TOWN OF COMOX

REGULAR COUNCIL MEETING

AGENDA FOR WEDNESDAY NOVEMBER 25, 2026

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: 5:00 p.m.

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1. INTRODUCTION AND APPROVAL OF LATE ITEMS: NIL

2. ADOPTION OF AGENDA:

a. Adoption of Agenda

THAT the Regular Council Meeting Agenda for November 25, 2026 be Adopted.

3. DELEGATIONS:

(7) a. Scott Mercer, Detachment Commander (Royal Canadian Mounted Police): Second Quarter Report

(14) b. Pete Chambers, President (Comox Business in Action): BIA 2027 Focus Areas & Priorities

(16) c. Bill van Steen, Rick Fisher, Nigel Gray, and Joyce Troost (1890 Comox Holdings Ltd. & Three Dog Ventures Ltd.): 1890 Comox Ave

(17) d. Martin Jirout (Cascadia Views Inc): Project at 1946 & 1950 Comox Ave

4. ADOPTION OF MINUTES:

(18) a. Regular Council Meeting Minutes

1. *That the Minutes of the Regular Meeting of Council, held in Council Chambers on Wednesday September 2, 2026, be Adopted.*

(23) 2. *That the Minutes of the Regular (Inaugural) Meeting of Council, held in Council Chambers on Wednesday November 4, 2026, be Adopted.*

(32) b. Special Council Meeting Minutes

1. *THAT the Minutes of the Special Council Meeting, held in Council Chambers on Thursday September 17, 2026, be Adopted.*

(33) 2. *THAT the Minutes of the Special Council Meeting, held in Council Chambers on Wednesday October 7, 2026, be Adopted.*

5. COUNCIL COMMITTEE MINUTES AND REPORTS:

(35) a. Strategic Planning Committee Meeting Minutes

THAT the Minutes of the Strategic Planning Committee Meeting, held in Council Chambers on Wednesday November 18, 2026, be Received.

COMMITTEE RECOMMENDATIONS:

(1) Development Services Zoning Discussion

1. *THAT a staff report be provided outlining options and a recommended approach that would provide timelines and costs for providing certainty for developers while meaningfully incorporating existing community feedback and addressing neighbourhood specific considerations.*

2. *THAT a staff report be provided outlining Development Permit decision authority options.*

(2) Infrastructure Gap and Financial Pressures

THAT a staff report be provided with more detail on what a small, medium and large commercial business looks like, specifically how many are in each category.

6. CONSENT AGENDA:

(37) a. Consent Agenda

THAT the Consent Agenda items as follows be received:

1. Corey Webber: Light Pollution from Signage

2. Gord Horth: Invest in Park Infrastructure

3. Glenn Bennett, Chief (Kitselas First Nation): Kitselas Treaty - Letter of Support

4. Gladys Uhryn: Traffic Calming Request - Intersection of Aspen and Murrelet

5. Shelley & Leon Bohmer: Pump Station

6. Brian Perry (2250 Manor Place Strata Council): Roundabout Concerns, Landscaping, Safety, and Noise

7. Grace Wolff and Vance Gushulak: Dog Park Concerns

8. Jason Anson: 2026 Comox Tax Burden

9. Ed Champion, Founder and CEO (Smart Villages Canada): Affordable Independent Housing Partnership

10. Aspen Park Elementary (Grade 4 & 5 ENTER Class): Community Planning

(37) a. Consent Agenda

11. Catherine Crowe, Chair (École Robb Road Parent Advisory Council): Traffic Safety at Robb Road School

12. Lora Sumer: External Organizations, Funding Programs & International Policy

13. Tim McKinnon: The School of Regional and Community Planning

14. Al Gregory: Remembrance Day Sound System

15. Vicky Trill, General Manager (Berwick Comox Valley): Environmental Initiatives Partnership

16. Jani Martinius: Subdivision Application on Short Street

17. Diane Koch, Executive Director (Manufactured Home Park Owners' Alliance of BC): Congratulations & Introduction

18. Julian Benedict: Request for a Swimming Pool in Comox

19. Arzeena Hamir, Chair (Comox Valley Regional District): Tour of Facilities, Dec 15, 2026

20. Correspondence Regarding 1890 Comox Ave

7. UNFINISHED BUSINESS:

a. Kim Holl (Indigenous Women's Sharing Society): Comox Valley Substance Use Strategy Collaboration & Strategy

