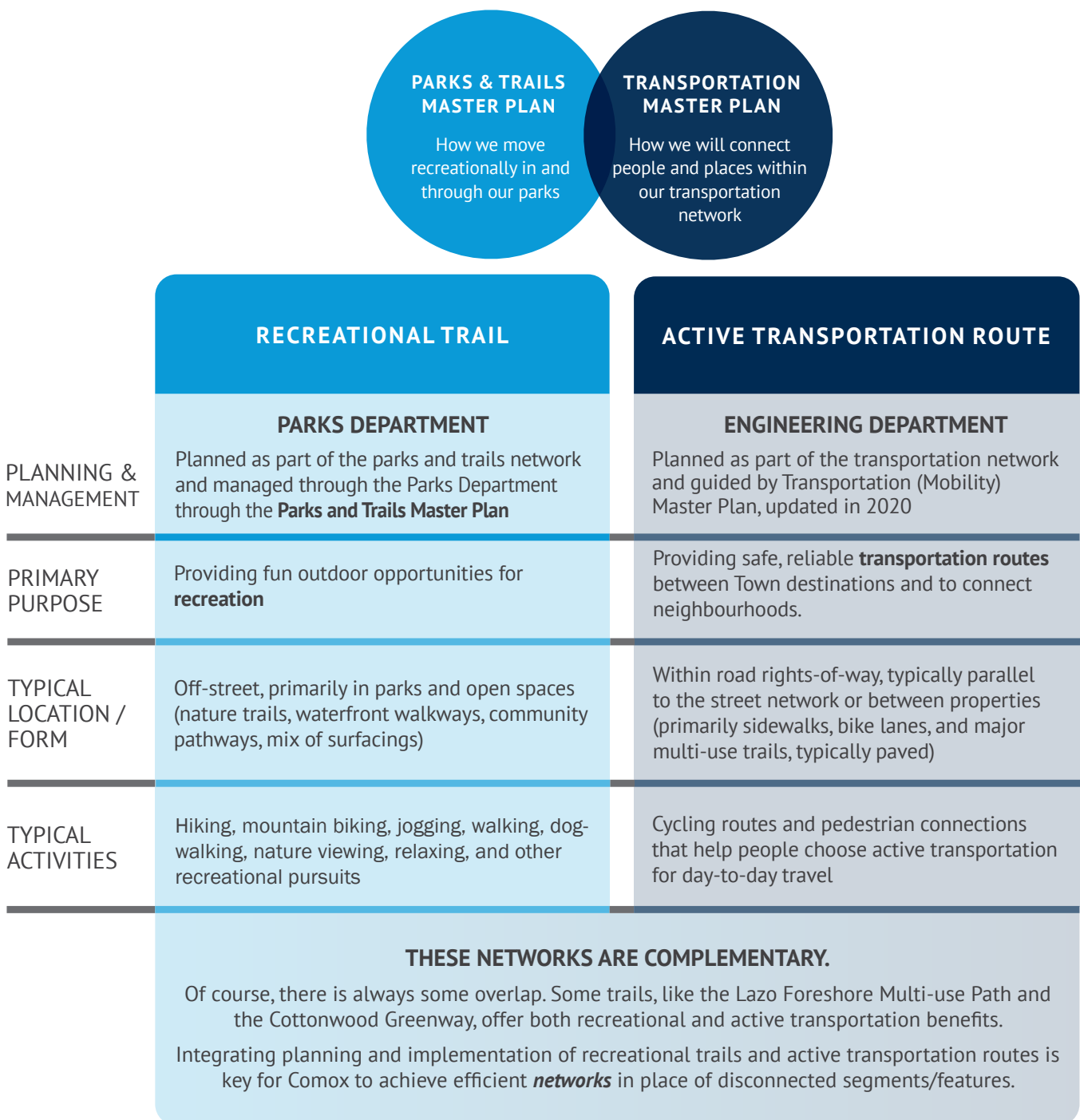
These areas are most often undeveloped due to unsuitable physical conditions (e.g., ground conditions, steep slopes, poor access, environmentally sensitive, etc.) or due to undesirable location (e.g., lands not located where there is a park need). Undeveloped park areas may warrant consideration for park development where there is need, or for disposition in favor of acquiring more suitable property to serve the community.



TYPICAL ELEMENTS	PARKS	SIZE
<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Claddagh Estates McDonald Bog Park Drive Greenspace Lazo Parcel (Sand Pines corner) 	Variable, typically modest size (<1 hectare)

3.2 DEFINING RECREATIONAL TRAILS

This plan focuses on **recreational trails** which provide outdoor recreation opportunities and are managed by the Town's Parks and Operations staff. Recreational trails are distinct from **active transportation routes** which provide safe, reliable transportation between neighbourhoods and destinations and are managed by the Town's Engineering Department through the Transportation Master Plan.





▶ **TOWN OF COMOX - MACK LAING NATURE PARK**

3.3 RECREATIONAL TRAIL TYPES

Providing different trail types within the recreational trails network provides a range of experiences that align with location and conditions.

TRAILS CLASSIFICATION

Similar to parkland classification, the classification of recreational trails is a tool to support assessment, planning, and management.

There are two types of recreational trails typical to the Comox network, based on location, type of use, and amount of use:

Comox Trails Classifications:

- Community Pathway
- Nature Trail

The intent of defining recreational trail types is to provide consistent guidelines and standards for trail development and maintenance for municipal trails. Success of new trail developments is based on quality planning, design, and construction. It is important that new trail developments meet consistently high standards to best support the needs of the community.

Trail types and design standards for each trail type are summarized on the following pages.

The standards for these trail types apply to new trail construction and, where feasible, when existing trails, sections of trails, or trail features are upgraded or repaired. It is important to note that it is not financially realistic to upgrade all trails at once, so trails will typically be upgraded over time as resources and opportunity become available.

The classification of existing trails is subject to change based on future planning and park development.



COMMUNITY PATHWAY

Community pathways are accessible routes designed for travel and within a park and between amenities. These pathways are typically paved and feature adjacent amenities including waste receptacles, signage, seating, dog stations, water fountains, etc. Community pathways are sometimes used for maintenance vehicle access.

TYPICAL LOCATIONS

- ▶ Community parks, greenways/linear parks, nature parks
- ▶ Major creek corridors
- ▶ Primary routes through natural areas
- ▶ Neighbourhood connectors

TYPICAL USES

Non-motorized multi-use

- ▶ Walking
- ▶ Walking pet
- ▶ Jogging
- ▶ Wheelchairs, scooters, and strollers wherever possible
- ▶ Cycling (where designated)

TYPICAL CONDITION	DESCRIPTION
Level of Use	<ul style="list-style-type: none"> ▪ Moderate
Width	<ul style="list-style-type: none"> ▪ 1.2 to 3.0 metres
Unobstructed Clear Shoulder Width	<ul style="list-style-type: none"> ▪ 0.5 metres min. (1.5 metres min. for maintenance access)
Right-of-way (ROW) Width	<ul style="list-style-type: none"> ▪ 7.5 metres preferred, wider in natural areas ▪ Or within road right-of-way
Surfacing	<ul style="list-style-type: none"> ▪ Asphalt (urban or neighbourhood connectors), compacted gravel fines (lower use or nature areas)
Slope/Grade	<ul style="list-style-type: none"> ▪ Up to 10% typical, ramps to 15%
Accessibility	<ul style="list-style-type: none"> ▪ Universal where terrain permits ▪ Support maintenance vehicle access where possible
Supporting Elements	<ul style="list-style-type: none"> ▪ Signage ▪ Seating/benches ▪ Waste receptacles ▪ Dog stations ▪ Lighting (select areas) ▪ Water fountains (select areas)
Maintenance Level	<ul style="list-style-type: none"> ▪ Low to moderate (location dependant), snow removal, sweeping, occasional resurfacing, drainage management
Examples	<ul style="list-style-type: none"> ▪ Marina Park, Anderton Park, Hector Greenway, Cottonwood Greenway, Croteau Road end beach access (adjacent to Macdonald Wood Park) (see images on next page)
Notes	<ul style="list-style-type: none"> ▪ Pathway and ROW Widths may vary based on ground conditions and property constraints. Preferred widths to be provided where there are no constraints. ▪ Where construction is within road right-of-way, road cross-section standards apply.

Example Community Pathways:



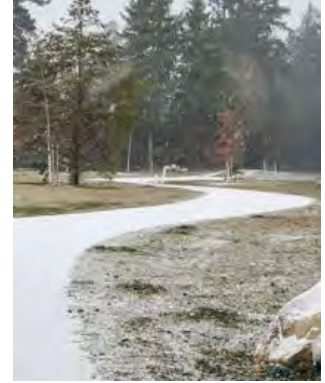
Marina Park



Croteau Road End Beach Access
(adjacent to Macdonald Wood Park)

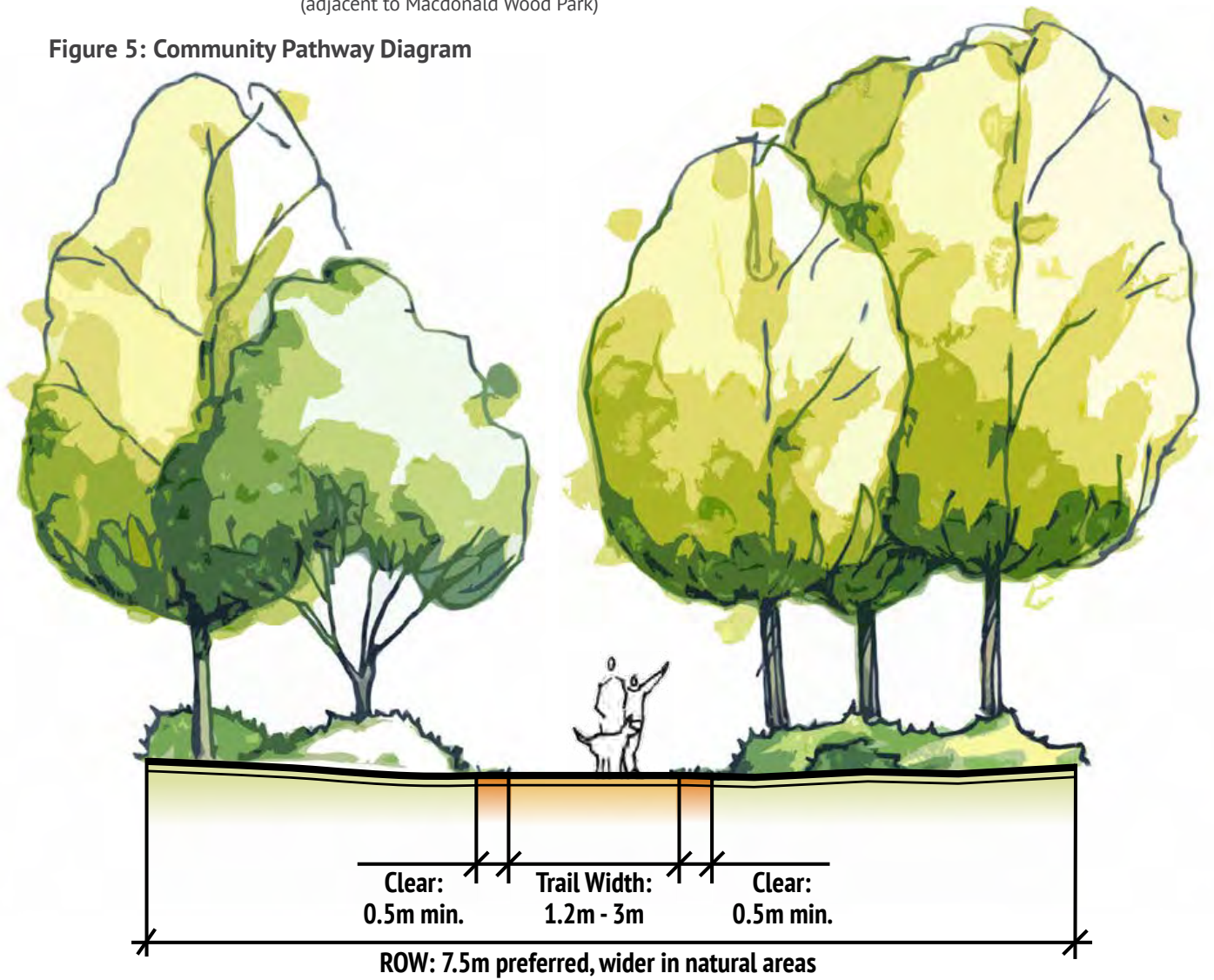


Anderton Park



Hector Greenway

Figure 5: Community Pathway Diagram





NATURE TRAIL

Nature trails are narrow, compacted native soil, mulch, or gravel used for recreational use in natural areas. These trails often have roots or natural terrain limiting accessibility. Supporting furnishings are limited with waste receptacle at trail heads, seating at key view points, and signage throughout.

TYPICAL LOCATIONS

- ▶ Community parks, greenways/linear parks, nature parks
- ▶ Natural areas
- ▶ Minor creek corridors

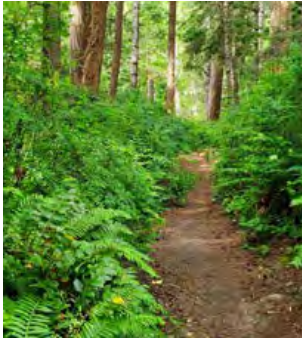
TYPICAL USES

Non-motorized multi-use

- ▶ Walking
- ▶ Walking pet
- ▶ Hiking
- ▶ Trail running
- ▶ Cycling (where designated)

TYPICAL CONDITION	DESCRIPTION	
Level of Use	<ul style="list-style-type: none"> ▪ Low 	
Width	<ul style="list-style-type: none"> ▪ 0.5 to 1.5 metres 	
Unobstructed Clear Shoulder Width	<ul style="list-style-type: none"> ▪ 0.5 metres min. 	
Right-of-way (ROW) Width	<ul style="list-style-type: none"> ▪ 10 metres preferred, wider in natural areas 	
Surfacing	<ul style="list-style-type: none"> ▪ Compacted native soil, aggregate, or mulch 	
Slope/Grade	<ul style="list-style-type: none"> ▪ 20% max., typical 	
Accessibility	<ul style="list-style-type: none"> ▪ Typically limited due to site conditions 	
Supporting Elements	<p>Trail Head</p> <ul style="list-style-type: none"> ▪ Kiosk sign/map ▪ Waste/recycling ▪ Bollards ▪ Washroom (high-use areas) 	<p>Trailhead</p> <ul style="list-style-type: none"> ▪ Viewpoint seating ▪ Bridge/boardwalk (sensitive areas) ▪ Wayfinding signage
Maintenance Level	<ul style="list-style-type: none"> ▪ Low: water management, repairs for erosion, occasional vegetation maintenance 	
Examples	<ul style="list-style-type: none"> ▪ Macdonald Wood Park, Baybrook Nature Park, Northeast Woods, Mack Laing Nature Park, Brooklyn Creek Greenway (see images on next page) 	
Notes	<ul style="list-style-type: none"> ▪ Pathway and ROW Widths may vary based on ground conditions and property constraints. Preferred widths to be provided where there are no constraints. 	

Example Nature Trails:



Macdonald Wood Park



Baybrook Nature Park

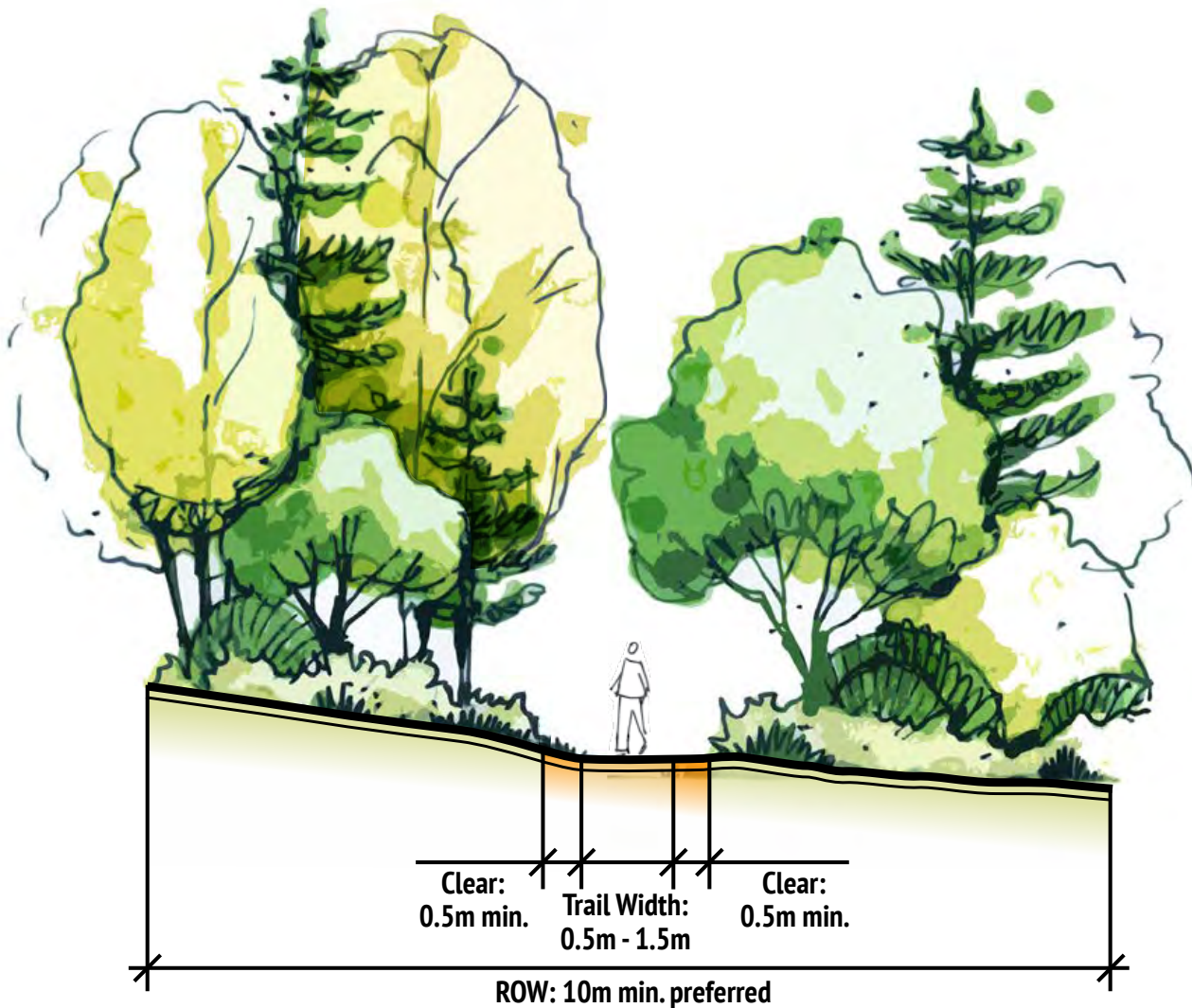


Northeast Woods



Mack Laing Nature Park

Figure 6: Nature Trail Diagram





PARKLAND SUPPLY ANALYSIS

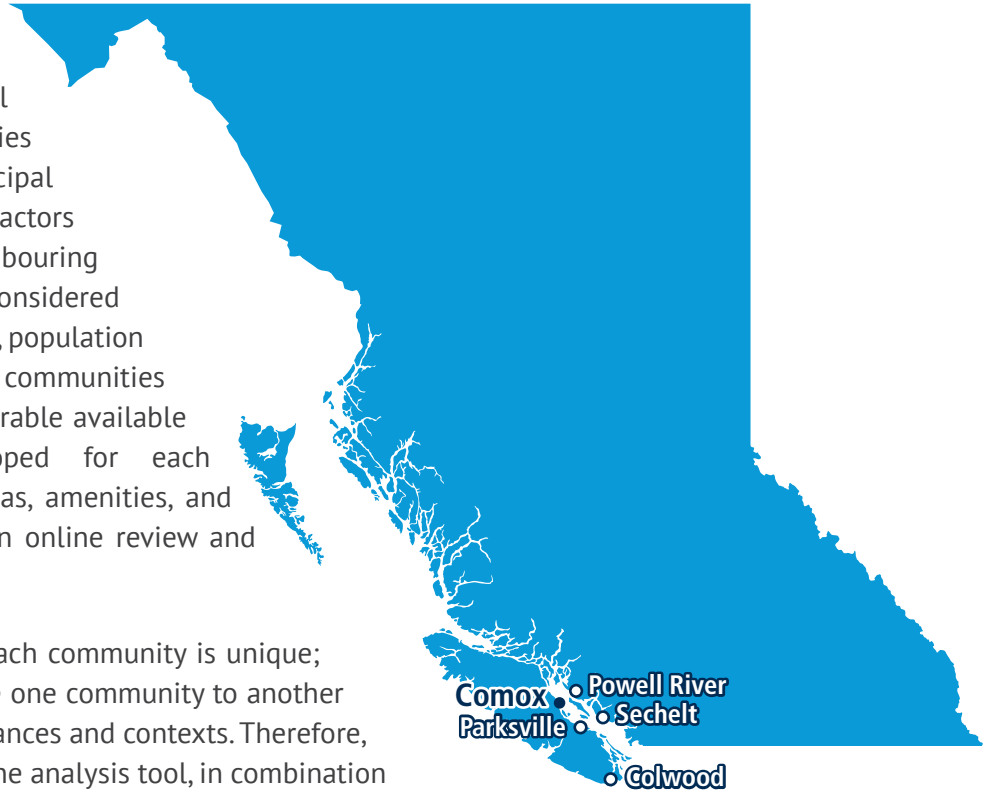
It is important to step back and look beyond Comox's boundaries to understand what will best support the community in the future.

3.4 BENCHMARKING

Benchmarking is used in parks analysis to compare provision of parkland, amenities, and services among communities with common characteristics.

Benchmarking is a useful tool for needs analysis, providing a reference point for the Town's level of service provision. BC's communities have varied supply of municipal parkland that is dependant on factors including size, density, and neighbouring communities. For this Plan, we considered communities with similar character, population size, relationship to neighbouring communities and their larger region, and comparable available data. Inventories were developed for each benchmark community's parks areas, amenities, and operational approaches through an online review and correspondence with Parks staff.

It is important to recognize that each community is unique; it is impossible to directly compare one community to another as each has its own set of circumstances and contexts. Therefore, benchmarking should be used as one analysis tool, in combination with context review, trends research, spatial analysis, community engagement, and resource review.



4 BENCHMARK COMMUNITIES

PARKSVILLE was selected since it is a waterfront community on Vancouver Island with a comparable population and demographic make-up as Comox. It also has a similar regional relationship with nearby neighbouring communities including the region's largest urban centre (Nanaimo) as a neighbour.

POWELL RIVER was selected as a waterfront community with a comparable population. However, Powell River serves as it's region's primary urban centre and has a larger geographical area than Comox.

SECHELT was selected as a waterfront community with a comparable population and demographic make-up as Comox. However, it is a district municipality, made up of several communities with a significantly larger geographical area than Comox.

COLWOOD was selected as a waterfront community that also has close neighbouring communities (West Shore). However, Colwood's context is more urban, within the Capital Regional District. Colwood's population and rate of growth are also greater than Comox's.

HIGHLIGHTS

- Currently, Comox has a good overall municipal parkland area to population **ratio of 9.70 ha/1000 residents.**
- The Town of Comox's municipal parkland is predominantly **nature parks.**
- **10.2%** (170.7 ha) of Comox's land area is designated as parkland.
- Out of the 170.7 ha of parkland in Comox, **143.6 ha** is municipally owned.

3.5 PARKLAND SUPPLY ANALYSIS

Since the mid-1990s, parks and recreation planning in British Columbia, and much of Canada, has moved away from reliance on quantitative parkland supply analysis standards. Planning professionals and organizations have recognized that using standardized numbers for parks provision is an over-simplified approach since it fails to adequately consider the needs and opportunities of individual communities. Over-reliance on standards detracts from the importance of qualitative considerations for each specific community at a given time. Today, in most jurisdictions, parkland supply metrics are used as *guidelines* rather than standards.

The primary benefits of measuring parkland supply for this plan are:

- To enable Comox to measure parkland supply over time; and
- To provide a baseline to compare with other similar communities.

The intended role of parkland supply analysis is to provide general guideline considerations as one component within an overall analysis of local circumstances and community need. Therefore, the following parkland supply metrics have been considered along with qualitative and other quantitative considerations including community inventory, local trends and research, local survey results, interest groups input, and community feedback comments. The combination of these inputs provides for balance in determining the strategic actions for this Plan and for being responsive to the specific context for the Town of Comox.

There are FIVE parkland supply analyses in this Plan:

- 1 POPULATION-BASED ANALYSIS
- 2 BENCHMARKING POPULATION-BASED ANALYSIS
- 3 AREA-BASED ANALYSIS
- 4 BENCHMARKING PARKLAND PROVISION
- 5 PARK ACCESS (WALK TIME) ANALYSIS

1

POPULATION-BASED ANALYSIS

Population-based analysis illustrates the existing supply of parkland in a community in relation to its population size. It is typically communicated as area (in hectares) per 1000 residents (ha/1000 residents). **Table 4** describes current provision rates of each park classification in Comox and illustrates how these provisions would change over the next 10 years (2036) if the population grows at current projections without the addition of new parkland.

TABLE 4: POPULATION-BASED PARKLAND SUPPLY

COMOX PARK CLASSIFICATION	AREA (Ha)	PRESENT	FUTURE
		2021 (pop. 14,806) ¹ Ha/1000 residents	2036 (prop. 17,795) ² Ha/1000 residents
Community Parks	22.11	1.49	1.24
Neighbourhood Parks	9.33	0.63	0.52
Nature Parks	84.51	5.71	4.75
Linear Parks	5.65	0.38	0.32
Special Purpose Parks	19.05	1.29	1.07
Undeveloped Parks	2.95	0.20	0.17
SUB-TOTAL Municipal Parklands	143.60	9.70	8.07
Federal Parklands (Airforce Beach)	1.23	0.08	0.07
School Sites	22.73	1.54	1.28
SUB-TOTAL Other Parklands	23.96	1.62	1.35
TOTAL ALL PARKLANDS	167.56	11.32	9.42

OBSERVATIONS

- ▶ The existing ratio of **9.70 ha/1000** population (of municipal parklands) is strong and reflects Comox's community size and density. Urban cities typically have lower provision of parkland area by population (driven by higher population density). For more information on how Comox compares to other similar (benchmark) communities, see Analysis 4 (p.40).
- ▶ Currently, population density in Comox is low and the majority of residents have access to private green space. However, Comox's projected population growth over the next 10 years is anticipated to be focused on density (i.e., more population in the same area) which increases demand and pressures on greenspace.
- ▶ In order to maintain a similar ratio of parkland area to population in the future, additional parkland will be required.

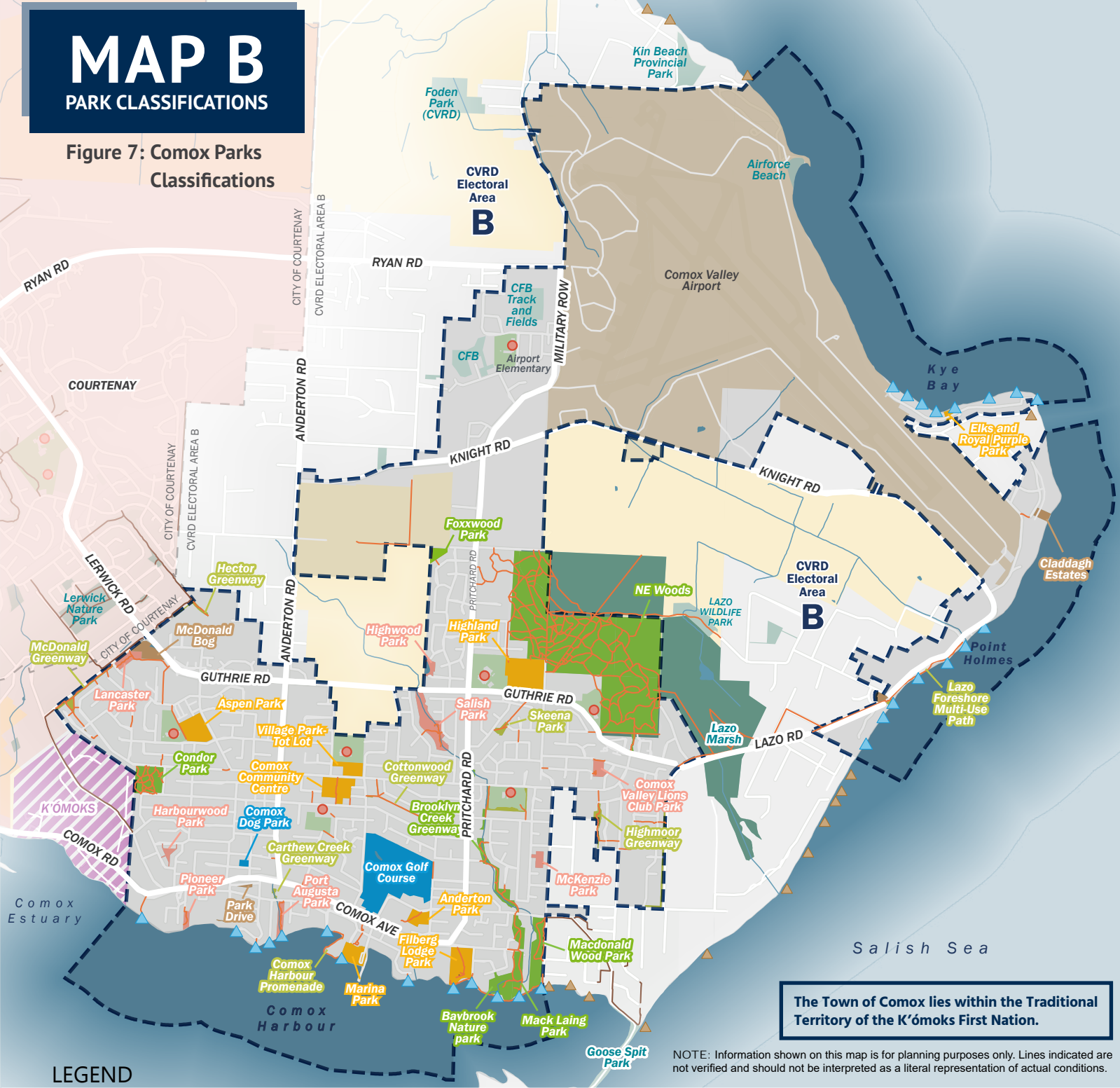
¹ Statistics Canada 2021 Census

² Province of British Columbia Population Projections, 2023

MAP B

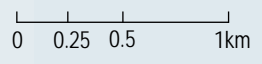
PARK CLASSIFICATIONS

Figure 7: Comox Parks Classifications



The Town of Comox lies within the Traditional Territory of the K'ómoks First Nation.

NOTE: Information shown on this map is for planning purposes only. Lines indicated are not verified and should not be interpreted as a literal representation of actual conditions.



LEGEND

PARK CLASSIFICATIONS

- | | | | | | |
|------------------------------------------------------------------------------------|------------------------|-------------------------------------------------------------------------------------|------------------------------------|---------------------------------------------------------------------------------------|--------------------------------------------|
|  | Community Park |  | Town of Comox Boundary |  | Existing Trails |
|  | Neighbourhood Park |  | City of Courtenay Boundary |  | Other Trails
(OUTSIDE OF TOWN OF COMOX) |
|  | Nature Park |  | K'ómoks First Nation Reserve Lands |  | Roads (depicted in white) |
|  | Linear Park / Greenway |  | School Sites |  | Streams & Waterbodies |
|  | Special Use Park |  | Other Lands with Parks Values |  | Comox Beach Access |
|  | Undeveloped Park |  | Conservation Areas |  | CVRD Managed Beach Access |
| | |  | Agricultural Land Reserve |  | Schools |
| | |  | CFB Comox and Airport Lands | | |

2

BENCHMARKING POPULATION-BASED ANALYSIS

The following analysis compares Comox’s parkland areas to population ratios (ha/1000 residents) with the benchmark communities **Parkville, Colwood, Powell River, and Sechelt** (see **Section 3.4** for an overview of the communities). The table below includes 6 categories of comparison.

TABLE 5: PARKLAND BY POPULATION BENCHMARKING ANALYSIS

	Sample Average (ha/1000 residents)	COMOX	Parkville	Colwood	Powell River	Sechelt	Provincial Average (ha/1000 residents)	Former Canadian Benchmark (ha/1000 residents)
<i>Population</i>	15,460	14,800	13,600	19,000	13,900	16,000	-	-
Municipal Parkland (ha/1000 residents)	9.02	9.70	7.92	4.71	11.24	11.53	-	-
Active Municipal Parkland¹ (ha/1000 residents)	3.58	2.51	3.24	1.65	4.93	5.55	-	-
ALL Parkland Municipal + Other (Regional, Federal, School Sites) (ha/1000 residents)	18.84	11.32	20.29	27.48	n/a	16.25	2.51	4.00
Community Park Classification (ha/1000 residents)	2.79	1.49	2.39	1.05	4.22	4.78	-	-
Neighbourhood Park Classification (ha/1000 residents)	0.56	0.63	0.38	0.29	0.71	0.77	-	-
Nature Park Classification (ha/1000 residents)	4.66	5.71	4.26	2.19	5.68	5.48	-	-

¹ **Active Municipal Parkland** includes developed/partially developed Community Parks (including athletic and waterfront parks), Neighbourhood Parks, and Linear Parks/Greenways (excluding Nature Parks and Undeveloped parkland).

OBSERVATIONS

- ▶ Comox's **Active Municipal Parkland** area to population ratio is below the average ratio estimated for the benchmark communities.
- ▶ Comox's **Municipal Parkland** area to population ratio is **9.70 ha/1000** residents which is slightly above the average of the benchmarks (9.02 ha /1000 residents). From the benchmarks, two communities had higher ratios, and two had lower than Comox's.
- ▶ When **Other Parkland Area** is included, Comox is below the benchmark average with 3 of the 4 benchmark communities having notably higher reported ratios. Parksville, Sechelt, and Colwood all have significant federal or regional parklands where Powell River and Comox do not.
- ▶ The Town of Comox's municipal parkland is predominantly **Nature Parks** with an above average ratio by population compared to benchmark communities.
- Comox is **below average** for area to population ratio for:
 - » Neighbourhood Parks
 - » Community Parks; and
 - » 'Active municipal Parkland' (community + neighbourhood + linear parks)
 - » All Parkland (municipal + federal, provincial, and school sites)

3

AREA-BASED ANALYSIS

Another method of measuring parkland supply is area-based analysis. This is the relationship of public parkland area to the total overall Town of Comox land area. This measure typically includes not only municipal parkland, but also open space, natural areas, and parkland or protected areas managed by other jurisdictions (e.g., regional, federal, school district, etc.).

When looking at land area, Comox includes two large area land-holdings:

- ▶ Comox Valley Airport (YQQ) = **408.9 Ha**
- ▶ Canada Forces Base Comox (CFB-19) = **80.5 Ha**

Combined, these two areas make up **489.4 ha**, which is **29%** of Comox's total land area. Since these areas do not include parklands and are secured for the foreseeable future, the right hand column of **Table 6** illustrates the area-based analysis if the airport and CFB lands are not included in the Town's total land area analysis.

TABLE 6: AREA-BASED PARKLAND SUPPLY

COMOX PARKLAND AREAS	CURRENT AREA (Ha)	% TOTAL TOWN LAND AREA	% TOTAL TOWN LAND AREA WITHOUT AIRPORT & DND LANDS
TOTAL LAND AREA	1680	100.0%	1191 Ha (71%)
Community Parks	22.1	1.3%	1.9%
Neighbourhood Parks	9.3	0.6%	0.8%
Nature Parks	84.5	5.0%	7.1%
Linear Parks	5.7	0.3%	0.5%
Special Purpose Parks	19.1	1.1%	1.6%
Undeveloped Parks	2.9	0.2%	0.3%
SUB-TOTAL Municipal Parklands	143.6	8.5%	12.2%
Federal Parklands (Airforce Beach)	1.3	0.1%	0.1%
School Sites (not including buildings)	22.7	1.4%	1.9%
SUB-TOTAL Other Parklands	24.0	1.5%	2.0%
TOTAL All Parklands	167.6	10.0%	14.2%

For more information and proposed future targets, **P2 Parkland Targets, p. 158**

OBSERVATIONS

- ▶ The Town of Comox has a land area of **1,680 ha**.
- ▶ The current total area of Comox municipal parkland is **143.6 ha**, which represents **8.5%** of the Town's land base.
- ▶ The current total area of all parklands (including municipal, federal, and school sites) is **170.7 ha**, which represents **10.0%** of the Town's land base.
- ▶ If the **Comox Valley Airport** and **DFB Comox** lands are removed from the Town's total land base, this increases the relative percentage of parklands and open space to **14.2%**.
- ▶ Some communities reference the provincial guideline of **12%** of overall municipal land area to be protected area (parks and open space).

4

BENCHMARKING PARKLAND PROVISION

TABLE 7: BENCHMARKING PARKLAND PROVISION

	Sample Average (area in ha)	COMOX	Parksville	Colwood	Powell River	Sechelt
Total Municipal Area (ha)	2,410	1,680	1,743	1,767	2,891	3,971
Municipal Parkland (area in ha)	136.3	143.6	107.7	89.6	156.3	184.4
Active Municipal Parkland (area in ha)	54.0	37.1	44.1	31.4	68.5	88.7
Municipal + Other Parklands (Regional, Federal, School Sites) (area in ha)	306.2	167.6	275.9	522.0	n/a	259.9
Community Park Classification (area in ha)	41.9	22.1	32.5	19.9	58.7	76.4
Neighbourhood Park Classification (area in ha)	8.4	9.3	5.2	5.4	9.9	12.3
Nature Park Classification (area in ha)	70.2	84.5	57.9	41.7	79.0	87.7

OBSERVATIONS

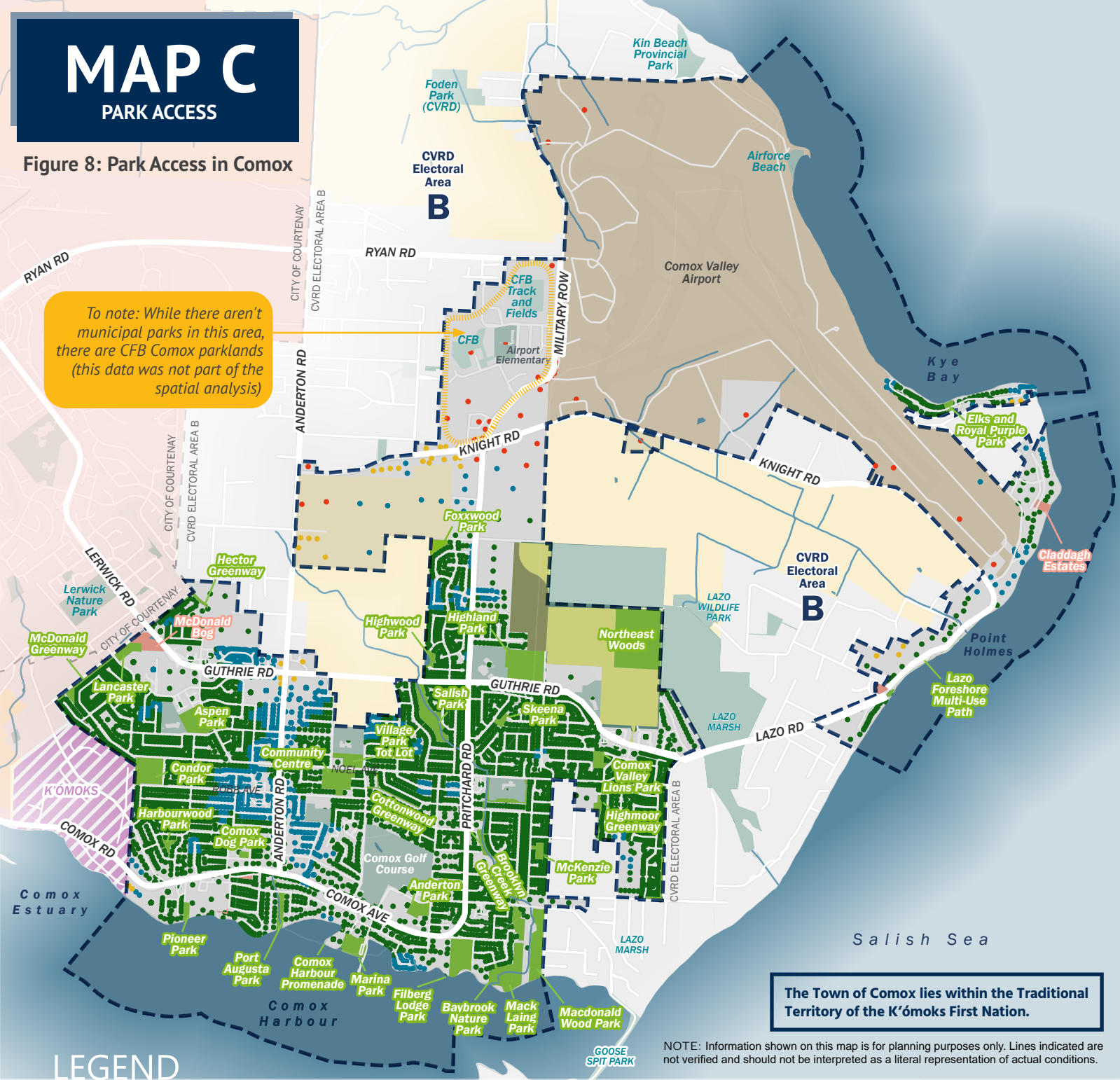
- ▶ Comox **Municipal Parkland** area is **143.6 ha**, slightly higher than the sample average of 136.3 ha.
- ▶ Currently, the Town of Comox is under-served in **Active Parkland** (Community Parks + Neighbourhood Parks + Linear Parks) with a combined area of **37.1 ha**, below the sample average of 54.0 ha.
- ▶ In looking at area by individual park classifications, Comox is below average in **Community Parks** and above average in both **Neighbourhood Parks** and **Nature Parks**.

MAP C

PARK ACCESS

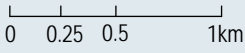
Figure 8: Park Access in Comox

To note: While there aren't municipal parks in this area, there are CFB Comox parklands (this data was not part of the spatial analysis)



The Town of Comox lies within the Traditional Territory of the K'ómoks First Nation.

NOTE: Information shown on this map is for planning purposes only. Lines indicated are not verified and should not be interpreted as a literal representation of actual conditions.



LEGEND

WALK TIME TO MUNICIPAL PARKS

- < 5 Minutes
- ~5 - 10 Minutes
- ~10 - 15 Minutes
- +15 Minutes

COMOX PARKLANDS

- Example Comox Municipal Parkland
- Example Undeveloped Comox Municipal Parkland

- Town of Comox Boundary
- City of Courtenay Boundary

AROUND NORTHEAST WOODS

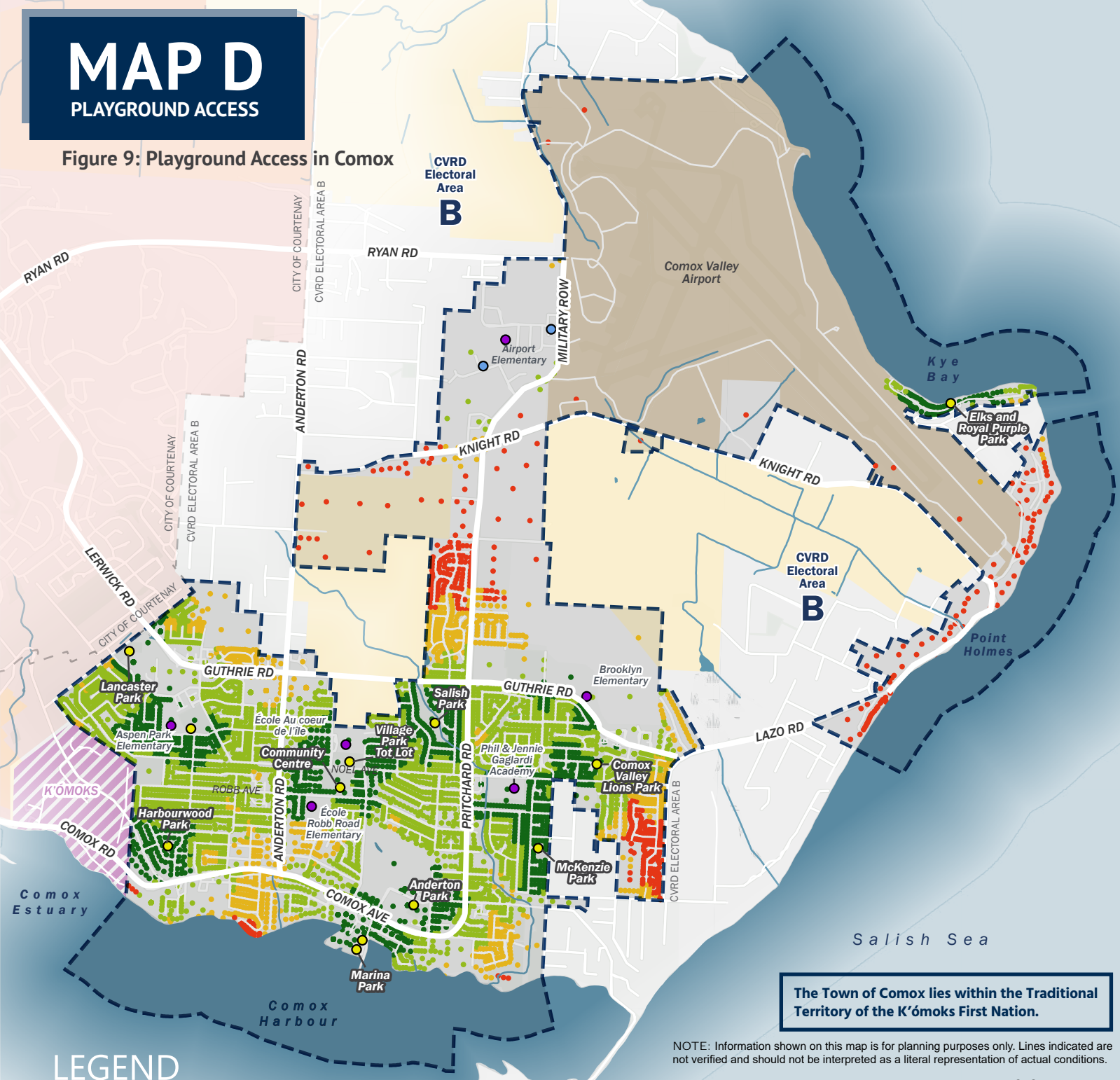
- Nature Trust Wildlife Management Area
- Parkland Leased from K'ómoks First Nation

- K'ómoks First Nation Reserve Lands
- EXAMPLE Other Lands with Park Values
- Agricultural Land Reserve
- CFB Comox and Airport Lands
- Roads (depicted in white)
- Streams & Waterbodies

MAP D

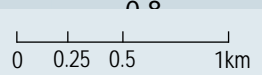
PLAYGROUND ACCESS

Figure 9: Playground Access in Comox



The Town of Comox lies within the Traditional Territory of the K'ómoks First Nation.

NOTE: Information shown on this map is for planning purposes only. Lines indicated are not verified and should not be interpreted as a literal representation of actual conditions.



LEGEND

PLAYGROUNDS IN COMOX

- Municipal Playground
- School Playground
- Other Playground (CFB Comox)

WALK TIME TO PLAYGROUNDS

- < 5 Minutes
- ~6 - 10 Minutes
- ~11 - 15 Minutes
- +15 Minutes

- Town of Comox Boundary
- City of Courtenay Boundary
- K'ómoks First Nation Reserve Lands
- Agricultural Land Reserve
- CFB Comox and Airport Lands
- Roads (depicted in white)
- Streams & Waterbodies

5

PARK ACCESS (WALK TIME) ANALYSIS

The park access analyses looks at the approximate time it takes residents to walk to their nearest park or playground. This was done using a GIS spatial analysis methodology that uses dissemination data and incorporates information on slopes (topography), actual routes (sidewalks, trails, etc.), and other physical barriers and conditions that affect actual walking speeds or times (e.g., intersections). There is an alternate method for looking at distribution using radius measurement (a straight-line at a constant walking speed) that is simpler, provides a general reference, but offers less accurate information for access.

The park access analyses maps help to illustrate and identify areas where access may be more limited. While this information provides useful context, it is important to recognize and note:

- ▶ This analysis does not illustrate *need* or *demand*;
- ▶ Park access mapping does not consider the *quality of experience* or the *quality of amenities* provided at the destination;
- ▶ Benchmarks for walk times are applicable to urban areas only (they do not apply to more rural areas with low density (e.g., properties around Knight Road and the Airport).
- ▶ The primary limitations that affect park access in Comox are past development patterns, and population density.

ACCESS ANALYSES

- ▶ **Map C: Park Access (Figure 8)** illustrates the approximate walking time to access Comox municipal park.
- ▶ **Map D: Playground Access (Figure 9)** illustrates the approximate walking time to access playground areas in the Town (including on school grounds).

The park access analysis table below provides a high level understanding of resident access to parks, active parks, and playgrounds as an evaluation tool for the Comox parks system as a whole.

TABLE 8: PARK ACCESS ANALYSIS SUMMARY

	% POPULATION WITHIN 5-MINUTE WALK (~400M)	% POPULATION WITHIN 10-MINUTE WALK (~800M)	% POPULATION WITHIN 15-MINUTE WALK (~1,200M)	% POPULATION GREATER THAN 15-MINUTE WALK (>1,200M)
Park Access – All Municipal Parks (walk time to any municipal park)	89%	98%	99%	1%
Park Access - Active Parks² (walk time to any active park)	73%	95%	96%	4%
Playground Access (walk time to any playground)	25%	82%	92%	8%

² **Active Parks** include developed/ partially developed Community Parks (including athletic and waterfront parks), Neighbourhood Parks, Linear/Greenways, private parks with active amenities that allow public access (e.g., Comox Wing 19, SD71, SD93, etc.). Active Parks exclude Nature Parks and Undeveloped parkland.

OBSERVATIONS

- ▶ The Town of Comox has **strong overall access to municipal parks**. Nearly all residents (98%) living in urban areas of the Town have access to at least one park or open space within a **10-minute walk** from their home.
- ▶ However, several areas indicating a 5-10 minute access time are referencing a park space that offers no amenities, has limited area that is accessible, or is small in size.
- ▶ The majority of residents in urban developed area of the Town have **access to a playground within a 10-minute walk** from home, either at a park or a school.
- ▶ **School grounds** provide additional playground access, however, these are only accessible after hours.
- ▶ The following areas do not have nearby playground access:
 - » Central Comox around Anderton Road and Beach Drive
 - » Northwest Comox, near Hector Road
 - » Highwood Drive area (off Pritchard Road)
 - » Point Holmes / Lazo area (though it is noted this is not 'urban area')
 - » Southeast Comox, Forester Avenue area, bordering Electoral Area B
- ▶ Access analysis alongside public input/ demand and population density highlight the following priority areas for future playground development:
 - » Northwest Comox, near Hector Road (the Town of Comox received a cash-in-lieu amount of \$180,000 from Highstreet and Broadstreet developments to install play areas along Hector Greenway, but there is additional demand for play amenities in this area to support density)
 - » Central Comox



775 TORRENCE RD

3.6 PARK AMENITY ANALYSIS

Park amenities are the outdoor features that the Town provides in municipal parks and trails ranging from playgrounds to sports fields to sports courts. Every community provides its own mix of amenities in its parks and trails network based on the interests and needs of residents, along with the community's funding provision.

There are TWO analyses for parks amenities in this Plan:

- 1 COMOX AMENITIES BY POPULATION RATIO
- 2 BENCHMARKING AMENITY PROVISION



1

EXISTING COMOX AMENITIES SUMMARY & POPULATION-BASED ANALYSIS

Table 9 summarizes existing amenities in Comox parks, and how many people are currently sharing those amenities. This provides an illustrative ratio of how many residents "share" each amenity. For example, if there is one of a type of amenity in the Town, it is effectively "shared" by the entire population. This analysis considers both municipal park amenities, as well as amenities provided by others in the Town of Comox (ToC) where applicable, including School District 71 (SD71), and private organizations.

TABLE 9: COMOX PARK AMENITIES BY POPULATION RATIO

AMENITY	LOCATION(S)	TOWN OF COMOX (MUNICIPAL PARKS) POP: 14,800		TOTAL SUPPLY (INCL. SD71 + PRIVATE) POP: 14,800	
		NO.	RATIO	NO.	RATIO
ATHLETIC FIELDS					
Baseball Field	ToC: Aspen Park (2), Highland Park (1)	3	4,933	3	4,933
Rectangular Field¹	ToC: Highland Park (2), Community Centre (1) SD71: Airport Elementary (1), Brooklyn Elementary (1), École Robb Road Elementary (2), Highland Secondary (1) ² SD93: École Au coeur de l'île (1) Private: Gaglardi Academy (1), CFB Comox Wing 19 (1)	3	4,933	11	1,345
Softball Diamond	ToC: Highland Park (2), Community Centre (2 backstops inactive, overlap with rectangle field) SD71: Airport Elementary (1 backstop), École Robb Road Elementary (1 backstop, inactive) Private: Gaglardi Academy (1 backstop), CFB Wing Comox (2)	2	7,400	4	3,700
Synthetic Turf Fields³		0	-	0	-

¹ Rectangle fields captured above vary in size and represent fields suitable for league rental and play. There are 5 standard size soccer fields (100m x 65m minimum) in Comox located at Highland Park (1), Community Centre (1), Brooklyn Elementary (1), École Robb Road Elementary (1), and CFB Comox Wing 19 (1).

² Highland Secondary rectangular field refers to the field directly adjacent to the school.

³ In the CVRD, the member municipalities (including Comox) agreed that synthetic turf fields are a regional amenity.

		TOWN OF COMOX (MUNICIPAL PARKS) POP: 14,800		TOTAL SUPPLY (INCL. SD71 + PRIVATE) POP: 14,800	
AMENITY	LOCATION(S)	NO.	RATIO	NO.	RATIO
COURTS					
Basketball Court	ToC: Harbourwood Park ⁴ (1) SD71: Airport Elementary (3), Brooklyn Elementary (1), École Robb Road Elementary (1), Highland Secondary (2 inactive) SD93: École Au coeur de l'île (1) Private: Gaglardi Academy (1)	1	14,800	10	1,480
Multi-use Sports Box	ToC: Highland Park (1)	1	14,800	1	14,800
Pickleball (dedicated)	ToC: Highland Park (6)	6	2,467	6	2,467
Tennis Court	ToC: Anderton Park (6), Comox Community Centre (2)	8	1,850	8	1,850
Sand Volleyball Court		0	-	0	-
PLAY YOUTH					
Playgrounds	ToC ⁵ : Anderton Park, Aspen Park, Community Centre, Village Park Tot Lot, Comox Valley Lions Club Park, Royal Elks and Purple Park (Kye Bay), Harbourwood Park, Lancaster Park, Marina Park, McKenzie Park, Salish Park SD71: Aspen Elementary (1), École Robb (1), Airport Elementary (1), Brooklyn Elementary (1) SD93: École Au coeur de l'île (1) Private: Gaglardi Academy (1)	11 ⁵	1,345	17	870
Spray Parks	ToC: Marina Park	1	14,800	1	14,800
Skateboard / BMX Park		0	-	0	-
Bike Pump Track / Skills Park		0	-	0	-
OTHER					
Off-Leash Areas	ToC: Comox Dog Park	1	14,800	1	14,800
Disc Golf Course	ToC: Village Park	1	14,800	1	14,800
Golf Course	Privately run/ToC major shareholder: Comox Golf Course Private: Glacier Green Golf Course	1	14,800	2	7,400

⁴ Basketball nets at Harbourwood Park are supplied by the community, not permanent.

⁵ A number of these existing ToC playgrounds are dated with poor playability and are approaching the end of their usable life.

AMENITY	LOCATION(S)	TOWN OF COMOX (MUNICIPAL PARKS) POP: 14,800		TOTAL SUPPLY (INCL. SD71 + PRIVATE) POP: 14,800	
		NO.	RATIO	NO.	RATIO
Motorized Boat Launch	ToC: Marina Park Private: Point Holmes	1	14,800	2	7,400
Non-Motorized Boat Launch	ToC: Kye Bay (1), Marina Park (1), Private: Point Holmes (1)	2	7,400	3	4,933
Park Games (table tennis, chess, handball, four square, long jump pit, foosball, etc.)	ToC: Marina Park (1), Anderton Park (2), Lancaster Park (1) SD71: Highland Secondary (1), Aspen Elementary (3), École Robb (8), Airport Elementary (5), Brooklyn Elementary (2) SD93: École Au coeur de l'île (1) Private: Gaglardi Academy (1)	4	3,700	25	592
Outdoor Performance Space	ToC: Marina Park Gazebo (1), Filberg (1)	2	7,400	2	3,700
Outdoor Classroom	ToC: Brooklyn Creek Greenway (1) SD71: Aspen Elementary (1), École Robb (1), Brooklyn Elementary (1)	1	14,800	4	4,933
Outdoor Fitness Circuit	ToC: Anderton Park (1) Other: CFB Comox Fitness Trail (1)	1	14,800	2	7,400
Running Track	Private: CFB Wing 19 Comox ⁶	0	-	1	14,800
Community Gardens	Private: Comox Pentecostal Church	0	-	0	-
Lawn Bowling		0	-	0	-

⁶ Canadian Forces Base (Wing 19 Comox) offers rental or limited membership use of their running track, and other fitness amenities outside of operational needs.

OBSERVATIONS

- ▶ The Town of Comox provides most amenities that are typical for a community of its size.
- ▶ SD71 and SD91 playground spaces, basketball courts, and field spaces supplement the municipal provision. Some field sites on school district lands are not maintained to the same standard as those in municipal parks.
- ▶ Although the (6) park amenities below are **not** provided by Comox, residents do have access to these facilities nearby:
 - » Sand Volleyball Courts
 - » Running Track
 - » Skateboard/BMX Park
 - » Community Gardens
 - » Synthetic Turf Field
 - » Lawn Bowling
- ▶ From community input, the amenity gaps with strongest community interest are:
 - » Youth amenities (bike park, skatepark)
 - » Off-leash dog areas
 - » Multi-sport synthetic turf field
 - » Pickleball courts
- ▶ Comox **Dog Park** is located on land leased from SD71. While no immediate changes are expected to the current lease, it is less secure than ownership and limits what the Town can develop on the property.

2

BENCHMARKING AMENITY PROVISION

Benchmarking park amenities provides insight into how Comox's provision (quantity) compares with other similar communities. This information does not measure the quality of amenities. Inventories of amenities were completed for the four benchmark communities: **Parksville, Colwood, Powell River, and Sechelt** (see **Section 3.4** for an overview of the communities). Ratios were calculated to demonstrate amenity to population ratios. This analysis focuses on facilities owned and/or operated by the municipality, unless otherwise indicated. In **Table 10**, green indicates where Comox's supply of the amenity exceeds the benchmark average, red indicates where Comox's supply is lower, white indicates where supply is close to the average.

It is important to note that even if Comox's provision is below the benchmark average, it does not necessarily imply that Comox should add amenities. This information must be considered alongside community input and other analyses.

TABLE 10: EXISTING PARK AMENITIES & POPULATION-BASED ANALYSIS

AMENITY	COMOX POP: 14,800		BENCHMARK AVERAGE	PARKSVILLE POP: 13,600		COLWOOD POP: 19,000		POWELL RIVER POP: 13,900		SECHELT POP: 16,000	
	NO.	RATIO	RATIO	NO.	RATIO	NO.	RATIO	NO.	RATIO	NO.	RATIO
ATHLETIC FIELDS											
Baseball Field	3	4,933	3,906	4	3,400	3	6,333	7	1,986	-	n/a
Rectangular Field	3	4,933	4,669	2	6,800	3	6,333	9	1,544	4	4,000
Softball Diamond	2	7,400	5,345	2 ¹	6,800	0	-	2	6,950	7	2,286
Synthetic Turf Field	0	-	16,450	0	-	2 ²	19,000	1 ³	13,900	0	-
COURTS											
Basketball Court	1 ⁴	14,800	11,167	0	-	3	6,333	0	-	1	16,000
Multi-use Sports Box	1	14,800	12,333	1	13,600	2	9,500	1	13,900	0	-
Pickleball (dedicated)	6	2,467	6,117	4	3,400	0	-	2	6,950	2	8,000
Tennis Court	8	1,850	8,521	7	1,943	6	12,667	4	3,475	2	16,000
Sand Volleyball Courts	0	-	6,793	5 ⁵	2,720	2	9,500	2	6,950	2	8,000

1 Springwood Park has 4 softball diamonds on 1 multi-use field, only 2 can be in use for softball at one time.
 2 There is (1) synthetic turf field is at Juan de Fuca Rec Centre (managed by Westshore Parks and Recreation), and (1) at Royal Bay Secondary School, accessed by joint-use agreement with the School District and Westshore Parks and Recreation.
 3 The synthetic turf field at Brooks Secondary School is publicly accessible through a joint-use agreement with School District 62.
 4 Basketball nets at Harbourwood Park are supplied by the community and not permanent.
 5 Parksville Community Beach has one multi-use sand area (approximately 0.88ha) that is used seasonally for beach volleyball. Five nets are permanent for the summer months with space for 32 nets to be set up for events.

	COMOX POP: 14,800		BENCHMARK AVERAGE	PARKSVILLE POP: 13,600		COLWOOD POP: 19,000		POWELL RIVER POP: 13,900		SECHELT POP: 16,000	
AMENITY	NO.	RATIO	RATIO	NO.	RATIO	NO.	RATIO	NO.	RATIO	NO.	RATIO
PLAY & YOUTH											
Playground	11	1,345	2,693	3	4,533	6	3,167	8	1,738	12	1,333
Spray Park	1	14,800	15,500	1	13,600	1	19,000	1	13,900	0	-
Skateboard / BMX Park	0	-	15,625	1	13,600	1 ⁶	19,000	1	13,900	1 ⁷	16,000
Bike Pump Track / Skills Park	0	-	14,950	0	-	0	-	1	13,900	1	16,000
OTHER											
Off-Leash Areas	1	14,800	9,822	1	13,600	2	9,500	1	13,900	7	2,286
Disc Golf Course	1	14,800	13,750	1	13,600	0	-	3	4,633	0	-
Running Track	0	-	15,500	1 ⁸	13,600	1 ⁹	19,000	1	13,900	0	-
Outdoor Fitness Circuit	1	14,800	13,750	1	13,600	0	-	1	13,900	0	-
Outdoor Performance Stage / Space	2	7,400	14,500	1	13,600	0	-	1	13,900	1	16,000
Outdoor Classroom	1	14,800	16,000	0	-	1 ¹⁰	16,000	0	-	0	-
Motorized Boat Launch	1	14,800	9,738	0	-	0	-	4	3,475	2	16,000
Non- Motorized Boat Launch	3	4,933	2,665	4	3,400	1	19,000	6	2,317	8	1,143
Park games (table tennis, chess, etc.)	4	3,700	3,400	4	3,400	0	-	0	-	0	-
Community Garden	0	-	11,608	2	6,800	1	19,000	3	4,633	1	16,000
Lawn Bowling	0	-	19,000	1 ¹¹	-	1 ¹²	19,000	0	-	0	-

6 The skatepark in Colwood is at the Juan de Fuca Recreation Centre operated by Westshore Parks and Recreation.

7 The skatepark in Sechelt is at Chatelech Secondary School in partnership with School District 46.

8 The running track in Parksville is located at Ballenas Secondary School (there is a fundraising partnership with School District 69, City of Parksville, and the Regional District of Nanaimo for upgrades).

9 The running track in Colwood is located at Royal Bay Secondary School, use agreement with School District 62).

10 The City of Colwood provided grant money for School District 62 to build an outdoor classroom at Colwood Elementary. The SD62 maintains the outdoor classroom.

11 The Parksville Lawn Bowling Club is independently owned and operated.

12 The Juan de Fuca Lawn Bowling Club in Colwood is part of the Juan de Fuca Recreation Centre.

OBSERVATIONS

Athletic Fields:

- ▶ Comox is on par for the provision of **rectangular field space**.
- ▶ The Town is on par with benchmarked communities in the provision of **baseball and softball fields**.
- ▶ Comox does not have a synthetic turf field. This interest is to be addressed through the identified regional need for an additional **synthetic turf field**. The region (CVRD) completed a Sports Field Strategy in 2023. A focus area of the study was exploring options for a new synthetic turf field site (candidates: Bill Moore, G.P. Vanier Secondary School, and Highland Park). Two of the four benchmark communities (Colwood and Powell River) have access to a synthetic turf field through partnerships.

Courts:

- ▶ The Town of Comox surpasses other benchmark communities in the provision of dedicated **pickleball and tennis courts**.
- ▶ The Town does not have **sand volleyball courts**. This was not identified as a strong community interest. There is access to sand courts at Standard Park in Courtenay.
- ▶ **Basketball courts and multi-use sports box** match the benchmarked average. However, there is community interest to provide better access to basketball for youth (through partnership with School District).

Play and Youth:

- ▶ Comox is underserved in **amenities for youth** with no skatepark/BMX park, bike pump track/skills park. There is strong community interest in these amenities.
- ▶ The Town has higher than average number of **municipal playgrounds**, with additional numbers from school sites. However, there is strong community interest in upgrades for the quality, and in providing new amenities in select locations.
- ▶ **Spray park** provision matches the average across the benchmark communities.

Off-leash Dog Areas:

- ▶ The Town is lower than the benchmark average for **off-leash dog areas** with one park location where off-leash is permitted.
- ▶ The one existing location 'Comox Dog Park' is leased from the School District.

Other:

- ▶ Quantitatively, Comox records two **outdoor performance spaces**. However, the gazebo adjacent to Marina Park is not designed for performances, and is not effective for this use. It is rarely used for performance. In Marina Park, performance space is met by putting up a temporary stage in the park.
- ▶ Comox is providing the average amount of the following amenities: disc golf course, outdoor fitness circuit, motorized boat launch, non-motorized boat launch, outdoor classroom, and park games.

3.7 NEIGHBOURING FACILITIES

The Town of Comox is closely connected to the City of Courtenay, Village of Cumberland, and Electoral Areas within the CVRD. Outdoor parks and trails amenities in these communities are complementary and expand the amenities reachable by Town of Comox residents. Understanding what services are available in nearby communities can help manage parks and trails network growth to fill gaps where needs are highest.

It may not be desirable or realistic to duplicate facilities that are operated in neighbouring communities. Currently, the Town of Comox does not have the tax base to invest in some large-scale facilities offered in more urban centres; however, the Town may wish to seek out unique recreational opportunities less available in neighbouring communities.

Select parks and trails amenities in neighbouring communities that are relevant to Comox are described below.

CITY OF COURTENAY

Courtenay has a well developed parks and trails system including waterfront/riverfront parks and specialty amenities that service the City and surrounding areas.

Notable amenities include:

- ▶ Well developed waterfront providing the community with access to the beach and water activities.
- ▶ **Lewis Park**, a community park with ball diamonds, tennis courts, multi-use field space, **skatepark**, **Rotary Water Park**, community buildings, adjacent to **Lewis Recreation Centre**, and **Memorial Outdoor Pool**.
- ▶ A second skatepark, the **Comox-Courtenay Outdoor Skatepark** on Lerwick Road, is nearby to Comox and one of the biggest skateparks on Vancouver Island.
- ▶ **Courtenay Air Park** is a community park popular for its universally accessible playground suitably named **Rotary Sky Park**.
- ▶ **Standard Park** is popular for its two sand volleyball courts. These courts service the CVRD, Campbell River and communities in between through the spring and summer months.
- ▶ **Riverside Fit Park** provides the community with an elaborate outdoor fitness circuit intended for older adults but open to all.
- ▶ **Simms Memorial Park** provides river access with a canoe / kayak launch, washrooms, picnic tables, a barbecue and pavilion for outdoor events.
- ▶ The **Courtenay Riverway** greenway trail provides approximately 8km along the waterfront.
- ▶ 8 other community greenway trails provide recreational trail opportunities.

VILLAGE OF CUMBERLAND

Cumberland is often labelled as the "Village in the Forest" and hosts expansive forested park space including recreational trails and trailhead connections to outlying recreational lands.

Notable amenities include:

- ▶ **Cumberland Community Forest** is 60 ha of community park that is a gateway to Cumberland's expansive recreational trail system.
- ▶ **Village Park** is the amenity hub of Cumberland that hosts a range of recreational activities. Amenities include: playground, water spray park, off-leash dog park, skatepark, bike skills park, BMX track, tennis and pickleball courts, horseshoe pitches, playing fields, washrooms, and connection to the South Wellington Colliery Railway trail.
- ▶ **Village Square** is a gathering place for community events and live music.
- ▶ **Coal Creek Park** is a 40 hectare park that is home to historic villages, heritage landmarks, and walking trails.
- ▶ **No.6 Mine Heritage Park** hosts a covered stage, shaded picnic and play area, playground, open field space, gardens, and event amenities.
- ▶ **Cumberland Lake Park**: 24 hectare park on Comox Lake that provides the region's primary freshwater recreational access. This park provides beach access, swimming areas, boat launch, hiking trails, and a campground privately operated by the Lake Park Society.

CVRD

The Comox Valley Regional District provides regional recreation facilities, a new Regional Parks and Trails Service (in development), as well as Community Parks Services for each of the three electoral areas.

Notable amenities include:

- ▶ **Goose Spit Park** is close to Comox and provides a popular sand spit and watersport destination with waterfront and beach access, along with rare ecological values. Residents utilize a trail (stairs) leading into and out of the park.
- ▶ **Seal Bay Nature Park** is close to Comox and provides a popular destination for trails, forest, and beach for residents of the CVRD and beyond.
- ▶ The **Comox Valley Sports Centre** (Courtenay) with a **synthetic turf field** and 400 m outdoor sports **track and field** facility.
- ▶ The **Comox Valley Exhibition Grounds** have indoor amenities and facilities to support fairs, equestrian events, dogs shows, community events, and other activities.
- ▶ Public beach and waterfront access points including a boat launch at **Bill Mee Park**.
- ▶ Nearby riverfront and recreational trails (e.g., **Nymph Falls Nature Park**).

PRIVATE RECREATION

Multiple privately-owned and operated recreation facilities are also available within the Town of Comox and broader CVRD. These resources provide unique recreation opportunities, and or supplement municipal amenities for large or growing demands. Private recreation outfits offer pay-for -use outdoor recreation, such as golf, kayaking, stand-up paddle boarding, and other activities.

3.8 PARTNERSHIPS

Partnerships can bring many benefits in the delivery of parks services, for example: maximizing utilization of sites and facilities; limiting duplication of services; facilitating cooperative planning; funding purchases or improvements that may be independently out of reach; pooling maintenance resources; or accessing grants aimed at collaborations. The Town has several existing partnerships and continues to seek joint opportunities.

K'ÓMOKS FIRST NATION

The Town of Comox leases land from K'ómoks First Nation adjacent to Northeast Woods. This land is maintained for recreational trail use as an expansion of the Northeast Woods system.

SCHOOL DISTRICT #71 (SD71)

The Town of Comox and SD71 have a long standing history of cooperation and maintain a joint use agreement as well as site-specific agreements to the benefit of the schools and community. These agreements include playgrounds, field spaces, outdoor learning space, and the land for the dog park. These amenities are available for public use outside of school hours with the exception of dog park which is open to the public from dawn to dusk.

NATURE TRUST

Nature Trust of British Columbia is a not-for-profit organization that funds the acquisition and operations of conservation lands in BC. In partnership with the Town of Comox and the Comox Valley Regional District, Nature Trust operates Northeast Woods.

PROVINCE OF BC

The Town maintains water leases with the Province at Comox Marina and other waterfront parks on the harbour. The Town also maintains a lease with the Province for Condor Park and Point Holmes.

GOVERNMENT OF CANADA

The Government of Canada owns and operates Airforce beach within the Town of Comox's boundary. Located at the North of Comox by Kye Bay, this is a destination location for swimming and beach access.

CVRD

The Town of Comox has partnered with the CVRD for projects such as the Lazo Multi-Use Trail expansion (2024-2025 construction), and the Northeast Woods/Lazo Marsh area. The new Regional Parks and Trails Service (in development) expands the possibility for future collaborations.



3.9 PARK PROGRAMS

The Town provides a variety of park programs suitable for all ages to inspire staying active outside and pursuing recreational goals. Comox also supports community health and wellbeing by renting select park facilities to community organizations that provide sport, activity, and social gathering for Town residents.

Key programs currently utilizing Town of Comox parks include:

- ▶ Nautical Days
- ▶ Filberg Festival
- ▶ Music in the Park
- ▶ Holiday Events and Celebrations
- ▶ YANA (You Are Not Alone) Society Events
- ▶ Summer Camps
- ▶ Fitness Programs
- ▶ Nautical Events: Snow to Surf, Van Isle 360, sailing regattas, dragon boat racing, etc.
- ▶ Court Sports: Tennis and pickleball (programs coordinated by others)
- ▶ Field Sports: Soccer, softball, baseball, football (programs coordinated by others)
- ▶ Private Events: Weddings, graduation ceremonies, etc.





4 | A Vision For The Future



▶ *Strolling at the Harbour Promenade, Marina Park*

4.1 TRENDS IN PARKS AND TRAILS

Trends are a reflection of the evolving tendencies and preferences of our society. Local, regional, provincial, and national trends affect parks and trails in every community. Current generations have different behaviours than past generations and future generations will continue to change.

Five general types of trends that influence parks and trails are considered in the development of the Plan recommendations:

- ▶ **Demographic Trends:** Population, growth, and composition of a community impact parks and trails needs.
- ▶ **Social Trends:** Personal lifestyle choices, leisure time pursuits, and preferences impact how people use parks and trails.
- ▶ **Economic Trends:** Personal and municipal economics impact all aspects of people's lives, including how and where they spend their leisure time.
- ▶ **Recreation Trends:** The activities people choose and how they participate in recreation evolves over time. As interests in recreation change, parks and trails needs will likely evolve.
- ▶ **Environmental Trends:** In this century, the environment and climate change have come to the forefront of decision-making, affecting how parks and trails are developed and managed.

The highlights of current trends most relevant to the Town of Comox parks and trails system are summarized on the following pages.

12 TRENDS relevant to planning Comox's parks and trails.:

ADVANCING TRUTH AND RECONCILIATION

- ▶ The path to truth and reconciliation with Indigenous Peoples is ongoing and complex.
- ▶ Reconciliation requires efforts from all levels of government, businesses, and individuals.
- ▶ Parks and Trails are an opportunity to move forward together, with a focus on the land and its features that have been stewarded by First Nations since time immemorial.

IMPROVING ACCESSIBILITY AND INCLUSIVITY

- ▶ In Comox and across our country, our population is aging and increasingly diverse.
- ▶ Parks and trails have a unique role to play in the community providing access to outdoor amenities and programs that are welcoming for all ages, abilities, and interests.

INCREASING DEMAND FOR PARKS AND TRAILS

- ▶ Parks and trails are becoming an increasingly important service to balance modern lifestyle.
- ▶ Following the COVID-19 pandemic, there is a lasting impression of new habits and increased level of use of outdoor park and trails spaces that influences service level requirements and planning for amenity upgrades.
- ▶ Outdoor recreation is evolving. Comox needs to consider an increase in the diversity of outdoor recreational interests and plan for a wider range of park and trail uses.

INCREASING COMPETITION FOR LAND

- ▶ The Town of Comox, and broader Comox Valley Regional District, are continuing to receive new residents coming to share in the joys of life in the Valley and on Vancouver Island.
- ▶ Greenfield lands are limited in Comox and land prices continue to rise. New parkland will become hard to find if not acquired in the near future.

INCREASING DENSITY OF RESIDENTIAL DEVELOPMENT

- ▶ In response to the *2023 Provincial Housing Mandate*, the Town of Comox is pursuing increased density (e.g., multi-family and mixed-used development favoured over single-family) in order to meet provincial targets by 2025.
- ▶ Comox will need to consider parks and trails service level upgrades and parkland acquisition to provide adequate park access to new developments and higher density areas that provide less private/personal green space compared to single-family homes.

CLIMATE CHANGE AND RESILIENCE PLANNING

- ▶ Climate change adaptation, mitigation, and environmental conservation are priorities for the Town of Comox, alongside most Canadian and international communities.
- ▶ Parks and trails play a direct role in planning and infrastructure considerations for mitigating climate change impacts related to flooding, drought, wildfire, and sea level rise; restoring habitat; and improving connectivity of environmentally sensitive areas.

SHIFTING TECHNOLOGY

- ▶ Advances in technology change how people interact with parks, trails, and other recreational activities.
- ▶ For example, e-bikes, scooters and other recreation mobility technology is providing opportunities for a wider diversity of outdoor recreation participants.
- ▶ Improved online information is enhancing awareness about opportunities available and providing flexible booking options for amenities.

ACTIVATING HEALTH AND WELL-BEING

- ▶ The lifestyle of many Canadians, including in Comox, have adapted to include individuals and families working longer hours that are more sedentary.
- ▶ Flexible, convenient, and diverse recreation opportunities provided by local parks and trails can help busy people get active and outdoors.

SUPPORTING SOCIAL CHALLENGES

- ▶ The big picture social challenges of Canadian communities today include housing affordability, homelessness, addiction, and mental health.
- ▶ The operations of parks and trails can be disproportionately affected by social challenges and require collaborative and compassionate responses.

CHANGING VOLUNTEER CAPACITY AND ROLES

- ▶ Volunteer groups and organizations have been drivers of many parks and trails initiatives in Comox.
- ▶ Economic shifts have led to people more commonly working into their retirement years instead of opening up in a volunteer capacity. This presents a trend of shrinking volunteer capacity.
- ▶ Supporting volunteer groups and partnerships are key to maintaining a sustainable service delivery for parks and trails.

RISING CONSTRUCTION COSTS

- ▶ As the costs of construction increase, it is key to identify priority improvements for parks and trails that are financially achievable.
- ▶ Budgets need to anticipate inflation and cost increase over time.

SUSTAINABLE SERVICE DELIVERY

- ▶ As capital improvements are implemented the Town will either need to increase operations or lower the level of service provided to align workloads with staff capacity.

4.2 COMMUNITY INPUT & PROCESS

Input from interest groups and community members is integral to the development of a Plan that reflects community needs and desires. The *Parks and Trails Master Plan* process consisted of three rounds of community engagement, each with a specific focus. This input, combined with technical analysis and input from Town staff and Council, shaped Plan directions.

COMMUNITY INPUT 1: INFORMATION AND IDEAS GATHERING

ENGAGEMENT PERIOD

- March to April 2024

ENGAGEMENT FOCUS

- Raise awareness about the process and provide information about the existing parks and trails network
- Gather information about opportunities, concerns, values, gaps, and ideas to reflect community needs and interests

ENGAGEMENT ACTIVITIES

- Council Presentation
- Interest Group Sessions
- Community Event (d'Esterre Centre)
- Community Survey (online and paper)
- Community Map
- Pop-ups at Earth Day, Community Centre, and Comox Centre Mall

OUTCOMES

- Define the current system and identify emerging directions for parks and trails improvements.

ROUND 1 PARTICIPATION

- ~325 in-person connections
- ~40 groups representatives liaised with
- 857 online inputs

OUTREACH TOOLS

- **Engage Comox Valley Website:** A project page was created at www.engagecomoxvalley.ca/comoxparks with the project overview, engagement schedule, online survey, and an online community map.
- **Town of Comox Website:** A project page link was created from the landing page at comox.ca/
- **Social Media Posts:** Posts were shared on the Town of Comox Facebook, Instagram, and X (formerly Twitter), advertising the events and providing a link to the online survey.
- **News Release:** A news release was published to the Town of Comox's website and the Comox Valley Record newspaper.
- **Postcard Mail-Out:** Project cards were distributed to all residential addresses in the Town of Comox (~ 6,700) providing information about the project, open house, and survey.
- **Posters:** Posters were put up in community facilities and notice boards.
- **Signs in Parks:** Outdoor signs were displayed in parks, trail heads, and other key locations with a QR code link to the project page and survey.
- **Town Hall:** Project information and hard copy surveys were made available at Town Hall.
- **Interest Groups Invites:** Email invitations were sent out for the interest group sessions along with information about the project and other ways to contribute.

SNAPSHOT

ROUND 1 ENGAGEMENT



The following is a snapshot of input collected through the first round of engagement on the *Parks and Trails Master Plan*. It includes feedback on people's experiences with parks and trails and their ideas for the future.

The complete report is available on the Town's website.



Respondents are highly satisfied with Comox Parks and Trails

- 
- ### LOCATION PRIORITIES FOR UPGRADES
- 1 Northeast Woods
 - 2 Marina Park & Comox Harbour Promenade
 - 3 Waterfront Nature Parks & Brooklyn Creek Greenway
 - 4 Community Centre (Village Park)
 - 5 Comox Golf Course

- 
- ### TOP NEW AMENITIES
- 1 Pickleball courts
 - 2 Youth amenities (bike pump track, skatepark, basketball court)
 - 3 Playground & water spray park
 - 4 Off-leash dog area(s)
 - 5 Waterfront access & non-motorized boat launch

VISION KEY WORDS

- CONNECTIVITY
- EQUITABLE ACCESS
- WATERFRONT

- ### TOP VALUES
1. Environmental Protection & Enhancement
 2. Accessibility for All Ages & Abilities
 3. Community Connectivity
 4. Personal Health & Wellness
 5. Safety & Security

- 
- ### MIXED OPINIONS
- Comox Golf Course
 - » Many respondents expressed interest in the Comox Golf Course serving the community as a public park
 - » Others felt strongly that the Comox Golf Course should remain unchanged
 - Dogs in Park and on Trails
 - » Many respondents, both dog-owners and non dog owners, shared concerns about dogs off-leash in parks and on recreational trails
 - » Others expressed the desire for more off-leash opportunities

COMMUNITY INPUT #2: EMERGING DIRECTIONS

ENGAGEMENT PERIOD

- July to August 2024

ENGAGEMENT FOCUS AREAS

- Share the draft vision, goals, and emerging directions capital projects list for review and feedback
- Understand community priorities (what should be done first), and any gaps in the emerging directions

ENGAGEMENT ACTIVITIES

- Council Workshop
- Community Event (Marina Park)
- Community Survey (online and paper)
- Info Booth at Community Centre and at Nautical Days

OUTCOMES

- Refine draft plan vision and emerging directions for the Draft Parks and Trails Master Plan



ROUND 2 PARTICIPATION:

- ~40 in-person connections
- 708 online inputs
- 1 Council Workshop

OUTREACH TOOLS

The following informed the community about engagement opportunities:

- **Project webpage:** The project page www.engagecomoxvalley.ca/comoxparks was updated with the engagement schedule, Phase 2 open house materials, and Phase 2 online survey.
- **Town of Comox Website:** The Parks and Trails Master Planning project link was updated on the home landing page at: www.comox.ca/.
- **Social Media Posts:** Posts were shared on the Town of Comox accounts for Facebook, Instagram, and X (formerly Twitter), advertising the events, online survey, and prizes.
- **News Release:** A news release was published to the Town of Comox's website and the Comox Valley Record newspaper.
- **Project Cards:** Project cards were distributed with information about the community event and online survey.
- **Signs in the Parks:** Outdoor signs in parks and at trailheads were updated with QR Code link to the project page and Phase 2 survey.
- **Posters:** Posters were put up in community facilities and notice boards.
- **Town Hall:** Project information and hard copy surveys were made available at Town Hall.
- **E-notifications:** Emails were sent out to project subscribers and representatives of interest groups with project updates and ways to continue to provide input to the process.

SNAPSHOT

ROUND 2 ENGAGEMENT



The following is a snapshot of input collected through the second round of engagement on the *Parks and Trails Master Plan*. It includes feedback on the draft vision, goals, and draft directions.

The complete report is available on the Town's website.

+90% respondents support the draft vision and goals for Comox Parks and Trails

80% of respondents support a tax increase specific to parks and trails.

EMERGING DIRECTION PRIORITIES

- 1 Expand waterfront parks network
- 2 Park washrooms
- 3 Lazo Foreshore Trail & Beach Access Upgrades
- 4 Marina Park upgrades
- 5 Northeast Woods upgrades

OTHER DIRECTION SUGGESTIONS

- » Brooklyn Creek Protection and Enhancement
- » Pickleball courts
- » Youth amenities (bike pump track, skatepark, basketball court)

PRIORITY LOCATIONS

CHILD & YOUTH NEW AMENITIES & UPGRADES

- 1 Comox Community Centre
- 2 Future Parkland Acquisition in Hector Road Area
- 3 Highland Park
- 4 Marina Park
- 5 Anderton Park

PRIORITY LOCATIONS

SUPPORTING AMENITIES & UPGRADES

- 1 Kye Bay (+ Elks & Royal Purple Park)
- 2 Highland Park
- 3 Anderton Park
- 4 Northeast Woods

MIXED OPINIONS

- Comox Golf Course
 - » Many respondents shared their interest for future change at the Comox Golf Course lands to include community park uses.
 - » Some felt strongly that Comox Golf Course should remain unchanged.
- Dogs in Park and on Trails
 - » Many respondents, both dog-owners and non-dog-owners, shared concerns about dogs off-leash in parks and on recreational trails.
 - » Some expressed the desire for more dog off-leash opportunities and upgrades to the existing dog park.

VISION AND GOALS

The Parks and Trails Master Plan vision and goals are developed from public input, the Official Community Plan (OCP), background research, and input from Town staff. The vision and goals build on existing strengths and community values, while concurrently envisioning what the future parks and trails system for Comox.

VISION STATEMENT

Parks and trails are the pride and heart of Comox. These places, on the unceded traditional territory of K'ómoks First Nation, reflect our community's unique waterfront identity and thriving natural environment. Here, flora and fauna find sanctuary; people connect with nature; sport and excellence are pursued; local culture is celebrated; and enduring memories are made. With a focus on reconciliation, strong leadership, local partnerships, and collaboration, Comox's parks and trails will remain vibrant and resilient through climate change and will continue to create high-quality outdoor experiences for residents and visitors of all ages, abilities, and interests – for generations to come.

4.3 VISION

A vision describes a long-term future for parks and trails in the Town of Comox. It provides a reminder about the fundamental objectives and intent for this system and encourages planning and development to make progress towards this community aim. A vision helps to guide decisions about changes and development of parks trails.



4.4 GOALS

The following 6 goals support realization of the vision statement by providing a framework for policies and actions. The goals act as a 'checklist' for proposed improvements; if a proposed project meets the goals, it will support the vision and intent for the Comox parks and trails system.



GOAL 1:
CELEBRATE OUR
WATERFRONT



GOAL 2
PROTECT OUR NATURAL
ENVIRONMENT



GOAL 3
STRENGTHEN OUR
CONNECTIVITY



GOAL 4
INSPIRE AN ACTIVE,
HEALTHY COMMUNITY



GOAL 5
PROMOTE ACCESSIBILITY
AND INCLUSIVITY



GOAL 6
MAINTAIN A LEGACY OF
QUALITY FOR THE FUTURE





GOAL 1: CELEBRATE OUR WATERFRONT

- Continue to strengthen the connection between Downtown and the waterfront as the core and hub of the community
- Add parks and trails that provide views and public access to our diverse waterfronts
- Continue the iconic waterfront promenade to connect the harbour parklands
- Support diverse and sustainable waterfront recreation activities such as swimming, paddlesports, and windsurfing
- Create places and opportunities to celebrate and gather on the waterfront
- Share knowledge about K'ómoks estuary in recovery and how we can all support healthy waterfront ecosystems



GOAL 3: STRENGTHEN OUR CONNECTIVITY

- Connect key destinations, neighbourhoods, and parks with greenway (off-road) trails and active transportation routes, helping to grow the connected community network
- Support the re-connection of natural systems and processes (e.g., daylighting streams) and strengthen corridors for wildlife
- Create and enhance spaces that promote gathering, positive interaction, and community connection such as play areas, picnic areas, outdoor performance space, sports amenities, and dog parks
- Create spaces that connect our community through welcoming programming and events



GOAL 2: PROTECT OUR NATURAL ENVIRONMENT

- Balance recreation and conservation interests, making space for people as part of the natural environment
- Protect the integrity of natural features, scenic views, and local ecosystems including forests, riparian areas, watercourses, wetlands, estuary, and foreshore
- Develop and prepare the parks and trails system to be resilient to climate change and sea level rise
- Retain healthy, significant trees and natural vegetation and grow the green network so it is sustainable and resilient
- Encourage stewardship partnerships that enhance the natural values of the network
- Provide opportunities for people to learn about the natural features of the Comox community



GOAL 4: INSPIRE AN ACTIVE, HEALTHY COMMUNITY

- Provide a diversity of parks and trails that support a range of interests from informal leisure (like walking on trails) to outdoor sport (like pickleball or soccer)
- Work towards a network that supports equitable access and distribution of parks and trails in the Town – providing opportunities that are close to home
- Create spaces that are welcoming and safe in both day and evening and through all seasons
- Align park activities and amenities, providing elements like washrooms and seating in spaces where people spend more time



GOAL 5: PROMOTE ACCESSIBILITY AND INCLUSIVITY

- Continue to improve an age-friendly community through parks and trails development and maintenance practices that provide places for all ages and abilities
- Incorporate universal design considerations (e.g., remove physical barriers like stairs, provide alternate routes, support needs of wheeled access) when planning for and updating parks and trails
- Provide opportunities that encourage inter-generational recreation in parks and trails
- Prioritize accessibility in play features – including caregivers and children of all ages and abilities
- Seek funding to improve the accessibility of existing amenities such as trails, playgrounds, and park washrooms



GOAL 6: MAINTAIN A LEGACY OF QUALITY FOR THE FUTURE

- Prioritize the improvement of existing park spaces to strengthen the network of high-quality places
- Adopt maintenance and management practices that support a healthy and sustainable environment
- Continue to make an impression with the level of maintenance that shows pride in our parks and trails as clean, fresh, and well cared for
- Create policy that leads to dedication of new parks and trails that bring significant benefit to the community
- Make it easy and desirable for people to care for parks and trails by providing waste receptacles, information, and opportunities to get involved
- Be responsive to impacts and issues in parks and trails by identifying resolutions that support safe use and enjoyment of these places for all



A coastal landscape featuring a grassy foreground with scattered driftwood, a forested hillside in the middle ground, and a body of water in the distance under a cloudy sky. A dark blue horizontal bar is overlaid on the top half of the image, containing the section header.

5 | Recommendations

5.1 RECOMMENDATIONS OVERVIEW

This plan provides a series of recommendations for implementing the ideas, values, and priorities for parks and trails developed through the PTMP process. These recommendations are provided for Council, staff, partners, and the community to consider within the context of ongoing community planning and budgeting.

An adaptive approach will be required when recommendations are being implemented, so when opportunities or changes arise, Council and staff are able to make informed decisions and appropriate adjustments that support the vision for Comox's parks and trails system.

The recommendations are based on several sources of input:

- Analysis of existing parks, trails, outdoor recreation, and open space resources;
- Background documents (including the Official Community Plan), trends, demographics, and land use information;
- Ideas from interest groups and community members gathered through the engagement process, surveys, and activities; and
- Input received from Town Council and staff.

Two types of recommendations are realized for the Town of Comox's parks and trails system:

1. CAPITAL RECOMMENDATIONS:

- ▶ **Community-wide Recommendations:** Improvements or additions that could be implemented in a variety of locations within the community and are not limited to a single park or trail.
- ▶ **Location-Specific Recommendations:** Ideas or upgrades specific to a single park or location.

2. PLANNING RECOMMENDATIONS:

- ▶ Ideas for policy, planning initiatives, management strategies, funding strategies, service delivery, and information distribution that apply to the entire parks and trails system.

Improvements to and expansion of parks and trails resources also have operational costs. All detailed project planning should be accompanied by consideration of operational implications including costs and staff resources.

5.1.1 RECOMMENDATIONS FORMAT

The Detailed Recommendations provide background, rationale, and key considerations for supporting the actions in **Section 6 Implementation Plan**. Each recommendation is organized to include the following:

RECOMMENDATION COMPONENTS

- ▶ **NUMBER/NAME:** To identify the recommendation.
- ▶ **DESCRIPTION:** A brief summary statement describing the primary purpose of the recommendation.
- ▶ **BACKGROUND & RATIONALE:** Information about why the recommendation is proposed, including highlights from analysis, trends, and community input.
- ▶ **PLANNING & DESIGN CONSIDERATIONS:** Where applicable, key elements to be addressed as the recommendation is advanced through implementation.
- ▶ **IMAGES & DIAGRAMS:** Where applicable, schematic diagrams, photographs, and precedent images to illustrate the recommendation intent.
- ▶ **ACTIONS:** Suggested steps for moving the recommendation forward (which form the basis for the tables in **Section 6 Implementation Plan**).
- ▶ **TIME FRAME:** Relative estimate for planning purposes:
 - » Short: 0-5 years
 - » Medium: 6-10 years
 - » Long: 10+ years
 - » Ongoing: Recurring, no defined time frame.
- ▶ **KEY PARTIES:** Potential Town departments, agencies, or organizations that may be involved during implementation of an action. Short form legend as follows:
 - TOWN
 - » Parks = Town Parks
 - » Planning = Town Planning and Development Services
 - » Engineering = Town Engineering
 - » Communications = Town Communications
 - » Operations = Town Operations
 - » Recreation = Town Recreation Services
 - OTHERS
 - » K'ómoks = K'ómoks First Nation
 - » CFB Comox = Canadian Forces Base Comox
 - » Courtenay = City of Courtenay
 - » Community = Residents and general public
 - » CVRD = Comox Valley Regional District
 - » Interest Groups = Community/conservation/environmental/recreation organizations
 - » NPOs = Not-for-profit Organizations
 - » SD71 = School District 71
 - » SD93 = School District 93
 - » Volunteers = Volunteer Groups or Individuals
- ▶ **PRELIMINARY CAPITAL COST ESTIMATE:** (for capital recommendations only). Provides an estimated cost allowance or range for planning purposes only. For projects up to \$150,000, the legend as follows:
 - » \$ = \$0 to \$15,000
 - » \$\$ = \$15,000 to \$50,000
 - » \$\$\$ = \$50,000 to \$150,000For projects above \$150,000, a planning budget estimate range is noted, for example:
 - » \$150K-\$250K
 - » \$1-1.5M
 - » etc.

5.1.2 BUDGET ESTIMATING NOTES

Updates to the parks and trails system will require strategic investments. Budgeting for capital projects and the associated maintenance works will need to occur in preparation for Comox's annual budgeting process, or as other funding opportunities become available. For more information, refer to **Section 5.5 Funding Strategies**.

NOTES:

- ▶ Given the broad scope of master planning, costing of capital recommendations should only be considered a planning-level estimate. Planning-level estimates are meant for project budgeting, phasing, and comparative costing only, and are assumed to carry a contingency of +/- ~30%. Costs will continue to be refined through future steps in planning and design for specific projects.
- ▶ Estimates only consider capital costs in total, not a breakdown of funding sources. It is presumed that projects will be funded using a variety of strategies. In some cases, project implementation may be contingent on the Town of Comox securing outside sources of funding. The estimates in this plan are not intended for direct translation into municipal tax calculations.
- ▶ Estimates do not include future land acquisition costs or development of potential long-term major projects that are beyond the 10-year planning horizon, as these costs will vary widely. Land acquisition costs in particular will depend on the manner in which land is acquired.
- ▶ Park Management Plans, Concept Plans, and further trail network planning and design development will provide additional clarity on costs for specific improvements which may increase or decrease estimate numbers. Estimating will be completed during future processes to provide more certainty.
- ▶ As the community – and subsequently the parks and trails system – grows, staffing levels, maintenance requirements, and life-cycle needs must be considered. A general “rule-of-thumb” is to expect annual operational, maintenance, and life-cycle costs for parks and recreational trails assets to be from 0.5% to 5% of the capital cost of a new park, park amenity, or trail. Costs will depend on project type, with facilities and active recreation amenities (e.g., playgrounds, athletic fields, sport courts) typically requiring more investment for operations and maintenance, and natural areas and trails typically requiring lower investment.
- ▶ Inflation is not included in estimates. It is assumed that improvements implemented five years from now will be more expensive than estimates allocated today due to inflation.
- ▶ Where costs are identified as annual costs (e.g., regular investment in site furnishings or playgrounds), estimating is projected for a 10-year period.
- ▶ Some of the **Community-wide Recommendations** are at a scale and complexity that require further breakdown or refinement prior to accurately defining planning-level estimates.
- ▶ The **Planning Recommendations** only have costs associated with staff time and resources.

5.2 CAPITAL RECOMMENDATIONS

Capital and infrastructure projects increase recreational resources available in the community. A total of **24 Capital Recommendations** are developed in this Plan in response to analysis and input from the community, Council, interest groups, staff, consultants, and subject matter experts. The Capital Recommendations are organized in two sub-categories as follows:

12 COMMUNITY-WIDE RECOMMENDATIONS

- C1** Waterfront Trail/Route
- C2** Ocean to Upland Trail Network
- C3** Youth Amenities
- C4** Play Amenities
- C5** Athletic Fields
- C6** Sport Courts
- C7** Dogs in Parks
- C8** Beach Accesses and Launches
- C9** Trail Connections And Improvements
- C10** Washrooms
- C11** Shade and Outdoor Covered Space
- C12** Signage and Wayfinding

12 LOCATION-SPECIFIC RECOMMENDATIONS

- L1** Waterfront Parks Network
- L2** Filberg Heritage Park
- L3** Marina Park
- L4** Community Centre (outdoors)
- L5** Highland Park
- L6** Anderton Park
- L7** Northeast Woods
- L8** Golf Course Lands
- L9** NEW Northwest Comox Park
- L10** Lancaster Park
- L11** Elks and Royal Purple Park (Kye Bay)
- L12** Aspen Park

Please note: The following recommendations and estimates are intended for planning purposes only. In all cases, further planning and detailed design will be required to complete projects.

All recommendations in the Master Plan will require staff time to complete. Senior staff and department leads will need to determine and allocate staff time as needed to complete priority recommendations.

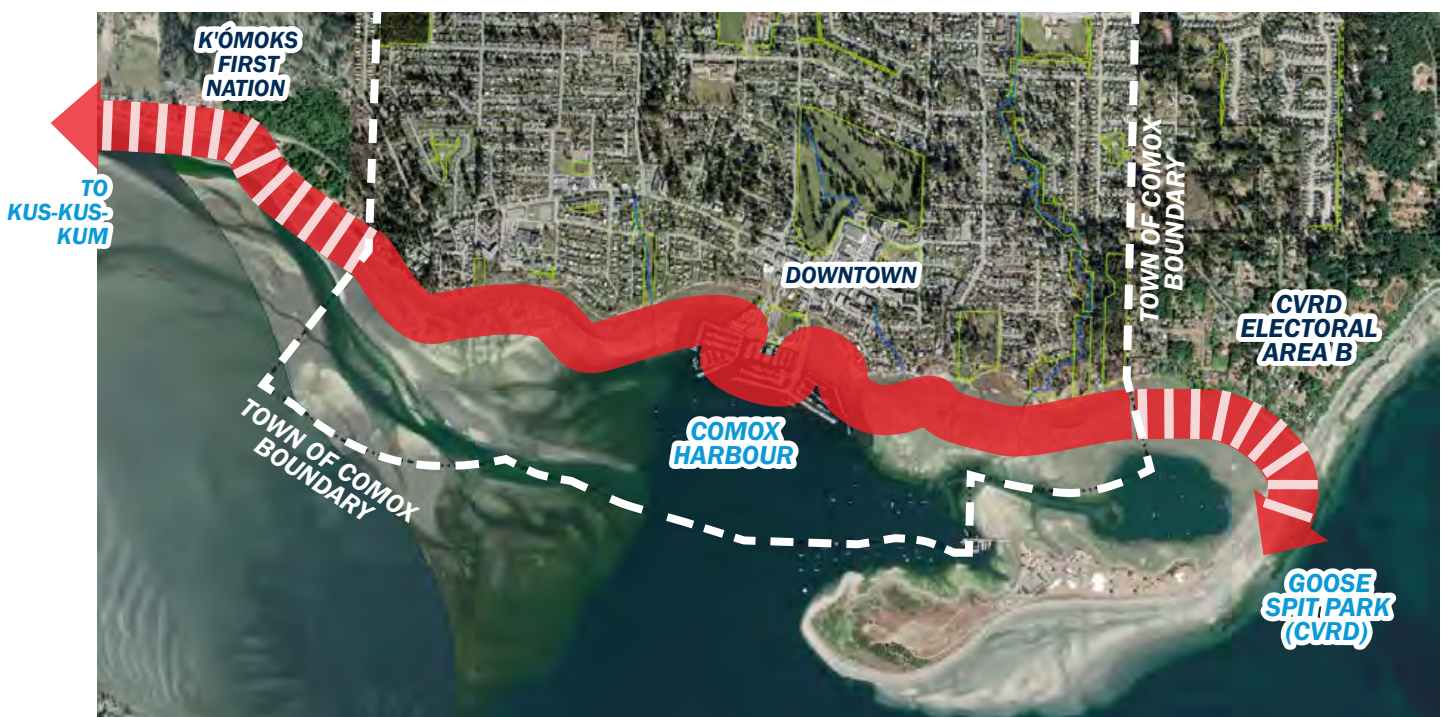
C1 WATERFRONT TRAIL/ROUTE

Develop a community waterfront trail/route that connects the Comox waterfront and goes beyond to Goose Spit Park (CVRD) and Kus-kus-sum.

BACKGROUND AND RATIONALE

- A continuous waterfront trail/route was the "big picture idea" voiced most often by the community during the PRMP process. This idea has been a topic of interest for Comox and neighbouring areas for decades, and is also documented in the following (all 2024):
 - » *CVRD Regional Parks and Trails Strategic Plan*
 - » *Comox Downtown Enhancement Action Plan*
 - » *Comox Economic Development Strategy - Waterfront and Marine*
- In full, this idea extends beyond the ~3.7 km of harbour shoreline within the Town of Comox boundaries with consideration for connection to Kus-Kus-Sum and to Goose Spit Park (CVRD).
- The existing sections of the Waterfront Promenade and walkway at Marina Park, Filberg Heritage Park, and Macdonald Wood Park are well-loved by the community and provide starting points to build from.
- The idea for a continuous and connected waterfront route encompasses strong community interest alongside significant complexities including ownership, site conditions, and balancing values.
- This large scope idea includes several jurisdictions and requires careful, long-term, strategic planning in order to advance through complexities.

LOCATION MAP



PLANNING CONSIDERATIONS

Key considerations for the planning framework of the Waterfront Route include:

- "Big picture" long-term thinking
- Multiple jurisdictions and property ownership
- Preparation to be opportunistic
- Balancing recreational and environmental interests
- Archaeological sites
- Connectivity and access points
- Varied upland property ownership
- Respect for private upland ownership
- Riparian rights
- Dynamic water levels
- Climate change and sea level rise
- Steep banks and bank stability
- Environmental sensitivity
- Ecological features and processes
- Safety and risk management
- Mobility and community health
- Tourism and economic development

PRECEDENTS AND INSPIRATION

- Courtenay Riverway Heritage Walk
- Campbell River Seawalk
- Qualicum Beach Waterfront Walk
- Nanaimo Harbourfront Walkway
- North Vancouver Spirit Trail
- Crofton Waterfront Walkway
- White Rock Waterfront Promenade

DESIGN CONSIDERATIONS

Overall design considerations include:

- Prioritize off-road location of the route that is physically and visually close to the shoreline
- Where shoreline access is not feasible (e.g., due to private property, environmental sensitivity, topography, etc), include route sections that move away from the shoreline to upland area or the road network
- Varied topography, including steeper slopes in the area near the west Town boundary that separate the foreshore from the upland access and mobility systems
- Collaborative design and opportunities for restoration and Green Shores in the sensitive estuarine environment
- Provide viewpoints and rest points
- Opportunities to maximize accessibility and universal access
- Follow CPTED principles
- Integrate privacy buffers for existing properties

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C1.1 Work with K'ómoks First Nation, the Comox Valley Regional District (CVRD), and City of Courtenay to explore opportunities for large-scale connectivity of the waterfront between Kus-kus-sum and Goose Spit.	Short	Parks, Planning	Staff Time
C1.2 With partners, complete a Waterfront Trail/Route feasibility study that organizes the large study area into segments and identifies priority segments to advance implementation.	Short to Medium	Parks, Planning	\$\$\$ Staff Time
C1.3 Prepare a funding strategy for the long-term implementation of the Waterfront Trail/Route including grant opportunities, rezoning, subdivision, DCCs, and capital reserve funding.	Ongoing	Planning, Operations, Finance	TBD
C1.4 Extend the existing Comox Waterfront Walkway/Harbour Promenade to Ellis Street waterfront lookout.	Short	Parks	\$\$\$
C1.5 Explore feasibility of waterfront route development east of Marina Park as part of statutory right of ways between Marina Park/Comox Marina and Filberg Road.	Short	Planning, Parks	TBD
C1.6 Annually, review and identify opportunities for Waterfront Trail/Route implementation including: dedication, registration of right-of-way, lease, purchase, or land preservation agreement.	Ongoing	Planning, Operations, Finance	TBD
C1.7 Require Waterfront Trail/Route development in all subdivisions or rezoning of land along the waterfront.	Ongoing	Planning, Operations, Finance	TBD

KEY RELATED RECOMMENDATIONS

- *L1 Waterfront Parks Network*
- *C2 Ocean to Upland Trail Network*
- *C8 Beach Accesses and Launches*
- *P3 Acquisition Planning*
- *P9 Partnerships*
- *P14 Climate Change Adaptation and Resilience*

C2 OCEAN TO UPLAND TRAIL NETWORK

Improve trail connectivity to provide a broader scale network from the ocean to the upland extents of the Town. Incorporate existing trail segments and key existing routes for Brooklyn Creek Corridor, Northeast Woods, and Lazo Multi-use Pathway.

BACKGROUND AND RATIONALE

- Overall, community input highlighted recreational trails as a priority interest and use.
- In Comox today, there are many trail segments, but a gap in providing connected trail networks that provide longer off-road trail experiences.
- Improving trail connectivity was a key theme identified by interest groups and broader community input throughout all phases of the PTMP process.
- This recommendation explores the opportunity for network development and improvement that includes the existing trail anchor points in Brooklyn Creek Greenway, Northeast Woods, the Lazo Greenway Multi-Use Path (construction 2024-2025 in partnership with the CVRD), and the Lazo Foreshore Multi-use Trail.
- Together, the three route network areas (see, **Figure 10, p.82**) have the potential to provide for a comprehensive and connected recreational trails network for the Comox community and other visitors.
- The key planning consideration for proposed trail improvements is to balance the recreational interests with the ecological sensitivity of the riparian and upland areas. There is high public interest in preservation of natural areas.

Brooklyn Creek Greenway

- Brooklyn Creek is a salmon spawning creek, key ecological corridor, the core of the local Brooklyn Creek Watershed, and provides an important role in stormwater processes.
- Community input identified the existing recreational trails in this area as unique for the community and well-loved.
- The *Brooklyn Creek Watershed Society* is an established volunteer organization and partner in protecting, enhancing, and uniting the community through efforts around Brooklyn Creek.
- There are existing gaps in protection and trail connectivity along Brooklyn Creek within Comox where there is opportunity for future linkages and improvement.
- Community feedback highlighted the need to manage trail use in this area to prevent degradation (e.g. conflicts with off-leash dogs).
- Community input and opportunity analysis identified expansion of the Brooklyn Creek Greenway as a top opportunity for broader-scale trail network and park connectivity within the Town of Comox.

COMMUNITY FEEDBACK

- TOP 10 MOST USED:** Respondents identified Northeast Woods trails, Brooklyn Creek Greenway, and Lazo Multi-use Path all in the top ten most used Comox parks and trails.
- TRAILS PRIORITY:** New recreation trails and upgrading recreation trails were the 2nd and 4th overall priorities identified by engagement in Phase 1.
- CONNECTIVITY:** Connectivity was the 3rd highest value identified by engagement (and is reflected as 1 of 6 goals that guide the PTMP).

LOCATION MAP

Figure 10: Ocean to Upland Trail Network Routes



DESIGN CONSIDERATIONS

Future trail development should:

- ▶ Maximize accessibility;
- ▶ Integrate privacy buffers for existing properties;
- ▶ Protect existing landscape features;
- ▶ Consider Crime Prevention Through Environmental Design (CPTED) principles; and
- ▶ Consider level of use (e.g., any segments for active transportation function).

Trail development should refer to standards from **Section 3.3 Recreational Trail Types** and include wayfinding signage and complimentary furnishings at trailhead or key locations (e.g., rest point or view point).

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C2.1 Seek opportunities for trail expansion and new connections to Brooklyn Creek Greenway, Northeast Woods, and Lazo Multi-use Trail through parkland dedication, road dedication, lease, purchase, or land preservation agreements.	Short, Ongoing	Parks, Planning	Acquisition Costs TBD Staff Time
C2.2 Pursue acquisition of statutory right-of-way as part of future subdivision, rezoning, or redevelopment of lands that would support trail linkages related to the <i>Ocean to Upland Trail Network</i> , existing greenways, or identified active transportation linkages.	Ongoing	Planning, Parks, Engineering	Staff Time
C2.3 Where desired off-road trail route segments are not feasible, at least for the foreseeable future, consider on-road connections to provide an improved continuous trail network.	Ongoing	Parks, Planning, Engineering	Acquisition Costs TBD Staff Time
C2.4 As land or access agreements are secured, proceed with trail development.	Ongoing	Parks, Operations, Finance	TBD (Cost varies depending on segment length, terrain, and design features)
C2.5 Seek funding opportunities specific to supporting the off-road <i>Ocean to Upland Trail Network</i> .	Short, Ongoing	Parks, Planning, Engineering	Staff Time
C2.6 Engage and support local community groups for maintenance and restoration of the Brooklyn Creek Greenway.	Short, Ongoing	Parks, Community Groups	Staff Time

KEY RELATED RECOMMENDATIONS

- *L1 Waterfront Parks Network*
- *C1 Waterfront Trail/Route*
- *C2 Ocean to Upland Trail Network*
- *C12 Signage and Wayfinding*
- *P9 Partnerships*
- *P13 Environmental and Water Stewardship*
- *P14 Climate Change Adaptation and Resilience*

C3 YOUTH AMENITIES

Develop parks amenities that encourage youth activity, including a hardsurface pump track/ bike skills park, basketball courts, and plan for a future skatepark.

BACKGROUND AND RATIONALE

- Compared to benchmark communities, Comox is lacking in youth amenities.
- The Town of Comox does not have a bike pump track, bike skills park, or skateboard park. These amenities are long-standing interests for the community but have not advanced to implementation without agreement for location and funding.
- There are two skateparks in neighbouring Courtenay, and bike skills amenities in Cumberland.
- Feedback through this process highlighted the following youth amenities, in order of priority:
 - ▶ Pump track (and bike skills park)
 - ▶ Basketball courts
 - ▶ Marina Park fun seating / games
 - ▶ Skatepark (or all-wheels park)
- A hard-surface pump track is a lower capital investment than a skatepark and can support a variety of different rolling users including bikes, skateboards, scooters, etc.

TRENDS

- Biking, skateboarding, and related rolling sports are popular and growing activities among many age groups with a focus on youth.
- Both beginners and advanced riders can benefit from facilities that allow skill practice in a controlled environment.
- A common barrier to participation in rolling sports is lack of entry-level facilities and programming that allow riders to build up their skills.

COMMUNITY INPUT

- 73% of respondents supported a bike pump track/skills park
- Bike pump track/skills park was ranked in the top 10 for amenity priorities
- Local youth amenities (pump track/bike skills park/skatepark) was a top theme from comments throughout all phases of the process.
- The top finding from the *Youth Outdoor Recreation Needs Assessment Study (2021)* was youth's interest in "high energy outlets" pump track/bike skills park and skatepark.
- The *Youth Outdoor Recreation Needs Assessment Study (2021)* also identified smaller-scale opportunities including fun seating and games at Marina Park (see **L3**) and basketball courts (see **C6**).

PROPOSED OUTDOOR YOUTH HUBS



Figure 11: Pump Track and Skate Park Considerations

PUMP TRACK/SKILLS PARK

Preferred Location:

- Community Centre (aka Village Park)

Alternate location considerations:

- Anderton Park
- Highland Park

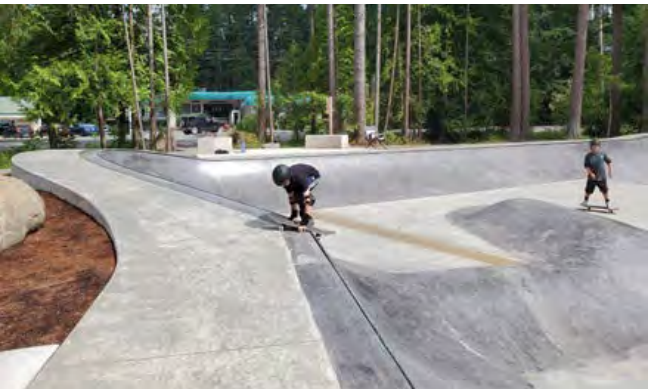
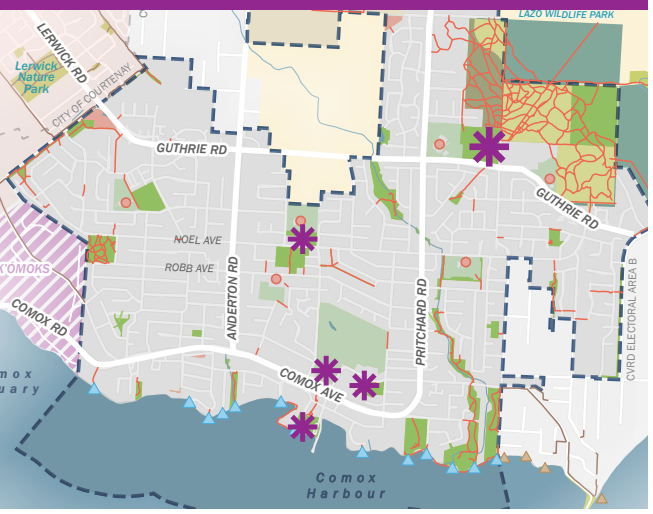
SKATEPARK

Preferred Location:

- Highland Park

Alternate location considerations:

- Anderton Park
- Marina Park
- Tot Lot (across from Community Centre)
- Golf Course lands (long-term potential only)



Inspiration: Asphalt pump tracks in Chilliwack and South Glenmore, Calgary

Inspiration: Skatepark on Gabriola Island in the trees

PLANNING CONSIDERATIONS

- **Location:** Locate amenities close to population centres with higher concentrations of youth (e.g., near a secondary school or school).
- **Safety and Context:** Locate amenities with good passive surveillance, and consideration for proximity to residential areas for noise.
- **Access:** Prioritize opportunity to access the site by walking, biking, or public transit.
- **Consultation:** Youth, interest groups, and SD71 should be invited to participate directly in decisions about the type of park features will best meet community needs in Comox.
- **Size:** The size of pump tracks, bike parks, and skateparks can vary widely. For Comox, consider:
 - ▶ Pump track/bike skills park ~1000-1500 sq.m.
 - ▶ Skatepark ~700-1000 sq.m.
- **Surfacing:** Bike pump tracks can be a variety of materials including concrete, asphalt, prefabricated composite, decking, soil mix or native soil. For Comox, a hard surface like asphalt is supported by Council.
- **Funding:** Facilities such as bike parks and skateparks are high-cost items and co-funding through partnerships and other funding sources will be required.
- **Limitations:** The Community Centre has a geothermal field below the existing grass field which has potential limitations related to subgrade excavation and grading of proposed amenities.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C3.1 Outdoor Youth Hubs: Create <i>Outdoor Youth Hubs</i> by developing youth amenities in nodes focused at the Community Centre/ Tot Lot, Marina Park, and Highland Park. Key outdoor amenity considerations include bike pump track, basketball courts, sculpture seating, park games, and skatepark. See specific actions under C3, C4 and C6 .	Ongoing	Parks, Planning, Recreation	See C3.3, C3.4, C3.5, C4.2, C6.2, C6.3
C3.2 Design Process: Work with partners, youth, and interest groups (building on previous efforts), to prepare a program, confirm the site/location, and develop a concept and cost estimate for a pump track/bike skills park in Comox.	Immediate	Parks, Planning	\$\$ Staff Time
C3.3 Pump Track/Bike Skills Park: Following the concept design process (see C3.2), once funding has been secured, proceed with development of a pump track/bike skills park in an accessible location in Comox. Considerations to include: beginner to advanced track, transition platforms, start deck, and wood-rock skills balance features.	Short	Parks, Engineering, Recreation	\$600-800K

C3.4 Skatepark: Confirm the preferred location and concept. Once funding is secured, develop a skatepark (including considerations for scooter, inline skates. etc.) in an accessible location. Target a ~700-1,000 sq.m. facility that includes supporting furnishings and amenities like pathways, signage, lighting, tree planting, and furnishings.	Long	Parks, Planning, Engineering, Recreation	\$750K - \$1.5M
C3.5 Fun Seating & Games: Provide unique seating and outdoor games that appeal to youth at Marina Park.	Short to Medium	Parks, Comox BIA	\$\$
C3.6 Swimming Pier: Conduct feasibility study and high level costing for a swimming pier at Marina Park.	Medium	Parks, Engineering	\$\$- Staff Time
C3.7 Funding: Pursue fundraising, grants, partnerships and other means of securing funds adequate for pump track (first) and skatepark development (second).	Short, Ongoing	Parks, Planning, Engineering	Staff Time

KEY RELATED RECOMMENDATIONS

- *L4 Community Centre (outdoors)*
- *L5 Highland Park*
- *L6 Anderton Park*
- *L8 Golf Course Lands*
- *C10 Washrooms*
- *C11 Shade and Outdoor Covered Space*
- *P5 Asset Inventory and Management*
- *P10 Accessibility*

C4 PLAY AMENITIES

Upgrade existing playgrounds and pursue opportunities for new play areas that include nature play and water play and improve inclusive access to play for all ages and abilities.

BACKGROUND AND RATIONALE

- Today, Comox has 11 municipal playgrounds, 6 school playgrounds, and 2 other playgrounds (CFB Comox 19-wing) that are open to the public.
- From quantitative review, Comox has above average supply and access/distribution of playgrounds when compared to similar communities:
 - ▶ Although there are only pockets of the community that achieve access within a 5-minute walk from home, the majority of residents have access to a playground within a **10-minute walk** from home (either at a park or a school).
 - ▶ There are 5 select areas in the community where residents are beyond the 15-minute walk time for access and are considerations for adding supply.
- The primary gaps and priorities for improvement for playgrounds stem the qualitative review of the amenities (including community input):
 - ▶ Several of the playground sites have older equipment that require renewal.
 - ▶ Several sites are lacking amenities that serve the 2-5 age group.
 - ▶ There are limited opportunities for inclusive and accessible play.
- While school playgrounds are an asset in the community, they are limited to access outside of school hours.
- Community input was positive about Comox playgrounds, with many ideas expressed for improvements.
- In Phase 2 engagement, 89% of participants supported improvements for playgrounds.

PLAYGROUND IMPROVEMENTS

(see Figure 12, p.89)

MAJOR UPGRADE (EXISTING SITES)

- 1 Community Centre (move/upgrade)
- 2 Marina Park (replace/upgrade)
- 3 Anderton Park (replace/upgrade)
- 4 Village Park Tot Lot (upgrade)

ENHANCE (EXISTING SITES)

- 5 Aspen Park (replace/expand)
- 6 Lancaster Park (enhance)
- 7 Elks and Royal Purple (Kye Bay) (enhance)
- 8 Salish Park (replace)

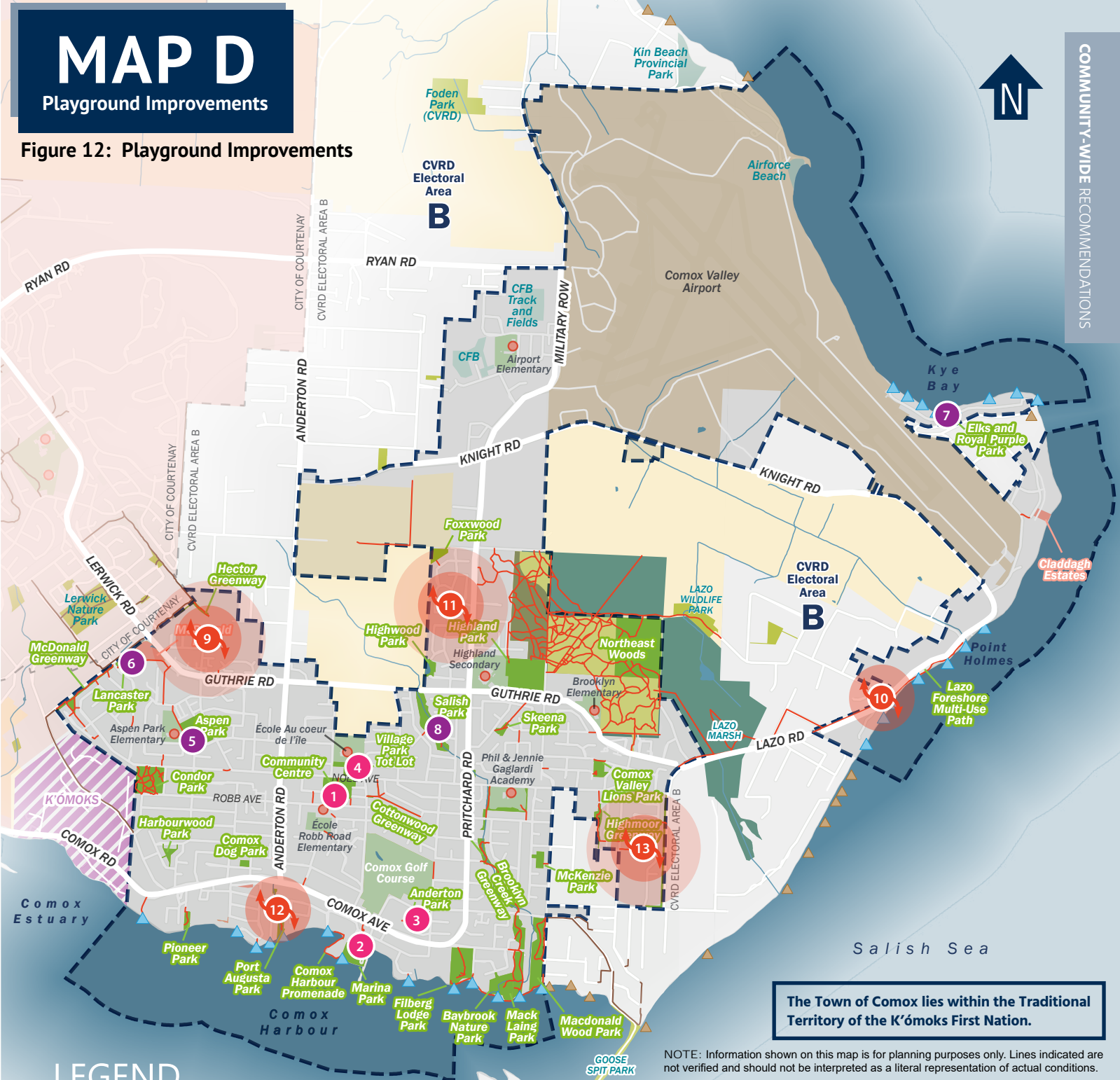
NEW PLAYGROUND LOCATION

- 9 Hector Road Area
- 10 Lazo /Point Holmes Area
- 11 North Highwood Drive Area
- 12 Port Augusta Park/Central Comox
- 13 Southeast Comox Forester Ave Area

MAP D

Playground Improvements

Figure 12: Playground Improvements



The Town of Comox lies within the Traditional Territory of the K'ómoks First Nation.

NOTE: Information shown on this map is for planning purposes only. Lines indicated are not verified and should not be interpreted as a literal representation of actual conditions.

LEGEND

COMOX PARKLANDS

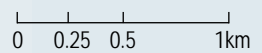
- Comox Municipal Parkland
- Undeveloped Comox Municipal Parkland

AROUND NORTHEAST WOODS

- Nature Trust Wildlife Management Area
- Parkland Leased from K'ómoks First Nation
- Conservation Area

- Town of Comox Boundary
- City of Courtenay Boundary
- K'ómoks First Nation Reserve Lands
- School Sites and Other Open Space
- CVRD or Courtenay Parks
- Federal or Provincial Parklands
- Agricultural Land Reserve
- CFB Comox and Airport Lands

- Existing Trails
- Other Trails (OUTSIDE OF TOWN OF COMOX)
- Roads (depicted in white)
- Streams & Waterbodies
- Comox Beach Access
- CVRD Managed Beach Access
- Schools



DESIGN CONSIDERATIONS

Design play areas for progressive skill development, and incorporate managed risk to challenge and encourage healthy development of physical literacy.

Key considerations include:

- **ACCESSIBILITY / INCLUSIVITY**
 - » Target options for equipment that can be operated and experienced by a range of ages and abilities (including caregivers and children).
 - » Consider bucket or disc seats as part of swings to support broader access and use.
 - » Include ground-oriented play features, as well as raised decks or climbers.
 - » Plan for routes and paths to be barrier-free.
 - » Design water play areas for universal access.
 - » Design elements supporting play areas (e.g., covered shelter, seating) to be accessible.
- **NATURE PLAY**
 - » Nature play features can be integrated with traditional playground areas or stand alone.
 - » High play value is gained from sand and water play areas for open-ended play and exploration.
 - » Modest built elements include hills and mounds, log climbers, stones and boulders, tunnels, and plantings.
 - » Incorporate opportunities for unstructured free-play such as fort building.
 - » Where nature play is incorporated within treed areas an arborist assessment may be required.
 - » Locate nature play features outside of environmentally sensitive areas.
- **PLAYGROUND SURFACING**
 - » For community playground destinations, and other locations where feasible, include rubberized accessible surfacing.
 - » The alternate preferred surfacing is engineered wood fibre (e.g., Fibar).
 - » Existing pea gravel or sand should be replaced.
- **FENCING/SAFETY**
 - » Provide perimeter fencing for designated playground areas where there is nearby road, body of water, steep terrain, or similar safety risk.
- **SPRAY PARK SURFACING**
 - » For community playground destinations, and where feasible, include rubberized accessible surfacing.
 - » Alternate surfacing options are concrete and asphalt.
 - » Water play areas are typically supportive of universal access.
- **SEATING**
 - » Provide nearby seating for play area users and for caregivers.
 - » Seating should include benches that are optimal for accessibility.
 - » Seating should also include informal features such as logs, seatwalls, and boulders.
 - » Provide seating in areas with good sightlines to supervise play areas.
- **COMPLIMENTARY FEATURES**
 - » Include waste receptacles nearby to primary access points.
 - » Provide bicycle racks (may be part of overall park).
 - » Consider complimentary features where possible including: water fountain, picnic tables, covered shelter, washrooms.
- **LANDSCAPING**
 - » Include trees for shade and comfort.
 - » Planting and lawn areas support general park enjoyment as well as play value.
 - » Planting areas and landscaping features can be a cost-effective compliment when integrated as part of play features.

KEY RELATED RECOMMENDATIONS

■ LIFE-CYCLE PLANNING, MAINTENANCE & IMPLEMENTATION

- » While the lifespan of play equipment depends on many factors, the following approximate ranges, based on historical data, can be used to help assist asset management planning:
 - Rubber Play Surfacing: 10-13 years
 - Wood Playground Equipment: 10-13 years
 - Mixed Metal / Plastic / Rubber Play Structures (High-End): 25(+) Years
 - Mixed Metal / Plastic / Rubber Play Structures (Standard): 10-15 years

- L3 Marina Park
- L4 Community Centre (outdoors)
- L6 Anderton Park
- L10 Lancaster Park
- L11 Elks and Royal Purple Park (Kye Bay)
- L12 Aspen Park
- C10 Washrooms
- C11 Shade and Outdoor Covered Space
- P5 Asset Inventory and Management
- P10 Accessibility

PRECEDENT IMAGES



Inspiration: Inclusive features that allow play by all ages and abilities



Inspiration: Play feature for ages 2-5 age that includes elements for active gross motor play as well as quiet play and imaginative play



Inspiration: Inclusive and accessible swing options such as bucket swings or disc swing



Inspiration: Nature play features



RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C4.1 Community Centre Inclusive Playground: Informed by the Park Concept Plan process (see Action L4.1), provide a new, inclusive playground outside of the parking lot at the Community Centre that includes ages 2-5 and 5-12.	Short	Parks, Planning	\$1-\$2M
C4.2 Destination Playground Marina Park: Informed by the Park Management Plan process (see Action L3.1), design and construct an inclusive, destination playground in Marina Park.	Medium	Planning, Parks, Engineering	\$1-\$2.5M
C4.3 Arderton Park Playground Upgrade: Following the Park Concept Plan (see Action L6.1), consolidate play amenities to provide inclusive play for ages 2-5 and 5-12.	Medium	Parks	\$600,000
C4.4 Village Park Tot Lot Upgrade: Replace playground amenities including integrating nature play opportunities.	Medium	Parks, Engineering	\$400,000- \$600,000
C4.5 Aspen Park Play Upgrades: Replace the playground, provide nature play opportunities in the forested area adjacent to the sports fields, and consider a cooling/misting zone.	Short	Parks, Engineering	\$400,000- \$600,000
C4.6 Lancaster Playground Expansion: As part of the shift to a Community Park, expand the playground area to provide amenities designed for 2-5 years and consider a misting/cooling zone.	Short	Parks, Engineering	\$150,000- \$250,000
C4.7 NEW Lazo Playground: Consider development of a playground on the municipally owned land by Sandpines Drive and Lazo Road, including parking and safe connection to the multi-use pathway and the foreshore.	Medium to Long	Planning, Parks, Engineering	\$750,000
C4.8 Elks Royal Purple Park (Kye Bay) Minor Upgrades: Upgrade the swings to include infant swings and accessible swings. Develop an accessible route to the swings and through the playground (rubber surfacing or similar).	Short	Parks, Engineering	\$100,000- \$200,000
C4.9 NEW Neighbourhood Playgrounds: Develop a neighbourhood-scale playground (~150-350 sq.m.) in the following areas based on site availability and improving the 5-minute (400m) walk access target: <ul style="list-style-type: none"> » Hector Road Area (highest priority) » Port Augusta Park/Central Comox » North Comox Highwood Drive Area » Southeast Comox Forester Area 	Ongoing	Parks, Planning, Engineering	\$400,000- \$600,000 each
C4.10 Salish Park Playground: Monitor timing and replace neighbourhood scale playground features.	Long	Parks, Engineering	\$400,000- \$600,000
C4.11 Funding: Seek funding through fundraising, provincial and federal grants, and community partners for new playgrounds or playground enhancements with a focus on accessibility and inclusivity.	Ongoing	Parks	Staff Time

C5 ATHLETIC FIELDS

Continue to provide community access to high-quality athletic fields to support active, healthy residents. Maximize the use of existing field sites with improvements to drainage, irrigation, and consideration for lighting.

BACKGROUND AND RATIONALE

- Athletic fields in Comox include rectangle multi-use fields (soccer focus, along with other recreational sports) and ball diamonds that are used for baseball, softball, and slo-pitch.
- Today, the athletic fields operated by the Town of Comox are detailed in **Table 12, p.96**:
 - » (2) Rectangle fields [soccer primary] at Highland Park
 - » (2) Softball fields at Highland Park
 - » (3) Baseball fields, with (1) at Highland Park and (2) Minor baseball fields at Aspen Park
 - » Large open multi-use recreation field at the Community Centre
- Athletic fields are a challenging amenity in many communities as they require a large land area, high cost of development, and serve specific user groups.
- However, access to sport for youth and adults is an important public service. It is important for Comox's system of athletic fields to grow alongside community growth and needs.
- From quantitative analysis, the Town is above average in athletic field provision when compared to similar-sized communities (see **Section 3.4, p.33**).
- However, Comox's fields serve leagues that have participants from the broader CVRD region, and vice-versa Comox residents use fields in other areas that are owned and operated by others.
- Community input expressed desires for upgrades of existing facilities as well desire for more access or additional field space.

KEY THEMES

The key findings of quantitative and qualitative review for the Comox PTMP had similar themes as the *CVRD Sports Field Strategy (2023)*:

- Although the quantity of fields recorded in the overall inventory (municipal, School Districts, private) is significant, many of these fields are not considered high-quality or desirable for play.
- Many user groups feel there is a lack of access to quality/available field space (there are quality fields, but they are unavailable, and there are available fields, but they are not desirable quality).
- Allocation/utilization data is coarse and difficult to achieve meaningful analysis to inform capital and operational planning.
- Only a small number of fields receive most of the bookings.
- There is a lack of access for user groups that are newer or smaller than the established leagues in the region.
- There is a notable lack of evening (lit) and winter playing field amenities (all-weather or synthetic turf).
- There is keen ongoing interest in synthetic turf and field lighting for play in evenings and wet months.
- Access for kids field programs is good, but access for adult programs is more limited.
- As a general trend, leagues in the region are growing and projected to continue to grow.
- It is desirable to have multiple fields (minimum 2-3 fields) of one type in a single location to support tournament use.

REGIONAL FIELD PLANNING

With the shared-use of fields in the region, the CVRD conducted a *Sports Field Strategy (2023)*, *Recreation Strategic Plan (2023)* and subsequent studies for actions:

- Specific to Comox, the *Sports Field Strategy* explores considerations for Aspen Park as a baseball centre, and Highland Park as a candidate for a synthetic turf field (displacing existing grass fields 5 and 6).
- The *Recreation Strategic Plan* and subsequent studies continue to identify a need for a second Synthetic Turf Field in the region, with the preferred location at Vanier Secondary School in Courtenay (not at Highland Park in Comox).

FIELD ALLOCATION

- Existing field allocation data is coarse and difficult to use for meaningful analysis.
- Fields are typically booked for long blocks but only used for a select period of the booking (e.g., used for ~2h within an evening booking that is 5pm-9pm).
- The grass fields are in demand from March to the end of October, midweek evenings after 5pm (school access before 5pm), and weekends.
- Peak demand months are May/June.

EXISTING FIELD ALLOCATION:

- **Aspen ball fields** are typically "fully booked" April-October (5-9pm every weekday, 9am-9pm Saturday and 10am-9pm Sunday).
- **Highland ball fields** are typically booked ~85%. However, ~10% of time is un-bookable (too short of daylight window left after other bookings). The available and usable time is ~5% or less (~6pm to dark Saturdays April-August).
- **Highland rectangle multi-use/soccer fields** are booked ~55% peak hours. These fields are fully booked Tues-Thurs evenings, and Saturday 9-4:30 pm. Fields have availability select days and times midweek and on weekends.
- **Community Centre** (aka Village Park) field(s) are rarely booked due to poor field quality and amenities. Fields are used in the summer (when field conditions are dry enough) for community centre programs (e.g., soccer camps, boot camp, etc.) and for select recreational events like a softball game or ultimate frisbee rec game. The field surfacing is in poor condition and for ball, one field is too short. This field space is not used for league play.

TABLE 11: CVRD FIELD CLASSIFICATION SYSTEM

CLASS	MAINTENANCE INPUT	FIELD CHARACTERISTICS	AMENITIES	MAX. LEVEL OF USE	TARGETED USES
Synthetic Turf	As required	<ul style="list-style-type: none"> Drainage system required 	<ul style="list-style-type: none"> Washrooms On-site change areas Lighting Storage Spectator seating 	N/A No Limits	All
Class A	High	<ul style="list-style-type: none"> Sand based, natural surface field Drainage and irrigation required Full sized regulation surface 	<ul style="list-style-type: none"> Washrooms On-site change areas Lighting optional if rationalized by type of use Storage Spectator seating Diamonds are fenced 	600 hours	Game play
Class B	Moderate	<ul style="list-style-type: none"> Sand or soil based Drainage and irrigation optimal 	<ul style="list-style-type: none"> Select Class A amenities where deemed appropriate. 	300 hours	Practices and recreational sport game plan
Class C	Low	<ul style="list-style-type: none"> Soil based Drainage and irrigation optional 	<ul style="list-style-type: none"> Not required 	300 hours	Practices and spontaneous / unstructured use

Figure 13: Existing Active Comox Sports Fields



TABLE 12: EXISTING COMOX ATHLETIC FIELD SUMMARY

LOCATION	FIELD	TYPE	SIZE	GENERAL CONDITION	EXISTING FIELD USERS / NOTES
Highland Park	Field 1	Softball	~70m (230') foul line	Class A	Comox Valley Baseball Association Comox Valley Sports & Social Club Use of outfields as overflow space for soccer
	Field 2	Softball	~70m (230') foul line	Class A	Comox Valley Baseball Association Comox Valley Sports & Social Club Use of outfields as overflow space for soccer
	Field 3	Baseball	~85m (280') foul line	Class A	Komoks Mens Real Baseball League North Island Royals Baseball
	Field 4	Rectangle multi-use	TBC	Class B	On SD71 property SD71 interested to upgrade (rugby program, etc.)
	Field 5 (east)	Rectangle multi-use	~150 m x 80m	Class A	Comox Valley United Soccer Club Comox Valley Sports & Social Club Comox Valley Baseball Association Site of interest for Synthetic Turf (<i>CVRD 2023 Sports Field Strategy</i>)
	Field 6 (west)	Rectangle multi-use	~150 m x 80m	Class A	Comox Valley United Soccer Club Comox Valley Sports & Social Club Comox Valley Baseball Association Site of interest for Synthetic Turf (<i>CVRD 2023 Sports Field Strategy</i>)
Aspen Park	Aspen 1 (west)	Baseball	~70m (230') foul line	Class A	Comox Valley Baseball Association
	Aspen 2 (east)	Baseball	~70m (230') foul line	Class A	Comox Valley Baseball Association
Community Centre (aka Village Park)	Open Field 1	Rectangle Multi-use Field (overlap with ball backstop)	Full	Class C	Limited bookings due to poor drainage. Used for community centre programs, camps, and occasional recreation games.
	Open Field 2	Rectangle Multi-use Field (overlap with ball backstop)	Full	Class C	Limited bookings due to poor drainage. Used for community centre programs, camps, and occasional recreation games.

USER GROUPS

- The *CVRD 2023 Sports Field Strategy* identified 20 field user groups in the Town of Comox. The following 5 groups are allocated most of the Comox field time:
 - ▶ Comox Valley United Soccer
 - ▶ Comox Valley Minor Baseball Association
 - ▶ Komox Men's Real Baseball League
 - ▶ North Island Royals Baseball
 - ▶ Comox Valley Sports and Social Club
- Numerous other user groups have limited or no access to field time in Comox.

BASEBALL

- The three baseball fields managed by Comox are booked almost to fully capacity during peak times in spring.
- There is interest in additional/larger regulation-sized field space to accommodate 18U or 15U play and off-season practice and training.
- The CVBA has ambitions for indoor and lit facilities to attract participants and to continue to grow the sport in the Comox Valley.
- The CVBA also has interest in enhancement of Aspen Park to include a field house and additional storage space to strengthen its role as a centre for baseball in the region.

SOFTBALL

- Effectively there are 4 active softball fields in Comox: 2 fields at Highland Park (Fields 1 and 2), and 2 fields owned and operated by CFB Comox 19 Wing.
- There are ~6 other backstops (2 at the Community Centre, and ~4 on school properties) that do not have infields and are low-quality fields that are inactive or see minimal use.
- Softball includes a range of user groups from minor to adult, including adult recreation slow-pitch.
- User groups interests are for enhancements at Highland Fields 1 and 2 and for multiple fields in a single location for tournaments.

SOCCER

- Soccer is popular in Comox and surrounding areas. The leagues in Comox includes all ages – from minor to adult.
- Highland Fields 5 and 6 are the primary fields for soccer in Comox, with overflow available at adjacent Field 4 on SD71 property, and using overlapping outfields of softball Fields 1 and 2.
- There is booking capacity at Highland, as well as options for improving the quality of the underutilized Field 4 (at Highland Secondary School), and other school sites, to address future capacity needs.

RUGBY

- Rugby is growing in popularity the region, and Highland Secondary School is looking to expand their rugby program with a specialized field (Field 4).

PLANNING CONSIDERATIONS

- Softball and baseball fields **should not** be combined, as these sports have different requirements for pitching mounds, baselines, outfields, and fencing.
- Wherever possible, do not overlap ballfield outfields with multi-use pitches (e.g., soccer). While shared field space is relatively common practice in areas with temperate climates like Comox in order to extend field use, key drawbacks to consider are field degradation in high use areas and user conflicts.
- It is desirable for rectangle fields to define a primary use, while accommodating other uses. For example, define a field as soccer-primary (with lining and goals), while accommodating sports such as ultimate frisbee, flag football, etc. Full-size football field space requirements are larger.
- It is desirable for tournament hosting to have three (or more fields) in close proximity for a single sport. Today, Comox only offers 1-2 regulation sized fields in a single location for soccer, baseball, and softball.
- Field recovery is an important aspect to maintaining high-quality athletic fields. When grass fields are overplayed, it can lead to unrecoverable damage. This is particularly important for multi-use fields which see high traffic around goal areas. Field recovery for baseball and softball is lower, as the grass areas have much lower traffic. Strategies for field recovery include ongoing field monitoring and rotating field closures (two days on average) for reseeding and recovery when deterioration is identified. Sand-based fields have shorter recovery times than soil-based fields, but are costlier at initial installation. In Comox, there are minimal or no options for where to reallocate users during closures.
- Field recovery is an important consideration when planning for field lighting. While lighting can increase the available hours of a field, it can also increase the damage and recovery needs. Identifying maximum playing times for fields can help manage the rest and recovery process. See **Table 11, p.95** for the maximum level of use hours indicated for various field classifications.
- Field user groups should be considered early in any field enhancement or development plans.

KEY RELATED RECOMMENDATIONS

- *L4 Community Centre (outdoors)*
- *L5 Highland Park*
- *L12 Aspen Park*
- *C3 Youth Amenities*
- *C11 Shade and Outdoor Covered Space*
- *P5 Asset Inventory and Management*
- *P7 Design Guidelines*
- *P9 Partnerships*

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C5.1 Allocation/Booking Policy and Process: In coordination with the CVRD <i>2023 Sports Field Strategy</i> , review and reform the field booking process to support equity among diverse user groups.	Immediate	Parks, Recreation, CVRD	Staff Time
C5.2 Field Utilization Data Management: In coordination with regional partners, develop improved seasonal and annual data collection for utilization. Use data for ongoing planning to help identify, review, or confirm needs and opportunities.	Immediate and Ongoing	Parks, Recreation, CVRD	Staff Time
C5.3 Field User Groups Meetings: Coordinate a regular meeting (minimum annual) with field user groups to improve communications, build understanding, and balance interests.	Immediate and Ongoing	Parks, Interest Groups	Staff Time
C5.4 Aspen Park Ball: Continue to provide 2 high-quality ball fields at this location as a centre for baseball. Collaborate with the league to review field sizes and ongoing field renewal needs at this location.	Ongoing	Parks, CVMBA	Staff Time
C5.5 Highland Softball Field Upgrades: Upgrade field irrigation and continue to renew fields as high quality (Class A). Consider increasing one infield to support U15 and U18.	Medium	CVMBA	\$\$\$
C5.6 Highland Park Rectangle Field Upgrades: Continue to renew fields 5 and 6 as high quality (Class A).	Medium	Parks	\$\$\$
C5.7 Community Centre (aka Village Park) Open Field Upgrade: Informed by the Park Concept Plan (see Action L4.1), upgrade site drainage for an open space grass field area to support community centre programs and recreational uses.	Short to Medium	Parks, Recreation, Engineering	\$100,000-\$250,000
C5.8 Athletic Field Lighting: As part of ongoing reviews (annual and milestone reviews) of field utilization data, revisit the need and update planning cost for providing field lighting at Highland Park.	Medium to Long	Parks, Engineering, SD71, CVRD, Interest Groups	-
C5.9 Synthetic Turf Field: Continue to collaborate with partners (SD71, CVRD, interest groups) in developing a second lit synthetic turf field for the region (especially for winter and evening field use). Preferred location is at Vanier Fields nearby in Courtenay.	Ongoing	Parks, SD71, CVRD, Interest Groups	\$4-5M through partners
C5.10 Highland Field 4 (SD71): Support SD71 to upgrade Field 4 at Highland Secondary School to sand-base with upgraded drainage and irrigation to support the rugby program and multi-field needs at Highland.	Short	SD71, Parks	\$1M
C5.11 Long-term Additional Fields: To meet potential long-term needs of continued population and league growth, plan for a new multi-field site.	Ongoing	Planning, Parks, SD71, CVRD	Staff Time

C6 SPORT COURTS

Continue to provide and enhance opportunities to play pickleball, tennis, basketball, and box-court sports in Comox.

BACKGROUND AND RATIONALE

- Existing sport courts in Comox parks include:
 - ▶ (8) Tennis Courts (6 at Anderton Park, plus 2 at the Community Centre)
 - ▶ (6) Pickleball Courts at Highland Park (dedicated courts, plus 5 Pickleball Court lines in the multi-use sport box at Highland)
 - ▶ (1) Multi-sport box at Highland Park
 - ▶ (1) Informal neighbourhood basketball court at Harbourwood Park.
- **Pickleball:**
 - ▶ Pickleball continues to increase in popularity in Comox, and throughout BC communities.
 - ▶ When compared with benchmark communities, Comox has above average number of courts.
 - ▶ The Comox Valley Pickleball Association (CVPA) is based out of Comox and serves as a centre for the broader region.
 - ▶ The CVPA has interest in additional facilities for indoor and outdoor, including additional covered courts at Highland Park for winter months.
 - ▶ Due to noise concerns with the sport, park locations in close proximity to residential areas are not recommended for pickleball courts. An initial review suggests Highland Park may be the only recommended Comox municipal park site for pickleball courts. There is potential suitability of sites owned by others, or for sites in adjacent communities.
- **Tennis**
 - ▶ When compared with benchmark communities, Comox has above average number of courts (8).
 - ▶ Community feedback expressed lower satisfaction levels with the existing tennis courts at the community centre.
 - ▶ The Comox Valley Tennis Club is headquartered at Anderton Park (6 courts) with approximately 200 members within the Comox Valley.
- **Basketball**
 - ▶ Basketball is a relatively low cost activity that can provide needed recreational opportunity for a wide range of ages, in particular youth.
 - ▶ Today, the Town provides only (1) informal court at Harbourwood Park (nets provided by residents). Comox is below average in providing basketball amenities when compared with other similar communities.
 - ▶ In addition to the Town's (1), there are (~9) asphalt courts of varying sizes available at schools throughout Comox. There are also (2) inactive courts at Highland Secondary. However, none of these courts have sport court surfacing or offer high quality play.
 - ▶ SD71 has expressed interest to provide better quality basketball amenities at key locations in the community.
- **Lacrosse/Ball Hockey**
 - ▶ Box lacrosse and ball hockey are played in the outdoor multi-sport court box.

TABLE 13: PLANNING FOR COURTS

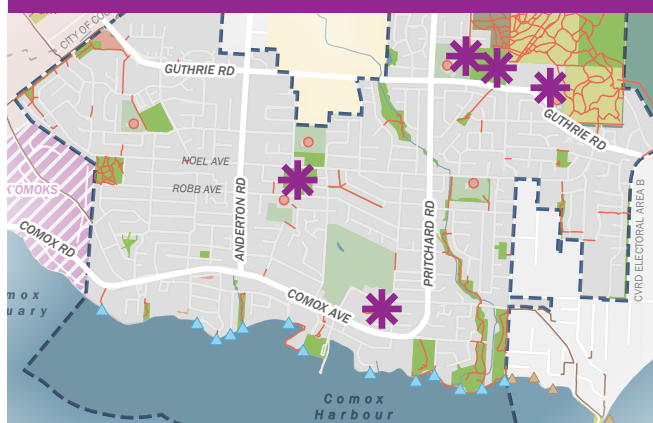
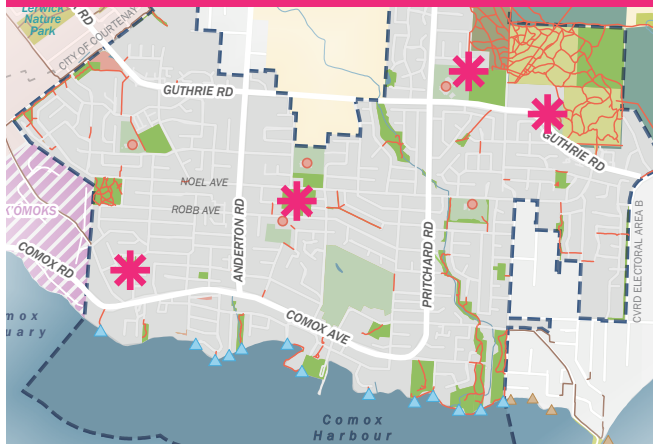
COURT TYPE	EXISTING NUMBER	PROPOSED TARGET	INCREASE/ DECREASE	EXISTING LOCATIONS	FUTURE LOCATION CONSIDERATIONS
Basketball	1	3-4	+2 to +3	Harbourwood Park (1)	Harbourwood Park Community Centre Highland Secondary (SD71 partner) Brooklyn Elementary (SD71 partner)
Multi-sport Box	1	2	-	Highland Park (1)	Highland Park Highland School Community Centre Anderton Park Brooklyn Elementary
Pickleball	6	8-12	+2 to +6	Highland Park (6)	Highland Park (6-12) Other (sites owned by others, or outside of Comox)
Tennis	8	8	-	Anderton Park (6) Community Centre (2)	Anderton Park (6) Community Centre (1-2) Golf course lands (long-term potential only)

*** BASKETBALL** Target locations:

- Harbourwood Park
- Highland Secondary (SD71 partner)
- Community Centre
- Brooklyn Elementary (SD71 partner)

*** MULTI-SPORT BOX** Location considerations for 2 total:

- Highland Park (existing)
- Highland Secondary (relocated)
- Community Centre
- Anderton Park
- Brooklyn Elementary (SD71 partner)

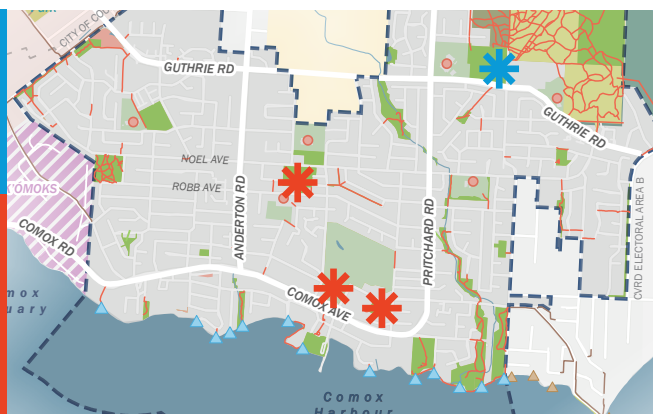


*** PICKLEBALL** Location considerations:

- Highland Park

*** TENNIS** Location considerations:

- Anderton Park (focus)
- Community Centre (secondary)
- Golf course lands (long-term potential only)



PLANNING & DESIGN CONSIDERATIONS

- **Ground conditions:** New sport court development requires stable and firm ground conditions for durable and long-lasting play surfaces. Highland Park has demonstrated favourable conditions. The Community Centre ground conditions may present challenges to be addressed.
- **Access and parking:** Tennis and pickleball court locations, in particular where multiple courts can support tournament use, should consider parking for vehicles and bicycles, as well as pathways for access.
- **Wind:** Wind conditions can present a major interference for the quality of play for pickleball and tennis. Prioritize locations that are protected from strong winds. Consider use of wind netting, or planting wind breaks to support use and quality of play.
- **Sound:** Pickleball (and to a lesser degree tennis) has documented sound pollution that can cause conflict when in close proximity to residential areas or similar land-use. Carefully plan location of courts with keen consideration to proximity to residences.
- **Orientation of courts:** Light conditions, aspect, and orientation should be considered for optimal play.

PRECEDENT IMAGES



Multiple courts with lighting



Individual, fenced basketball court



Individual basketball court (no fencing)



Multi-sport box with boarding and lighting

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C6.1 Pickleball Courts: Explore opportunities for 2-6 additional dedicated pickleball courts (primary location consideration in Highland Park).	Short	Parks, SD71, Interest Groups	\$350-450K/ 2 courts
C6.2 Basketball at Community Centre (aka Village Park): Informed by the Park Concept Plans (see Action L4.1), provide a multi-sport court with sport surfacing, basketball nets, and fencing at the Community Centre.	Short	Parks	\$150-250K
C6.3 Basketball at Highland "Youth Hub": Informed by the Park Management Plan process (see Action L5.2), provide a multi-sport court with basketball nets and fencing at Highland.	Short to Medium	Parks, SD71	\$150-250K
C6.4 Basketball at Brooklyn Elementary School: Collaborate with SD71 to upgrade a multi-sport court with basketball focus at Brooklyn Elementary School.	Short	Parks, SD71	\$125-200K
C6.5 Basketball at Harbourwood Park: Provide permanent basketball hoops and court resurfacing in Harbourwood Park.	Short	Parks	\$\$\$
C6.6 Multi-sport Box: Short-term, maintain the multi-sport box in Highland Park in Comox.	Short	Parks, SD71	-
C6.7 Multi-sport Box: Long-term, continue to provide (1) multi-sport box in Comox. Location considerations: Highland existing location, Highland/SD71 alternate location, Community Centre, Anderton Park, other. Construct in new location (as required).	Medium to Long	Parks, SD71, Engineering	\$200-300K
C6.8 Tennis Courts at Anderton Park: Maintain this as the tennis hub, maintaining 6 high-quality courts dedicated for tennis.	Ongoing	Parks	-
C6.9 Tennis Courts Secondary Location: Continue providing 2 tennis courts located outside of Anderton Park as a secondary site. Consider retaining and resurfacing the 2 existing tennis courts at the Community Centre, or provide 2 new courts in a revised location on-site or alternate location.	Medium	Parks, Engineering	\$350-450K/ 2 courts

KEY RELATED RECOMMENDATIONS

- *C3 Youth Amenities*
- *L4 Community Centre (outdoors)*
- *L5 Highland Park*
- *L6 Anderton Park*
- *L8 Golf Course Lands*
- *P5 Asset Inventory and Management*
- *P7 Design Guidelines*
- *P9 Partnerships*

C7 DOGS IN PARKS

Provide a parks and trails system that supports dog-owners and non-owners, while reducing potential conflicts between park users, pets, and the environment.

BACKGROUND AND RATIONALE

- The topic of dogs on-leash and dogs off-leash was a top theme in the PRMP process, and this topic is divided in Comox (this tension is common in many communities).
- Dog owners are frequent park users, often using parks at off-peak hours, through all-seasons, and provide positive "eyes on the park".
- Off-leash areas provide health and social benefits for both people and their pets.
- There is evidence of dog activity and impacts in the off-trail areas of several Comox parks, including environmentally sensitive areas (e.g., Northeast Woods, Baybrook Nature Park, Salish Park).
- Park visitation, including dogs, is anticipated to increase as the surrounding population continues to grow and densify.
- Current bylaw requires dogs to be on-leash at all times in Comox parks and trails except at the designated off-leash dog park. Pet owners are required to:
 - » Keep pets under control at all time
 - » Clean up after pets
 - » Keep pets on trails so as not to disturb sensitive environmental features
 - » Keep pets on leash except at Comox Dog Park (located at the former Comox Elementary School)
 - » Observe animal services regulations
- The Town of Comox manages dog licensing, required for all dogs over six months of age.
- Both dog-owners and non dog-owners expressed concerns and conflicts with dogs off-leash in Comox parks and trails.

COMMUNITY INPUT

- Dogs off-leash/on-leash was a top theme from comments throughout all phases of the PTMP process.
- Walking a pet was the second top use identified for Comox trails (47% of respondents, more than 400 people, indicated they walk a pet on trails).
- 31% of respondents indicated they visited the existing off-leash area with their pet.
- Dogs off-leash was identified as the top limiting concern/limiting factor for park use.
- Respondents ranked "New Off-leash Dog Areas" as a top priority (69% of Phase 2 respondents in support).

Benchmarking

- Provision of off-leash areas varies significantly by community. Comox is below the provision rate of Colwood and Sechelt, but similar to Parksville and Powell River.
- Public input is often the more critical factor in determining the adequacy of the provision of dog off-leash areas.

*** COMMUNITY OFF-LEASH DOG AREA**

- Potential Locations (for 1 additional site):**
- Highland Park
 - Comox Golf Course lands (long-term potential only)
 - Northeast Woods (designated non-sensitive area only) area

*** NEIGHBOURHOOD OFF-LEASH DOG AREA**

- Potential Pilot Locations (test at 2 sites):**
- Salish Park
 - Port Augusta Park
 - Pioneer Park
 - Northwest Comox (future park acquisition)

*** NEIGHBOURHOOD OFF-LEASH DOG AREA**

- Additional Locations:**
- Skeena Park
 - Harbourwood Park
 - McKenzie Park
 - Lions Park



INCOMPATIBLE USES

The Vancouver Parks Board *People Parks and Dogs Strategy (2017)* suggests the following are incompatible uses for off-leash dog areas:

- Within ecologically sensitive areas
- Adjacent to busy roads (if area is not fenced/secured)
- Multi-use trails
- Playgrounds, wading pools, splash pads
- Designated sports fields

PROACTIVE MANAGEMENT

- A common scenario in Comox (and many communities) is that there are regularly dogs off-leash where it is not permitted and bylaw presence cannot adequately manage/enforce compliant use.
- An emerging trend in response to this scenario is to develop a network of smaller designated dog off-leash areas in select parks where there is use and compatible space for designated, fenced, off-leash area. This approach focuses use in appropriate areas, increases opportunities for off-leash dogs, and provides an alternative to enforcement for reducing conflict around sensitive areas (e.g., playgrounds and natural areas).
- There is high demand for off-leash trails and off-leash water access (where pets are under owner control). However, these areas are complex to manage.

KEY RELATED RECOMMENDATIONS

- C2 Ocean to Upland Trail Network
- C12 Signage and Wayfinding
- L1 Waterfront Parks Network
- L5 Highland Park
- L7 Northeast Woods
- L8 Golf Course Lands
- P7 Design Guidelines

DESIGN CONSIDERATIONS

- **Location** of off-leash areas should consider proximity and access, as well as potential impacts to neighbouring lands.
- **Sizes** of off-leash areas can vary. Large spaces provide a greater variety of experience. A minimum of 1,000 sq.m. for a fenced off-leash area is typically recommended, though larger is preferred (up to 12,000 sq.m.). The *People, Parks and Dogs Strategy (2017)* developed by the Vancouver Parks Board suggests a minimum area of 400 sq.m. (for serving a local, neighbourhood only. Not a community-scale destination).
- **Accessibility** should be prioritized to support use by dog owners of all abilities.
- **Surfacing** should be safe and suited for use. Common surfacing for off-leash areas include grass, fine gravel, sand, rubber mulch, and non-toxic bark mulch.
- **Barriers** can include both fencing (which should be a minimum 1.2 m (4') high, with double-entry gates, as well as visual cues), planting, or other methods to clearly indicate extents of on- and off-leash areas and to restrict access from sensitive areas.
- **Signage**, especially in non-fenced areas, should provide clear use information, rules to be followed, and what to expect. Clearly defined transition zones should indicate thresholds between on- and off-leash areas.
- **Waste receptacles** should be provided at entrances to encourage proper disposal of dog waste.
- **Amenities**, such as seating for dog owners, drinking water for dogs and humans, and shade either from a covered shelter or tree planting, are desirable. Nearby access to washrooms is also desirable.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C7.1 Upgrade Existing Dog Park: Enhance the Comox Dog Park to improve opportunities for shade, provide additional benches/seating, and surfacing improvements.	Short	Interest Groups, Parks, SD71	\$\$\$
C7.2 New Off-leash Area: Provide a new community off-leash area in Comox with secure, long-term tenure. Location considerations: Highland Park, Northeast Woods (select area only), or a new community park space.	Medium	Planning, Parks, SD71	\$\$\$
C7.3 Pilot Neighbourhood (Local) Off-leash Areas: Identify and develop two pilot local off-leash areas in select neighbourhood parks, including temporary fencing, information, and signage. Monitor park function.	Short	Parks	\$\$
C7.4 Add Neighbourhood (Local) Off-leash Areas: Pending results of initial pilots, consider 3-5 additional local off-leash areas in candidate neighbourhood parks.	Medium	Parks	\$\$\$
C7.5 Bylaw Enforcement: Continue to provide bylaw enforcement for dogs in parks.	Ongoing	Bylaw	Staff Time
C7.6 Regional Dog Strategy: Consult with Regional partners on coordinated dog strategy.	Ongoing	Parks	\$\$

C8 BEACH ACCESSES AND LAUNCHES

Improve existing waterfront access points at select locations, and enhance amenities available for paddlesports and windsports.

BACKGROUND AND RATIONALE

- Access to the waterfront is desired year-round for a wide range of interests and activities including admiring the water from the shore and launching in (by boat or for a swim).
- Today, although much of the coastline is accessible from the water, most of the upland ownership is private and so public access is only at designated locations.
- The Town of Comox has ~26 beach access locations. Some of these are within parks, while most are road accesses or rights of way (see **Table 15** for inventory and details). The neighbouring CVRD Electoral Area B also has several beach accesses.
- Today, Comox public beach accesses vary widely in how they are identified, what amenities are present, and how they are used.
- Motorized boating for fishing and other recreational pursuits is a long-standing and continued recreational interest in Comox and the broader Comox Valley.
- Paddlesports such as paddle boarding, kayaking, and canoeing are popular in Comox.
- Windsports such as windsurfing, kite boarding, and wind foiling are less popular, but growing in the Comox Valley.
- Improvement to waterfront amenities increases opportunity for organized clubs, commercial tourism, and recreational water-based activities.

COMMUNITY FEEDBACK HIGHLIGHTS

- **TOP WATERFRONT USES:**
 - ▶ 76% of respondents visit the waterfront for leisure/nature appreciation
 - ▶ 65% for swimming or water play
 - ▶ 46% for paddlesports
 - ▶ 19% for motorized boating
 - ▶ 7% for water windsports
- **TOP 3 PRIORITY:** In Phase 1, respondents identified Beach Accesses as the 3rd top priority for New Amenities / Upgrades.
- **SUPPORT FOR PADDLESPORT LAUNCHES:** 88% of respondents supported new paddlesport launches and ranked it #9 for priorities.
- **COMMENT THEMES:**
 - ▶ Some public beach accesses lack signage and clear direction for use.
 - ▶ Interest in amenities at beach accesses (e.g., benches, picnic tables, waste receptacles)
 - ▶ Congestion at the Marina Park boat launch at peak hours.
 - ▶ Lack of comfort and convenience for paddlesports launching at Marina Park.
 - ▶ Congestion at Kye Bay in the summer and need for washroom at Kye Bay West.

EXISTING ACCESSES



Existing: Point Holmes boat launch



Existing: Primary beach access at the end of Filberg Road



Existing: Marina Park boat launch



Existing: Secondary beach access at the end of Croteau Road

TABLE 14: BEACH ACCESSES CLASSIFICATION

CLASS	LEVEL OF USE	TYPICAL USES	DESIGN CONSIDERATIONS / RECOMMENDED AMENITIES
PARK BEACH ACCESS	High	<ul style="list-style-type: none"> Varies by park classification Walking Nature appreciation/leisure Boat launching or swimming in select locations 	<ul style="list-style-type: none"> Varies by individual site and park classification
PRIMARY BEACH ACCESS	High (Community-wide destination)	<ul style="list-style-type: none"> Walking Nature appreciation/leisure Boat launching or swimming in select locations 	<ul style="list-style-type: none"> Identification and regulation signage Parking (limited) and/or designated vehicle loading zone Washroom (highest traffic areas only) Seating Bike rack Waste Receptacle
SECONDARY BEACH ACCESS	Moderate to Low (Local destination)	<ul style="list-style-type: none"> Walking Nature appreciation/leisure 	<ul style="list-style-type: none"> Identification and regulation signage
UNDEVELOPED BEACH ACCESS	Low	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Figure 14: North and East Beach Accesses in Comox



LEGEND

BEACH ACCESSES

- ◆ # Primary Beach Access
- ◆ # Secondary Beach Access
- ◆ # Park Beach Access
- ◆ # Undeveloped Beach Access

COMOX PARKLANDS

- Example Comox Municipal Parkland
- Example Undeveloped Comox Municipal Parkland
- Town of Comox Boundary
- K'ómoks First Nation Reserve Lands
- School Sites and Other Open Space
- Agricultural Land Reserve
- CFB Comox and Airport Lands
- Existing Trails To Beach Accesses
- Roads (depicted in white)
- Streams & Waterbodies

Figure 15: South Beach Accesses in Comox



TABLE 15: COMOX BEACH ACCESSES INVENTORY

ACCESS ID	LOCATION	BEACH ACCESS CLASS	GENERAL CONDITION / NOTES
#1	Kye Bay West	Primary	High traffic, high demand area parking
#2	Kye Bay West	Secondary	Basic, foot path
#3	Kye Bay West	Secondary	Basic, foot path
#4	Kye Bay West	Secondary	Basic, foot path
#5	Elks and Royal Purple Park (Kye Bay)	Park (Primary)	High traffic, high demand area, parking, picnic tables, seating, playground, washroom
#6	Kye Bay East	Secondary	Basic, foot path
#7	Kye Bay East	Secondary	Basic, foot path
#8	Kye Bay East	Primary	Moderate demand
#9	Point Holmes Lazo North	Primary	High traffic, high demand area parking, boat launch, picnic tables, foreshore trail
#10	Lazo South	Primary	Parking, seating, foreshore trail
#11	Lazo	Undeveloped	No identification
#12	Hutton Road (Lazo)	Secondary	Limited parking, steep path
#13	Croteau Road (Harbour)	Secondary	Wide path, street parking
#14	Macdonald Woods Park	Park	Moderate demand, boardwalk, seating, foreshore trail, parking
#15	Mack Laing Park	Park	Basic, foot path, seating, parking, foreshore trail
#16	Baybrook Nature Park	Park	Basic, foot path, seating, parking, foreshore trail
#17	Filberg Road	Primary	Foot path, bicycle rack, parking (shared with Filberg Heritage Park)
#18	Filberg Heritage Park	Park	Waterfront walk, seating, picnic tables, washroom, seasonal restaurant, parking
#19	Jane Place	Secondary	Brick path to the water
#20	Marina Park	Park	High traffic, high demand area, boat launch, parking, picnic tables, seating, playground, water park, washroom
#21	Ellis Street	Secondary	Path, stairs, lookout, no parking
#22	Port Augusta Park	Park	Two foot paths to waterfront (east side less steep)
#23	Carthew Street	Secondary	Basic, narrow foot path to water
#24	Beach Drive	Secondary	Basic, foot path, no parking
#25	Beach Drive	Primary	Foot path, parking
#26	Comox Road	Secondary	Basic, foot path, no parking



Existing: Beach Access #1 (Primary)



Existing: Beach Access #8 (Primary)



Existing: Beach Access #9 (Primary)



Existing: Beach Access #17 (Primary)



Existing: Beach Access #25 (Primary)

BOAT LAUNCHES

- Today, boat ramp launches are provided at two locations, shared with all users (motor-sports and non-motor sports): Marina Park at the harbour and Comox Marina, and at Point Holmes, which is fee-based, publicly-accessible, and managed by the Point Homes Recreation Association.
- There are no existing dedicated launches for non-motorized boats (paddlesports/windsports). However, launching of paddleboards, kayaks, canoes, row boats, windsurf boards, etc. occurs informally at select beach accesses (e.g., Kye Bay West #1, Kye Bay Park #5, Lazo Foreshore #10, and Beach Drive #25).

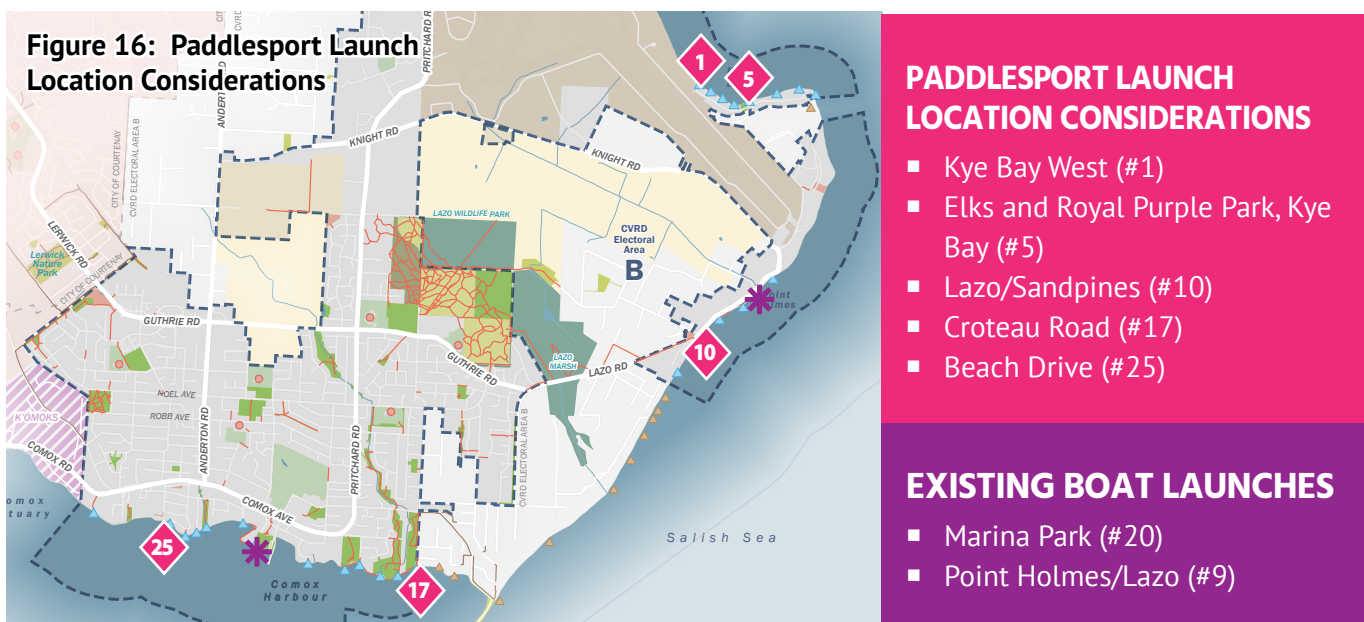
PLANNING CONSIDERATIONS

- SIGNAGE:** For all non-park beach accesses, prioritize a clear/standard sign that clearly identifies the public access site. Integrate directional and regulatory signage.
- MAINTENANCE:** Develop maintenance statements that educate and set realistic expectations for trail access and maintenance in the dynamic foreshore environment: e.g., "beach access does not receive trail maintenance Oct-Feb (winter storms). Logs or debris may impede access. Use at your own risk."

DESIGN CONSIDERATIONS

PADDLESPORT LAUNCH

- LOADING ZONE:** Provide a short-term (e.g., 10 min) loading zone for vehicles to load and unload in close proximity to the water. Protect space to allow for vehicle turnaround.
- PARKING:** Where possible, provide parking at the beach access/launch site. Where this isn't possible, provide information for where parking is permitted nearby.
- ACCESS PATH:** Provide a route that is barrier free (no stairs). In select locations, consider seasonal installation of rubber mat surfacing to support wheeled access.
- SITE SELECTION:** Select locations where the beach grade is gentle and where there are limited or manageable natural barriers (e.g., large rocks, logs). Consider wind and wave direction and opportunities for protected launch.
- LAUNCH SITE:** Due to the conditions and exposure of potential sites, as well as environmental considerations, initial assessment is for natural beach launch (no built ramp, dock, or structure). Consider feasibility of a launch structure if a suitable opportunity arises.





▶ *Existing beach access trail to Kye Bay*

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C8.1 Confirm and adopt a classification system for beach accesses to guide the standard level of service and amenities. Define maintenance practices and frequencies for each class.	Short	Parks	Staff Time
C8.2 Upgrade existing primary and secondary beach accesses. Include signage (identity, directional, regulatory), a clear trail and other amenities as per design recommendations for each class (see Table 14, p.108).	Short to Medium	Parks, Engineering	\$\$/year Staff Time
C8.3 Develop and maintain an online beach access map identifying beach accesses and key information such as ease of access (steep, rocky, easily accessible), amenities, and maintenance notices (e.g., in winter storm season). Consider linking with updatable QR code on signage.	Short Ongoing	Parks Operations	\$ Staff Time
C8.4 Pilot the installation of seasonal accessible beach mats at two primary/park beach accesses to improve inclusive access to the water.	Short	Parks	\$/site
C8.5 Improve two existing beach access for paddlesport launching, including improved trail access, designated loading zone/parking, signage, and seasonally appropriate maintenance. Primary location considerations: Lazo/Sand Pines (#10), Kye Bay Park (#5), and Beach Drive (#25).	Short to Medium	Parks, Engineering	\$\$
C8.6 Continue to provide publicly accessible boat launches at Marina Park and Point Holmes.	Ongoing	Parks, Engineering	Staff Time

KEY RELATED RECOMMENDATIONS

- *C1 Waterfront Trail/Route*
- *C12 Signage and Wayfinding*
- *L3 Marina Park*
- *L11 Elks and Royal Purple Park (Kye Bay)*
- *P7 Design Guidelines*

C9 TRAIL CONNECTIONS AND IMPROVEMENTS

Improve and upgrade trail accessibility and connectivity in parks.

BACKGROUND AND RATIONALE

- In addition to the large-scale waterfront trail (see **C1**) and ocean to upland trail network (see **C2**), there is a collection of smaller-scale improvements for trail accessibility and connectivity in Comox Parks.
- Considerations for new trail/pathway segments in parks include, but are not limited to:
 - ▶ McKenzie Park (provide trail from east entry)
 - ▶ Comox Valley Lions Park (formalize a trail from the north side entries to connect to the play area/south side amenities)
 - ▶ Harbourwood Park (provide a trail to access the play area in centre of park)
 - ▶ Village Park (provide trail access to the play area)
 - ▶ Aspen Park (see **L12**, p.153)
 - ▶ Salish Park (formalizing a trail from the north side of the park connecting to Guthrie Road)
 - ▶ Elks and Royal Purple Park (see **L11**, p.150)
- There are also considerations for active transportation connections to parks/recreational trails which could have a role for Comox Parks as partners for implementation. For example:
 - ▶ Foxxwood Park connection to Hudson Road and Dryden Road trails
 - ▶ Hector Greenway to Hector Road connection (through CVRD)

DESIGN CONSIDERATIONS

- Where a park has a central amenity (e.g., play area or washroom), aim to provide at least one accessible trail/pathway route from the primary entry to the amenity.
- Especially in neighbourhood parks or community parks, target trail/pathway surfacing materials that are accessible for mobility scooters and stroller wheels (e.g., compacted gravel, asphalt, concrete).
- Where trails/pathways are continually degraded by erosion, consider drainage upgrades or potential route revision.
- Where there are worn desire-lines in neighbourhood park or community park lawn areas, consider formalizing into community pathway or nature trail routes where appropriate.
- Materials and design character of trails/pathways should follow the guidelines from **Section 3.3 Recreational Trail Types**, p. 27, and respond to individual site conditions.

KEY RELATED RECOMMENDATIONS

- *C1 Waterfront Trail/Route*
- *C2 Ocean to Upland Trail Network*
- *L11 Elks and Royal Purple Park (Kye Bay)*
- *L12 Aspen Park*
- *P7 Design Guidelines*
- *P10 Accessibility*

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C9.1 Small-scale Trails Projects: Identify priorities annually and complete select improvements for trails/pathways in parks, including new segments or upgrades for improving accessibility.	Annual, Ongoing	Parks, Engineering	\$\$-\$\$\$ Staff Time

C10 WASHROOMS

Provide high quality washroom amenities in strategic locations to provide comfort, peace of mind, and improved park user experience.

BACKGROUND AND RATIONALE

- There are (6) existing public washroom facilities in Comox parks: Marina Park, Anderton Park, Elks and Royal Purple Park (Kye Bay), Filberg Heritage Park, Aspen Park, and Highland Park.
- There is high public interest in additional washrooms in select park locations:
 - ▶ Respondents ranked washrooms as priority #2 and one of the top 2 most supported items from the emerging directions list (22 items overall).
 - ▶ 34% of participants were unsatisfied with washrooms in parks today.
 - ▶ Community priority locations were identified as: Kye Bay west beach access, Northeast Woods, Waterfront Parks Network (Mack Laing/Baybrook/Macdonald Wood)
- Washrooms are especially important for supporting park uses that are longer than 1-2h. For example: waterfront recreation, picnicking, family-friendly play, school or daycare programming, and athletics programming.
- The availability of park washrooms improve the accessibility of parks for many, in particular children and seniors.
- Park washrooms also provide an important service for people experiencing homelessness.
- Providing public washrooms in parks requires significant capital as well as ongoing maintenance and operations costs. Therefore, the process for locating washrooms needs to be selective and strategic for fiscal responsibility and sustainable operations. There are many sites that are not suitable for washrooms.

DESIGN CONSIDERATIONS

Locating:

- High-use park areas where people spend long periods of time(+1.5-2h), and where there is good passive surveillance, are priority for implementing permanent washroom facilities.
- Washrooms are appropriate in Community Parks as well as select Nature Parks and Special-use Parks.
- Parks with one or more of the following criteria should be considered: Community-scale playground, splash park, waterfront park, pump track, skatepark, stage, site for community events, athletic field, sport courts.

Feasibility and Servicing:

- Investment in full-service washrooms (full plumbing and lighting/electrical) are warranted in select highest-use areas only.
- As part of feasibility planning and budgeting for washrooms at an individual site, the availability of servicing (water and electricity) must be considered.
- For sites with no existing water or electrical service, the servicing costs may be prohibitive and an alternate toilet system (vault/compost/portable) may be the only viable option until servicing conditions change.

Design Criteria:

- Washrooms should be universally accessible, which includes exterior design (siting, paths, and access) as well as the interior layout and design.
- Facilities should be energy efficient (water and/or electrical).
- Materials and design character should be durable for public use, resistant to vandalism, and appropriate for individual site conditions and character (e.g. oceanfront environment, forested environment, etc.).

EXISTING FACILITIES



Existing: Washroom at Filberg Heritage Park



Existing: Washroom at Kye Bay



Existing: Washroom at Anderton Park



Existing: Washroom at Marina Park



Existing: Washroom at Highland Park



Existing: Washroom at Aspen Park

PRECEDENTS FOR UPGRADES OR NEW FACILITIES



Inspiration: Saratoga Beach Access accessible vault washroom



Inspiration: Wishbone accessible vault toilet



Inspiration: Prefabricated, self-cleaning, customizable washroom

KEY RELATED RECOMMENDATIONS

- C3 Youth Amenities
- C4 Play Amenities
- C5 Athletic Fields
- C6 Sport Courts
- C8 Beach Accesses and Launches
- L5 Highland Park
- L6 Anderton Park
- L7 Northeast Woods
- L10 Lancaster Park
- L11 Elks and Royal Purple Park (Kye Bay)
- L12 Aspen Park
- P7 Design Guidelines
- P8 Monitoring and Review
- P10 Accessibility



Figure 17: Washroom Locations Considerations

- EXISTING LOCATIONS**
1. Anderton Park
 2. Aspen Park
 3. Elks & Royal Purple Park (Kye Bay)
 4. Filberg Heritage Park
 5. Highland Park
 6. Marina Park
- NEW LOCATION CONSIDERATIONS**
1. Kye Bay west beach access
 2. Northeast Woods
 3. Waterfront Nature Parks Network (Baybrook/Mack Laing/Mac Wood)
 4. Lancaster Park
 5. Lazo Foreshore

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
<p>C10.1 New Vault Toilet Locations: Add accessible vault toilet(s) at two new park locations. Priority considerations are: Kye Bay West Beach Access, and at one location within the waterfront nature parks network (Baybrook Nature Park, Mack Laing Park, Macdonald Wood Park). Increase operational budgets to support ongoing maintenance.</p>	Short to Medium	Parks, Engineering	\$\$ (per washroom) and Staff Increase
<p>C10.2 Northeast Woods Washroom: Informed by the Management Plan (see L7.2), incorporate an accessible washroom at Northeast Woods. Increase operational budgets to support ongoing maintenance.</p>	Short to Medium	Parks, Engineering	\$\$-\$\$\$ (\$50-\$250K/ washroom) and Staff Increase
<p>C10.3 Existing Park Washroom Upgrades: Informed by individual park Concept Plans or Management Plans, upgrade the existing full service washroom facilities at Highland Park, Elk and Royal Purple Park (Kye Bay), and Anderton Park.</p>	Short to Medium	Parks, Engineering	\$\$-\$\$\$ (\$50-\$250K/ washroom)
<p>C10.4 Aspen Park Washroom / Field House: Coordinate with Comox Valley Baseball Association (CVBA) for washroom upgrades or expansion to a field house.</p>	Medium to Long	Parks, Engineering	Funding partner
<p>C10.5 Lancaster Park Washroom: Informed by other park upgrades (e.g., including water play) and level of use at the park, incorporate an accessible washroom and increase operational budgets to support ongoing maintenance.</p>	Medium to Long	Parks, Engineering	\$\$-\$\$\$ (\$50-\$250K) and Staff Increase
<p>C10.6 During design/updates for all Community Parks, waterfront parks, athletic parks, and special use parks (including destination playground, spray park, or community event space), consider park washrooms in planning and budgeting.</p>	Ongoing	Parks, Engineering	Staff Time

C11 SHADE AND OUTDOOR COVERED SPACE

Support integration of amenities that provide shade and shelter from the elements to encourage park use in all seasons.

BACKGROUND AND RATIONALE

- Today, Marina Park is the only Comox park location with outdoor covered areas. There are four structures in Marina Park: Sails buildings covered areas (X2), picnic shelter, and d'Esterre Senior's Centre gazebo.
- A desire for shade and covered areas was a recurring theme in community feedback.
- Outdoor covered areas complement the following park uses: general waterfront recreation, athletic activities, picnicking, family-friendly use/play, and school or daycare programming.
- With climate change, shade is becoming increasingly important in parks and on trails. This is especially key for those most affected by extreme weather including children and older adults.
- Covered structures support park visitor comfort year-round use by providing weather protection from sun and rain.
- A covered area also provides a desirable destination for small group gatherings (e.g., birthday party).
- There are a variety of scales and options for improving opportunities for shade and shelter in parks (see the following page for images):
 - » Umbrellas are a low-cost option for immediate shade where you need it as a temporary/seasonal/short-term solution.
 - » Living structures (from cuttings like willow) can provide shade in the medium-term while planted shade trees establish.
 - » Larger permanent built structures provide long-term investment and use for more people.

DESIGN CONSIDERATIONS

- **LOCATING:** Covered areas should be located in areas of high activity, where people spend longer periods of time, and where there is good passive surveillance. Parks with one or more of the following criteria should be considered:
 - » Community Park classification
 - » Community Playground / Splash Park
 - » Waterfront Park
 - » Site for gatherings or events
- **ACCESSIBILITY:** Provide accessible path access to covered areas and adequate clear distances within structures and around fixed furnishings for wheelchair, walker, or stroller circulation.
- **SERVICING:** Where possible, consider complementary potable water access and electrical access for covered picnic areas.
- **CHARACTER:** There are a range of design options for colour, materials, and form for covered spaces to contribute to the placemaking of an individual site.
- **VANDALISM:** Key concerns for covered picnic areas are risks of vandalism or misuse. The notes on "locating" above help to mitigate these risks and encourage positive activation.
- **CANDIDATE LOCATIONS:** Elks and Royal Purple Park (Kye Bay), Lancaster Park, Community Centre (outdoors), Highland Park.

PRECEDENT IMAGES



Credit: Nanaimo News Bulletin

Inspiration: Temporary, seasonal shade with secured umbrellas in Diana Krall Plaza, Nanaimo (e.g., Marina Park, Lancaster Park, Community Centre outdoor upgrades).



Inspiration: A living willow structure provides temporary shade, and play interest, while trees mature (e.g., Lancaster Park, Marina Park).



Credit: Duck Paterson Photo

Inspiration: Ladysmith's saddledome event tent



Inspiration: Mid-scale covered structure with traditional character



Inspiration: Smaller scale shade and rest spot



Inspiration: Larger scale covered structure with adjacent picnic area

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C11.1 Small Scale Shade Solutions: Provide flexible, small scale opportunities for shade like umbrellas and living structures in Marina Park and Lancaster Park.	Immediate	Parks, Comox BIA	\$\$-\$\$\$ ea. Staff Time
C11.2 Permanent Covered Structures: Informed my individual Concept Plans or Park Management Plans, provide three new permanent covered structures in parks. Priority location considerations: Elks and Royal Purple Park (Kye Bay), Lancaster Park, and the Community Centre.	Short to Medium	Parks, Engineering	\$\$\$ ea.
C11.3 Planting Strategy for Shade: Complete a strategy to identify playgrounds and key Community Parks with sun exposure challenges, outline planting solutions, and complete actions annually to increase opportunities for shade and improve summer park experiences.	Short Ongoing	Parks	\$/year. Staff Time

KEY RELATED RECOMMENDATIONS

- L4 Community Centre (outdoors)
- L5 Highland Park
- L10 Lancaster Park
- L11 Elks and Royal Purple Park (Kye Bay)
- P7 Design Guidelines

C12 SIGNAGE AND WAYFINDING

Establish a consistent signage family to effectively identify parks and trails, clarify access and use, and facilitate wayfinding.

BACKGROUND AND RATIONALE

- Existing signage for parks and trails in Comox displays a variety of designs developed over the years.
- A well-developed sign system is an attractive and effective method to facilitate wayfinding, safety, and to help reduce potential conflicts between park uses.
- Benefits of signage:
 - » Supports park safety, use, awareness, and education.
 - » Supports inclusivity and accessibility.
 - » Sets expectations to support positive user experiences.
 - » Provides opportunity for learning and connection to a place.
 - » Provides opportunity for collaboration and strengthening community partnerships.

TABLE 16: PARKS SIGNAGE SYSTEM OVERVIEW

SIGNAGE TYPE	DETAILS & DESCRIPTION	
IDENTITY SIGNS	Primary Entry Signs: Introduce parks and municipal destinations. Identity signs to include place name, and legal / emergency address. Utilize the current identity sign design and replace other styles as life-cycle renewal is required. Where appropriate, include supporting wayfinding map kiosk and regulatory information, either integrated with the entry sign or nearby.	
	Secondary Entry Signs: A visual marker indicating the park boundary at other park entry points. This sign should be smaller than the primary identity sign but be in the same design family. Integrate regulatory information at the same location.	
NAVIGATION & WAYFINDING SIGNS	Trailhead Kiosks: Include detailed site map, elevation profile information for primary trail routes, trail route distances, level of difficulty, and information on accessibility. Communicate regulatory, code of conduct, and other safety information.	
	Trail Markers: Includes destination or directional arrows, distances, level of difficulty, key map.	
	Feature Identification Signage: Identifies points of interest.	
REGULATORY OR CONDUCT SIGNS	Communicate the following: <ul style="list-style-type: none"> » Permitted uses (e.g. walking, hiking, dogs on-leash) » Prohibited uses (e.g. smoking, fires, camping, motorized vehicles). » Park regulations » Safety information » Warning / hazards » Environmentally sensitive locations 	For example: <ul style="list-style-type: none"> » Caution, Steep Slope Ahead » Boardwalk Slippery When Wet » Habitat Restoration in Progress » Environmentally Sensitive Area
INTERPRETIVE & EDUCATIONAL SIGNS	<ul style="list-style-type: none"> » Provide educational information about the site surroundings, promote local knowledge, increase environmental awareness, and foster stewardship. » Incorporate a range of sign scales and include topics such as culture, flora and fauna, hydrological processes, geology, history, landforms, and landmarks. 	

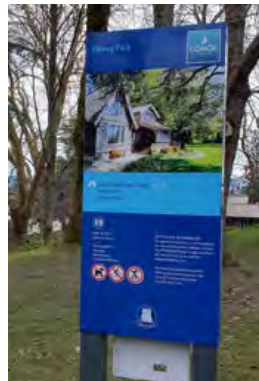
DESIGN CONSIDERATIONS

- Incorporate legal / emergency address into new/ replacement identity signs.
- Where multiple types of information are required in one location, integrate the information on one sign rather than having multiple separate signs.
- Plan the locations of directional signs for easy visibility, including sign height, reflectivity, and vegetation maintenance.
- Plan for durability and weather protection (precipitation and UV).
- Use vandal-resistant materials such as galvanized steel posts and structure, aluminum plate sign faces, and water-based anti-graffiti removal.
- Repeat components such as graphic form, colours, and logos to create consistency and recognizability throughout the system.
- Design signage structures to allow for easy replacement of sign plates or graphics (to allow for changes and updates).
- Use typeface (fonts) that are universally legible (e.g., not cursive or stylized).
- Review draft sign designs for legibility by those with visual impairments (including those who are colour blind).
- Use plain, clear language.

REFERENCE IMAGES



Existing: Comox park primary identity sign



Existing: Comox Secondary Sign



Example: Primary park sign



Example: Secondary park sign



Example: Educational sign about a park ecosystem.



Example: Interpretive sign that includes local indigenous language.



Example: Small, temporary interpretive sign

REFERENCE IMAGES



Example of Trailhead Kiosk

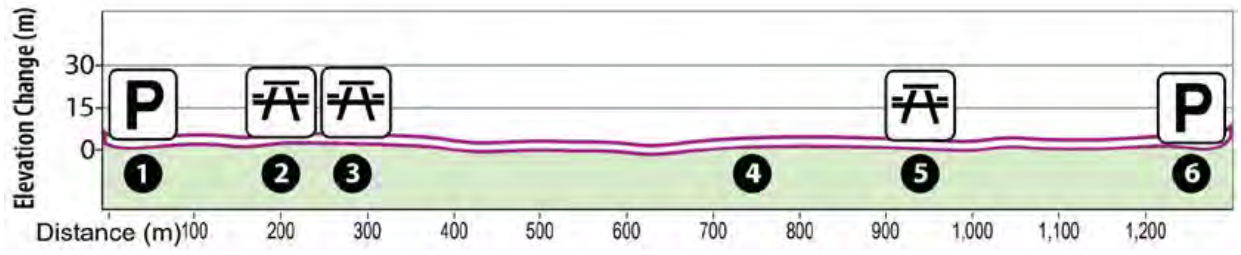


Example of Trail Marker with integrated distance and regulation information



Example of Trail Marker with integrated key map and distance information

TRAIL ELEVATION PROFILE



Example of kiosk map elevation profile used to communicate accessibility information.



Example of environmental protection signage



Example of regulatory sign



Inspiration: Educational / interpretive signage can be mounted to fences to convey information about restoration processes or sensitive habitat areas

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
C12.1 Build on existing work to create a signage strategy for parks and trails including: identity signs, wayfinding signs, regulatory or conduct signs, and interpretive signs.	Short	Parks Communications	Staff Time
C12.2 Continue signing existing parks and trails. Review and update signage at 5 existing parks or trails per year.	Short	Parks, Interest Groups	\$\$ allowance / year and Staff Time
C12.3 Include signage as a component of all new capital projects.	Ongoing	Parks, Engineering	Project Budgets
C12.4 Require new development to supply signs for parks and trails.	Ongoing	Parks, Planning	Staff Time

KEY RELATED RECOMMENDATIONS

- *P1 K'ómoks First Nation*
- *C8 Beach Accesses and Launches*
- *P7 Design Guidelines*
- *P10 Accessibility*
- *P11 Information and Communications*
- *P13 Environmental and Water Stewardship*

5.3 LOCATION-SPECIFIC RECOMMENDATIONS

This section captures ideas or upgrades that are specific to an individual park or location - typically community, athletic, or waterfront parks. Many ideas have been identified for ongoing improvement of select key park spaces.

Parks not highlighted in this section were not identified for more comprehensive, or multiple changes, or are included in the previous Section 5.2.1 Community-Wide Recommendations.

12 LOCATION-SPECIFIC RECOMMENDATIONS

- L1** Waterfront Parks Network
- L2** Filberg Heritage Park
- L3** Marina Park
- L4** Community Centre (outdoors)
- L5** Highland Park
- L6** Anderton Park
- L7** Northeast Woods
- L8** Golf Course Lands
- L9** NEW Northwest Comox Park
- L10** Lancaster Park
- L11** Elks and Royal Purple Park (Kye Bay)
- L12** Aspen Park

L1 WATERFRONT PARKS NETWORK

Continue to improve and expand the existing node of waterfront parks and waterfront access on the harbour as a priority recreation interest for the Town.

BACKGROUND AND RATIONALE

- Waterfront is central to the character of Comox and opportunities to enjoy public waterfront are a community priority.
- Overall, the Town has multiple waterfront park sites and has invested in this network of parks over time as a long-standing priority.
- Most of the existing public waterfront parks or accesses are individual (they are not connected or continuous). A large portion of the Town's waterfront area is privately developed without public access.
- However, the area around Baybrook Nature Park, where Brooklyn Creek meets the foreshore, is unique as it presents 4 park sites in close proximity:
 - » Baybrook Nature Park
 - » Brooklyn Creek Greenway
 - » Mack Laing Park
 - » Macdonald Wood Park
- There is opportunity for this collection of parks to be strengthened as a coordinated network.
- The harbour and area around Brooklyn Creek where it meets the foreshore are significant for K'ómoks First Nation.

LOCATION MAP



COMMUNITY FEEDBACK HIGHLIGHTS

- **#1 PRIORITY FOR IMPROVEMENT:** 95% of participants supported this network of parks as a focus area for improvement. It ranked #1 for most supported (from 20 emerging directions).
- **MOST USED PARKS:** Feedback identified Brooklyn Creek Greenway, Macdonald Wood and Mack Laing Park all in the top 10 most used parks in Comox.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L1.1 Management Plan: Develop a Management Plan for this group of related nature parks (Brooklyn Creek Greenway, Baybrook Nature Park, Mack Laing Park, and Macdonald Wood Park), to coordinate stewardship priorities (including riparian enhancement and invasive species management), and amenity improvements (including washroom, trails, accesses, parking, signage, and wayfinding). Include interest groups and community engagement.	Short	K'ómoks, Parks, Interest Groups, Community	\$\$\$ (plan only) Staff Time
L1.2 Accessible Washroom: Informed by the Area Management Plan (see L1.1), or an earlier study as required, determine the preferred location and develop an accessible washroom that serves the area. See C10 Washrooms for more information.	Short	Parks, Engineering, Interest Groups	See C10 Washrooms
L1.3 Secure Long-term Upland Connection: Pursue opportunities to acquire land or otherwise secure a long-term public upland trail connection between Mack Laing and Macdonald Wood Park.	Immediate and Ongoing	Parks, Planning, Finance	\$-\$\$ (not including land)
L1.4 Mack Laing Park Amenity Improvements: Continue to pursue the design and implementation of a lookout platform, trail improvements, and interpretive signage.	Immediate-Short	K'ómoks, Parks, Interest Groups	In existing budgets

KEY RELATED RECOMMENDATIONS

- C1 Waterfront Trail/Route
- C2 Ocean to Upland Trail Network
- C8 Beach Accesses and Launches
- P3 Acquisition Planning
- P9 Partnerships
- P13 Environmental and Water Stewardship
- P14 Climate Change Adaptation and Resilience

L2 FILBERG HERITAGE PARK

Continue to maintain and improve Filberg Heritage Lodge and Park as a priority park and community location in the Town.

BACKGROUND AND RATIONALE

- The Filberg Heritage Lodge and Park is a unique location within Comox's parks system. It is a 3.6 ha (9-acre) waterfront property overlooking the harbour that offers heritage, waterfront, restaurant, community gathering, and more.
- This location is also significant for K'ómoks First Nation with its proximity to the estuary, where Brooklyn Creek meets the Salish sea, and to Pelxqikw (Goose Spit).
- Given its central waterfront location, and proximity to the *Waterfront Parks Network* outlined in **L1**, there is opportunity to strengthen the connections and integrity of this park for the future.
- The park is highly regarded and valued in the community.
- The Town will continue to collaborate with the Filberg Heritage Lodge & Park Association to maintain and improve this space for the community.

LOCATION MAP



COMMUNITY FEEDBACK HIGHLIGHTS

- **THIRD TOP USED PARK:** Feedback identified Filberg Heritage Park as #3 of the top used parks in Comox.
- **PRIORITY:** Feedback was highly satisfied with the park as well as #10 priority for improvements.
- **KEY COMMENTS:** Interest in continuing to invest in this park as an important community space, protecting what is there, and improving connections.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L2.1 Filberg Waterfront Improvement Design: Engage a team to create an integrated design that supports the estuarine environment (Green Shores design program) as well as an improved community waterfront walkway/promenade that is resilient and compatible with coastal processes. Pursue a funding partner.	Medium	Parks, Planning, Engineering, Finance	\$\$\$
L2.2 Filberg Waterfront Improvements: Following the design process (see Action L2.1), secure funding (including grant or funding partners), and construct an improved waterfront walkway and resilient foreshore at Filberg Lodge Heritage Park.	Medium	Parks, Planning, Engineering, Finance	TBC through design, see L2.1

KEY RELATED RECOMMENDATIONS

- *L1 Waterfront Parks Network*
- *C1 Waterfront Trail/Route*
- *C2 Ocean to Upland Trail Network*
- *C8 Beach Accesses and Launches*
- *P3 Acquisition Planning*
- *P9 Partnerships*
- *P13 Environmental and Water Stewardship*
- *P14 Climate Change Adaptation and Resilience*

L3 MARINA PARK

Develop a Marina Park Management Plan to guide continued strategic improvement and investment in Comox's central waterfront community park.

BACKGROUND AND RATIONALE

- Marina Park is ~2.1 ha, centrally located on the harbour waterfront in Comox.
- This park is unique in the heart of Comox as an active waterfront park destination directly adjacent to Downtown and key community services and destinations including Comox Municipal Marina, Comox Town Hall, d'Esterre Seniors Centre, Comox Municipal Marina, and the seaplane terminal.
- The amenities and central location of Marina Park make this a desirable destination that attracts year-round events and visitors from neighbouring communities and beyond the region.
- Community engagement indicated that Marina Park is the top most visited park in the Town of Comox.
- Amenities available here include playgrounds, the Town's only spray park, community washrooms and amenity buildings (Spinnaker and Genoa Sail Buildings), covered plaza areas, picnic areas, seating, food truck space, boat launch, public pier, gardens, and large lawn area.
- Careful planning is essential to confirm how to best use this space for improvements (within the complex context of adjacent properties) while maintaining flexible unprogrammed 'open space' for events, community use, and gathering.

LOCATION MAP



COMMUNITY FEEDBACK HIGHLIGHTS

- **POPULAR:** Community members indicated that Marina Park is the most used park in the Town of Comox.
- **PRIORITY:** Marina Park was indicated as the 4th priority for park improvements.
- **PLAYGROUND REPLACEMENT:** The Marina Park playground was identified as the 2nd priority for playground replacement.

PLANNING AND DESIGN CONSIDERATIONS

- **NEW PERFORMANCE STAGE:** Consider options for design, location, and servicing to provide a stage in the park to host concerts, performances, and other events. Consider flexibility for use day-to-day outside of events, direction of sound amplification, direction of prevailing winds, and sun study for audience and viewers.
- **UPGRADE PLAYGROUND (see C4.2):** Conduct a detailed design process to determine the location and design for an upgraded playground that maximizes inclusivity and accessibility for play seekers and caregivers. Consider expanding the water park to meet demands for different age groups and for accessibility.
- **SCULPTURAL SEATING AND YOUTH GAMES (see C3.5):** Explore sculptural outdoor seating in the park or pier, and social outdoor park games that appeal to youth interests.
- **PADDLESPORT LAUNCH (see C8.5):** The existing boat launch is shared for all users (motor and non-motor), is in high-demand, and can be intimidating for paddle sport users. Explore the feasibility of a dedicated paddlesport launch.
- **SWIMMING PIER (see C3.6):** Review the feasibility of a public swimming pier.
- **FOOD TRUCKS:** provide a dining destination and option for visitors to stay at the park longer. This is a desirable attraction for the park and Downtown, and makes it unique from other parks in Comox. Include similar, expanded, or permanent options for future food and vendor allocation in the park.
- **SHADE AND TREE PLANTING:** Consider opportunities to increase shade in the lawn areas of the park, especially around the playground. Plan for tree planting (especially in parking areas, near pathways, and open lawn areas) to improve urban tree canopy and related benefits. Include seasonal shade umbrellas or similar that are durable and vandal resistant.
- **PUBLIC ART:** Provide public art at Marina Park to support local culture, identity, and community place-making.
- **PARKING AND ACCESS:** Marina park and the surrounding context have complex parking and access considerations. Carry out a detailed study to improve the efficiency of vehicle access and circulation, parking, emergency access, and to encourage safe alternate modes of mobility including cyclist access, pedestrian access, and bus/shuttle access.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L3.1 Park Management Plan (PMP): Create a PMP for Marina Park that includes a community engagement process (3-phase process recommended). Key considerations for Marina Park include, but are not limited to: upgrade for destination/inclusive playground, water play expansion, performance stage, dedicated paddlesport launch, vendor space, public art, pathway connections, shade solutions, tree planting, parking, access, signage, and furnishings. Integrate outcomes for actions and capital planning with PTMP implementation.	Short	Parks, Planning	\$\$\$ (plan only) Staff Time
L3.2 K'ómoks First Nation: Explore interest and opportunities with K'ómoks First Nation to increase Indigenous visibility, celebration, art, or language in Marina Park.	Short, Ongoing	Parks	Staff Time

PRECEDENTS



Inspiration: Destination playground and water play at "Adventure World Playground" - Community Park, City of Parkville



Image Credit: Town of Ladysmith

Inspiration: Destination playground and water play - Transfer Beach Park, Town of Ladysmith



Inspiration: Destination playground, accessible and inclusive - Maffeo Sutton Park, City of Nanaimo



Image Credit: Parksville Beach Festival

Inspiration: Outdoor theatre, City of Parksville



Image Credit: Theatre Under the Stars

Inspiration: Malkin Bowl - Stanley Park, City of Vancouver



Image Credit: City of West Kelowna

Inspiration: Temporary stage and Annette Beaudreau Amphitheatre, City of West Kelowna



Inspiration: Rotary Stage - Willingdon Beach Park, City of Powell River

KEY RELATED RECOMMENDATIONS

- C1 Waterfront Trail/Route
- C2 Ocean to Upland Trail Network
- C8 Beach Accesses and Launches
- C10 Washrooms
- C12 Signage and Wayfinding
- P5 Asset Inventory and Management
- P10 Accessibility

L4 COMMUNITY CENTRE (OUTDOORS)

Enhance the Community Centre outdoors to create a strengthened hub for youth and provide more active amenities for the community.

BACKGROUND AND RATIONALE

- The ~1.9 ha outdoor space surrounding Comox Community Centre is central within the Town, nearby to multiple schools, residential areas, and public transit.
- The Comox Community Centre indoor facility is a well-used destination for the whole community.
- The existing outdoor amenities are modest for a community destination, including:
 - » Playground
 - » (2) Tennis courts
 - » Gardens
 - » Open field space and bleachers

EXISTING CHALLENGES

- Due to poor drainage and field quality, the field space is largely inactive for league-use but supports Community Centre programs (e.g., boot camps, soccer camp). In the past, the field space supported tee ball, softball, and soccer.
- The geothermal system beneath the field limits the kind of park development that can occur in the existing field space.
- The playground is at the end of its usable life (from 1994) and is currently isolated within the parking lot which presents challenges for access and the atmosphere of the playground.
- In 2019, a design and engagement process developed the Comox Community Centre Master Plan. The plan was designed to project future building expansion, improved pedestrian access to and through the site, improve parking, and add amenities to the field space.

LOCATION MAP



COMMUNITY FEEDBACK HIGHLIGHTS

- **YOUTH AMENITIES HUB:** The Community Centre (outdoors) was the preferred location for the pump track/bike skills park as well as a priority consideration identified for a basketball court and covered picnic area.
- **PLAYGROUND UPGRADES:** The existing playground within the parking lot was identified as a priority for relocation/upgrade.

PLANNING AND DESIGN CONSIDERATIONS

- **INDOOR FACILITY:** The Comox Community Centre Master Plan (2019-2022) anticipates indoor facility improvements. The dark blue area shown on the "Location Map" on the previous page identifies the space reserved for future facility needs (including parking and circulation upgrades related to facility changes).
- **PLAYGROUND (see C4.1, p.92), SHADE, and COVERED STRUCTURE (see C11.1 & C11.2):** Provide a new inclusive playground within the field area (separate from parking) with nearby covered structure and shade.
- **YOUTH HUB (see C3.1, p.86):** In order to strengthen the Community Centre as a hub for youth, develop a collection of youth outdoor amenities on-site (see bulleted items below).
- **PUMP TRACK (see C3.3, p.86):** The field space on site is the preferred location to develop a pump track and bike skills park.
- **OPEN FIELD UPGRADE (see C5.7):** Retain an open grass field area with drainage improvements to support Community Centre programming (e.g., workout classes) and day to day use.
- **BASKETBALL COURT (see C6.2):** Develop a basketball court on site as part of creating a Youth Hub.
- **TENNIS COURTS (see C6.7 and C6.9):** It is anticipated that future community centre upgrades will require removal of the existing tennis courts. Consider options for relocating two tennis courts on-site, or confirming at an alternate site.
- **MULTI-SPORT BOX (see C6.7):** With consideration for planning and upgrades for Highland Park where the existing multi-sport box is currently located, and the community-wide need to continue to provide a multi-sport box, consider the Community Centre as an alternate location (as needed).
- **PARKING:** Future parking and access revisions should be led by indoor facility changes or upgrades.
- **PARK NAMING/SIGNAGE:** Review the park name (Village Park, Community Centre). Align signage with the name/identity to carry forward.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L4.1 Park Concept Plan: Complete a Concept Plan and capital planning estimate to confirm direction for the Community Centre outdoor space (the open field portion of the site). Building from 2022 engagement, carry out one round of community and interest group engagement, with consideration to be concurrent with the Anderton Park Concept Plan. Key amenity considerations include, but are not limited to: new inclusive playground, picnic area, covered space, basketball, tennis, pump track/skills park, open grass field space, drainage, shade, planting, and circulation. Secondary consideration is for a multi-sport box.	Short	Parks	\$-\$\$ (plan only) Staff Time
L4.2 Implementation: Update parks capital planning and PTMP implementation to integrate the Concept Plan outcomes. Implement outdoor upgrades at the Community Centre as per the Concept Plan (Action L4.1).	Short, Ongoing	Parks	TBC (also C3.1, C3.3, C4.1, C5.7, C6.2, C6.7, C6.9)

KEY RELATED RECOMMENDATIONS

- C3 Youth Amenities
- C4 Play Amenities
- C5 Athletic Fields
- C6 Sport Courts
- L5 Highland Park
- L6 Anderton Park

L5 HIGHLAND PARK

Invest in Highland Park with a continued focus to provide an athletics hub for Comox with high quality fields and courts that support a variety of ages and interests.

BACKGROUND AND RATIONALE

- Highland Park is at the edge of the developed residential area of central Comox. At 6.9 ha, it is the largest developed park in Comox, and the primary athletics park.
- Highland park adjoins the grounds of Highland Secondary School (SD71) and is adjacent to Northeast Woods, which both influence the use of the site.
- Today, Highland Park supports 5 on-site grass athletic fields (see **Table 12, p.96** for full details), 1 multi-sport box, 6 pickleball courts, and a washroom/storage building.
- The fields and pickleball courts are all highly sought after for playing time (see **C5** and **C6** for more information).
- The Town of Comox maintains an agreement with SD71 for shared used of outdoor facilities between Highland Secondary School and Highland Park. The school has priority use of facilities during school hours.

COMMUNITY FEEDBACK HIGHLIGHTS

- **FIELD UPGRADES:** Interest groups and community engagement respondents expressed support for field upgrades.
- **WASHROOMS:** 48% of respondents prioritized washroom upgrades at Highland Park over other locations in the park system.
- **NEW AMENITIES:** Phase 2 engagement respondents identified Highland Park as a potential location for a skatepark, off-leash dog park, pump track, and playground.



SPACE AVAILABILITY

There is limited space available on-site outside of existing active amenities. The primary areas of opportunity are reviewed below:

- **Northwest corner:** Cleared space and treed border past the outfield of baseball field 3.
- **South perimeter and southeast corner:** Treed buffer to Guthrie Road and pathway. To date, the southeast corner (area adjacent to Torrence Road and pickleball courts) has been constrained by a right-of-way (ROW) for underground services to CFB Comox 19-wing. Review potential for ROW requirements to change.
- **School District partnership (pink):** Grass field (identified as #4) and inactive courts.



PLANNING AND DESIGN CONSIDERATIONS

- **SPORTS FIELD UPGRADES:** Improvements to the existing grass sports fields (rectangle/ soccer, softball, and baseball) will continue to support league use and outdoor recreational opportunities for the community. See **C5 Athletic Fields, p. 93** for details.
- **WASHROOMS:** Upgrade the existing washroom building to continue to meet needs of an athletic complex for league, recreation, and tournament uses. See **C10 Washrooms, p. 115** for details.
- **ENTRY / GATHERING AREA:** Currently the park entry is informal and the grades and existing multi-sport box blocks entry sight lines through the park. Improve the entry experience and central gathering area in the park. Consider shade, picnic tables, and signage.
- **PICKLEBALL COURTS AND SOCIAL AREA:** The Comox Valley Pickleball Association has a growing need for courts and associated outdoor gathering/social space. See **C6 Sport Courts, p. 100** for more information.
- **BASKETBALL COURT:** Provide a basketball court in Highland Park/School. See **C6 Sport Courts, p. 100** for details.
- **MULTI-SPORT BOX:** See **C6 Sport Courts, p. 100** for short-term and long-term considerations for the multi-sport box.
- **SKATEPARK:** Highland Park is a top location consideration for a skatepark in Comox. Initial site review considers either the multi-sport box location, or on Highland Secondary School grounds. There are ~4 other candidate park locations in Comox (most are long-term considerations, where other site changes are required first). See **C3 Youth Amenities, p. 84** for details.
- **OFF-LEASH DOG PARK:** Highland Park is a candidate location for a community off-leash dog park. This location will require fencing containment since dogs off-leash are not compatible with sports fields. See **C7 Dogs in Parks, p. 104** for dog park design considerations and recommendations.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L5.1 Southeast Corner: Collaborate with CFB Comox to explore potential for change in the utility right-of-way in the southeast corner of the park.	Immediate, Ongoing	Parks, CFB Comox	Staff Time
L5.2 Park Management Plan (PMP): Create a PMP for Highland Park that includes a community engagement process (3-phase process recommended). Key considerations include, but are not limited to: field upgrades, entry/gathering area, circulation, parking upgrades, basketball, pickleball, and multi-sport box. Secondary considerations are dog off-leash area, skatepark, pump track, and playground. Integrate outcomes with parks capital planning and PTMP implementation.	Short	Parks	\$\$\$ (plan only) Staff Time
L5.3 Entry/Gathering Area: As part of the Highland Park Management Plan (see Action L5.2), explore circulation improvements, and providing a central gathering area in the park with consideration for shade/cover, seating, and signage.	Medium	Parks	\$\$

KEY RELATED RECOMMENDATIONS

- L4 Community Centre (outdoors)
- L6 Anderton Park
- C3 Youth Amenities
- C4 Play Amenities
- C5 Athletic Fields
- C6 Sport Courts
- C7 Dogs in Parks
- C10 Washrooms
- P5 Asset Inventory and Management
- P7 Design Guidelines
- P9 Partnerships

L6 ANDERTON PARK

Continue to protect Anderton Park as an active, central, Downtown park and develop strategic improvements for amenities and circulation.

BACKGROUND AND RATIONALE

- Anderton is a 1.36 ha community park centrally located near Downtown Comox. Adjacent land uses are residential and commercial.
- Outdoor amenities at the park include:
 - » Playground
 - » Outdoor exercise equipment
 - » (6) tennis courts
 - » Clubhouse (used by Comox Valley Tennis Club)
 - » Washrooms
 - » Outdoor table tennis and outdoor foosball table
 - » Nature play area
- Anderton is the only park with play and sports amenities in southeast Comox. It services both a significant residential population living within walking distance and visitors from across the community coming to use key facilities (e.g., tennis courts).
- Opportunities exist to better organize existing amenities such as the playground equipment to improve circulation and increase capacity to add new community amenities within the park.

PLANNING CONSIDERATIONS

- Consider undertaking planning for Anderton Park in coordination with planning for the Community Centre and Highland Park as each may be candidates for future priority amenities identified by the community.



COMMUNITY FEEDBACK HIGHLIGHTS

- **PRIORITY:** Upgrades to Anderton Park overall are a moderate priority for the community ranking 14/30 in phase 1 and 19/22 in phase 2.
- **PLAYGROUND UPGRADES:** Anderton Park was the 3rd top priority for community park playground upgrades.
- **WASHROOMS:** Anderton Park ranked 3rd for washroom upgrades / replacement.
- **NEW AMENITIES:** Input indicated Anderton Park as a potential location for the following priority amenities: bike pump track and skills park, basketball court, and covered picnic area.

AMENITY CONSIDERATIONS

- **TENNIS (see C6):** Continue to support Anderton Park as a centre for tennis in Comox. Collaborate with the association for ongoing maintenance and priority upgrades.
- **PLAYGROUND (see C4.3):** Plan to consolidate, upgrade, and modernize play in a way that positions Anderton Park as a destination playground, with play opportunities for both 2-5 and 5-12 age groups.
- **EXERCISE EQUIPMENT:** Review level of use for this amenity and if underutilized, consider options for revision, downsizing, or relocation.
- **WASHROOM UPGRADE (see C10.3):** Incorporate park washroom updates as part of lifecycle renewal for the clubhouse building.
- **PUMP TRACK/SKATEPARK/MULTI-SPORT BOX:** Consider Anderton Park as a candidate location for one of these amenities in the future, recognizing that each requires substantial space and alternate locations are being considered for all of these amenities (e.g., Community Centre or Highland Park).

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L6.1 Park Concept Plan: Complete a Concept Plan and capital planning estimate to confirm direction for Anderton Park. Consider streamlined engagement (interest groups and/or community) and carrying out this work concurrently with the Community Centre Concept Plan. Key considerations to be addressed include: circulation upgrades, playground upgrade, revising the outdoor exercise circuit, and potential accommodation of a new amenity (multi-sport box, skatepark, or bike pump track).	Short to Medium	Parks	\$-\$\$ (plan only) Staff Time
C6.2 Implementation: Update parks capital planning and PTMP implementation to integrate the Concept Plan outcomes (e.g., tennis, playground, washroom upgrade, pump track/skatepark/multi-sport box). Implement outdoor upgrades at Anderton Park as per the Concept Plan (Action L6.1).	Medium, Ongoing	Parks	TBC (see also C3.3, C3.4, C4.3, C6.7, C6.8, C10.3)

KEY RELATED RECOMMENDATIONS

- L4 Community Centre (outdoors)
- L5 Highland Park
- C3 Youth Amenities
- C5 Athletic Fields
- C6 Sport Courts
- C10 Washrooms
- P5 Asset Inventory and Management
- P9 Partnerships

L7 NORTHEAST WOODS

Develop a Park Management Plan for Northeast Woods to support continued protection of this important natural area and guide select park enhancements.

BACKGROUND AND RATIONALE

- The Northeast Woods is 67.7 ha of forested lands between Comox's urban area and the Town boundary. The area is adjacent to Lazo Wildlife Park and Lazo Marsh, both in the CVRD, creating an expansive natural area and popular linked trails network.
- Northeast Woods comprises several tenures including a Nature Trust Wildlife Management Area, Comox Municipal Parkland, CVRD trails, and lands leased from K'ómoks First Nation. The Town of Comox maintains the area leased from Kómoks First Nation. Nature Trust maintains the rest of this area.
- The park is primarily forested with numerous trails throughout. Its natural character is highly valued by residents.
- The main park access is from a parking lot off Torrence Road in the park's southwest. The southern boundaries of the park also interface with Highland Park and the Comox Public Works Department.
- Northeast Woods and surrounding areas are used broadly by community residents, visitors from throughout the region, as well as by schools and interest groups. The park is also a popular destination for dog walking.
- The community expressed concerns with management of dogs off-leash and degradation of the natural environment as a result of limited trail management and adhoc trails.
- As visitation continues to increase, management will be needed to mitigate potential impacts to natural areas and trails.

LOCATION MAP



COMMUNITY FEEDBACK HIGHLIGHTS

- **HIGH USE AND PRIORITY:** Northeast Woods were reported as one of the most used parks in Comox and a priority area for upgrades.
- **WASHROOMS:** There is strong support for a washroom amenity at this location.
- **CONNECTIVITY:** There is an interest to link Northeast Woods with Goose Spit.

PLANNING AND DESIGN CONSIDERATIONS

- **WASHROOMS:** Access to washrooms was a top community priority for Northeast Woods. See **C10.2, p.117**.
- **TRAILS:** Many formal and informal trails exist in the Northeast Woods. Future planning should review existing trails, consider conflicts with environmentally sensitive areas, decommission select trails, formalize the network, identify upgrades of select routes for all ages and abilities, and set clear guidelines for the creation of new trails.
- **MAINTENANCE:** As use of the area increases, maintenance demands will also increase. A collaborative approach to maintenance with park ownership / interest groups should be considered. Key maintenance considerations may include new washroom facility management (see above), trail upkeep, invasive species management, parking lot maintenance, etc.
- **DOG USE:** Current park signage about off-leash dog use is conflicting. Policy and messaging for off-leash activities should be updated and clearly communicated. Consider if there is a suitable opportunity (e.g., not environmentally sensitive) for off-leash dogs, see **C7.2, p.106**.
- **CONNECTIVITY:** Seek opportunities to strengthen connections between the Northeast Woods and other destinations. See **C2, p.81**.
- **SIGNAGE AND WAYFINDING:** A consistent and comprehensive approach to signage throughout the park should be developed, including trailhead maps, wayfinding markers, interpretive signage, and regulatory signage. See **C12, p.121**.
- **PROTECTION AND RESTORATION:** Future planning for Northeast Woods should include identification of environmentally sensitive areas and recommendations for their ongoing protection, restoration plans for heavily impacted areas, and invasive species management planning.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L7.1 Management Review: Work with Nature Trust to review and revise roles for active day-to-day management and maintenance to better achieve mutual aims for sustainable management of the area for the future.	Short	Parks, Nature Trust, CVRD	Staff Time
L7.2 Update Management Plan: Update the Nature Trust Management Plan for Northeast Woods. Key considerations to be addressed: park washroom, trail improvements, dog off-leash policy and areas, maintenance plans, environmental review, habitat enhancement, signage and wayfinding, and broader connectivity.	Short	Parks, Nature Trust, CVRD	\$\$ (plan only) Staff Time

KEY RELATED RECOMMENDATIONS

- *C2 Ocean to Upland Trail Network*
- *C7 Dogs in Parks*
- *C10 Washrooms*
- *C12 Signage and Wayfinding*
- *P5 Asset Inventory and Management*
- *P9 Partnerships*
- *P10 Accessibility*
- *P13 Environmental and Water Stewardship*

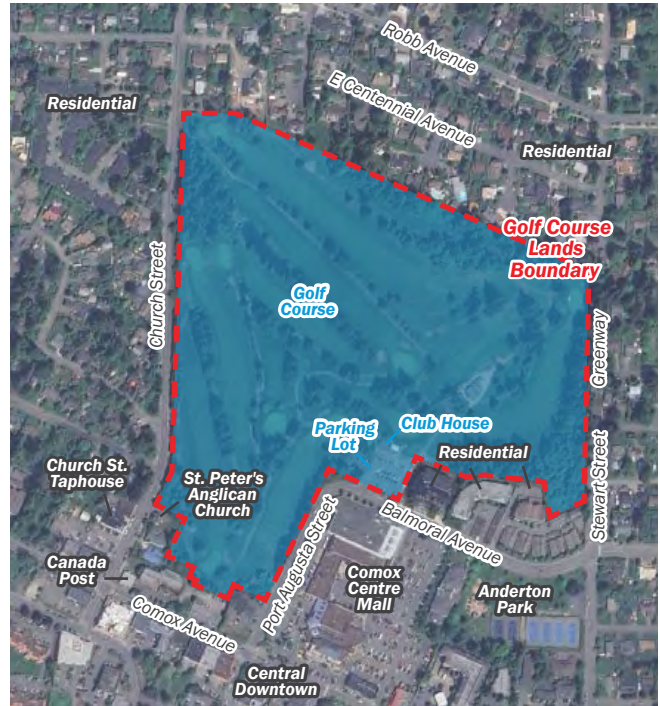
L8 GOLF COURSE LANDS

Develop a plan for the Golf Course Lands to guide its future role, form, use, and programs in the Town of Comox.

BACKGROUND AND RATIONALE

- The Comox Golf Course is 18.8 ha in the centre of Comox adjacent to the Downtown and other urban areas. This is one of the largest public greenspaces in Comox. Its size is almost equal to all of the Town's other Community Parks (combined 22.11 ha).
- The Town is the majority shareholder in ownership of the land that is leased to the Courtenay Golf Club Ltd. to operate and maintain the nine-hole course, driving range, and clubhouse.
- The club provides a valued social and recreational opportunity for seniors and all ages year-round. In 2024, over 47,000 nine-hole rounds were played at the course. It serves ~250 members annually, as well as visiting non-members.
- Today, there is limited connection with this large central greenspace from the surrounding areas. It presents a barrier for active mobility (walking, cycling, etc.) connection to downtown. The Stewart Street Greenway runs parallel to the east boundary and there is potential for future opportunities to increase connectivity.
- The current 30-year lease for the Courtenay Golf Club Ltd. expires in 2033. In a community like Comox that is largely developed, the Golf Course lands represent a unique opportunity for community park and recreation needs that warrants careful consideration, planning, and community engagement.
- The *Comox Downtown Enhancement Action Plan (2024)*, advised to "Recreate the Golf Course as a more inclusive community asset".

LOCATION MAP



COMMUNITY FEEDBACK HIGHLIGHTS

- **LOTS OF POTENTIAL:** Many ideas were shared for expanding program offerings at this site.
- **MIXED OPINIONS:** Many identified an interest in changing the lands in the future to accommodate more community park uses. Others felt that Comox Golf Course should remain unchanged.

PLANNING CONSIDERATIONS

- **CLARIFY TIMELINES:** The current golf course lease agreement is in place until 2033. A decision-making process and timeline should be developed for the future use of this area.
- **SEEK FURTHER INPUT:** Feedback during the engagement process highlighted interests for how to best use this site. Further community input will be needed to inform future planning efforts and discussion with the Comox Golf Club.
- **DEVELOP A PLAN:** Following timeline clarifications as well as community input, a detailed planning study should be carried out. The plan should seek to understand site conditions; opportunities and constraints; and technical details; as well as identify potential uses and concepts for the lands.
- **CONNECTIVITY AND INTERFACES:** Explore opportunities to connect to the Golf Course to the surrounding neighbourhood and heart of Comox.
- **INCLUSIVE ACCESS:** Today, these lands are accessible for golf activities. Create opportunities for non-golfers to connect with this Downtown greenspace publicly (no fee for use) that are compatible alongside a revised golf course function.
- **COMPLEMENTARY USES:** Explore opportunities for the Comox Golf Course to be revised to provide priority Community Park space/amenities Downtown.
- **PRESERVATION OF NATURAL FEATURES:** The existing Golf Creek (spring-source, Riparian Areas Protection and Regulation [RAR]), mature tree canopies, permeable landscape, wildlife corridors, and other natural features should be preserved and enhanced for the benefit of local ecologies in the heart of the Town.

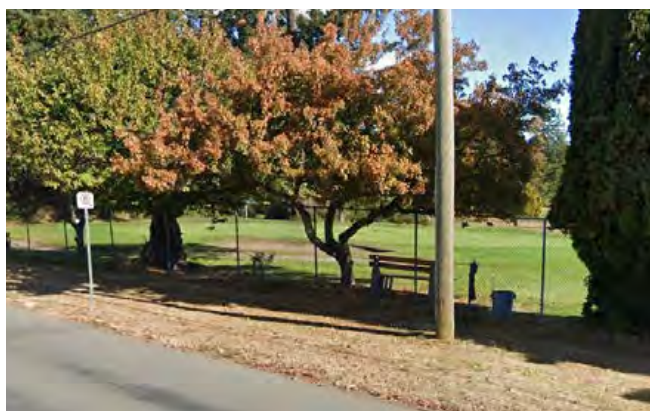


This image is an excerpt of the "Greater Downtown" concept from the *Downtown Enhancement Action Plan (2024)*, which envisions a shift for the southern part of the Golf Course lands to provide park amenities and community connection.

PARK AMENITY CONSIDERATIONS

To achieve all of the future Community Park amenities identified in this Plan, new/additional Community Park space is required. Long-term, seek opportunities to define Community Park space within the Golf Course lands and incorporate ~2-4 of the following amenities:

- Public Plaza
- Play Amenities
- Recreational Trails
- Off-leash Dog Park
- Skatepark
- Tennis Courts
- Pickleball Courts
- Multi-sport Box
- Community Gardens



Existing: Perimeter fencing surrounds the majority of the site.



Existing: The parking lot and clubhouse are the main entry to the site from the Downtown interface (across from Comox Mall).

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L8.1 Future Use: Develop a decision-making process and timeline for future use of the area.	Immediate	Parks	Staff Time
L8.2 Integrated Planning: Integrate planning for the Golf Course lands in Town strategic initiatives (e.g., the OCP update, mobility planning, active transportation planning, stormwater management planning, etc.)	Immediate and Ongoing	Parks, Planning, Engineering	Staff Time
L8.3 Visual Connection: Explore opportunities to improve visual connection to the Golf Course greenspace from the community.	Short	Parks	Staff Time
L8.4 Access/Circulation: Explore opportunities to improve mobility and access for the general public to and around the Golf Course.	Short to Medium	Engineering, Planning, Parks	\$\$\$ Staff Time
L8.5 Area Study: Complete a planning study for these lands to integrate direction from the PTMP, OCP, Downtown Enhancement Action Plan, mobility plans, etc. Key plan considerations include, but are not limited to: connectivity, access, and interface upgrades; changes to the surrounding area; natural feature enhancements/preservation; indigenous visibility; and long-term maintenance considerations.	Medium	Parks, Planning, Operations	\$\$\$ (plan only) Staff Time

KEY RELATED RECOMMENDATIONS

- C3 Youth Amenities
 - C4 Play Amenities
 - C6 Sport Courts
 - C7 Dogs in Parks
 - C10 Washrooms
- C11 Shade and Outdoor Covered Space
 - C12 Signage and Wayfinding
 - P5 Asset Inventory and Management
 - P10 Accessibility
 - P13 Environmental and Water Stewardship

L9 NEW NORTHWEST COMOX PARK

Seek opportunities to acquire land in the northwest of Comox to provide park space and meet the needs of the growing population in the area.

BACKGROUND AND RATIONALE

- The area in the northwest of Comox, on either side of Aspen Road, bordering Courtenay and the CVRD, is undergoing development.
- The area to the west of Aspen Road is substantially complete. The area to the east is currently treed and protected wetland areas with informal trails used for dog walking, nature appreciation, and outdoor nature play, and is approved for future development.
- Spatial analysis noted this area as underserved for existing access to park space and amenities. The growth of population and density in this area will amplify the need for neighbourhood park space nearby to residents.
- There are a number of greenways nearby in the City of Courtenay that provide opportunity for connecting and expanding the recreational trail network as well as connecting residents to green spaces and playgrounds. For example, the Hector Greenway in Comox connects to the Idiens Greenway in Courtenay.
- The Town of Comox has funding from development that will provide compact play amenities as part of the Hector Greenway.
- Further amenities and park space are needed to meet the needs of this area in Comox.

LOCATION MAP



COMMUNITY FEEDBACK

- **SUPPORT:** 87% of respondents support targeted parkland acquisition in the Hector Road Area.
- **ACCESS TO WOODED TRAILS:** Residents expressed concern for future development impacts to existing wooded areas and trails around Aspen Road.
- **CONNECTIVITY:** Respondents highlighted need for improved connectivity from the Hawk and Idiens Greenways into Comox.
- **AMENITIES:** Respondents identified neighbourhood park needs for play and dogs.

PLANNING AND DESIGN CONSIDERATIONS

- **ACQUISITION:** Increase park supply for a growing population in this area of the Town. Seek opportunities to acquire land for conversion to park space. Consider parcel purchases as needed.
- **FORESTED LANDS:** As part of the acquisition process, look to preserve intact forests located on any new parks or greenways. Work with development to seek ways to preserve forest patches and existing trees in private property and along new road right of ways.
- **CONNECTIVITY:** Continue to increase connectivity in the area by creating new greenways that link to the existing greenway network (including neighbouring Courtenay and CVRD lands).
- **PLAY SPACES (see C4.9):** Look for ways to include play spaces and other child oriented amenities along greenways to increase the multi-functionality of these spaces. Include provisions for older children, accessible play, and 2-5 year olds.
- **DOGS:** The forested portion east of Aspen Road is currently popular for dog walking. Seek ways to integrate a nearby off-leash dog area.
- **TRAILS:** Many informal trails exist in the current forested portions of this area (see **Connectivity** and **Dogs** above). Seek ways to preserve trails where possible and continue to create off-road walking and cycling routes.
- **TREE CANOPY:** Large existing, continuous tree canopy currently exists in the forested portions of this area (see **Forested Lands** above). Look for ways to preserve/create new tree canopy on private property – and importantly along new streetscapes – in this area.
- **COMMUNITY GARDENS:** Include opportunity for community garden in future park spaces (or potentially along greenways) if an organization.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L9.1 Neighbourhood Park: Seek land acquisition opportunities in northwest Comox for a new neighbourhood park (~0.2-1.0 ha).	Immediate, Ongoing	Parks, Planning, Legal	Staff Time
L9.2 Hector Greenway Play: Utilize current funding from development to implement play spaces along Hector Greenway.	Immediate	Parks	\$
L9.3 Open Space Planning: Look for opportunities for further park, greenway, and amenity creation. Look for opportunities to expand and preserve existing forested lands and connect to nearby greenways and open space (e.g., Courtenay).	Short, Ongoing	Parks, Planning	Staff Time

KEY RELATED RECOMMENDATIONS

- *C4 Play Amenities*
- *C7 Dogs in Parks*
- *P3 Acquisition Planning*
- *P2 Parkland Targets*
- *P10 Accessibility*
- *P13 Environmental and Water Stewardship*

L10 LANCASTER PARK

Revise the classification of Lancaster Park to "Community Park" and develop a Park Management Plan to guide enhancements and upgrades.

BACKGROUND AND RATIONALE

- Lancaster Park is ~1.2 ha located in the North West corner of Comox adjacent to the boundary with the City of Courtenay.
- McDonald Road and Lancaster Way bound two sides of the park and are the major vehicular access routes to the site. Existing parking access is shoulder parking on McDonald Road at the north end of the park.
- A series of greenways link to the park, including McDonald Greenway to the south, Hawk Greenway in Courtenay across McDonald Road, and a trail connecting east to the Quality Foods development.
- McDonald Bog is located east of Lancaster Park, and is a large, undeveloped natural area providing a backdrop to the 'Duck Pond' at the top end of the park.
- The other sides of the park are adjacent to residential areas. New development to north of the park is currently lacking in open space (see **L9** for more information).
- Lancaster Park is anticipated to be an increasingly important park destination for nearby residents, as well as visitors from the broader surrounding community, including Courtenay.
- Careful planning and community consultation will be required to determine the nature and extent of upgrades associated with re-classifying Lancaster as a "Community Park."

LOCATION MAP



COMMUNITY FEEDBACK HIGHLIGHTS

- **EVOLVING NEEDS:** The growth of development in the area meant more people were living in close proximity to Lancaster Park.
- **RESIDENTIAL:** Respondents noted the residential areas surrounding the park and designing suitable interfaces.
- **FAMILY ORIENTED:** Demographics in the area were seen as younger families, with the park being used by children for play and access to large open spaces.

PLANNING AND DESIGN CONSIDERATIONS

- **CLASSIFICATION:** Reclassify as a "Community Park" to recognize the existing uses and needs for this park.
- **COVERED SHELTER:** To support Community Park uses, and park visitor comfort year-round, provide a covered picnic shelter with tables and seating. See C11.2, p.120.
- **EXPANDED PLAY:** To increase play opportunities for younger children, include equipment suitable for 2-5 year olds. Include accessible play areas (equipment and surfacing) and consider opportunities to incorporate nature play. See C4.6, p.92.
- **WATER AMENITIES:** Lancaster Park suffers from high heat and lack of shade during summer months. Consider a small scale splash pad / cooling / misting zone. See C4.6, p.92.
- **FURNISHINGS:** Existing furnishings are lacking and should expand to include seating opportunities. Also include additional park games (outdoor table tennis and/or other items).
- **INTERFACES:** Improve privacy and screening along interfaces with neighbouring residential.
- **DRAINAGE IMPROVEMENTS:** The fields and pathways in Lancaster Park suffer from poor drainage and pooling water. Include drainage improvements as part of the park's upgrades.
- **NATURAL AREAS:** The 'Duck Pond' and bog backdrop are key draws to this park. Explore options to include a low-impact boardwalk along the interface of the pond and bog to introduce nature-based learning areas for children.
- **PARKING:** Formalize parallel parking along McDonald. Seek opportunities to create limited parallel parking along Lancaster Way.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L10.1 Community Park: Reclassify Lancaster Park as a "Community Park."	Immediate	Parks	Staff Time
L10.2 Park Concept Plan: Complete a Concept Plan and capital planning estimate to confirm direction for Lancaster Park. Include a streamlined process that engages local area residents. Key considerations include: covered shelter, shade improvements, play enhancements for 2-5 years, drainage improvements, parking, boardwalk, and consideration for misting/cooling zone and washroom.	Short	Parks	\$\$ (plan only) Staff Time
L10.3 Implementation: Update parks capital planning and PTMP Implementation to integrate the Concept Plan outcomes. Implement amenities/upgrades at Lancaster Park as per the Park Concept Plan (see Action L10.2).	Short, Ongoing	Parks	TBD (See C4.6 , C10.5 , C11.2)

KEY RELATED RECOMMENDATIONS

- C4 Play Amenities
- C10 Washrooms
- C11 Shade and Outdoor Covered Space
- P5 Asset Inventory and Management
- P10 Accessibility
- P13 Environmental and Water Stewardship

L11 ELKS AND ROYAL PURPLE PARK (KYE BAY)

Enhance and improve this community destination in Kye Bay to support long-term waterfront recreation and access.

BACKGROUND AND RATIONALE

- The Elks and Royal Purple Park is 0.61 ha located adjacent to Kye Bay. The total park area is split between two parcels straddling Windslow Road.
- This location is significant for K'ómoks First Nation.
- The park's boundaries are the Kye Bay foreshore to the north, Parkway Road end to the east, Windslow Road in the Centre, Kye Bay Road to the south, and private residential properties to the west.
- The park's waterfront location on Kye Bay is a popular destination for residents of the Town as well as visitors from throughout the CVRD.
- Most people access the park by vehicle. During peak use times (e.g., hot days, long weekends), there are noted issues with managing road access and parking.
- Current amenities include a recently upgraded (2022) playground for ages 5-12, swings, picnic tables, mature Douglas fir shade trees, and a full-service washroom building.
- This park was noted as a unique gem within the Comox parks system, and the broader CVRD region, due to its natural setting and providing access to expansive, family-friendly beachfront.

LOCATION MAP



COMMUNITY FEEDBACK HIGHLIGHTS

- **PRIORITY PARK:** This location was identified as a priority park for the community.
- **WASHROOMS:** This location was identified as one of the top priorities for washroom upgrades in the Town (along with additional washroom access at the farthest north beach access to Kye Bay).
- **COVERED AREA:** This location was identified as priority for the addition of a covered picnic shelter.

PLANNING CONSIDERATIONS

- **NAMING:** Explore opportunities with K'ómoks for park naming and storytelling. Retain an opportunity to acknowledge the role of the Elks and Royal Purple organization. The current park name is not well-recognized or widely used in the community.
- **PARK LAYOUT:** In advance of adding new infrastructure, amenities, and furnishings, develop a concept design that illustrates how improvements (that may be phased) will interrelate.
- **WASHROOMS:** The existing washroom facilities are aging. Complete a facility assessment and determine whether to pursue upgrades or replacement. Improve energy and water efficiency and accessibility. See **C10.3, p.117**.
- **COVERED SHELTER:** Develop an outdoor covered space to expand the park's usage by providing weather protection from rain, wind, and sun. A covered picnic shelter supports group gatherings (e.g., birthday party). See **C11.2, p.120**.
- **RINSE ZONE AND WATER FOUNTAIN:** Provide an outdoor shower/rinse zone and potable water fountain with convenient proximity to the beach.
- **FURNISHINGS:** Provide new picnic tables that include options for accessibility. Provide lounge chairs and consider opportunities for other park furnishings upgrades.
- **PARK GAMES:** Pilot outdoor park games such as table tennis and a horse shoe pitch with a QR code lock-box for borrowing equipment.
- **EXPAND PLAY:** The existing play equipment is designed for ages 5-12. Upgrade the swings to support accessible play and ages 2-5. Consider improvements to provide nature play and opportunities for ages 2-5. See **C4.8, p.92**.
- **PARKING AND BEACH ACCESS:** Provide beach access and parking layout upgrades to improve safety and reduce conflicts. Include a designated time-limited (e.g., 10-minute) loading zone for non-motorized watersport launching and beach access.
- **ARBORIST:** As part of *Urban Forest Management Strategy*, conduct an arborist review of existing tree health, as well as succession planting recommendations for future drought.

KEY RELATED RECOMMENDATIONS

- *C4 Play Amenities*
- *C10 Washrooms*
- *C11 Shade and Outdoor Covered Space*
- *P1 K'ómoks First Nation*
- *P10 Accessibility*
- *P14 Climate Change Adaptation and Resilience*

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
L11.1 K'ómoks First Nation: Explore interest and opportunities with K'ómoks First Nation to increase Indigenous visibility, art, language, or interpretation in Kye Bay.	Short and ongoing	K'ómoks, Parks, Planning	\$\$
L11.2 Park Name: Complete a naming strategy for Elks and Royal Purple Park.	Short	K'ómoks, Parks, Planning	Staff Time
L11.3 Park Concept Plan: Complete a Concept Plan and capital planning estimate to confirm direction for Elks and Royal Purple Park. Key considerations include, but are not limited to: washroom upgrades/replacement, outdoor shower/rinse zone, water fountain, covered shelter, picnic area, furnishing upgrades, play for 2-5 years and nature play, park games, parking upgrades, and arborist review.	Short	Parks, Engineering, Interest Groups	\$\$-\$\$\$ (plan only) Staff Time
L11.4 Implementation: Update parks capital planning and PTMP implementation to integrate the Concept Plan outcomes. Implement amenities/upgrades at Elks Royal Purple Park as per the Concept Plan (see Action L11.3).	Short to Medium	Parks, Engineering	TBC \$150,000 (See also C4, C9, and C10)

L12 ASPEN PARK

Maintain Aspen Park as a hub for baseball and pursue improvements to maintain high quality fields and play amenities.

BACKGROUND AND RATIONALE

- Aspen Park is a 3.03 ha park parcel adjacent to Aspen Park Elementary and residential areas in west Comox.
- Aspen Park is the hub for baseball in Comox. With two baseball diamonds and well draining conditions it is the preferred playing location for local leagues.
- During the baseball offseason when outfield fences are removed, there are interests in use from other field groups.

PLANNING & DESIGN CONSIDERATIONS

- ATHLETIC FIELD UPGRADES:** Continue to provide 2 high-quality ball fields at this location as a centre for baseball. Collaborate with the league to review feasibility for further improvements. See Action **C5.4** for details, and **C5 Athletic Fields, p. 93** for design and planning considerations.
- WASHROOM / FIELD HOUSE (see C10.4):** Coordinate upgrades with baseball league. Consider regular weekly and tournament needs.
- PLAYGROUND UPGRADES:** The existing playground is small and in need of renewal. See **C4.5**.
- NATURE PLAY (see C4.5):** The forested area adjacent to the fields could support nature play features. Refer to **C4 Play Amenities, p. 88** for more information.
- ACCESS/PATH UPGRADES:** Improving accessible access to and through the park north-south (the path part on school lands from Murrelet to Bolt Avenue) and east-west (from Aspen Road to the school).

LOCATION MAP



COMMUNITY FEEDBACK HIGHLIGHTS

- BASEBALL HUB:** Community and interest groups support the existing focus of the park as a hub for baseball.
- PLAYGROUND:** The playground here is not well-used due to its location and condition.
- SUPPORT:** 85% of respondents supported upgrades to Aspen park fields and play amenities.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES	CAPITAL ESTIMATE
<p>L12.1 Park Concept Plan: Complete a Concept Plan and capital planning estimate to confirm directions for Aspen Park. Key considerations include, but are not limited to: access path upgrades, playground upgrades, nature play opportunities, misting/cooling zone, baseball field upgrades, washroom upgrades, and long-term consideration for fieldhouse.</p>	Short	Parks, Interest Groups, SD71	\$-\$\$ (plan only) Staff Time
<p>L12.2 Implementation: Update parks capital planning and PTMP Implementation to integrate the Concept Plan outcomes. Implement amenities/upgrades at Aspen Park as per the Park Concept Plan (see Action L12.1).</p>	Short, Ongoing	Parks	TBD (See also C4.5, C5.4, C10.4)

KEY RELATED RECOMMENDATIONS

- *C4 Play Amenities*
- *C5 Athletic Fields*
- *C10 Washrooms*
- *P5 Asset Inventory and Management*
- *P9 Partnerships*

▪

5.4 PLANNING RECOMMENDATIONS

Planning recommendations include policy development, management planning, service delivery, and information projects. These projects ensure parks and trails planning and development is completed in a manner that follows the community's visions and values and enhances use and enjoyment. These strategies are typically not tied to particular locations or capital plans.

A total of **17 Planning Recommendations** have been developed for the Parks and Trails Master Plan. Generally, these strategies will be completed by staff, with occasional outside assistance, and should be developed as funding and time permit. Please note that these recommendations are not presented in prioritized order.

17 PLANNING RECOMMENDATIONS

- | | |
|------------------------------------------|-----------------------------------------------------|
| P1 K'ómoks First Nation | P10 Accessibility |
| P2 Acquisition Planning | P11 Information and Communications |
| P3 Parkland Targets | P12 Volunteers |
| P4 Resourcing and Staffing | P13 Environmental and Water Stewardship |
| P5 Asset Inventory and Management | P14 Climate Change Adaptation and Resilience |
| P6 Bylaw Update | P15 Private Enterprise in Parks |
| P7 Design Guidelines | P16 Park Safety |
| P8 Monitoring and Review | P17 Placemaking |
| P9 Partnerships | |



▶ *Waterfront view where Brooklyn Creek meets the estuary.
This area is full of life and is significant for K'ómoks First Nation.*

P1 K'ÓMOKS FIRST NATION

Work together with K'ómoks First Nation to explore interest and opportunity for Indigenous language, art, visibility, and interpretation in Comox parks and trails.

BACKGROUND AND RATIONALE

- The Town of Comox is on the Unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land.
- Indigenous Reconciliation should take many forms and there is a role for Comox parks and trails in this community focus.
- The Town of Comox is committed to working together with K'ómoks to explore interest and opportunities for Indigenous visibility and culture in Comox parks and trails (including, but not limited to language, naming, stories, art, and learning).

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PARTIES
P1.1 Language: Work together with K'ómoks First Nation for opportunities to integrate Indigenous language (Kwak'wala, Ayajusem, or Pentlach) in Comox parks and trails (e.g., naming, signage).	Short, Ongoing	Parks, K'ómoks
P1.2 Art and Visibility: Explore mutual interests and opportunity for commissioning Indigenous art in Comox parks, trails, and outdoor gathering places.	Short, Ongoing	Parks, K'ómoks
P1.3 Learning: Support Indigenous research and field work and explore with K'ómoks First Nation interest or opportunity for interpretation in parks and trails to promote understanding of K'ómoks people, stories, world views, and culture.	Ongoing	Parks, K'ómoks

KEY RELATED RECOMMENDATIONS

- *P9 Partnerships*

P2 PARKLAND TARGETS

Continue to increase Comox's parkland inventory in order to continue to meet parks needs alongside community growth.

BACKGROUND AND RATIONALE

- The provincial housing mandate, and OCP update in progress, indicate that parks, trails, and open space will have an increasingly important role in Comox and adjacent areas as community density increases.
- Setting targets for park supply helps guide decisions on parkland acquisition. As outlined in the introduction to parkland supply analysis (see **Section 3.5, p.34**), this information is to be used as a *guide, alongside* quantitative recommendations and other information.
 - » **Analysis** and metrics allow us to look at the current supply of parkland within the community.
 - » **Targets** are useful for setting goal posts for the future, helping identify how much and what type of parkland is desirable to acquire as the community grows.
- Community input indicated overall satisfaction with the Town's quantity of parks and trails; however concerns were expressed about future population pressures on existing parklands and desire to continue to grow dedicated parkland alongside the population to maintain level of service.
- Benchmarking analysis indicates (see **Section 3.5, p.37**):
 - » Comox's **All Municipal Parkland to Population ratio** is good (above average) at 9.70 ha/1000 population (vs. benchmark average of 9.02 ha/1000 population).
 - » However, Comox's **Active Municipal Parkland Area to Population ratio** is below benchmark average (2.51 ha/1000 residents, compared to benchmark average 3.58 ha/1000 residents)
 - » As part of Active Parkland, **Community Park** provision is the furthest below benchmark (1.49 ha/1000 residents, compared to benchmark average 2.79 ha/1000 residents)
- Comox has limited undeveloped land area within its current boundaries. As the community continues to grow, pressure on lands will increase, making it important for Comox to plan ahead to secure lands for park while opportunity remains.
- Parkland acquisition will require a variety of funding strategies including parkland dedication and partnership opportunities outlined in **Section 5.5 Funding Strategies, p. 188**.
- The target recommendations are based on the following:
 - » Current park provisions;
 - » Consideration of provision from other similar communities (benchmark analysis);
 - » Community identified concerns, priorities, and desires; and
 - » Related recommendations in this Plan.

TARGET 1	ACTIVE PARKLAND Area to Population Ratio <i>How much Active Parkland (Community Park + Neighbourhood Park + Linear Park/Greenway) relative to the population of Comox?</i>	TARGET: INCREASE 3.20 ha/1,000 residents	EXISTING 2.51 ha/1,000 residents
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WHY THIS TARGET? Comox needs to increase the relative quantity of Active Parkland (Community Parks + Neighbourhood Parks + Linear Parks/Greenways) to population, as well as the quality of these spaces (e.g., include up-to-date amenities like playgrounds to support their "Active" designation) to meet future needs. There are some existing gaps where past development have not dedicated neighbourhood parkland and provided amenities. These gaps will become more notable as density infill and population growth occurs over the next 10 years and beyond. Increasing the relative portion of Active Parkland within All Municipal Parkland will require shifts within existing parklands (e.g., shift of Lancaster Park to Community Park, and adding amenities for select Neighbourhood Parks) as well as the addition of new parklands (through development dedication of parkland, as well as strategic acquisition by other means).

TARGET 2	ALL MUNICIPAL PARKLAND Area to Population Ratio <i>How much overall Municipal Parkland for access relative to the population of Comox?</i>	TARGET: MAINTAIN 9.70 ha/1,000 residents	EXISTING 9.70 ha/1,000 residents
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WHY THIS TARGET? The target here is to maintain a similar overall ratio of parkland to population. This recognizes that there isn't an overall deficit in parkland, but there is an interest in maintaining a similar level of access alongside population growth. Since the Town's growth is planned to be primarily in density or "vertical" growth more than "horizontal" growth, and there are limited greenfield areas within the growth boundary that remain undeveloped, the area for potential new parkland dedication through development is limited. However, increasing density means less access to personal greenspace, and therefore relatively greater need for access to nearby parkland that provides amenities to meet daily needs (e.g., off-leash dog area, playground, community garden).

TARGET 3	WALK ACCESS TO ACTIVE PARKLAND <i>Nearby access to Active Parkland from home</i>	TARGET ~5 min (~400m)	EXISTING ~10 min With gaps that are +15 minutes
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WHY THIS TARGET? Access to Active Parkland (a park that has amenities like a playground) is a daily needs consideration that supports the livability of a "Complete Community". Currently, there are gaps in the distribution of Active Parks and in the development/quality of amenities present (e.g. neighbourhood park with no playground or active amenities). This target (improving the *distribution* of Active Parks) works together with Target 1 (increasing the *quantity* of Active Parkland area to population in the Town) to effectively fill the gaps identified.

Figure 18: Densification & Parkland Provision

As illustrated in this figure, there is typically an inverse relationship between densification and parkland per population provision. As growth occurs in communities, it is typical for population-based standards to decrease as more people are living in a smaller area and sharing the same parkland. For context, in 2019, the much denser City of Vancouver reported a parkland/population ratio of 1.9 ha of parkland/1,000 population (VanPlay, 2019), significantly lower than that of Comox and similar-sized communities benchmarked in the analysis for the Parks and Trails Master Plan.



EXISTING NEEDS

- ▶ The following are the approximate area needs for consideration for Comox to meet targets within the existing population context (with a population similar to the 2021 census 14,806):
 - » +2-5 ha Community Park
 - » +1-5 ha Neighbourhood Park
 - » Or, ~3-12 ha parkland with the majority being Active Parkland (Community Park, Neighbourhood Park, or Linear Park)
- ▶ These areas correlate to *P3 Acquisition Planning* and other recommendations in this Plan.

FUTURE NEEDS

- ▶ Area to population ratios for parkland provision are dynamic, as illustrated in **Figure 18**.
- ▶ Based on Comox’s projected future changes in population and population density, along with consideration that lands suitable for parkland within existing boundaries are limited, the targets for parkland to population ratio are anticipated to need to **decrease in future**.
- ▶ For example, the Province’s population forecasting anticipates Comox’s population in 2036 to be 17,795¹. In order to maintain the same targets proposed in this Plan, this would translate to a future need of **~20-30 ha additional parkland**, which would be challenging to meet within existing boundaries.

¹ Province of British Columbia Population Projections

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PARTIES
P2.1 Through acquisition, dedication, and development, increase Active Parkland (Community Parks and Neighbourhood Parks) to support parkland targets of 3.20 ha/1,000 population of Active Parkland and 9.70 ha/1,000 population of All Municipal Parkland to address system gaps and continue to meet future needs.	Short, Medium	Planning, Parks
P2.2 Target access to a playground/Active Parkland within ~5 minute (~400m) of home for Comox residents in urban areas.	Ongoing	Parks, Planning
P2.3 Complete a 5-year review and update of targets for parkland provision to reflect population/density scenario in ~2030. Continue to ensure parkland dedication through development.	Medium, Long	Parks, Planning

KEY RELATED RECOMMENDATIONS

- *P3 Acquisition Planning*
- *C1 Waterfront Trail/Route*
- *C2 Ocean to Upland Trail Network*
- *C4 Play Amenities*
- *L1 Waterfront Parks Network*
- *L9 NEW Northwest Comox Park*

P3 ACQUISITION PLANNING

Update policy and requirements for park dedication to ensure desirable parkland is secured through the Town's continuing development and growth.

BACKGROUND AND RATIONALE

- As the Town of Comox continues to grow and density increases, parks should be added strategically to serve the existing and overall community (fill existing gaps and strengthen network connections), and to serve the new development areas.
- The Local Government Act enables municipalities to require a minimum dedication of 5% of site area for parks/open space or alternatively cash-in-lieu.
- Updated policy and recommendations from this PTMP will be valuable tools in guiding future dedication.
- The Town should work with developers to ensure future park dedication meets both the interests of the overall community and the local development area.
- It is important that the park dedication criteria and review for development is transparent, fair, and equitable.
- In addition to development-related parks acquisition, there are strategic areas of acquisition interest that will require other partners.

CONSIDERATIONS

- At a minimum, park dedications in the Town of Comox should provide 0.2 ha of usable park space.
- Environmentally sensitive areas should not be accepted as part of development-related parks dedications, even though these areas are important to be protected.
- Trails are typically dedicated as part of the transportation network during development and so are not typically accepted as required park dedication.
- A 400m (~5 min) walking radius in urban areas is a guideline for determining location and distribution of neighbourhood parks. While this measure should be considered, it is recommended that park dedication be reviewed based on the value of the proposed dedication specific to the neighbourhood context – that is, parkland that is sized appropriately and services a described function relevant to the nearby users in the neighbourhood.
- In the development review process, having a strong set of criteria to evaluate the proposed dedication will help secure quality parkland that achieves a better overall outcome for usable and integrated park space for the community.
- Securing lands next to existing Community or Nature Parks can help maintain parkland provision through growth and improve the quality of existing green spaces.

TABLE 17: PARKLAND ACQUISITION LOCATION CONSIDERATIONS

LOCATION	PARK CLASSIFICATION INTEREST	APPROX. AREA	BRIEF DESCRIPTION	FOR MORE INFORMATION, SEE
A Harbour-side Waterfront Trail/Route and Waterfront Parks Network	Linear Park/ Greenway, Nature Park	Variable 3-10 ha	Long-term interest for extended waterfront connection. For example, connecting Macdonald Wood Park and Mack Laing Park.	C1 Waterfront Trail/Route, p. 78 L1 Waterfront Parks Network, p. 126
B Ocean to Upland Trail Network (Brooklyn Creek Corridor etc.)	Linear Park/ Nature Park	1-2 ha	Long-term interest to enhance off-route recreational trail network between Baybrook Park, Brooklyn Creek Corridor, Northeast Woods, and Lazo Foreshore	C2 Ocean to Upland Trail Network, p. 81
C Athletic Park (Regional consideration)	Community Park (Athletic Park)	3-10 ha	Long-term interest to provide multiple fields and/or courts in a single location and to provide an additional synthetic turf field for the region	C5 Athletic Fields, p. 93
D Hector Road Area	Neighbourhood Park	0.2-1 ha	Improve access to neighbourhood park amenities (e.g., playground, dog off leash area) in this area of housing density and growth	C4 Play Amenities, p. 88 L9 NEW Northwest Comox Park, p. 146
E Central Comox	Active Park (Community/ Neighbourhood Park)	0.2-5 ha	Improve access to active park amenities. With limited land availability for new dedication, need is likely to be met through upgrades to existing green space (e.g., Port Augusta Park, Golf Course lands).	C4 Play Amenities, p. 88
F Southeast Comox Forester Ave Area	Neighbourhood Park	0.2-1 ha	Improve access to neighbourhood park playground	C4 Play Amenities, p. 88
G North Highwood Drive Area	Neighbourhood Park	0.2-1 ha	Improve access to neighbourhood park playground	C4 Play Amenities, p. 88

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PARTIES
P3.1 As part of development review processes, identify and secure parkland and the development of park amenities to meet targets and future needs.	Ongoing	Planning, Parks
P3.2 Create and maintain a <i>Parkland Dedication Policy</i> or <i>Parkland Acceptance Policy</i> to guide approval processes. Provide clear criteria for suitability, quality, and desirability of parkland. Do not accept provision of parkland that is area deemed unsuitable for development (e.g., steep slopes, environmentally sensitive land) or that is not aligned with the neighbourhood or community needs for parks and trails.	Short	Planning, Parks
P3.3 Carefully review all park dedication proposals and measure them against the following priority conditions. » The <i>Parkland Dedication Policy</i> (once developed) » Community and neighbourhood priorities » The recommendations of the PTMP » Analysis of value to the community	Ongoing	Parks, Planning
P3.4 Only where development-related parkland dedications do not meet community or neighbourhood needs, consider accepting cash-in-lieu. Where possible, use cash-in-lieu contributions to acquire or develop parks that strongly benefit the neighbourhood from where the cash-in-lieu was collected.	Ongoing	Planning, Parks, Finance
P3.5 Review the existing inventory of Town-owned land that is undeveloped or underdeveloped and identify priorities for Active Parkland to close gaps in distribution.	Short, Ongoing	Parks, Planning
P3.6 Support other organizations seeking to protect natural areas or provide publicly accessible parks, trails, and green spaces. For example, support the Comox Valley Regional District (CVRD) for Regional Parks and Trails acquisitions in Comox.	Ongoing	Parks, Corporate Services

KEY RELATED RECOMMENDATIONS

- P2 Parkland Targets
- P9 Partnerships
- C1 Waterfront Trail/Route
- C2 Ocean to Upland Trail Network
- C4 Play Amenities
- L1 Waterfront Parks Network
- L9 NEW Northwest Comox Park

P4 RESOURCING AND STAFFING

Align parks operations capacity and funding with the current and future demands of the parks and trails network.

BACKGROUND AND RATIONALE

- Throughout this process, community input was positive and complimentary of the existing parks and trails operations and maintenance service delivery. Understanding where the Town is doing well is equally as important as identifying gaps in the system.
- A benchmark review of parks operations budgets and staffing levels for Comox, Parksville, Sechelt, and Colwood demonstrates these communities are all in a similar range but that Comox is sitting below the benchmark average in full-time equivalent (FTE) staffing and in annual parks operations budget.
- As the Town of Comox’s park and trails system invests in capital and infrastructure improvements, resourcing budgets (maintenance and management) and staffing should proportionally increase.
- Investment in maintenance and operations is essential to protecting capital and infrastructure investments and maintaining a positive relationship with the community.
- Without maintenance, infrastructure investments can degrade prematurely resulting in increased costs for renewal as well as undermining community pride and trust.



RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PARTIES
P4.1 Incrementally increase the annual Parks Operations budgets in order to continue providing the level of service, and to be in-line with budgets for benchmark communities.	Ongoing	Parks, Operations, Finance
P4.2 As part of implementation of parks and trails capital and infrastructure improvements, allocate funds for maintenance and operations to meet the additional needs.	Ongoing	Parks, Operations, Finance
P4.3 Work with staff to identify levels of service and standards to inform budget increases in proportion to parks and trails capital and infrastructure improvements.	Ongoing	Parks, Operations, Finance
P4.4 Review and update Parks Operations staffing numbers, titles/roles, and composition (full-time, part-time, seasonal) to more sustainably deliver services and interact with/respond to residents and resource groups.	Medium	Parks, Operations, Finance
P4.5 Develop an inventory of all non-park areas maintained by Parks Operations (e.g., facility and street landscapes) to quantify the actual area being maintained and more effectively project operational requirements as new landscapes are added to the inventory.	Medium	Parks, Operations
P4.6 Every 2 years (min.), undertake a comprehensive review of operational cost considerations, including but not limited to: population growth, parkland area growth, growth in non-park landscapes maintained by Parks Operations, wage increases, and inflation costs. Update operational budgets and staffing levels accordingly.	Short, Ongoing	Parks, Finance

KEY RELATED RECOMMENDATIONS

- *P3 Acquisition Planning*
- *P5 Asset Inventory and Management*

P5 ASSET INVENTORY AND MANAGEMENT

Update inventory tracking of parks and trails assets to document these resources and support effective ongoing maintenance and renewal.

BACKGROUND AND RATIONALE

- A comprehensive understanding of parks and trails assets and inventory is important to planning for ongoing renewal.
- Current, accurate data supports informed decisions about management and renewal or replacement of park assets.
- A regularly updated inventory database that documents physical amenities within parks provides valuable insight about where future investments may be needed or resources redistributed.
- A challenge for achieving a comprehensive inventory is designing a database that is easy to use and maintain as an ongoing resource for parks, planning, and operations staff.
- Asset inventory should be simple and easy to manage or it may not be consistently used.
- The Town has a preliminary parks inventory that requires further review and updating.
- Assets that warrant consideration in asset inventory and planning include:
 - » Park structures (washrooms, buildings, boardwalks, stairs, ramps, bridges, etc.)
 - » Playground equipment
 - » Athletic fields
 - » Site furnishings (seating, waste receptacles, lighting, etc.)
 - » Irrigation system components
 - » Recreational trails (location, length, skill-level, building surfaces, etc.)
 - » Signage
 - » Landscaping/horticultural features

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PARTIES
P5.1 Build on existing practices to develop and maintain an asset inventory system for Comox parks and trails. Consult directly with parks operations staff who manage the system.	Short, Ongoing	Parks, Engineering, Operations
P5.2 Annually update and maintain the parks and trails asset inventory.	Annual, Ongoing	Parks, Engineering, Operations
P5.3 Use the asset inventory to identify annual investment required for renewal or replacements to maintain a quality parks and trails system.	Annual, Ongoing	Parks, Engineering, Operations
P5.4 Develop a furnishings upgrade / replacement schedule based on community priorities, age, condition, and use. Priority considerations for high-use areas and accessibility improvements.	Short, Ongoing	Parks, Engineering, Operations
P5.5 Pilot park asset management planning for an initial set of priority parks assets (e.g. playground equipment). Expand asset management planning as staff capacity permits.	Medium, Ongoing	Parks, Engineering, Operations

P6 BYLAW UPDATE

Update the *Parks Use Bylaw* to fill policy gaps to continue to permit reasonable use for outdoor recreation and enjoyment while protecting and preserving park features and promoting ongoing public safety.

BACKGROUND AND RATIONALE

- Bylaws for parks regulate the conditions of where and when uses can take place, and gives the Town of Comox (through designated authorities such as bylaw officer, RCMP) the legal right to enforce bylaw regulations.
- The "Comox Parks Use Bylaw No. 1881, 2018" provides rules and regulations governing the use, management, improvement, and operations of Town of Comox parks. (This bylaw include Feb 2022 updates for Park Use Fees for Marina Park).
- Community feedback indicated concerns with capacity of efficacy of existing bylaw enforcement in parks. The key area of community concern is dog management and impacts to natural areas.
- Over recent years, changes in federal and provincial policies, as well as community trends, present gaps for consideration to update the Town's Park Use Bylaw:
 - » **Smoking/vaping in parks:** Vaping has increased drastically over the last 10 years and is not referenced in the Town's bylaw regulations. Smoking/vaping is not addressed in the existing bylaw.
 - » **Cannabis consumption:** Cannabis was legalized in 2018 and is now included under the term "Controlled Substance".
 - » **Electric bikes (Ebikes):** Ebike ownership and use has expanded significantly in the province and Town over the last 10 years.
 - » **Homeless camping:** The BC Supreme Court ruled to grant homeless individuals the right to sleep and erect shelters in public spaces and parks. Conditions (e.g., times, specific locations within a park) can be articulated by local bylaw.

OVERALL PARK USE BYLAW POLICY TOPICS FOR CONSIDERATION:

- Appropriate uses of parks and trails
- Hours of use
- Owned/harboured animal control (e.g. pets, dogs)
- Motorized vehicles
- Electric bikes (e-bikes)
- Fire
- Park use permit (commercial use, special events)
- Parks facility booking (e.g., fields, courts, sail buildings, etc.)
- Alcohol and controlled substance consumption (smoking, vaping, cannabis)
- Homeless camping
- Fees and regulations
- Enforcement

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PARTIES
P6.1 Update the Comox Parks Use Bylaw No. 1881, 2018 to proactively address policy gaps for managing the modern regulatory needs of the Comox Parks and Trails system. Review annually and update as needed.	Short, Annually, Ongoing	Parks, Planning, Bylaw
P6.2 Work with bylaw officers to review new policies and regulations and sustainable bylaw enforcement capacity for parks.	Short, Ongoing	Parks, Bylaw, Comms.
P6.3 Work with bylaw to identify strategies to improve bylaw compliance in parks. Consider updating a list of priority areas for targeted compliance patrols to help address and correct known problems (e.g., off-leash dogs, illegal dumping) or developing online resources where the community can flag or request bylaw presence.	Medium, Ongoing	Parks, Bylaw Comms.

KEY RELATED RECOMMENDATIONS

- *P4 Resourcing and Staffing*
- *P5 Asset Inventory and Management*
- *P16 Park Safety*

P7 DESIGN GUIDELINES

Develop design guidelines to provide clear direction for planning and designing parks and trails to achieve cohesive quality and character.

BACKGROUND AND RATIONALE

- Design guidelines provide direction for quality, materials, aesthetics, accessibility, and functional criteria for parks and trails amenities. Positive visual appearance promotes public pride and encourages respect and stewardship.
- The intent of design guidelines is not to restrict innovation or variety, or to dictate a single outcome, but rather to establish a standard for the quality of design, a cohesive appearance, and a recognizable identity within the parks and trails system.
- Guidelines should allow for unique components for sites with unique character or community function. This includes locations such as Marina Park, Comox Downtown, and Filberg Heritage Park.
- New parks and trails projects are completed every year. Most of these projects are led by the Town, while some are completed by others to meet development requirements.
- Design guidelines provide a common reference for Town staff, planners, consultants, developers, and contractors and increase efficiency in design and reviews.



Inspiration: Benches with durable materials, temperature comfortable seating material, and options for back and arms for accessibility



Inspiration: Accessible picnic tables for urban and natural parks



Inspiration: Waste receptacles with options for customization and waste stream separation



Inspiration: Bike rack for range of bike sizes with non-scratch bumper



Inspiration: Above grade timber and steel staircase with pet friendly stairs



Inspiration: Aluminum and fiberglass footbridge



Inspiration: Low-impact, rustic fencing for management in natural areas

CONSIDERATIONS

- The Town's *Strategic Plan* identifies four 'lenses' that will inform all Council decisions: Climate, Fiscally Responsible, Accessible, and Reconciliation. These lenses are relevant for the Parks and Trails Design Guidelines.
- Including a 'maintenance' lens within the guidelines relates to both climate and fiscal responsibility as the Town can support design that reduces maintenance requirements and includes long-term maintenance considerations.

DESIGN GUIDELINES TOPICS

A preliminary list of topics that may warrant consideration in design guidelines for Comox Parks and Trails are outlined below. It is anticipated that a comprehensive list will be created through the guideline development process:

TABLE 18: DESIGN GUIDELINES TOPICS

CANDIDATE TOPIC	CONSIDERATIONS
Arrival and Access	<ul style="list-style-type: none"> ■ General ■ Vehicle access ■ Parking ■ Drop-off zones ■ Pedestrian crossings ■ Park entries, fencing & gates ■ Transit access ■ Emergency access ■ Accessibility ■ Safety and CPTED considerations
Park Furnishings	<ul style="list-style-type: none"> ■ General ■ Benches ■ Picnic tables ■ Waste/recycling receptacles ■ Bicycle racks/lockers ■ Potable water/drinking fountains ■ Bollards ■ Dog stations
Playgrounds	<ul style="list-style-type: none"> ■ Layout and design considerations ■ Accessibility and inclusivity ■ Equipment selection ■ Surfacing ■ Shade ■ Seating
Sports Facilities (Fields, Courts, etc.)	<ul style="list-style-type: none"> ■ Siting, sizing, and buffers ■ Solar orientation ■ Spectator seating ■ Supporting amenities
Washrooms and Structures	<ul style="list-style-type: none"> ■ Washrooms ■ Vault toilets ■ Picnic/shade shelters ■ Viewing areas ■ Docks/piers ■ Boat ramps and launching facilities ■ Storage/amenity buildings
Signage and Wayfinding	<ul style="list-style-type: none"> ■ General ■ Materials and standards ■ Location signs ■ Welcome/trailhead signs ■ Regulatory signs ■ Directional signs ■ Trailmarkers ■ Interpretive signs

Trails and Circulation	<ul style="list-style-type: none"> General siting and design Widths Surfacing materials Grading and drainage - bench cuts, switchbacks 	<ul style="list-style-type: none"> Stairs Railings, fences or barriers Boardwalks
Off-Leash Dog Areas	<ul style="list-style-type: none"> Types of off-leash areas Surfacing Enclosures and gates 	<ul style="list-style-type: none"> Furnishings Signage
Planting	<ul style="list-style-type: none"> Materials selection Design – spacing, sightlines, locations Species Biodiversity, productive landscapes, ecological health 	<ul style="list-style-type: none"> Green infrastructure (stormwater management, rain garden, bioswale) Soil management, depths, mulching Planting preparation and techniques
Irrigation	<ul style="list-style-type: none"> General requirements Irrigation equipment 	<ul style="list-style-type: none"> Water efficiency Connection to central control
Lighting	<ul style="list-style-type: none"> Park lighting Dark-sky areas Sports field/court lighting 	<ul style="list-style-type: none"> Security/safety lighting LED and energy-efficient lighting
Maintenance	<ul style="list-style-type: none"> Maintenance Levels Maintenance Frequency Tables (daily, weekly, monthly, seasonally, long-term, ongoing, etc.) 	<ul style="list-style-type: none"> Sustainable Lens Climate Action and Emissions Waste management

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P7.1 Develop <i>Parks and Trails Design Guidelines</i> to provide clear direction for planning and designing key elements including, but not limited to: access amenities, park furniture, washrooms, structures, signage and wayfinding, trails, planting, and irrigation.	Medium, Ongoing	Parks, Planning, Engineering
P7.2 Once developed, provide the <i>Parks and Trails Design Guidelines</i> to all parties involved in projects that will be ultimately maintained by Parks operations.	Ongoing	Parks, Planning, Engineering

KEY RELATED RECOMMENDATIONS

- C1 Waterfront Trail/Route
- C8 Beach Accesses and Launches
- L1 Waterfront Parks Network
- L3 Marina Park
- L7 Northeast Woods
- L9 NEW Northwest Comox Park

P8 MONITORING AND REVIEW

Monitoring and reviewing efforts allow the Town and community to confirm actions taken and to make adjustments as needed to be responsive to changes in the community or broader global context.

BACKGROUND AND RATIONALE

- Planning for parks is not a static event. The *Parks and Trails Master Plan* is implemented over time through ongoing efforts of staff, Council, and the community. Regular re-evaluation of goals, capital projects, opportunities, and policies is necessary as a community grows and changes.
- A challenge of recent years has been accurate budget estimating. Material availability, labour costs, interest rates, and other factors have shifted costs rapidly, and at times, unpredictably. Ongoing review and adjustment of budgets and timelines will be required over the course of implementation.
- The PRMP sets forth a ten-year list of priorities. While it is anticipated that the projects defined during this process will continue to be important to the community of Comox, it should be expected that new priorities and opportunities may emerge.
- The Town should be prepared to take advantage of new opportunities that may not have been identified within the PRMP process and priorities.
- A five-year review of the PRMP is recommended to review community priorities, evaluate accomplishments, consider emerging opportunities, and develop an updated set of actions.
- Regular dedication of staff time to the implementation of the plan is essential to ensure it stays on track and new opportunities are capitalized upon.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P8.1 Undertake annual reviews of parks and trails accomplishments and measure progress against the PTMP.	Ongoing	Parks
P8.2 Review and adjust capital budget estimates every 2-3 years to reflect current market/cost data.	Ongoing	Parks
P8.3 Complete a five-year review and update of the PTMP.	Medium	Parks

KEY RELATED RECOMMENDATIONS

- *P3 Acquisition Planning*
- *P2 Parkland Targets*
- *P5 Asset Inventory and Management*

P9 PARTNERSHIPS

Continue to establish and maintain partnership agreements with organizations that bring benefit to the parks and trails system and Comox community.

BACKGROUND AND RATIONALE

- Partnerships can provide valuable opportunities by sharing resources, broadening service provision, and funding parks.
- As there are always limitations to the Town's financial resources, partnerships can expand the scope of parks services available to the community.
- Clearly identifying roles, responsibilities, and objectives for partnerships is important for their success.
- Established partnerships should be reviewed periodically to confirm they continue to meet their intended purposes and to identify potential upcoming changes.

PARTNER CONSIDERATIONS FOR COMOX PARKS AND TRAILS:

Overall

- » K'ómoks First Nation
- » Comox Valley Regional District (CVRD)
- » City of Courtenay
- » School District #71
- » School District #93
- » CFB Comox Wing 19 (DND)
- » Nature Trust of BC
- » Private landowners
- » Private recreation providers
- » Village of Cumberland

Sports/Outdoor Recreation Organizations

- » Comox Bay Sailing Club
- » Comox Golf Club
- » Comox Valley Baseball Association
- » Comox Valley Disc Golf Society
- » Comox Valley Pickleball
- » Comox Valley Sports and Social Club
- » Comox Valley Tennis Club
- » Comox Valley United Soccer Club
- » Compass Adventures
- » Hand in Hand Nature Education
- » Komox Masters Baseball Association
- » Point Homes Recreation Association (PHRA)

Environment/Conservation Organizations

- » BC Nature Trust
- » Brooklyn Creek Watershed Society
- » Comox Bird Friendly Community
- » Comox Valley Broombusters
- » Comox Valley Land Trust
- » Comox Valley Naturalists
- » Friends of Mack Laing Nature Park
- » Macdonald Wood Park Society

Community Organizations

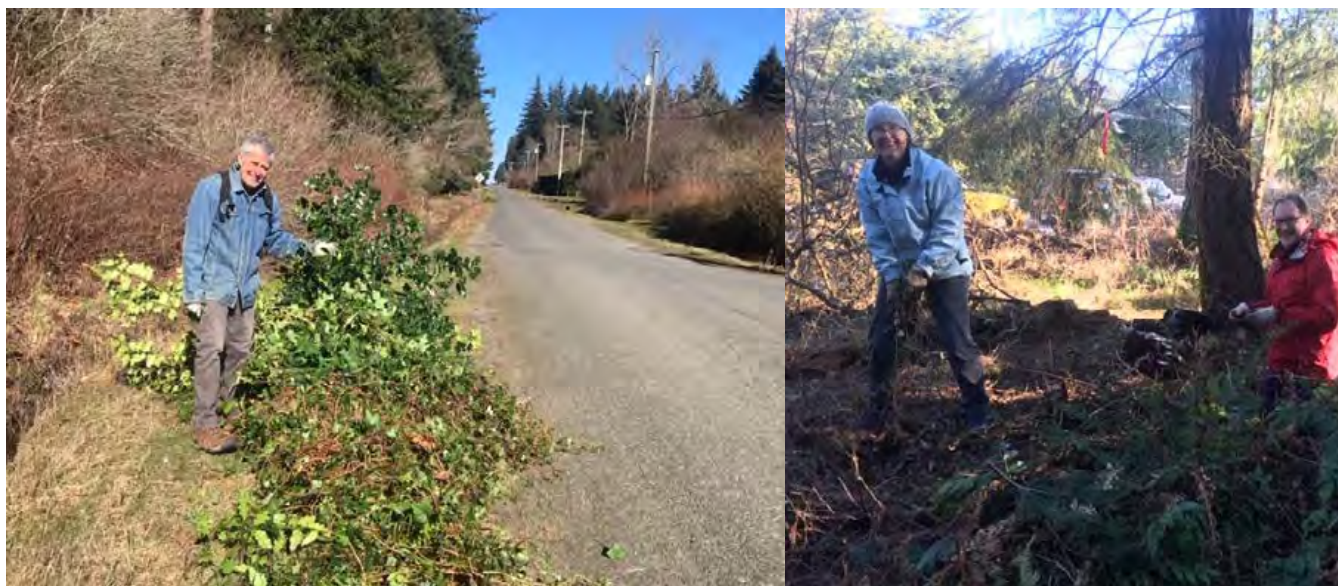
- » Comox Business Improvement Association (BIA)
- » Comox Library
- » Comox Museum
- » Comox Nautical Days Festival
- » Comox Seniors Centre
- » Comox Valley Chamber of Commerce
- » Comox Valley Children's Day Care Society
- » Comox Valley Lions Club
- » Comox Valley Tourism Information Centre
- » Comox Youth Council
- » Filberg Park Society
- » Rotary Club of Comox

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P9.1 Review and update partnership agreements at least every 5 years.	Medium, Ongoing	Parks
P9.2 Pursue potential opportunities for new partnerships based on priorities identified in the PRMP.	Ongoing	Parks
P9.3 Continue to work together with K'ómoks First Nation to identify and pursue common parks-related goals and joint-actions.	Short, Ongoing	Parks
P9.4 Continue to work with and support the CVRD on the delivery of the Regional Parks and Trails Service.	Short, Ongoing	Parks

KEY RELATED RECOMMENDATIONS

- *P1 K'ómoks First Nation*
- *P11 Information and Communications*
- *P12 Volunteers*
- *P15 Private Enterprise in Parks*
- *P17 Placemaking*



Existing: Partner-led invasive plants management in parks (credit to Macdonald Wood Park Society).

P10 ACCESSIBILITY

Continue to integrate accessibility for all ages and abilities in the planning, design, and operation of parks and trails.

BACKGROUND AND RATIONALE

- Accessibility is one of four 'lenses' of the Town's Strategic Plan. This means that Council considers accessibility as a 'lens' to inform all decision-making.
- Accessibility and inclusivity were central in the community input processes, and are reflected in the PTMP goals.
- The ability to access and enjoy parks is essential to a person's quality of life. Accessible design supports inclusion and social equity, enabling everyone to experience parks.
- Wide-spread accessibility in the Town's parks will be achieved incrementally overtime as part of new parks and upgrades to existing ones.
- Priority areas for improved accessibility include community parks, waterfront parks, central playgrounds, and major walkways/trails.
- Improving accessibility supports a full range of ages, from toddlers to seniors, to safely enjoy parks and maintain active lifestyles.



RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P10.1 Pursue funding or other supports to assess the existing accessibility of priority areas/amenities (including community parks, gathering places, major playgrounds, and key waterfront accesses).	Ongoing	Parks, Engineering
P10.2 Incorporate accessibility considerations within the Parks and Trails Design Guidelines (see P7 Design Guidelines).	Annual, Ongoing	Parks, Engineering
P10.3 Provide information to users in both print and digital formats about accessibility in Town parks (e.g., park signage, leisure guide, parks website).	Short Ongoing	Comms. Parks
P10.4 Maintain an annual capital budget for completing universal accessibility upgrades projects for parks and trails.	Annual, Ongoing	Parks, Engineering Finance

KEY RELATED RECOMMENDATIONS

- C4 Play Amenities
- C10 Washrooms
- P5 Asset Inventory and Management

P11 INFORMATION AND COMMUNICATIONS

Develop easily accessible communications materials to inform residents and visitors about Comox parks and trails.

BACKGROUND AND RATIONALE

- Comox provides information about parks through a variety of channels, with a focus on the Town website and social media.
- Both digital and print communications require ongoing updates to remain current.
- Community input indicates some barriers to park use stem from a lack of knowledge and information about opportunities available.
- Information and strategic communications can help encourage positive use, garner community support, generate funding opportunities, support tourism and economic development, and increase civic pride.
- Opportunities for Comox parks and trails communications may include:
 - » Continued use of the Comox Valley Recreation Guide.
 - » Updates to the Town's website about parks assets and amenities.
 - » Updated inventory information on the Town of Comox Public Interactive Map.
 - » Strategic use of social media to promote parks and trails.
 - » Information coordination with other organizations including Kó'moks First Nation, CVRD, SD71, tourism agencies, and others.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P11.1 Continue to provide parks and trails information through a variety of channels, including the Comox Valley Recreation Guide, Town website, Engage Comox Valley, Town newsletter, social media, and other regular communications. Review communications approach annually.	Annually, Ongoing	Parks, Comms.
P11.2 Create updated digital and print maps for the Comox parks and trails system. Review and update annually.	Short, Ongoing	Parks, GIS
P11.3 Consider integrating key information from the parks inventory (see P5) with the Town of Comox Public Interactive Map.	Medium, Ongoing	Parks, GIS
P11.4 Support information on third-party apps/websites by reviewing regularly (annually) and providing accurate and up-to-date parks and trails information.	Ongoing	Parks, Comms.

KEY RELATED RECOMMENDATIONS

- P5 Asset Inventory and Management

P12 VOLUNTEERS

Consider opportunities for volunteer programs that benefit both participants and the parks and trails system.

BACKGROUND AND RATIONALE

- Comox has community members and community organizations keen to participate in the stewardship and improvement of parks and trails.
- Volunteer programs can support municipal resources, create solid partnerships, provide energy for initiatives, build public awareness, build community, and build civic pride.
- Volunteer programs are only successful when sufficient staff resources are dedicated to supporting the programs and there needs to be careful consideration about benefits for all parties involved.
- There has been great success and mutual benefits of the Town partnering with organizations (e.g., environmental stewardship efforts by Brooklyn Creek Watershed Society).
- Volunteer programs that could support Comox parks and trails:
 - » **Environmental stewardship and monitoring programs** where people help protect natural areas such as streams, waterfront areas, or terrestrial environments with activities such as invasive plant species removals or water quality monitoring.
 - » **Ambassadors programs** where designated people help maintain and monitor a specific park area, trail area, beach access, or specific amenity and support user education (e.g., off-leash area ambassador, disc golf ambassador, beach access ambassador, etc.).
 - » **Project/short-term programs** that allow people to engage in a specific project that utilizes their skills or has meaning to them (e.g., park clean-up days, planting-days, special project building days, etc.).

Typical tasks for a successful volunteer program:

- Identify viable volunteer opportunities (where there are potential benefits and the resources required to manage them);
- Respond to inquiries about volunteering (from school groups, service organizations, individuals, etc.);
- Develop and manage communications about volunteer opportunities;
- Develop and manage clear processes for volunteer sign-up, screening, training, supervision, reporting, and recognition;
- Review risk management, safety, and insurance requirements; and
- Document the outcomes of volunteer programs, report effectiveness, and revise programs accordingly.



Inspiration: Partnership volunteer planting and restoration



Inspiration: Partnership volunteer-led ecological monitoring



Inspiration: Partnership volunteer-led trail building



Inspiration: Volunteer-led park clean-up

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P12.1 Develop a parks volunteer program that outlines the opportunities and processes for volunteer programs (consider potential to partner with other Town departments that may have volunteer program interests).	Medium	Planning Parks
P12.2 Where volunteer programs for parks are identified, provide staffing resources to support appropriate management.	Ongoing	Parks
P12.3 Annually review volunteer programs and make adjustments to improve, maintain, or discontinue.	Ongoing	Parks

KEY RELATED RECOMMENDATIONS

- P1 K'ómoks First Nation
- P4 Resourcing and Staffing
- P9 Partnerships
- P13 Environmental and Water Stewardship

P13 ENVIRONMENTAL AND WATER STEWARDSHIP

Continue to prioritize practices that support environmental and water stewardship in parks.

BACKGROUND AND RATIONALE

- Community input indicated that natural area preservation, protection, and restoration are priorities for Comox.
- Practices such as restoration of natural ecosystem areas, protection of watercourses, and identification of wildlife habitat areas are key components of park planning.
- Comox has considerable environmental areas including sensitive ecosystems, riparian areas, estuary, foreshore, and forest.

KEY RELATED RECOMMENDATIONS

- P1 K'ómoks First Nation*
- P4 Resourcing and Staffing*
- P7 Design Guidelines*
- P9 Partnerships*
- P1 K'ómoks First Nation*
- P14 Climate Change Adaptation and Resilience*

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P13.1 Incorporate environmental and water stewardship considerations into the Parks and Trails Design Guidelines (see P7).	Ongoing	Parks
P13.2 Wherever possible, minimize removal of existing trees in existing or future park spaces (except for safety). Where trees are removed, plant replacement trees to maintain the urban forest.	Ongoing	Parks, Operations
P13.3 Identify priority areas for succession tree planting in order to maintain a healthy urban forest long-term. Allocate budget annually for tree planting (and maintenance establishment) in parks.	Annual, Ongoing	Parks, Operations
P13.4 Continue to partner with community organizations and volunteers to provide invasive species management and other parks and trails stewardship contributions.	Annual, Ongoing	Parks, Operations
P13.5 Allocate budget annually for supporting community organizations ongoing contributions to invasive plant management and ecological restoration in parks. Continue to pursue supplemental funding for stewardship efforts and special projects through partnership and grant funding opportunities.	Annual, Ongoing	Parks, Operations
P13.6 Undertake an irrigation system audit every 5-10 years to identify replacement requirements along with opportunities to increase water efficiency through equipment upgrades, further automation, landscape changes, or weather-based adjustments.	Medium	Parks, Operations
P13.7 Consider opportunities for waste stream separation and waste diversion in parks (i.e., garbage and recycling), with associated adjustments to operational staffing.	Medium	Parks, Operations
P13.8 Review operations landscape maintenance areas that are lawn and identify areas where re-naturalization is appropriate (e.g., under-used areas or areas adjacent to riparian or natural areas).	Short	Parks, Operations

P14 CLIMATE CHANGE ADAPTATION AND RESILIENCE

Incorporate climate change considerations within parks and trails planning to reduce emissions and support community mitigation and adaptation outcomes.

BACKGROUND AND RATIONALE

- Climate change is no longer the future – it is happening now. Comox has experienced the impacts of climate change first hand, including atmospheric rivers, flooding, and record high temperatures. Park spaces, along with other land uses in the Town, have been impacted.
- In 2019, Comox's Council formally recognized the climate emergency and committed to applying a climate change lens to all future projects, procurement, and decisions.
- The Town has developed a *Climate Action Plan and Risk Assessment* and is working to increase its resilience.
- Parks have a role to play in taking actions to mitigation and adapt to climate change as well as to support the Town to meet GHG targets and commitments to become carbon neutral.

OPPORTUNITIES FOR CLIMATE MITIGATIONS IN PARKS:

- Continued transition from fossil-fuel powered parks operations fleet to zero-emissions alternatives**, starting with equipment where equal or near-equal performance can be achieved. While not all landscape equipment currently has sufficient zero-emissions equivalents, technology continues to advance, and feasibility to transition will increase overtime. An added benefit to zero-emissions equipment is noise reduction.
- Integration of electric charging infrastructure in parks spaces.** As vehicles and equipment shift to zero-emissions alternatives, more electric charging infrastructure in public spaces, including major parks, may be needed to support both efficient maintenance, as well as charging for electric-powered transportation (e.g., e-bikes).
- Identifying and filling gaps within the active parks and playgrounds networks.** By prioritizing development of active park spaces within walking distance for more residents, vehicle travel can reduce.
- Supporting expansion of the Active Transportation and Recreational Trails networks through parkland acquisition and dedication.** Adding parklands that allow these networks to expand and link will support use of alternative modes of transportation.
- Designing new park facilities to align with the Town's building performance objectives.** While park buildings are typically limited to small structures like fieldhouses or washrooms, enhanced building performance objectives, low-impact materials, and sustainable building practices can be used.
- Securing and managing natural park areas for ecosystem services.** Natural areas with robust vegetation can support carbon sinks, natural water infiltration, and ecosystem protection.

PREPARING FOR CLIMATE ADAPTATION IN PARKS:

- **Increased Wildfire Risk:** Drought and intense heat will increase wildfire risk in natural park spaces. Parks spaces should be included in the Town and Region’s wildfire risk management processes.
- **Urban Forest Impacts:** Drought and unseasonably warm winters can significantly impact the urban forest. Lack of water can increase tree vulnerability to disease and insect infestations, as well as losses due to lack of water. Vulnerable trees are at higher risk of falling in high winds or heavy rains. While some proactive measures such as monitoring of tree health can help, damage during wind and storm events is nearly impossible to predict and protect against. This means that there will be increasing operational budget pressures for clean-ups and restoration efforts after storms. The *Comox Urban Forest Management Strategy* (in progress) and OCP update (in progress) will provide policy foundations to support long-term viability of the tree canopy.
- **Increased Water Demands:** Drought can also affect the survival of plants and landscapes and increase water demands in parks, impacting water conservation efforts. While it’s not feasible to eliminate all irrigation while maintaining healthy park landscapes, thoughtful plant material selection, with transitions to native or adaptive species that are better suited to long periods of drought, can alleviate some impacts.
- **Storms, Flooding, and Erosion:** Intensive rains can lead to flooding along creeks, resulting in erosion and impacts to parks and trails. Intense storm events can have significant impacts on Comox’s foreshore and waterfront parks. Developing new infrastructure or upgrading infrastructure to better withstand storm and flood impacts will be important.



E-Bike Charging Stations support emission free transportation to, from, and within Comox parks and trails.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P14.1 Continue transition to electric powered vehicles and landscape equipment as technology advances to provide function without compromising efficiency. Coordinate transition with operations. (see <i>Climate Action Plan</i>)	Long	Operations, Parks, Finance
P14.2 Integrate electric charging infrastructure into parks spaces. Prioritize community parks and key waterfront locations.	Medium to Long	Parks
P14.3 Include a recovery allowance in the parks budget for escalation of climate change impacts like tree losses and erosion.	Medium to Long	Parks, Finance
P14.4 Identify and fill playground and park amenity gaps to support a complete active parks system, reducing vehicle travel time.	Short, Medium	Parks, Planning
P14.5 Integrate green infrastructure for storm water management infrastructure into parks where possible (e.g., rain gardens, bioswales).	Ongoing	Parks, Engineering
P14.6 When developing and upgrading waterfront parks and trails, consider Green Shores design guidelines for increasing foreshore resilience.	Ongoing	Parks
P14.7 Use the Town's <i>Climate Resilient Landscaping Standards (2023)</i> to support selection of tree and plant species that anticipate the changing climate trends. Use drought tolerant, native and/or non-invasive climate adapted species.	Ongoing	Parks, Operations

KEY RELATED RECOMMENDATIONS

- *P4 Resourcing and Staffing*
- *P5 Asset Inventory and Management*
- *P12 Volunteers*
- *P13 Environmental and Water Stewardship*

P15 PRIVATE ENTERPRISE IN PARKS

Consider supporting private enterprise in parks where it brings benefit to the community.

BACKGROUND AND RATIONALE

- The Town does not have the capacity to independently satisfy all recreation interests in parks and the community.
- Private recreation enterprise can supplement municipal recreation; however, these facilities are operated for profit and there can be barriers to local access.
- Select private enterprise may warrant use of park space, for example:
 - » Recreation programs (e.g., exercise in the park)
 - » Equipment rental operators (e.g., non-motorized boat rental)
 - » Food services (e.g., mobile vendors, coffee kiosks)
- If private recreation opportunities could support/improve recreation access and bring community benefit, the Town could consider:
 - » Permits for use of park space (e.g., rentals);
 - » Taxation incentives;
 - » Rezoning or variances where proposed facilities provide desirable community resources; or
 - » Support for Public-Private Partnerships where a strong business case exists.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P15.1 Review current policy and tenure agreements to identify barriers to supporting private enterprise activities in parks and make adjustments if required.	Short	Planning, Parks
P15.2 Consider opportunities to support private enterprise in parks where community benefits are identified, with consideration for resourcing related to managing maintenance, coordination, and booking.	Ongoing	Parks, Financing

KEY RELATED RECOMMENDATIONS

- *P5 Asset Inventory and Management*

P16 PARK SAFETY

Continue to support public safety in parks and on trails through design, planning, and operations.

BACKGROUND AND RATIONALE

- Safe, clean, and welcoming parks support community health and wellbeing.
- Active, well-used, and well-maintained parks benefit from passive surveillance and a feeling of community ownership, which helps encourage positive activity and discourage negative activity.
- Positive use and passive surveillance improve both perceived and actual safety in parks and trails.
- Parks can be disproportionately impacted by increases in social disorder including vandalism.
- Parks are also important to providing amenity and space that can be accessed by all, including people who are unhoused or otherwise vulnerable.
- As the Town continues to work towards long lasting positive outcomes for social wellbeing, parks operational resources are needed to keep parks clean and safe (see **P4 Resourcing and Staffing**).
- An integrated approach to design, programming, operations and maintenance, public communications, community involvement, and enforcement can enhance perceived and actual safety in parks.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P16.1 Incorporate safety and CPTED principles within the Parks and Trails Design Guidelines (see P7).	Short	Parks, Planning
P16.2 Upgrade and replace aging park amenities to support public safety and continued use of and enjoyment of parks assets (see P5).	Ongoing	Parks
P16.3 Align parks operations resources with any escalation in vandalism or encampments to keep parks safe and clean.	Short, Ongoing	Parks, Operations, Finance
P16.4 Install signage in parks and on trails that support safety by providing information on appropriate park uses, wayfinding, and emergency information (see C12).	Ongoing	Parks, Operations

KEY RELATED RECOMMENDATIONS

- *C12 Signage and Wayfinding*
- *P4 Resourcing and Staffing*
- *P5 Asset Inventory and Management*
- *P6 Bylaw Update*
- *P7 Design Guidelines*

P17 PLACEMAKING

Continue to support "pop-up" features, pilot projects, and community place-making in parks.

BACKGROUND AND RATIONALE

- Parks are vital places for community place-making and hosting cultural features and programs that activate positive social connection and experiences.
- Seasonal enhancements, "pop-up" features, or "pop-up" parks are relatively small-investments or temporary ways to inspire interest in public space and support local economic development.
- The Comox Business Improvement Association (BIA) and the Town have collaborated on successful projects like "Lighting the Alleyways", where overhead string lighting was installed to illuminate pathway connections between the harbour and downtown.
- There are other service clubs and non-profit groups who have interest and capacity to bring park enhancements to life (e.g., Rotary Club).
- Key location considerations for placemaking and pop-up projects include:
 - » 'Civic Park' Greenspace (area across from Town Hall)
 - » Central Meeting Place/Town Square (The Downtown Action plan identifies the creation of a central gathering space Downtown between Marina Park and the Golf Course)
 - » Marina Park
- Considerations for projects to positively activate public space/park space around downtown and the harbour include:
 - » Uplighting trees and park features
 - » Colourful adirondack chairs to create "pop-up" gathering spots
 - » Continuation of "Lighting the Alleyways" character string-lighting
 - » Outdoor games (e.g. ping-pong tables)
 - » "Pop-up" picnic spots with tables and umbrellas
 - » Temporary chalk pavement murals

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
P17.1 Continue to collaborate with organizations to plan and execute place-making improvements for parks, pathways, and public spaces (with a focus on the downtown-harbour area).	Ongoing	Parks, Operations, Comox BIA

KEY RELATED RECOMMENDATIONS

- C12 Signage and Wayfinding
- C11 Shade and Outdoor Covered Space
- P4 Resourcing and Staffing
- P9 Partnerships



"Lighting the Alleyways" initiative organized by the Comox Business Improvement Association and the Town of Comox ◀

5.5 FUNDING STRATEGIES

Parks and trails are both essential community services and key costs within a community. A successful funding program in a growing parks and trails network must continue to assign both capital and operational fund to build and maintain the network.

A combination of funding strategies will be required to implement the recommendations developed in the Parks and Trails Master Plan. Municipal governments rely primarily on property tax to finance parks and trails; however, there are a range of options that can supplement municipal taxation to improve the parks and trails network.

15 Funding Strategies are outlined below for consideration to generate funding for parks and trails projects. Some strategies suit specific conditions but cannot be applied to others. It is expected that the Town will determine what combination of *Funding Strategies* will be used to implement the Master Plan recommendations.

15 FUNDING STRATEGIES

- | | |
|-------------------------------------------------|------------------------------------------------------|
| F1 Annual Tax Revenues | F9 Parks Decommissioning |
| F2 Parks Development Cost Charges (DCCs) | F10 Coordination with Infrastructure Upgrades |
| F3 Parcel Tax (Levy) | F11 Community Partnerships |
| F4 Parkland Dedication/Cash-in-lieu | F12 Donations and Fundraising |
| F5 Other Development-Related Funding | F13 Private-Public Partnerships (P3s) |
| F6 Parks Reserve Fund | F14 Amenity Cost Charges (ACCs) |
| F7 Senior Government Funding | F15 User/Private Enterprise Fee Programs |
| F8 Borrowing | |

F1 ANNUAL TAX REVENUES

- ▶ Property tax is the Town's principle source of revenue to provide community services, including parks and trails.
- ▶ For 2024:
 - » Based on an average Town of Comox residential home assessed value of ~\$800,000, the average municipal tax bill is ~\$1,600.
 - » Of this average tax bill, ~\$275 (roughly 17%) is allocated to parks and trails for capital, maintenance, and operations.
- ▶ The majority (80%) of participants in this process indicated support for an increase in property taxes specific to investing in Comox parks and trails. For more detail on the demographics of respondents, refer to the separate document *Phase 2 Engagement Summary Report*.
- ▶ Allocations of tax revenues for parks and trails within the overall context of community revenue should be reviewed and updated annually as part of the Town's financial planning process.

F2 PARKS DEVELOPMENT COST CHARGES

- ▶ Development Cost Charges (DCCs) are a means of collecting fees from development projects for infrastructure improvements necessitated by community growth.
- ▶ The *Local Government Act* enables municipalities to collect DCCs for parkland acquisition and select parkland improvements. Parkland improvements are limited to: landscaping, trails, playground equipment, playing field equipment, fencing, drainage, irrigation, washrooms or changing rooms.
- ▶ Park DCCs should be used to supplement major waterfront park, community park, and recreation projects that benefit the entire community. Where DCCs are used, the cost of these parks must be allocated proportionately between existing and future residents.
- ▶ It is important that DCCs are balanced to support improvements to community infrastructure necessitated by new development, while at the same time, not being so onerous to discourage development.
- ▶ The *Development Cost Charge Best Practices Guide*, by the Ministry of Community Development, assists local governments in developing and administering DCC programs (PDF found at www2.gov.bc.ca)
- ▶ The Town of Comox last updated its DCC Bylaw No. 1830 in 2016 including updated charges for parks. A DCC Bylaw update is underway for 2025.

F3 PARCEL TAX (LEVY)

- ▶ A parcel tax levies a specific charge per selected properties within a community. This tax allows funds for a specific purpose to be raised, without increasing general property taxes.
- ▶ The use of a parcel tax can help alleviate public concerns that funds raised through general property tax may not be directed to a specific project and provides a fixed time frame for the levy.
- ▶ A parcel tax may be appropriate for capital improvement projects or major land acquisition because it spreads the tax load evenly among properties. Parcel taxes are closely aligned with the "all citizens benefit equally and pay equally" nature of parks and recreation.
- ▶ Parcel taxes are most frequently used for projects that are beneficial to a broad spectrum of the community (e.g., acquisitions to support regional trail connectivity).
- ▶ Parcel tax may be an effective tool for generating funding for the Town of Comox portion of matched funding opportunities.
- ▶ Parcel taxes need to be considered in conjunction with general parks taxation rates to determine which method is most appropriate to support parks investments. Clear communications about taxation methods and purposes with taxpayers will be important.
- ▶ An alternative approval process or public referendum is required to determine electorate support for implementation of a specific Parcel Tax.

F4 PARKLAND DEDICATION / CASH-IN-LIEU

- ▶ The *Local Government Act* enables municipalities to require a dedication of up to 5% of site area for open space if a property is being subdivided. This helps balance new development with provision of park spaces for the community. This is the Town's primary tool for securing new parkland in greenfield development areas.
- ▶ It is important that park dedication meets both the needs of the community and the new development area.
- ▶ In cases where potential park dedication does not meet neighbourhood park needs, cash-in-lieu allows the Town to collect money that can be used to purchase parkland that better meets community needs.

F5 OTHER DEVELOPMENT-RELATED FUNDING

- ▶ Beyond DCCs or park dedication at subdivision, other development-related contributions can generate capital funds for parks infrastructure.
- ▶ The Local Government Act enables municipalities to use development-funded tools such as public realm or frontage improvements, Community Amenity Contributions (CACs), density housing contributions, or cash-in-lieu of contributions to offset impacts of growth and densification.

F6 PARKS RESERVE FUND

- ▶ Reserve funds mitigate current and future risks, support stable tax rates, and demonstrate financial commitment to long range infrastructure and management plans.
- ▶ Reserve fund ensure sufficient resources are available for priority parks and trails investments as opportunities arise.
- ▶ Under Bylaw No. 2025, the Town of Comox maintains multiple reserve funds including:
 - » Public Open Space Reserve Fund
 - » Capital Works Reserve fund
 - » Waterfront Walkway Capital Reserve Fund
 - » Mack Laing Reserve Fund
- ▶ The Public Open Space Reserve Fund provides a fund specific to supporting investment in major park projects, matching grant opportunities (e.g., senior government funding), implementation of urgent upgrades or repairs, or other one-time park costs that are beyond regular taxation.
- ▶ Reserve funds are a place to invest residual capital funding where projects are delayed or completed under budget.

F7 SENIOR GOVERNMENT FUNDING

- ▶ The Province of BC, Federation of Canadian Municipalities, Government of Canada, and other government and non-government organizations (e.g., Rick Hansen Foundation) often offer grants for infrastructure.
- ▶ Parks and trails projects can secure funds related to non-vehicular transportation, public infrastructure, the environment, sustainability initiatives, sport, and park improvements.
- ▶ Grant opportunities can provide a significant source of funds, but often require proportionate fund contributions (which could be funded through reserves or parcel tax) and advanced planning which requires staff capacity.

- ▶ Grants are not a guaranteed source of funds and should not be relied upon solely for projects.

F8 BORROWING

- ▶ Local government can enter into long- or short-term capital borrowing with the Municipal Finance Authority to finance the purchase or construction of capital assets or a portion thereof, including land acquisitions.
- ▶ Typically, municipal borrowing is focused on major projects that would be difficult to fund using other mechanisms.
- ▶ Borrowing requires careful consideration of the Town's overall financial status and borrowing capacity.

F9 PARKS DECOMMISSIONING

- ▶ Parks decommissioning can raise funds through the sale of lands that are less desirable for parks uses, to purchase more desirable parklands.
- ▶ While most of Comox's parks and trails are assets to the network, a small number have constraints like size, location, topography, access, connectivity, or configuration that make them less suited for parks use.
- ▶ There may also be cases where the Town purchases larger properties to secure portions of them for parks, with opportunity to sell remaining lands back to market.
- ▶ Decommissioning of parkland is subject to regulation outlined in the *Local Government Act* which specifies that proceeds from the sale of municipal parkland must be preserved in a reserve fund for the express purpose of acquiring new parklands. Electoral consent is required for this process.
- ▶ Parkland disposition processes must be transparent, fair, and equitable.

F10 COORDINATION WITH INFRASTRUCTURE UPGRADES

- ▶ Major programs such as road or utility upgrades, public building development, or stormwater projects can often overlap with parks or trails projects.
- ▶ Opportunities may exist to develop trails or park spaces when other capital projects are undertaken.
- ▶ Often external funding (e.g., grants) are directed towards projects that demonstrate combined investment that results in high community value (e.g., utility upgrades and trail development).

F11 COMMUNITY PARTNERSHIPS

- ▶ Community partnerships can provide opportunities to share funding with other landowners, not-for-profit organizations, neighbouring jurisdictions, or others.
- ▶ Partnerships can provide opportunity for capital investment, lands, or joint efforts for ongoing maintenance/operations.
- ▶ See *P9 Partnerships*, p. 174.

F12 DONATIONS AND FUNDRAISING

- ▶ Corporations, organizations, and individuals are often willing to contribute to parks and trails.
- ▶ Comox should be opportunistic and ready for donations by removing barriers and providing a convenient avenue for those interested in contributing to parks and trails. Examples of giving opportunities include:
 - » **Fundraising programs:** Money for major projects like trails, waterfront parks, athletic facilities, or land acquisition can be raised through major fundraising programs that encourage and recognize corporate and individual donations.
 - » **Monetary donations:** Providing a register of projects requiring fundraising allows the public to contribute financially to projects that are meaningful to them.
 - » **In-Kind donation:** Opportunities exist for organizations and individuals to donate time, materials, and services to projects.
 - » **Land donation:** Providing a structure for how land can be gifted for protection as part of the Regional Parks and Trails system can facilitate opportunities for land owners to help build the system.
 - » **Parks amenities:** Benches, picnic tables, vegetation or playground equipment are common commemorative or donated amenities.
- ▶ Successful donation and fundraising programs require commitment of staff time. For large fundraising campaigns, it may be desirable to consider external support to organize and implement a successful strategy.

F13 PRIVATE-PUBLIC PARTNERSHIPS (P3s)

- ▶ Private-public partnerships (P3s) may be considered for financing design, construction, operation, and/or maintenance of parks, where it would be difficult for the Town to undertake independently.
- ▶ A successful P3 occurs when a project has a clearly identified public need and a well-defined private interest.
- ▶ If a private-public partnership is considered, a clear business case must be established for the delivery of that service. The Town must consider issues like accountability, risk allocation, shared contribution, guarantees, communication, programming, and realistic priorities by all parties involved.

F14 AMENITY COST CHARGES

- ▶ Amenity Cost Charges (ACCs) allow local governments to collect funds for amenities (e.g., recreation facilities, public squares) from new development that results in increased population, helping to support livable communities.
- ▶ Implementing an ACC requires identification of growth areas and amenities needed to support; ACC amounts based on legislation; consultation during development of the ACC bylaw; and passing the bylaw.
- ▶ The three most common methods for amenity contribution include:
 - » Density bonus
 - » Voluntary bonus
 - » Cash-in-lieu contribution

F15 USER/PRIVATE ENTERPRISE FEE PROGRAMS

- ▶ Municipal parks are for public use and therefore typically have little to no fees for use.
- ▶ However, user fees can provide funding to offset some costs related to operating and maintaining parks, trails, and waterfront areas, especially where assets benefit a specific subset of the community.
- ▶ User fee opportunities in Comox parks may include:
 - » Athletic field rentals (current practice)
 - » Boat launching fees (commercial and/or recreational)
 - » Commercial leases or license for select activities (e.g. mobile vending, facility use, storage, rentals, etc.)
 - » Rental of park spaces or picnic shelters for events (e.g., weddings, group picnics)
 - » Parking fees at key areas
- ▶ User fee programs take staff time and effort to administer, so careful consideration of viability is required.

RECOMMENDED ACTIONS

ACTIONS	TIMELINE	PARTIES
F17.1 Informed by community input on parks taxation through the PTMP and review by Council and staff, determine and implement a taxation increase for funding of parks and trails.	Short	Parks, Finance
F17.2 Annually review and update municipal taxation rates for parks, with consideration for modest increases to advance completion of community priorities.	Ongoing	Parks, Finance
F17.3 As part of the 2025 DCC bylaw review, update Parks DCC amounts to reflect the direction within the Parks and Trails Master Plan.	Immediate	Parks, Planning, Engineering, Finance
F17.4 Maintain a DCCs project list for Parks that is compliant with DCC funding.	Ongoing	Parks, Planning, Engineering, Finance
F17.5 Review the DCC Bylaw a minimum of every 5 years to ensure DCC amounts continue to be sufficient and reflect the priorities of the community.	Ongoing	Parks, Planning, Engineering, Finance
F17.6 Assess the feasibility, funding requirements, taxation levels, timeline, and public support for the creation of a Parcel Tax to fund acquisition or development of the waterfront parks network.	Medium	Parks, Finance
F17.7 Undertake an alternative approval process or public referendum to determine electorate support for implementation of a specific Parcel Tax.	Medium	Parks, Finance
F17.8 Explore revising the terms under the Public Open Space Reserve Fund to include recreational trails development and recreational trails related amenities.	Short	Parks, Planning, Engineering
F17.9 Develop a parks fundraising program that clearly defines and coordinates parks and trails donation and fundraising opportunities, outlines recognition systems, and provides resources like tax receipt information.	Medium	Parks, Finance, Comms
F17.10 Undertake a user fee program review to identify candidate fee collection opportunities and define actions and resources needed to implement viable opportunities.	Short	Parks, Finance
F17.11 Implement viable user fee programs, including changes to existing tenures and/or policies that limit collection of user fees and allocate staffing to support fee collection..	Medium	Parks, Finance
F17.12 Annually review and evaluate grant opportunities against the priorities and goals of the Parks Master Plan and allocate staff time to pursue opportunities when they align.	Ongoing	Parks, Planning, Finance

<p>F17.13 Complete an assessment of current dedicated parklands to identify candidate parks for decommissioning, undertake appropriate public process, and, if approved, proceed to sale of surplus parklands with profits directed towards future acquisitions identified in the Parks Master Plan.</p>	<p>Short</p>	<p>Parks, Planning, Finance</p>
<p>F17.14 Develop a <i>Community Amenity Contribution</i> list for the Town overall as well as for specific areas. When developers undergo rezoning, consider this list as well as the projects outlined in the PTMP as part of negotiations.</p>	<p>Short and ongoing</p>	<p>Parks, Planning</p>
<p>F17.15 Annually review street or utility upgrade projects for potential coordination with recreational trail or parks projects identified in the PTMP.</p>	<p>Ongoing</p>	<p>Parks, Engineering</p>
<p>F17.16 As part of future planning for civic buildings / facilities (e.g. Town offices, fire or police services, library, community centre, or museum), consider parks and trails elements.</p>	<p>Ongoing</p>	<p>Parks, Planning, Engineering</p>





6 | Implementation Plan

6.1 IMPLEMENTATION SUMMARY

The **Implementation Summary Tables** in this section provide a categorized summary of recommended actions for Comox's parks and recreational trails network. This summary is based on directions outlined in **Section 5 Recommendations**, p. 73.

The implementation summary tables are organized by timeframe:

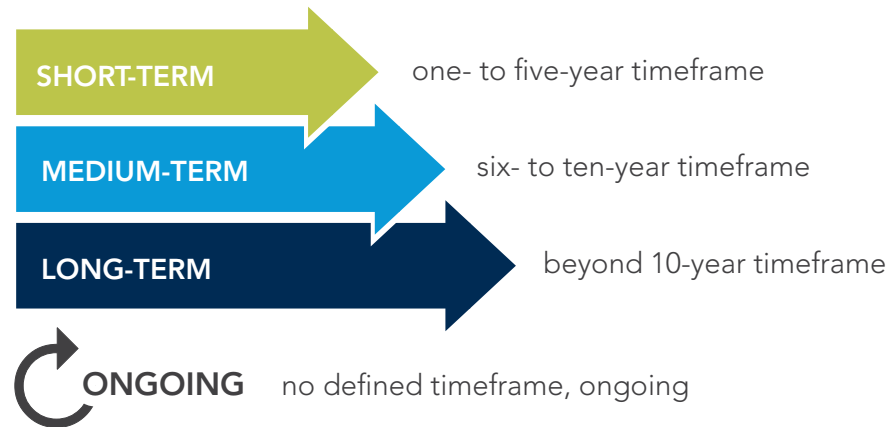


TABLE COMPONENTS

- ▶ **REF#:** Each recommendation in the tables is referenced with a corresponding number. This reference guides the reader to the corresponding recommendation and action for additional detail (e.g., 3.2 correlates to Recommendation 3, Action 2).
- ▶ **RECOMMENDED ACTION:** A brief description of the action (for more information refer to the full recommendation in Section 5).
- ▶ **CAPITAL BUDGET ESTIMATE:** An estimated budget range for planning purposes (for projects with capital budget requirements). Where capital budget is not anticipated, "Staff Time" or other costs are noted.

For projects up to \$150,000, the legend of budget symbols are as follows:

- » \$ = \$0 to \$15,000
- » \$\$ = \$15,000 to \$50,000
- » \$\$\$ = \$50,000 to \$150,000

For projects above \$150,000, a planning budget estimate range is noted, for example:

- » \$150K-\$250K
- » \$1-1.5M
- » etc.

- ▶ **KEY PARTIES:** Potential departments, agencies, or organizations that may be involved in implementation of an action. Short form legend as follows:

TOWN

- » Parks = Town Parks
- » Planning = Town Planning and Development Services
- » Engineering = Town Engineering
- » Communications = Town Communications
- » Operations = Town Operations
- » Recreation = Town Recreation Services

OTHERS

- » K'ómoks = K'ómoks First Nation
- » CFB Comox = Canadian Forces Base Comox
- » Courtenay = City of Courtenay
- » Community = Residents and general public
- » CVRD = Comox Valley Regional District
- » Interest Groups = Community/conservation/environmental/recreation organizations
- » NPOs = Not-for-profit Organizations
- » SD71 = School District 71
- » SD93 = School District 93
- » Volunteers = Volunteer Groups or Individuals

6.2 SHORT-TERM ACTIONS (2025-2029)

Short-term actions are prioritized due to:

- ▶ Garnering significant input during the engagement process;
- ▶ Potential to have high positive impact on the parks and trails system in Comox;
- ▶ Potential to be affected by change/development in the near future;
- ▶ Need for completion as a first step in a phased implementation process; and/or
- ▶ Opportunity or funding that currently exists to support implementation

TABLE 19: SHORT-TERM ACTIONS IMPLEMENTATION SUMMARY

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>C1 Waterfront Trail/Route, p. 78</i>				
C1.1	Work with K'ómoks First Nation, the Comox Valley Regional District (CVRD), and City of Courtenay to explore opportunities for large-scale connectivity of the waterfront between Kus-kus-sum and Goose Spit.	Short	Parks, Planning	Staff Time
C1.2	With partners, complete a Waterfront Trail/Route feasibility study that organizes the large study area into segments and identifies priority segments to advance implementation.	Short to Medium	Parks, Planning	\$\$\$ Staff Time
C1.4	Extend the existing Comox Waterfront Walkway/Harbour Promenade to Ellis Street waterfront lookout.	Short	Parks	\$\$\$
C1.5	Explore feasibility of waterfront route development east of Marina Park as part of statutory right of ways between Marina Park/Comox Marina and Filberg Road.	Short	Planning, Parks	TBD
<i>C2 Ocean to Upland Trail Network, p. 81</i>				
C2.1	Seek opportunities for trail expansion and new connections to Brooklyn Creek Greenway, Northeast Woods, and Lazo Multi-use Trail through parkland dedication, road dedication, lease, purchase, or land preservation agreements.	Short, Ongoing	Parks, Planning	Acquisition Costs TBD Staff Time
C2.5	Seek funding opportunities specific to supporting the off-road Ocean to Upland Trail Network.	Short, Ongoing	Parks, Planning, Engineering	Staff Time
C2.6	Engage and support local community groups for maintenance and restoration of the Brooklyn Creek Greenway.	Short, Ongoing	Parks, Planning, Engineering	Staff Time

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
C3 Youth Amenities, p. 84				
C3.2	Design Process: Work with partners, youth, and interest groups (building on previous efforts), to prepare a program, confirm the site/location, and develop a concept and cost estimate for a pump track/bike skills park in Comox.	Short	Parks, Planning	\$\$ Staff Time
C3.3	Pump Track/Bike Skills Park: Following the concept design process (see C3.2), once funding has been secured, proceed with development of a pump track/bike skills park in an accessible location in Comox. Considerations to include: beginner to advanced track, transition platforms, start deck, and wood-rock skills balance features.	Short	Parks, Engineering, Recreation	\$600-800K
C3.5	Fun Seating & Games: Provide unique seating and outdoor games that appeal to youth at Marina Park.	Short to Medium	Parks	\$\$
C3.7	Funding: Pursue fundraising, grants, partnerships and other means of securing funds adequate for pump track (first) and skatepark development (second).	Short, Ongoing	Parks, Planning, Engineering	Staff Time
C4 Play Amenities, p. 88				
C4.1	Community Centre Inclusive Playground: Informed by the Park Concept Plan process (see Action L4.1), provide a new, inclusive playground outside of the parking lot at the Community Centre that includes ages 2-5 and 5-12.	Short	Parks, Planning	\$1-\$2M
C4.5	Aspen Park Play Upgrades: Replace the playground, provide nature play opportunities in the forested area adjacent to the sports fields, and consider a cooling/misting zone.	Short	Parks, Engineering	\$400,000-\$600,000
C4.6	Lancaster Playground Expansion: As part of the shift to a Community Park, expand the playground area to provide amenities designed for 2-5 years and consider a misting/cooling zone.	Short	Parks, Engineering	\$150,000-\$250,000
C4.8	Elks Royal Purple Park (Kye Bay) Minor Upgrades: Upgrade the swings to include infant swings and accessible swings. Develop an accessible route to the swings and through the playground (rubber surfacing or similar).	Short	Parks, Engineering	\$100,000-\$200,000

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
C5 Athletic Fields, p. 93				
C5.1	Allocation/Booking Policy and Process: In coordination with the CVRD 2023 Sports Field Strategy, review and reform the field booking process to support equity among diverse user groups.	Immediate	Parks, Recreation, CVRD	Staff Time
C5.2	Field Utilization Data Management: In coordination with regional partners, develop improved seasonal and annual data collection for utilization. Use data for ongoing planning to help identify, review, or confirm needs and opportunities.	Immediate and Ongoing	Parks, Recreation, CVRD	Staff Time
C5.3	Field User Groups Meetings: Coordinate a regular meeting (minimum annual) with field user groups to improve communications, build understanding, and balance interests.	Short and Ongoing	Parks, Interest Groups	Staff Time
C5.7	Community Centre (aka Village Park) Open Field Upgrade: Informed by the Park Concept Plan (see Action L4.1), upgrade site drainage for an open space grass field area to support community centre programs and recreational uses.	Short to Medium	Parks, Recreation, Engineering	\$100,000-\$250,000
C5.10	Highland Field 4 (SD71): Support SD71 to upgrade Field 4 at Highland Secondary School to sand-base with upgraded drainage and irrigation to support the rugby program and multi-field needs at Highland.	Short	SD71, Parks	\$1M
C6 Sport Courts, p. 100				
C6.1	Pickleball Courts: Explore opportunities for 2-6 additional dedicated pickleball courts (primary location consideration in Highland Park).	Short	Parks, SD71, Interest Groups	\$350-450K/ 2 courts
C6.2	Basketball at Community Centre (aka Village Park): Informed by the Park Concept Plans (see Action L4.1), provide a multi-sport court with sport surfacing, basketball nets, and fencing at the Community Centre.	Short	Parks	\$150-250K
C6.3	Basketball at Highland "Youth Hub": Informed by the Park Management Plan process (see Action L5.2), provide a multi-sport court with basketball nets and fencing at Highland.	Short to Medium	Parks, SD71	\$150-250K
C6.4	Basketball at Brooklyn Elementary School: Collaborate with SD71 to upgrade a multi-sport court with basketball focus at Brooklyn Elementary School.	Short	Parks, SD71	\$125-200K

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
C6.5	Basketball at Harbourwood Park: Provide permanent basketball hoops and court resurfacing in Harbourwood Park.	Short	Parks	\$\$\$
C6.6	Multi-sport Box: Short-term, maintain the multi-sport box in Highland Park in Comox.	Short	Parks, SD71	-
C7 Dogs in Parks, p. 104				
C7.1	Upgrade Existing Dog Park: Enhance the Comox Dog Park to improve opportunities for shade, provide additional benches/seating, and surfacing improvements.	Short	Interest Groups, Parks, SD71	\$\$\$
C7.3	Pilot Neighbourhood (Local) Off-leash Areas: Identify and develop two pilot local off-leash areas in select neighbourhood parks, including temporary fencing, information, and signage. Monitor park function.	Short	Parks	\$\$
C8 Beach Accesses and Launches, p. 107				
C8.1	Confirm and adopt a classification system for beach accesses to guide the standard level of service and amenities. Define maintenance practices and frequencies for each class.	Short	Parks	Staff Time
C8.2	Upgrade existing primary and secondary beach accesses. Include signage (identity, directional, regulatory), a clear trail and other amenities as per design recommendations for each class (see Table 14).	Short to Medium	Parks, Engineering	\$\$/year Staff Time
C8.3	Develop and maintain an online beach access map identifying beach accesses and key information such as ease of access (steep, rocky, easily accessible), amenities, and maintenance notices (e.g., in winter storm season). Consider linking with updatable QR code on signage.	Short Ongoing	Parks Operations	\$ Staff Time
C8.4	Pilot the installation of seasonal accessible beach mats at two primary/park beach accesses to improve inclusive access to the water.	Short	Parks	\$/site
C8.5	Improve two existing beach access for paddlesport launching, including improved trail access, designated loading zone/parking, signage, and seasonally appropriate maintenance. Primary location considerations: Lazo/Sand Pines (#10), Kye Bay Park (#5), and Beach Drive (#25).	Short to Medium	Parks, Engineering	\$\$

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
C10 Washrooms, p. 115				
C10.1	New Vault Toilet Locations: Add accessible vault toilet(s) at two new park locations. Priority considerations are: Kye Bay West Beach Access, and at one location within the waterfront nature parks network (Baybrook Nature Park, Mack Laing Park, Macdonald Wood Park). Increase operational budgets to support ongoing maintenance.	Short to Medium	Parks, Engineering	\$\$ (per washroom) and Staff Increase
C10.2	Northeast Woods Washroom: Informed by the Management Plan (see L7.2), incorporate an accessible washroom at Northeast Woods. Increase operational budgets to support ongoing maintenance.	Short to Medium	Parks, Engineering	\$\$-\$\$\$ (\$50-\$250K/washroom) and Staff Increase
C10.3	Existing Park Washroom Upgrades: Informed by individual park Concept Plans or Management Plans, upgrade the existing full service washroom facilities at Highland Park, Elk and Royal Purple Park (Kye Bay), and Anderton Park.	Short to Medium	Parks, Engineering	\$\$-\$\$\$ (\$50-\$250K/washroom)
C11 Shade and Outdoor Covered Space, p. 118				
C11.1	Small Scale Shade Solutions: Provide flexible, small scale opportunities for shade like umbrellas and living structures in Marina Park and Lancaster Park.	Short	Parks	\$\$-\$\$\$ ea. Staff Time
C11.2	Permanent Covered Structures: Informed by individual Concept Plans or Park Management Plans, provide three new permanent covered structures in parks. Priority location considerations: Elks and Royal Purple Park (Kye Bay), Lancaster Park, and the Community Centre.	Short to Medium	Parks, Engineering	\$\$\$ ea.
C11.3	Planting Strategy for Shade: Complete a strategy to identify playgrounds and key Community Parks with sun exposure challenges, outline planting solutions, and complete actions annually to increase opportunities for shade and improve summer park experiences.	Short Ongoing	Parks	\$/year. Staff Time
C12 Signage and Wayfinding, p. 121				
C12.1	Build on existing work to create a signage strategy for parks and trails including: identity signs, wayfinding signs, regulatory or conduct signs, and interpretive signs.	Short	Parks Communications	Staff Time
C12.2	Continue signing existing parks and trails. Review and update signage at 5 existing parks or trails per year.	Short	Parks, Interest Groups	\$\$ allowance / year and Staff Time

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
L1 Waterfront Parks Network, p. 126				
L1.1	Management Plan: Develop a Management Plan for this group of related nature parks (Brooklyn Creek Greenway, Baybrook Nature Park, Mack Laing Park, and Macdonald Wood Park), to coordinate stewardship priorities (including riparian enhancement and invasive species management), and amenity improvements (including washroom, trails, accesses, parking, signage, and wayfinding). Include interest groups and community engagement.	Short	K'ómoks, Parks, Interest Groups, Community	\$\$\$ (plan only) Staff Time
L1.2	Accessible Washroom: Informed by the Area Management Plan (see L1.1), or an earlier study as required, determine the preferred location and develop an accessible washroom that serves the area. See C10 Washrooms for more information.	Short	Parks, Engineering, Interest Groups	See C10 Washrooms
L1.3	Secure Long-term Upland Connection: Pursue opportunities to acquire land or otherwise secure a long-term public upland trail connection between Mack Laing and Macdonald Wood Park.	Short and Ongoing	Parks, Planning, Finance	\$\$-\$\$ (not including land)
L1.4	Mack Laing Park Amenity Improvements: Continue to pursue the design and implementation of a lookout platform, trail improvements, and interpretive signage.	Short	K'ómoks, Parks, Interest Groups	In existing budgets
L3 Marina Park, p. 130				
L3.1	Park Management Plan (PMP): Create a PMP for Marina Park that includes a community engagement process (3-phase process recommended). Key considerations for Marina Park include, but are not limited to: upgrade for destination/inclusive playground, water play expansion, performance stage, dedicated paddlesport launch, vendor space, public art, pathway connections, shade solutions, tree planting, parking, access, signage, and furnishings. Integrate outcomes for actions and capital planning with PTMP implementation.	Short	Parks, Planning	\$\$\$ (plan only) Staff Time
L3.2	K'ómoks First Nation: Explore interest and opportunities with K'ómoks First Nation to increase Indigenous visibility, celebration, art, or language in Marina Park.	Short, Ongoing	Parks	Staff Time

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
L4 Community Centre (outdoors), p. 134				
L4.1	Park Concept Plan: Complete a Concept Plan and capital planning estimate to confirm direction for the Community Centre outdoor space (the open field portion of the site). Building from 2022 engagement, carry out one round of community and interest group engagement, with consideration to be concurrent with the Anderton Park Concept Plan. Key amenity considerations include, but are not limited to: new inclusive playground, picnic area, covered space, basketball, tennis, pump track/skills park, open grass field space, drainage, shade, planting, and circulation. Secondary consideration is for a multi-sport box.	Short	Parks	\$-\$\$ (plan only) Staff Time
L4.2	Implementation: Update parks capital planning and PTMP implementation to integrate the Concept Plan outcomes. Implement outdoor upgrades at the Community Centre as per the Concept Plan (Action L4.1).	Short, Ongoing	Parks	TBC (also C3.1, C3.3, C4.1, C5.7, C6.2, C6.7, C6.9)
L5 Highland Park, p. 136				
L5.1	Southeast Corner: Collaborate with CFB Comox to explore potential for change in the utility right-of-way in the southeast corner of the park.	Immediate, Ongoing	Parks, CFB Comox	Staff Time
L5.2	Park Management Plan (PMP): Create a PMP for Highland Park that includes a community engagement process (3-phase process recommended). Key considerations include, but are not limited to: field upgrades, entry/gathering area, circulation, parking upgrades, basketball, pickleball, and multi-sport box. Secondary considerations are dog off-leash area, skatepark, pump track, and playground. Integrate outcomes with parks capital planning and PTMP implementation.	Short	Parks	\$\$\$ (plan only) Staff Time
L6 Anderton Park, p. 139				
L6.1	Park Concept Plan: Complete a Concept Plan and capital planning estimate to confirm direction for Anderton Park. Consider streamlined engagement (interest groups and/or community) and carrying out this work concurrently with the Community Centre Concept Plan. Key considerations to be addressed include: circulation upgrades, playground upgrade, revising the outdoor exercise circuit, and potential accommodation of a new amenity (multi-sport box, skatepark, or bike pump track).	Short to Medium	Parks	\$-\$\$ (plan only) Staff Time

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
L7 Northeast Woods, p. 141				
L7.1	Management Review: Work with Nature Trust to review and revise roles for active day-to-day management and maintenance to better achieve mutual aims for sustainable management of the area for the future.	Short	Parks, Nature Trust, CVRD	Staff Time
L7.2	Update Management Plan: Update the Nature Trust Management Plan for Northeast Woods. Key considerations to be addressed: park washroom, trail improvements, dog off-leash policy and areas, maintenance plans, environmental review, habitat enhancement, signage and wayfinding, and broader connectivity.	Short	Parks, Nature Trust, CVRD	\$\$ (plan only) Staff Time
L8 Golf Course Lands, p. 143				
L8.1	Future Use: Develop a decision-making process and timeline for future use of the area.	Immediate	Parks	Staff Time
L8.2	Integrated Planning: Integrate planning for the Golf Course lands in Town strategic initiatives (e.g., the OCP update, mobility planning, active transportation planning, stormwater management planning, etc.)	Immediate and Ongoing	Parks, Planning, Engineering	Staff Time
L8.3	Visual Connection: Explore opportunities to improve visual connection to the Golf Course greenspace from the community.	Short	Parks	Staff Time
L8.4	Access/Circulation: Explore opportunities to improve mobility and access for the general public to and around the Golf Course.	Short to Medium	Engineering, Planning, Parks	\$\$\$ Staff Time
L9 NEW Northwest Comox Park, p. 146				
L9.2	Hector Greenway Play: Utilize current funding from development to implement play spaces along Hector Greenway.	Immediate	Parks	\$
L9.3	Open Space Planning: Look for opportunities for further park, greenway, and amenity creation. Look for opportunities to expand and preserve existing forested lands and connect to nearby greenways and open space (e.g., Courtenay).	Short, Ongoing	Parks, Planning	Staff Time
L10 Lancaster Park, p. 148				
L10.1	Community Park: Reclassify Lancaster Park as a "Community Park."	Immediate	Parks	Staff Time

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
L10.2	Park Concept Plan: Complete a Concept Plan and capital planning estimate to confirm direction for Lancaster Park. Include a streamlined process that engages local area residents. Key considerations include: covered shelter, shade improvements, play enhancements for 2-5 years, drainage improvements, parking, boardwalk, and consideration for misting/cooling zone and washroom.	Short	Parks	\$-\$\$ (plan only) Staff Time
L10.3	Implementation: Update parks capital planning and PTMP Implementation to integrate the Concept Plan outcomes. Implement amenities/upgrades at Lancaster Park as per the Park Concept Plan (see Action L10.2).	Short, Ongoing	Parks	TBD (See C4.6, C10.5, C11.2)

L11 Elks and Royal Purple Park (Kye Bay), p. 150

L11.1	K'ómoks First Nation: Explore interest and opportunities with K'ómoks First Nation to increase Indigenous visibility, art, language, or interpretation in Kye Bay.	Short and ongoing	K'ómoks, Parks, Planning	\$\$
L11.2	Park Name: Complete a naming strategy for Elks and Royal Purple Park.	Short and ongoing	K'ómoks, Parks, Planning	Staff Time
L11.3	Park Concept Plan: Complete a Concept Plan and capital planning estimate to confirm direction for Elks and Royal Purple Park. Key considerations include, but are not limited to: washroom upgrades/replacement, outdoor shower/rinse zone, water fountain, covered shelter, picnic area, furnishing upgrades, play for 2-5 years and nature play, park games, parking upgrades, and arborist review.	Short	Parks, Engineering, Interest Groups	\$-\$\$ (plan only) Staff Time
L11.4	Implementation: Update parks capital planning and PTMP implementation to integrate the Concept Plan outcomes. Implement amenities/upgrades at Elks Royal Purple Park as per the Concept Plan (see Action L11.3).	Short to Medium	Parks, Engineering	TBC \$150,000 (See also C4, C9, and C10)

L12 Aspen Park, p. 153

L12.1	Park Concept Plan: Complete a Concept Plan and capital planning estimate to confirm directions for Aspen Park. Key considerations include, but are not limited to: access path upgrades, playground upgrades, nature play opportunities, misting/cooling zone, baseball field upgrades, washroom upgrades, and long-term consideration for fieldhouse.	Short	Parks, Interest Groups, SD71	\$-\$\$ (plan only) Staff Time
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REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
L12.2	Implementation: Update parks capital planning and PTMP Implementation to integrate the Concept Plan outcomes. Implement amenities/upgrades at Aspen Park as per the Park Concept Plan (see Action L12.1).	Short, Ongoing	Parks	TBD (See also C4.5, C5.4, C10.4)
P2 Parkland Targets, p. 158				
P2.1	Through acquisition, dedication, and development, increase Active Parkland (Community Parks and Neighbourhood Parks) to support parkland targets of 3.20 ha/1,000 population of Active Parkland and 9.70 ha/1,000 population of All Municipal Parkland to address system gaps and continue to meet future needs.	Short, Medium	Planning, Parks	-
P3 Acquisition Planning, p. 162				
P3.2	Create and maintain a Parkland Dedication Policy or Parkland Acceptance Policy to guide approval processes. Provide clear criteria for suitability, quality, and desirability of parkland. Do not accept provision of parkland that is area deemed unsuitable for development (e.g., steep slopes, environmentally sensitive land) or that is not aligned with the neighbourhood or community needs for parks and trails.	Short	Planning, Parks	-
P3.5	Review the existing inventory of Town-owned land that is undeveloped or underdeveloped and identify priorities for Active Parkland to close gaps in distribution.	Short, Ongoing	Planning, Parks	-
P4 Resourcing and Staffing, p. 165				
P4.6	Every 2 years (min.), undertake a comprehensive review of operational cost considerations, including but not limited to: population growth, parkland area growth, growth in non-park landscapes maintained by Parks Operations, wage increases, and inflation costs. Update operational budgets and staffing levels accordingly.	Short, Ongoing	Parks, Finance	-
P5 Asset Inventory and Management, p. 167				
P5.1	Build on existing practices to develop and maintain an asset inventory system for Comox parks and trails. Consult directly with parks operations staff who manage the system.	Short, Ongoing	Parks, Engineering, Operations	-
P5.4	Develop a furnishings upgrade / replacement schedule based on community priorities, age, condition, and use. Priority considerations for high-use areas and accessibility improvements.	Short, Ongoing	Parks, Engineering, Operations	-

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>P6 Bylaw Update, p. 168</i>				
P6.1	Update the Comox Parks Use Bylaw No. 1881, 2018 to proactively address policy gaps for managing the modern regulatory needs of the Comox Parks and Trails system. Review annually and update as needed.	Short, Annually, Ongoing	Parks, Planning, Bylaw	-
P6.2	Work with bylaw officers to review new policies and regulations and sustainable bylaw enforcement capacity for parks.	Short, Ongoing	Parks, Bylaw, Comms.	-
<i>P9 Partnerships, p. 174</i>				
P9.3	Continue to work together with K'ómoks First Nation to identify and pursue common parks-related goals and joint-actions.	Short, Ongoing	Parks	-
P9.4	Continue to work with and support the CVRD on the delivery of the Regional Parks and Trails Service.	Short, Ongoing	Parks	-
<i>P10 Accessibility, p. 176</i>				
P10.3	Provide information to users in both print and digital formats about accessibility in Town parks (e.g., park signage, leisure guide, parks website).	Short Ongoing	Comms. Parks	-
<i>P11 Information and Communications, p. 177</i>				
P11.2	Create updated digital and print maps for the Comox parks and trails system. Review and update annually.	Short, Ongoing	Parks, GIS	-
<i>P13 Environmental and Water Stewardship, p. 180</i>				
P13.8	Review operations landscape maintenance areas that are lawn and identify areas where re-naturalization is appropriate (e.g., under-used areas or areas adjacent to riparian or natural areas).	Short	Parks, Operations	-
<i>P14 Climate Change Adaptation and Resilience, p. 181</i>				
P14.4	Identify and fill playground and park amenity gaps to support a complete active parks system, reducing vehicle travel time.	Short, Medium	Parks, Planning	-
<i>P15 Private Enterprise in Parks, p. 184</i>				
P15.1	Review current policy and tenure agreements to identify barriers to supporting private enterprise activities in parks and make adjustments if required.	Short	Planning, Parks	-

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>P16 Park Safety, p. 185</i>				
P16.1	Incorporate safety and CPTED principles within the Parks and Trails Design Guidelines (see P7).	Short	Parks, Financing	-
<i>F17 Funding Strategies, p.194</i>				
F17.3	As part of the 2025 DCC bylaw review, update Parks DCC amounts to reflect the direction within the Parks and Trails Master Plan.	Immediate	Parks, Planning, Engineering, Finance	-
F17.8	Explore revising the terms under the Public Open Space Reserve Fund to include recreational trails development and recreational trails related amenities.	Short	Parks, Planning, Engineering	-
F17.10	Undertake a user fee program review to identify candidate fee collection opportunities and define actions and resources needed to implement viable opportunities.	Short	Parks, Finance	-
F17.13	Complete an assessment of current dedicated parklands to identify candidate parks for decommissioning, undertake appropriate public process, and, if approved, proceed to sale of surplus parklands with profits directed towards future acquisitions identified in the Parks Master Plan.	Short	Parks, Planning, Finance	-
F17.14	Develop a Community Amenity Contribution list for the Town overall as well as for specific areas. When developers undergo rezoning, consider this list as well as the projects outlined in the PTMP as part of negotiations.	Short and ongoing	Parks, Planning	-

6.3 MEDIUM-TERM ACTIONS (2030-2034)

Medium-term actions are prioritized due to:

- ▶ Garnering significant input during the engagement process;
- ▶ Potential to require more extensive design, planning, and accumulation of funding resources prior to completion than short-term recommendations;
- ▶ Less likely at risk of being compromised due to change/development in the immediate future, but should be monitored; and/or
- ▶ Potential for funding to be available in the medium-term to implement the project

Medium-term actions may warrant consideration for earlier completion if opportunity or funding permits.

TABLE 20: MEDIUM-TERM ACTIONS IMPLEMENTATION SUMMARY

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>C3 Youth Amenities, p. 84</i>				
C3.6	Swimming Pier: Conduct feasibility study and high level costing for a swimming pier at Marina Park.	Medium	Planning, Engineering	\$\$-
<i>C4 Play Amenities, p. 88</i>				
C4.2	Destination Playground Marina Park: Informed by the Park Management Plan process (see Action L3.1), design and construct an inclusive, destination playground in Marina Park.	Medium	Planning, Parks, Engineering	\$1-\$2.5M
C4.3	Anderton Park Playground Upgrade: Following the Park Concept Plan (see Action L6.1), consolidate play amenities to provide inclusive play for ages 2-5 and 5-12.	Medium	Parks	\$600,000
C4.4	Village Park Tot Lot Upgrade: Replace playground amenities including integrating nature play opportunities.	Medium	Parks, Engineering	\$400,000-\$600,000
C4.7	NEW Lazo Playground: Consider development of a playground on the municipally owned land by Sandpines Drive and Lazo Road, including parking and safe connection to the multi-use pathway and the foreshore.	Medium to Long	Planning, Parks, Engineering	\$750,000
<i>C5 Athletic Fields, p. 93</i>				
C5.5	Highland Softball Field Upgrades: Upgrade field irrigation and continue to renew fields as high quality (Class A). Consider increasing one infield to support U15 and U18.	Medium	CVMBAs	\$\$\$

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
C5.6	Highland Park Rectangle Field Upgrades: Continue to renew fields 5 and 6 as high quality (Class A).	Medium	Parks	\$\$\$
C5.8	Athletic Field Lighting: As part of ongoing reviews (annual and milestone reviews) of field utilization data, revisit the need and update planning cost for providing field lighting at Highland Park.	Medium to Long	Parks, Engineering, SD71, CVRD, Interest Groups	-

C6 Sport Courts, p. 100

C6.7	Multi-sport Box: Long-term, continue to provide (1) multi-sport box in Comox. Location considerations: Highland existing location, Highland/SD71 alternate location, Community Centre, Anderton Park, other. Construct in new location (as required).	Medium to Long	Parks, SD71, Engineering	\$200-300K
C6.8	Tennis Courts at Anderton Park: Maintain this as the tennis hub, maintaining 6 high-quality courts dedicated for tennis.	Medium to Long	Parks, SD71, Engineering	\$200-300K
C6.9	Tennis Courts Secondary Location: Continue providing 2 tennis courts located outside of Anderton Park as a secondary site. Consider retaining and resurfacing the 2 existing tennis courts at the Community Centre, or provide 2 new courts in a revised location on-site or alternate location.	Medium	Parks, Engineering	\$350-450K/ 2 courts

C7 Dogs in Parks, p. 104

C7.2	New Off-leash Area: Provide a new community off-leash area in Comox with secure, long-term tenure. Location considerations: Highland Park, Northeast Woods (select area only), or a new community park space.	Medium	Planning, Parks, SD71	\$\$\$
C7.4	Add Neighbourhood (Local) Off-leash Areas: Pending results of initial pilots, consider 3-5 additional local off-leash areas in candidate neighbourhood parks.	Medium	Parks	\$\$\$

C10 Washrooms, p. 115

C10.4	Aspen Park Washroom / Field House: Coordinate with Comox Valley Baseball Association (CVBA) for washroom upgrades or expansion to a field house.	Medium to Long	Parks, Engineering	Funding partner
C10.5	Lancaster Park Washroom: Informed by other park upgrades (e.g., including water play) and level of use at the park, incorporate an accessible washroom and increase operational budgets to support ongoing maintenance.	Medium to Long	Parks, Engineering	\$\$-\$\$\$ (\$50-\$250K) and Staff Increase

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
L2 Filberg Heritage Park, p. 128				
L2.1	Filberg Waterfront Improvement Design: Engage a team to create an integrated design that supports the estuarine environment (Green Shores design program) as well as an improved community waterfront walkway/promenade that is resilient and compatible with coastal processes. Pursue a funding partner.	Medium	Parks, Planning, Engineering, Finance	\$\$\$
L2.2	Filberg Waterfront Improvements: Following the design process (see Action L2.1), secure funding (including grant or funding partners), and construct an improved waterfront walkway and resilient foreshore at Filberg Lodge Heritage Park.	Medium	Parks, Planning, Engineering, Finance	TBC through design, see L2.1
L5 Highland Park, p. 136				
L5.3	Entry/Gathering Area: As part of the Highland Park Management Plan (see Action L5.2), explore circulation improvements, and providing a central gathering area in the park with consideration for shade/cover, seating, and signage.	Medium	Parks	\$\$
L6 Anderton Park, p. 139				
C6.2	Implementation: Update parks capital planning and PTMP implementation to integrate the Concept Plan outcomes (e.g., tennis, playground, washroom upgrade, pump track/skatepark/multi-sport box). Implement outdoor upgrades at Anderton Park as per the Concept Plan (Action L6.1).	Medium, Ongoing	Parks	TBC (see also C3.3, C3.4, C4.3, C6.7, C6.8, C10.3)
L8 Golf Course Lands, p. 143				
L8.5	Area Study: Complete a planning study for these lands to integrate direction from the PTMP, OCP, Downtown Enhancement Action Plan, mobility plans, etc. Key plan considerations include, but are not limited to: connectivity, access, and interface upgrades; changes to the surrounding area; natural feature enhancements/preservation; indigenous visibility; and long-term maintenance considerations.	Medium	Parks, Planning, Operations	\$\$\$ (plan only) Staff Time
P2 Parkland Targets, p. 158				
P2.3	Complete a 5-year review and update of targets for parkland provision to reflect population/density scenario in ~2030. Continue to ensure parkland dedication through development.	Medium, Long	Planning, Parks	-

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>P4 Resourcing and Staffing, p. 165</i>				
P4.4	Review and update Parks Operations staffing numbers, titles/ roles, and composition (full-time, part-time, seasonal) to more sustainably deliver services and interact with/respond to residents and resource groups.	Medium	Parks, Operations, Finance	-
P4.5	Develop an inventory of all non-park areas maintained by Parks Operations (e.g., facility and street landscapes) to quantify the actual area being maintained and more effectively project operational requirements as new landscapes are added to the inventory.	Medium	Parks, Operations	-
<i>P5 Asset Inventory and Management, p. 167</i>				
P5.5	Pilot park asset management planning for an initial set of priority parks assets (e.g. playground equipment). Expand asset management planning as staff capacity permits.	Medium, Ongoing	Parks, Engineering, Operations	-
<i>P6 Bylaw Update, p. 168</i>				
P6.3	Work with bylaw to identify strategies to improve bylaw compliance in parks. Consider updating a list of priority areas for targeted compliance patrols to help address and correct known problems (e.g., off-leash dogs, illegal dumping) or developing online resources where the community can flag or request bylaw presence.	Medium, Ongoing	Parks, Bylaw, Comms.	-
<i>P7 Design Guidelines, p. 170</i>				
P7.1	Develop Parks and Trails Design Guidelines to provide clear direction for planning and designing key elements including, but not limited to: access amenities, park furniture, washrooms, structures, signage and wayfinding, trails, planting, and irrigation.	Medium, Ongoing	Parks, Planning, Engineering	-
<i>P8 Monitoring and Review, p. 173</i>				
P8.3	Complete a five-year review and update of the PTMP.	Medium	Parks	-
<i>P9 Partnerships, p. 174</i>				
P9.1	Review and update partnership agreements at least every 5 years.	Medium, Ongoing	Parks	-

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>P11 Information and Communications, p. 177</i>				
P11.3	Consider integrating key information from the parks inventory (see P5) with the Town of Comox Public Interactive Map.	Medium, Ongoing	Parks, GIS	-
<i>P12 Volunteers, p. 178</i>				
P12.1	Develop a parks volunteer program that outlines the opportunities and processes for volunteer programs (consider potential to partner with other Town departments that may have volunteer program interests).	Medium	Planning Parks	-
<i>P13 Environmental and Water Stewardship, p. 180</i>				
P13.6	Undertake an irrigation system audit every 5-10 years to identify replacement requirements along with opportunities to increase water efficiency through equipment upgrades, further automation, landscape changes, or weather-based adjustments.	Medium	Parks, Operations	-
P13.7	Consider opportunities for waste stream separation and waste diversion in parks (i.e., garbage and recycling), with associated adjustments to operational staffing.	Medium	Parks, Operations	-
<i>P14 Climate Change Adaptation and Resilience, p. 181</i>				
P14.2	Integrate electric charging infrastructure into parks spaces. Prioritize community parks and key waterfront locations.	Medium to Long	Parks	-
P14.3	Include a recovery allowance in the parks budget for escalation of climate change impacts like tree losses and erosion.	Medium to Long	Parks, Finance	-
<i>F17 Funding Strategies, p.194</i>				
F17.6	Assess the feasibility, funding requirements, taxation levels, timeline, and public support for the creation of a Parcel Tax to fund acquisition or development of the waterfront parks network.	Medium	Parks, Finance	-
F17.7	Undertake an alternative approval process or public referendum to determine electorate support for implementation of a specific Parcel Tax.	Medium	Parks, Finance	-
F17.9	Develop a parks fundraising program that clearly defines and coordinates parks and trails donation and fundraising opportunities, outlines recognition systems, and provides resources like tax receipt information.	Medium	Parks, Finance, Comms	-
F17.11	Implement viable user fee programs, including changes to existing tenures and/or policies that limit collection of user fees and allocate staffing to support fee collection..	Medium	Parks, Finance	-

6.4 LONG-TERM ACTIONS (beyond 2034)

Long-term actions are prioritized due to:

- ▶ Garnering less community interest than short- and medium-term actions;
- ▶ Exceeding current funding potential; and/or
- ▶ Not currently being aligned with other opportunities.

It is anticipated that the Master Plan will be updated over time to continue evolving to meet community needs (see **P8 Monitoring and Review, p. 173**). The projects included in this list were identified as potentially desirable by the community. If funding, opportunity, or need emerges in the lifespan of this Plan, these projects could be considered for earlier completion.

TABLE 21: LONG-TERM ACTIONS IMPLEMENTATION SUMMARY

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>C3 Youth Amenities, p. 84</i>				
C3.4	Skatepark: Confirm the preferred location and concept. Once funding is secured, develop a skatepark (including considerations for scooter, inline skates. etc.) in an accessible location. Target a ~700-1,000 sq.m. facility that includes supporting furnishings and amenities like pathways, signage, lighting, tree planting, and furnishings.	Long	Parks, Planning, Engineering, Recreation	\$750K - \$1.5M
<i>C4 Play Amenities, p. 88</i>				
C4.10	Salish Park Playground: Monitor timing and replace neighbourhood scale playground features.	Long	Parks, Engineering	\$400,000-\$600,000
<i>P14 Climate Change Adaptation and Resilience, p. 181</i>				
P14.1	Continue transition to electric powered vehicles and landscape equipment as technology advances to provide function without compromising efficiency. Coordinate transition with operations. (see Climate Action Plan)	Long	Operations, Parks, Finance	-

6.5 ONGOING ACTIONS

Ongoing actions include asset management, operational projects, planning or policy-related actions, and recurring actions (e.g., annual actions).

TABLE 22: ONGOING ACTIONS IMPLEMENTATION SUMMARY

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>C1 Waterfront Trail/Route, p. 78</i>				
C1.3	Prepare a funding strategy for the long-term implementation of the Waterfront Trail/Route including grant opportunities, rezoning, subdivision, DCCs, and capital reserve funding.	Ongoing	Planning, Operations, Finance	TBD
C1.6	Annually, review and identify opportunities for Waterfront Trail/Route implementation including: dedication, registration of right-of-way, lease, purchase, or land preservation agreement.	Ongoing	Planning, Operations, Finance	TBD
C1.7	Require Waterfront Trail/Route development in all subdivisions or rezoning of land along the waterfront.	Ongoing	Planning, Operations, Finance	TBD
<i>C2 Ocean to Upland Trail Network, p. 81</i>				
C2.2	Pursue acquisition of statutory right-of-way as part of future subdivision, rezoning, or redevelopment of lands that would support trail linkages related to the Ocean to Upland Trail Network, existing greenways, or identified active transportation linkages.	Ongoing	Planning, Parks, Engineering	Staff Time
C2.3	Where desired off-road trail route segments are not feasible, at least for the foreseeable future, consider on-road connections to provide an improved continuous trail network.	Ongoing	Parks, Planning, Engineering	Acquisition Costs TBD Staff Time
C2.4	As land or access agreements are secured, proceed with trail development.	Ongoing	Parks, Operations, Finance	TBD (Cost varies depending on segment length, terrain, and design features)
<i>C3 Youth Amenities, p. 84</i>				
C3.1	Outdoor Youth Hubs: Create Outdoor Youth Hubs by developing youth amenities in nodes focused at the Community Centre/ Tot Lot, Marina Park, and Highland Park. Key outdoor amenity considerations include bike pump track, basketball courts, sculpture seating, park games, and skatepark. See specific actions under C3, C4 and C6.	Ongoing	Parks, Planning, Recreation	See C3.3, C3.4, C3.5, C4.2, C6.2, C6.3

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
C4 Play Amenities, p. 88				
C4.9	NEW Neighbourhood Playgrounds: Develop a neighbourhood-scale playground (~150-350 sq.m.) in the following areas based on site availability and improving the 5-minute (400m) walk access target: Hector Road Area, Port Augusta/Central Comox, North Comox Highwood Drive Area, and Southeast Comox Forester Area.	Ongoing	Parks, Planning, Engineering	\$400,000-\$600,000 each
C4.11	Funding: Seek funding through fundraising, provincial and federal grants, and community partners for new playgrounds or playground enhancements with a focus on accessibility and inclusivity.	Ongoing	Parks	Staff Time
C5 Athletic Fields, p. 93				
C5.4	Aspen Park Ball: Continue to provide 2 high-quality ball fields at this location as a centre for baseball. Collaborate with the league to review field sizes and ongoing field renewal needs at this location.	Ongoing	Parks, CVMBA	Staff Time
C5.9	Synthetic Turf Field: Continue to collaborate with partners (SD71, CVRD, interest groups) in developing a second lit synthetic turf field for the region (especially for winter and evening field use). Preferred location is at Vanier Fields nearby in Courtenay.	Ongoing	Parks, SD71, CVRD, Interest Groups	\$4-5M through partners
C5.11	Long-term Additional Fields: To meet potential long-term needs of continued population and league growth, plan for a new multi-field site.	Ongoing	Planning, Parks, SD71, CVRD	Staff Time
C7 Dogs in Parks, p. 104				
C7.5	Bylaw Enforcement: Continue to provide bylaw enforcement for dogs in parks.	Ongoing	Bylaw	Staff Time
C7.6	Regional Dog Strategy: Consult with Regional partners on coordinated dog strategy.	Ongoing	Parks	\$\$
C8 Beach Accesses and Launches, p. 107				
C8.6	Continue to provide publicly accessible boat launches at Marina Park and Point Holmes.	Ongoing	Parks, Engineering	Staff Time

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
C9 Trail Connections And Improvements, p. 114				
C9.1	Small-scale Trails Projects: Identify priorities annually and complete select improvements for trails/pathways in parks, including new segments or upgrades for improving accessibility.	Annual, Ongoing	Parks, Engineering	\$-\$\$ Staff Time
C10 Washrooms, p. 115				
C10.6	During design/updates for all Community Parks, waterfront parks, athletic parks, and special use parks (including destination playground, spray park, or community event space), consider park washrooms in planning and budgeting.	Ongoing	Parks, Engineering	Staff Time
C12 Signage and Wayfinding, p. 121				
C12.3	Include signage as a component of all new capital projects.	Ongoing	Parks, Engineering	Project Budgets
C12.4	Require new development to supply signs for parks and trails.	Ongoing	Parks, Planning	Staff Time
L9 NEW Northwest Comox Park, p. 146				
L9.1	Neighbourhood Park: Seek land acquisition opportunities in northwest Comox for a new neighbourhood park (~0.2-1.0 ha).	Immediate, Ongoing	Parks, Planning, Legal	Staff Time
P1 K'ómoks First Nation, p. 157				
P1.1	Language: Work together with K'ómoks First Nation for opportunities to integrate Indigenous language (Kwak'wala, Ayajusem, or Pentlach) in Comox parks and trails (e.g., naming, signage).	Ongoing	Parks, K'ómoks	-
P1.2	Art and Visibility: Explore mutual interests and opportunity for commissioning Indigenous art in Comox parks, trails, and outdoor gathering places.	Ongoing	Parks, K'ómoks	-
P1.3	Learning: Support Indigenous research and field work and explore with K'ómoks First Nation interest or opportunity for interpretation in parks and trails to promote understanding of K'ómoks people, stories, world views, and culture.	Ongoing	Parks, K'ómoks	-
P2 Parkland Targets, p. 158				
P2.2	Target access to a playground/Active Parkland within ~5 minute (~400m) of home for Comox residents in urban areas.	Ongoing	Planning, Parks	-
P3 Acquisition Planning, p. 162				

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
P3.1	As part of development review processes, identify and secure parkland and the development of park amenities to meet targets and future needs.	Ongoing	Planning, Parks	-
P3.3	Carefully review all park dedication proposals and measure them against the following priority conditions.	Ongoing	Parks, Planning	-
P3.4	Only where development-related parkland dedications do not meet community or neighbourhood needs, consider accepting cash-in-lieu. Where possible, use cash-in-lieu contributions to acquire or develop parks that strongly benefit the neighbourhood from where the cash-in-lieu was collected.	Ongoing	Planning, Parks, Finance	-
P3.6	Support other organizations seeking to protect natural areas or provide publicly accessible parks, trails, and green spaces. For example, support the Comox Valley Regional District (CVRD) for Regional Parks and Trails acquisitions in Comox.	Ongoing	Parks, Corporate Services	-

P4 Resourcing and Staffing, p. 165

P4.1	Incrementally increase the annual Parks Operations budgets in order to continue providing the level of service, and to be in-line with budgets for benchmark communities.	Ongoing	Parks, Operations, Finance	-
P4.2	As part of implementation of parks and trails capital and infrastructure improvements, allocate funds for maintenance and operations to meet the additional needs.	Ongoing	Parks, Operations, Finance	-
P4.3	Work with staff to identify levels of service and standards to inform budget increases in proportion to parks and trails capital and infrastructure improvements.	Ongoing	Parks, Operations, Finance	-

P5 Asset Inventory and Management, p. 167

P5.2	Annually update and maintain the parks and trails asset inventory.	Annual, Ongoing	Parks, Engineering, Operations	-
P5.3	Use the asset inventory to identify annual investment required for renewal or replacements to maintain a quality parks and trails system.	Annual, Ongoing	Parks, Engineering, Operations	-

P7 Design Guidelines, p. 170

P7.2	Once developed, provide the Parks and Trails Design Guidelines to all parties involved in projects that will be ultimately maintained by Parks operations.	Ongoing	Parks, Planning, Engineering	-
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REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>P8 Monitoring and Review, p. 173</i>				
P8.1	Undertake annual reviews of parks and trails accomplishments and measure progress against the PTMP.	Ongoing	Parks	-
P8.2	Review and adjust capital budget estimates every 2-3 years to reflect current market/cost data.	Ongoing	Parks	-
<i>P9 Partnerships, p. 174</i>				
P9.2	Pursue potential opportunities for new partnerships based on priorities identified in the PRMP.	Ongoing	Parks	-
<i>P10 Accessibility, p. 176</i>				
P10.1	Pursue funding or other supports to assess the existing accessibility of priority areas/amenities (including community parks, gathering places, major playgrounds, and key waterfront accesses).	Ongoing	Parks, Engineering	-
P10.2	Incorporate accessibility considerations within the Parks and Trails Design Guidelines (see P7 Design Guidelines).	Annual, Ongoing	Parks, Engineering	-
P10.4	Maintain an annual capital budget for completing universal accessibility upgrades projects for parks and trails.	Annual, Ongoing	Parks, Engineering Finance	-
<i>P11 Information and Communications, p. 177</i>				
P11.1	Continue to provide parks and trails information through a variety of channels, including the Comox Valley Recreation Guide, Town website, Engage Comox Valley, Town newsletter, social media, and other regular communications. Review communications approach annually.	Annual, Ongoing	Parks, Comms.	-
P11.4	Support information on third-party apps/websites by reviewing regularly (annually) and providing accurate and up-to-date parks and trails information.	Ongoing	Parks, Comms.	-
<i>P12 Volunteers, p. 178</i>				
P12.2	Where volunteer programs for parks are identified, provide staffing resources to support appropriate management.	Ongoing	Parks	-
P12.3	Annually review volunteer programs and make adjustments to improve, maintain, or discontinue.	Ongoing	Parks	-

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>P13 Environmental and Water Stewardship, p. 180</i>				
P13.1	Incorporate environmental and water stewardship considerations into the Parks and Trails Design Guidelines (see P7).	Ongoing	Parks	-
P13.2	Wherever possible, minimize removal of existing trees in existing or future park spaces (except for safety). Where trees are removed, plant replacement trees to maintain the urban forest.	Ongoing	Parks, Operations	-
P13.3	Identify priority areas for succession tree planting in order to maintain a healthy urban forest long-term. Allocate budget annually for tree planting (and maintenance establishment) in parks.	Annual, Ongoing	Parks, Operations	-
P13.4	Continue to partner with community organizations and volunteers to provide invasive species management and other parks and trails stewardship contributions.	Annual, Ongoing	Parks, Operations	-
P13.5	Allocate budget annually for supporting community organizations ongoing contributions to invasive plant management and ecological restoration in parks. Continue to pursue supplemental funding for stewardship efforts and special projects through partnership and grant funding opportunities.	Annual, Ongoing	Parks, Operations	-
<i>P14 Climate Change Adaptation and Resilience, p. 181</i>				
P14.5	Integrate green infrastructure for storm water management infrastructure into parks where possible (e.g., rain gardens, bioswales).	Ongoing	Parks, Engineering	-
P14.6	When developing and upgrading waterfront parks and trails, consider Green Shores design guidelines for increasing foreshore resilience.	Ongoing	Parks	-
P14.7	Use the Town's Climate Resilient Landscaping Standards (2023) to support selection of tree and plant species that anticipate the changing climate trends. Use drought tolerant, native and/or non-invasive climate adapted species.	Ongoing	Parks, Operations	-
<i>P15 Private Enterprise in Parks, p. 184</i>				
P15.2	Consider opportunities to support private enterprise in parks where community benefits are identified, with consideration for resourcing related to managing maintenance, coordination, and booking.	Ongoing	Parks, Financing	-

REF #	ACTIONS	TIME-FRAME	KEY PARTIES	CAPITAL BUDGET / RESOURCING
<i>P16 Park Safety, p. 185</i>				
P16.2	Upgrade and replace aging park amenities to support public safety and continued use of and enjoyment of parks assets (see P5).	Ongoing	Parks	-
P16.3	Align parks operations resources with any escalation in vandalism or encampments to keep parks safe and clean.	Ongoing	Parks, Operations, Finance	-
P16.4	Install signage in parks and on trails that support safety by providing information on appropriate park uses, wayfinding, and emergency information (see C12).	Ongoing	Parks, Operations	-
<i>F17 Funding Strategies, p.194</i>				
F17.4	Maintain a DCCs project list for Parks that is compliant with DCC funding.	Ongoing	Parks, Planning, Engineering, Finance	-
F17.5	Review the DCC Bylaw a minimum of every 5 years to ensure DCC amounts continue to be sufficient and reflect the priorities of the community.	Ongoing	Parks, Planning, Engineering, Finance	-
F17.12	Annually review and evaluate grant opportunities against the priorities and goals of the Parks Master Plan and allocate staff time to pursue opportunities when they align.	Ongoing	Parks, Planning, Finance	-
F17.15	Annually review street or utility upgrade projects for potential coordination with recreational trail or parks projects identified in the PTMP.	Ongoing	Parks, Engineering	-
F17.16	As part of future planning for civic buildings / facilities (e.g. Town offices, fire or police services, library, community centre, or museum), consider parks and trails elements.	Ongoing	Parks, Planning, Engineering	-



▶ *View toward the water from Port Augusta park in spring.*



TOWN OF
COMOX

1809 Beaufort Avenue | Comox, BC | V9M 1R9

www.comox.ca |    TownofComox

250-339-2202

TO: Mayor and Council	FILE: 1765.01
FROM: Jordan Wall, Chief Administrative Officer	DATE: May 9, 2025
SUBJECT: Update on Amenity Cost Charges (ACC) and Development Cost Charges (DCC)	

Report Approved:


 Jordan Wall, Chief
 Administrative Officer

RECOMMENDATION(S) FROM THE CHIEF ADMINISTRATIVE OFFICER:

THAT Council forward the ACC/DCC rate table as attached to this report as Appendix A to the May 21st Regular Council Meeting for approval for public consultation.

ALTERNATIVES TO THE RECOMMENDATION

THAT project XXX be removed from the XXX (Parks, Water, ACC, etc.) project list.

THAT the municipal assist factor on XXX (Parks, Water, ACC, etc.) category be increased to X%

PURPOSE

For Council to review then provide direction on the desired ACC and DCC project lists and set the Municipal Assist factor for each ACC and DCC category.

STRATEGIC PLAN LINKAGE

Organizational Excellence	Asset Management - Focus on life-cycle funding when considering asset additions or replacements and communicate to the public the cost and need for asset renewal.
Good Governance	Decision Making - We make evidence-based decisions focused on the best interests of the Town over the long term.
Balanced Community Planning	Strategic Growth - We will balance the benefits of growth with the livability of our seaside community. Housing - We will create the conditions for a diversity of housing options in our unique seaside Town.

	Community Addition - We will ensure that each new major development adds positively to the community through appropriate amenity contributions and/or other community benefits.
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BACKGROUND

As part of the Town’s overall development and financial reviews in conjunction with updating the OCP, improving development application timelines, and ongoing asset management work the Town is in the process of updating its DCC’s project list as well as creating an ACC project list for the first time.

DCC’s and ACC’s are projects costs, within provincial regulations, borne by the municipality to create new infrastructure in order to facilitate population growth. The municipality can require payment of these funds by developers to offset these costs. The Town’s current DCC’s do not match needed capital infrastructure plans and as such are in need of a review.

The Town has 5 main categories of DCC’s :

1. Sanitary- sewer conveyance and related costs
2. Water- water conveyance and related costs
3. Drainage- storm water conveyance and related costs
4. Transportation- roads, sidewalks, and intersection improvements
5. Parks- Acquisition of parks lands and expansion of park infrastructure

ACC’s is a new category which can be used for costs related to Community Centers, Fire Halls, parks, daycares, libraries, and other approved uses.

A more in-depth analysis is attached to this report but through initial work staff has developed the following proposed draft ACC’s and DCC’s.

Cost Type	Current Cost (single family)	Proposed Cost Single Family Cost	Proposed Apartment Cost
Sanitary	\$1,000	\$8,000	\$4,500
Water	\$0	\$1,300	\$730
Drainage	\$0	\$1,300	\$500
Transportation	\$2,800	\$5,100	\$2,700
Parks	\$2,200	\$11,700	\$6,700
ACC	\$0	\$8,600	\$5,000
Total Town	\$6,000	\$34,700	\$20,130

The CVRD also charges DCC’s and is creating ACC’s which are charged on development in the Town. The CVRD’s current DCC’s rates are \$10,000 per single family home and are expected to grow to between \$20,000-\$25,000 on a single-family home. The rates on an apartment are

\$8,500 and are expected to grow between \$15,000-\$20,000. These rates need to be added **on-top** of the Town's proposed rates to see the total cost payable by a developer.

ACC's and DCC's are made up of two parts, the actual charge to developers and the "Municipal Assist Factor" which is the amount contributed by the municipality through reserves or taxation. All the above numbers are set at a 99% charge to developers with a 1% municipal assist factor which is the smallest assist factor allowed by the Province.

To make the matter slightly more complicated, each DCC and ACC project has two values within it. The cost attributable to growth and the cost attributable to current population.

For example, the total cost of the Fire Hall upgrade is anticipated to be \$6,000,000 with \$2,000,000 paid for by the Fire Protection District. The remaining \$4,000,000 attributes 20% of the cost towards the benefit of new development, therefore setting the ACC amount to \$800,000 . With a 1% municipal assist factor the ACC total amount recoverable is \$792,000. This results in \$528 of the \$8,600 ACC going towards the Fire Hall.

Council can change the value of DCC's to be charged on new development in two ways:

- You can add or remove projects from the DCC and ACC list
- You can change the municipal assist factor

Removing a project from the list, so long as the project is removed from the capital plan as well, will result in a net reduction of the cost to the municipality.

Increasing the municipal assist factor will shift the cost burden onto existing and future taxpayers.

Removing a project from the ACC/DCC list but keeping it in the capital plan will shift 100% of the cost of the project to existing and future taxpayers.

Finally, DCC's and ACC's are not charged for homes where development does not impose new capital cost burden on to the Town, for example when homes are built on existing single-family lots or when a house is being replaced. These charges are only instituted when additional density or lots are being created imposing a new capital cost burden to the Town. An already serviced vacant lot would not be charged an ACC or DCC unless it is built out at a density higher than Single Family.

Type of Charges and Exemptions

The Town of Comox, City of Courtenay, and the Comox Valley Regional District have been working closely to attempt to bring in similar regulations to make development in the Comox Valley a more smooth and easily understood process. To this end the staff in all three jurisdictions have agreed to bring the following ACC/DCC charge system to the elected officials for consideration:

Low Density Residential: This fee includes a Single Family Home, a suite within that home, and an accessory dwelling unit (coach house).

Additional Dwelling Unit: Coach House (is under a certain sq.m.)

Medium Density Residential: This fee is for a property with up to 4 dwelling units including 2 duplexes with suites, a tri-plex, or a quadplex.

High Density Residential: This fee is for apartment buildings units.

Regionally there is discussion about at what level of density to move to a per sq.m charge and at which density to use a per unit charge. The Town has agreed to move to a per sq.m charge for High Density Residential (apartment units). The benefits of per sq.m charges are that can be more equitable with higher charges for units that are likely to house more people or are more luxurious. However, per unit charges are more straightforward, easier to understand, and easier to calculate.

Staff have not had time to update the draft table attached this report to a per sq.m charge however, Council considering the cost on a per unit basis may be more understandable and that rate will then be translated into a per sq.m. basis for the June 4th RCM.

ANALYSIS/ISSUES/IMPLICATIONS

Administration is currently taking a three phased approach to introducing ACC and DCC updates.

- 1) May 7th – Council introduce to the draft ACC/DCC rates for the first time. This will provide Council context to the decision in the Road Standards and Parks and Trails Master Plan reports on this agenda.
- 2) May 14th- Council will review and discuss the Parks and Trails Master Plan and desired Parks Acquisition list coming to a recommendation on a draft list and value to be forwarded to the next regular Council meeting.
- 3) ***June 4th** Council will finalize the draft ACC and DCC rates and project lists to go to public consultation.
- 4) Engagement sessions be scheduled in June or July and either be done jointly with the other local governments in the valley or scheduled to be completed at a similar time. Both Courtenay and the CVRD are currently doing major reviews of their DCC and ACC rates and are progressing on similar timelines as the Town.
- 5) Once feedback is received Council will finalize DCC and ACC rates in bylaw in the fall of 2025.

The Comox Valley local governments are also working jointly to develop matching definitions and procedures to make development application process more efficient across the valley.

The Town's ACC and DCC project lists are attached to this report.

a. Financial

A reduction in \$100,000 in Transportation DCC costs will reduce the DCC cost by \$100 for a single-family home and \$37 for an apartment.

A reduction in \$100,000 in Parks DCC costs will reduce the DCC by \$82 per single family home or \$47 per apartment unit.

A reduction in \$100,000 in ACC costs will reduce the ACC by \$75 per single family home and \$43 per apartment unit.

- The vast majority of the Parks DCC costs are within the Parkland Acquisition amount \$12,100,000 for 12 acres of land.
- The vast majority of the ACC costs are \$9,000,000 for Community Center Expansion and \$800,000 for the Fire Hall upgrade

GOVERNANCE CONSIDERATIONS

Council will need to carefully consider both, what projects it foresees as needed and balance that against the desire to not set DCC's and ACC's so high that it significantly discourages development.

Examining Council's desire to provide expanded Park land and an expanded Community Center will greatly assist in this analysis.

Town of Comox

Land Use	Per Parcel / Dwelling Unit / sq.m. of GFA lot area	Development and Amenity Cost Charges														% Change (Existing vs. Proposed)
		Roads Proposed	Roads Existing	Water Proposed	Water Existing	Sanitary Sewer Proposed	Sanitary Sewer Existing	Drainage Proposed	Drainage Existing	Parks Proposed	Parks Existing	Proposed ACC	Total Proposed DCC	Total Proposed DCC+ACC	Total Existing DCC	
Low Density Residential	Parcel/DU	\$ 5,100.90	\$ 2,748.40	\$ 1,278.00	N/A	\$ 7,920.00	\$ 1,072.05	\$ 1,329.00	N/A	\$ 11,671.00	\$ 2,171.62	\$ 8,592.00	\$ 27,298.90	\$ 35,890.90	\$ 5,992.07	499%
Low Density ADU	Parcel/DU	\$ 1,750.04	\$ 1,551.79	\$ 685.00	N/A	\$ 4,243.00	\$ 818.76	\$ 665.00	N/A	\$ 6,252.00	\$ 1,658.54	\$ 4,348.00	\$ 13,595.04	\$ 17,943.04	\$ 4,029.09	345%
Medium Density Residential	Parcel/DU	\$ 3,100.97	\$ 1,550.75	\$ 822.00	N/A	\$ 5,091.00	\$ 809.00	\$ 997.00	N/A	\$ 7,503.00	\$ 1,639.78	\$ 5,217.00	\$ 17,513.97	\$ 22,730.97	\$ 3,999.53	468%
High Density Residential	Parcel/DU	\$ 2,000.67	\$ 1,394.53	\$ 730.00	N/A	\$ 4,525.00	\$ 809.50	\$ 505.00	N/A	\$ 6,669.00	\$ 1,639.78	\$ 4,800.00	\$ 14,429.67	\$ 19,229.67	\$ 3,843.81	400%
Commercial	sq.m.	\$ 9.53	\$ 95.24	\$ 4.56	N/A	\$ 28.28	\$ 5.66	\$ 5.05	N/A	\$ -	\$ -	N/A	N/A	\$ 47.42	\$ 100.90	-53%
Institutional	sq.m.	\$ 10.89	\$ 40.54	\$ 6.85	N/A	\$ 42.43	\$ 6.00	\$ 5.05	N/A	\$ -	\$ -	N/A	N/A	\$ 65.22	\$ 46.54	40%
Industrial	sq.m.	\$ 12.25	\$ 3.20	\$ 2.28	N/A	\$ 14.14	\$ 0.38	\$ 2.79	N/A	\$ -	\$ -	N/A	N/A	\$ 31.46	\$ 3.58	779%

**TOWN OF COMOX
ACC PROGRAM**

Project Name	Cost Estimate (2025)	Benefit Factor %	Benefit to New Development	Municipal Assist Factor 1%	DCC Recoverable	Total Municipal Responsibility
Facilities Master Plan	\$ 200,000	100%	\$ 200,000	\$2,000	\$ 198,000	\$ 2,000
Fitness Studio Expansion	\$ 4,000,000	100%	\$ 4,000,000	\$40,000	\$ 3,960,000	\$ 40,000
Phase A: Building Expansion	\$ 5,000,000	100%	\$ 5,000,000	\$50,000	\$ 4,950,000	\$ 50,000
CC/Village Park - Basketball Courts	\$ 150,000	20%	\$ 30,000	\$300	\$ 29,700	\$ 120,300
CC/Village Park - Pump track	\$ 650,000	20%	\$ 130,000	\$1,300	\$ 128,700	\$ 521,300
Highland Park - Skatepark	\$ 1,500,000	20%	\$ 300,000	\$3,000	\$ 297,000	\$ 1,203,000
Lancaster Park - Covered Picnic Shelter	\$ 50,000	20%	\$ 10,000	\$100	\$ 9,900	\$ 40,100
Lancaster Park - Pathway Lighting	\$ 100,000	20%	\$ 20,000	\$200	\$ 19,800	\$ 80,200
Marina Park - Performance Stage	\$ 250,000	20%	\$ 50,000	\$500	\$ 49,500	\$ 200,500
Marina Park - Shade Structures	\$ 50,000	20%	\$ 10,000	\$100	\$ 9,900	\$ 40,100
Fire Hall	\$ 6,000,000	20%	\$ 1,200,000	\$12,000	\$ 1,188,000	\$ 4,812,000
Multi Use Sportsbox Location TBD	\$ 300,000	20%	\$ 60,000	\$600	\$ 59,400	\$ 240,600
	\$18,250,000		\$11,010,000		\$10,899,900	\$7,350,100

**TOWN OF COMOX
TRANSPORTATION PROGRAM**

TRANSPORTATION PROGRAM							
Project Name	Description	Cost Estimate (2025)	Benefit Factor	Benefit to New Development	Municipal Assist Factor 1%	DCC Recoverable	Total Municipal Responsibility
Intersection Upgrade - Robb and Anderton Rd Roundabout	30m west bound turning lane	\$ 926,000	100%	\$ 926,000	\$ 9,260	\$ 916,740	\$ 9,260
Intersection Upgrade - Comox Ave at Anderton Rd		\$ 201,300	100%	\$ 201,300	\$ 2,013	\$ 199,287	\$ 2,013
Phase Two Glacier View Roundabout		\$ 1,250,000	100%	\$ 1,250,000	\$ 12,500	\$ 1,237,500	\$ 12,500
Transportation Master Plan	2 plans (1 every 5 years)	\$ 300,000	100%	\$ 300,000	\$ 3,000	\$ 297,000	\$ 3,000
Greenways - Dryden/Cambridge	Anderton Road to Pritchard Road	\$ 1,136,000	20%	\$ 227,200	\$ 2,272	\$ 224,928	\$ 911,072
Sidewalks - Minor Collector - Bolt	Aspen Road to Olympic Drive (Jubilee Cr.?)	\$ 717,000	20%	\$ 143,400	\$ 1,434	\$ 141,966	\$ 575,034
Sidewalks - Minor Collector - Bolt	Olympic Drive to Spitfire Drive	\$ 271,000	20%	\$ 54,200	\$ 542	\$ 53,658	\$ 217,342
Sidewalks - Minor Collector - Robb	Church Street to Pritchard Road	\$ 1,156,000	20%	\$ 231,200	\$ 2,312	\$ 228,888	\$ 927,112
Sidewalks - Minor Collector - Robb	Davis Street to Anderton Road	\$ 1,435,000	20%	\$ 287,000	\$ 2,870	\$ 284,130	\$ 1,150,870
Sidewalks - Major Collector - Aspen	Noel Avenue to Murrelet Drive	\$ 797,000	20%	\$ 159,400	\$ 1,594	\$ 157,806	\$ 639,194
Sidewalks - Major Collector - Church	Buena Vista Avenue to Noel Avenue	\$ 1,276,000	20%	\$ 255,200	\$ 2,552	\$ 252,648	\$ 1,023,352
Sidewalks - Major Collector - Noel	Linshart Street to Aspen Road	\$ 1,196,000	20%	\$ 239,200	\$ 2,392	\$ 236,808	\$ 959,192
Sidewalks - Major Collector - Noel	Tutor Drive to Aspen Road	\$ 925,000	20%	\$ 185,000	\$ 1,850	\$ 183,150	\$ 741,850
Sidewalks - Major Collector - Noel	Pritchard Road to Dogwood Avenue	\$ 765,000	20%	\$ 153,000	\$ 1,530	\$ 151,470	\$ 613,530
Sidewalks - Major Collector - Aitken	Bolt Avenue to Downey Avenue	\$ 1,036,000	20%	\$ 207,200	\$ 2,072	\$ 205,128	\$ 830,872
Sidewalks - Major Collector - Aitken	Downey Avenue to Comox Avenue	\$ 558,000	20%	\$ 111,600	\$ 1,116	\$ 110,484	\$ 447,516
Sidewalks - Major Collector - Pritchard	Noel Avenue to Maquinna Avenue	\$ 957,000	20%	\$ 191,400	\$ 1,914	\$ 189,486	\$ 767,514
Sidewalks - Arterial - Guthrie	Pritchard Road to Brooklyn Elementary School mid block crossing	\$ 1,433,000	20%	\$ 286,600	\$ 2,866	\$ 283,734	\$ 1,149,266
Intersection Upgrade - Rodello and Comox Ave Roundabout	95% currently in DCC	\$ 1,368,400	100%	\$ 1,368,400	\$ 13,684	\$ 1,354,716	\$ 13,684
Intersection Upgrade - Glacier View and Comox Ave Roundabout	95% currently in DCC	\$ 1,259,900	100%	\$ 1,259,900	\$ 12,599	\$ 1,247,301	\$ 12,599
		\$ 18,963,600		\$ 8,037,200	\$ 80,372	\$ 7,956,828	\$ 11,006,772

#REF!
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**TOWN OF COMOX
WATER PROGRAM**

WATER PROGRAM						
Project Name	Cost Estimate (2025)	Benefit Factor %	Benefit to New Development	Municipal Assist Factor 1%	DCC Recoverable	Total Municipal Responsibility
Watermain Tie-in Tutor Dr Area	\$ 420,000	90%	\$ 378,000	\$ 3,780	\$ 374,220	\$ 45,780
Dryden Rd Watermain Loop	\$ 1,302,000	50%	\$ 651,000	\$ 6,510	\$ 644,490	\$ 657,510
Watermain Upgrade, Stewart & East Centennial	\$ 621,600	90%	\$ 559,440	\$ 5,594	\$ 553,846	\$ 67,754
Water Master Plan	\$ 300,000	100%	\$ 300,000	\$ 3,000	\$ 297,000	\$ 3,000
Totals	\$ 2,643,600		\$ 1,888,440	\$ 18,884	\$ 1,869,556	\$ 774,044

**TOWN OF COMOX
SANITARY SEWER PROGRAM**

Project No.	Project Name	Cost Estimate (2025)	Benefit Factor %	Benefit to New Development	Municipal Assist 1%	DCC Recoverable	Total Municipal Responsibility
S-1	Western Foreshore Upgrade	\$ 3,163,670.00	75%	\$ 2,372,753	\$ 23,728	\$ 2,349,024.98	\$ 814,645
S-2	Inflow & Infiltration Reduction	\$ 1,000,000.00	20%	\$ 200,000	\$ 2,000	\$ 198,000.00	\$ 802,000
S-3	Comox Ave Upgrade - Rodello to Anderton	\$ 571,600.00	50%	\$ 285,800	\$ 2,858	\$ 282,942.00	\$ 288,658
S-4	Anderton - Bolt to Guthrie	\$ 713,800.00	90%	\$ 642,420	\$ 6,424	\$ 635,995.80	\$ 77,804
S-5	Central Foreshore Upgrade	\$ 2,275,000.00	75%	\$ 1,706,250	\$ 17,063	\$ 1,689,187.50	\$ 585,813
S-6(New)	Sanitary Master Plan	\$ 400,000.00	100%	\$ 400,000	\$ 4,000	\$ 396,000.00	\$ 4,000
S-7(New)	Beaufort Ave Upgrade	\$ 298,000.00	75%	\$ 223,500	\$ 2,235	\$ 221,265.00	\$ 76,735
Totals		\$8,422,070		\$5,830,723	\$58,307	\$5,772,415	\$2,649,655

TOWN OF COMOX
DRAINAGE PROGRAM

Project Name	Previous Cost Estimate (2016)	Cost Estimate (2025)	Benefit Factor %	Benefit to New Development	Municipal Assist Factor 1%	DCC Recoverable	Total Municipal Responsibility
Carthew Creek	\$ 110,000	\$ 200,000	100%	\$ 200,000	\$ 2,000	\$ 198,000	\$ 2,000
Stormwater Master Plan		\$ 400,000	100%	\$ 400,000	\$ 4,000	\$ 396,000	\$ 4,000
Anderton Rd. (Guthrie to Bolt)	\$ 102,260	\$ 282,900	100%	\$ 282,900	\$ 2,829	\$ 280,071	\$ 2,829
Totals	\$ 212,260	\$ 882,900		\$ 882,900	\$ 8,829	\$ 874,071	\$ 8,829

**TOWN OF COMOX
PARKS PROGRAM**

Project Name	Total Project Costs (2025)	Benefit Factor %	Benefit to New Development	Municipal Assist Factor 1%	DCC Recoverable	Total Municipal Responsibility
Parkland Acquisition	\$ 12,088,436.63	100%	\$ 12,088,437	\$ 120,884	\$ 11,967,552	\$ 120,884
Anderton Park - Playground	\$ 600,000	100%	\$ 600,000	\$ 6,000	\$ 594,000	\$ 6,000
Anderton Park - Washrooms	\$ 100,000	50%	\$ 50,000	\$ 500	\$ 49,500	\$ 50,500
CC/Village Park - inclusive playground	\$ 1,000,000	100%	\$ 1,000,000	\$ 10,000	\$ 990,000	\$ 10,000
CC/Village Park Drainage	\$ 125,000	20%	\$ 25,000	\$ 250	\$ 24,750	\$ 100,250
CC/Village Park - Trail Development	\$ 250,000	100%	\$ 250,000	\$ 2,500	\$ 247,500	\$ 2,500
Elks and Royal Purple Park - Playground	\$ 100,000	20%	\$ 20,000	\$ 200	\$ 19,800	\$ 80,200
Kye Bay - Washroom	\$ 75,000	100%	\$ 75,000	\$ 750	\$ 74,250	\$ 750
Lancaster Park - Playground	\$ 150,000	20%	\$ 30,000	\$ 300	\$ 29,700	\$ 120,300
Lancaster Park - Washroom	\$ 150,000	100%	\$ 150,000	\$ 1,500	\$ 148,500	\$ 1,500
Lazo Foreshore/Point Holmes - Washroom	\$ 150,000	100%	\$ 150,000	\$ 1,500	\$ 148,500	\$ 1,500
Marina Park - Playground	\$ 1,000,000	100%	\$ 1,000,000	\$ 10,000	\$ 990,000	\$ 10,000
Northeast Woods - Washroom	\$ 150,000	100%	\$ 150,000	\$ 1,500	\$ 148,500	\$ 1,500

**TOWN OF COMOX
PARKS PROGRAM**

Parkland Acquisition - Forester	\$ 1,000,000	20%	\$ 200,000	\$ 2,000	\$ 198,000	\$ 802,000
Parkland Acquisition - NW Comox	\$ 1,000,000	20%	\$ 200,000	\$ 2,000	\$ 198,000	\$ 802,000
Playground - Forester	\$ 250,000	100%	\$ 250,000	\$ 2,500	\$ 247,500	\$ 2,500
Playground - North Comox	\$ 250,000	100%	\$ 250,000	\$ 2,500	\$ 247,500	\$ 2,500
Playground - Point Holmes	\$ 750,000	100%	\$ 750,000	\$ 7,500	\$ 742,500	\$ 7,500
Playground - Port Augusta Park	\$ 150,000	100%	\$ 150,000	\$ 1,500	\$ 148,500	\$ 1,500
Waterfront Parks - Trail Development	\$ 50,000	100%	\$ 50,000	\$ 500	\$ 49,500	\$ 500
Waterfront Parks - Washroom	\$ 75,000	100%	\$ 75,000	\$ 750	\$ 74,250	\$ 750
CC/Village Park - Site furnishings	\$ 100,000	20%	\$ 20,000	\$ 200	\$ 19,800	\$ 80,200
	\$19,963,437		\$17,933,437	\$179,334	\$17,754,102	\$2,209,334

18,160,992
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