ITEM SUMMARY: At the September 2, 2026, Regular Council Meeting, the Comox Valley Substance Use Strategy Collaborative provided an update on its regional work to address substance use through harm reduction, education, prevention, and community partnerships, and outlined priorities for the coming year. The Collaborative requested annual funding of $15,000 for three years to support ongoing coordination and implementation of the strategy. While not meeting Grant In Aid Policy CCL-031, the delegation request was approved by Councillor Blacklock.

(191.1) b. Patti Alvarado, Coordinator (Comox Valley Substance Use Strategy Collaborative): Council Representative

This item was postponed from the November 4, 2026 Inaugural Council Meeting.

c. Teresa Kachanoski, President (Pearl Ellis Gallery): Mural Project & Signage

ITEM SUMMARY: At the November 18, 2026 Strategic Planning Committee Meeting, Teresa Kachanoski advised that they are exploring opportunities with the Comox Archives and Museum Society for shared programming, and advised that their attendance numbers have doubled and online presence has grown. Teresa discussed the idea of a collaborative mural on the building to improve visibility. They are looking for Town support in identifying potential funding partners, improved vegetation and lighting in the entrance area, and support in working together on a mural and signage plan.

8. SPECIAL REPORTS: NIL

9. BYLAW ADOPTIONS: NIL

10. NEW BUSINESS:

(192) a. Zoning Amendment Bylaw 2056.04 (1890 Comox Avenue)

THAT Zoning Amendment Bylaw 2056.04 be given First and Second Readings.

(332) b. Rezoning Application RZ 24-4 (1946 & 1950 Comox Avenue)

THAT Council direct staff to bring forward a zoning amendment bylaw for Rezoning Application RZ 24-4 (1946 & 1950 Comox Ave) for consideration of First and Second Readings.

(422) c. Development Variance Permit APPN-2026-0020 (890 Aspen Road)

THAT Development Variance Permit APPN-2026-0020 (890 Aspen Road) be approved; and further,

THAT Staff be directed to issue the permit.

(439) d. 2026 Third Quarter Financial Update

THAT the Nov 19, 2026 report from the Director of Finance, titled 2026 Third Quarter Financial Update be received for information.

(458) e. Proposed 2027-2031 Water and Sewer Budget and Financial Plan

1. *THAT Fees and Charges Amendment Bylaw No. 2058.02 be given First, Second and Third Readings.*

2. *THAT Sanitary Sewer and Water Parcel Tax Bylaw 2071 be given First, Second and Third Readings.*

3. *THAT staff prepare to require all water metered properties pay the metered rate prior to the 2029 Financial Plan.*

(487) f. Temporary Borrowing Bylaw - Comox Fire Station Replacement

THAT Temporary Borrowing Bylaw No. 2070 be given First, Second and Third Readings.

(503) g. Allocating 2026 Wildfire Deployment Revenue

THAT Council allocate the following amounts from revenue received through 2026 wildfire deployments to the fire department's 2027 budget:
- *$10,000 to the Community Safety Program,*
- *$30,000 for the repair, replacement, and enhancement of wildfire equipment, and*
- *$210,000 (approximately) added to the Fire Departments shared, Capital Reserve Fund.*

11. NOTICES OF MOTION: NIL

12. CORRESPONDENCE:

(507) a. Chair Brown, Regional Parks and Trail Committee (Comox Valley Regional District): Regional Parks and Trails Land Securement Strategy

(508) b. Chris Roberts, Chief Councillor (Wei Wai Kum First Nation): Request to Revise the Town's Land Acknowledgement

(510) c. Nicole Rempel, Elected Chief (K'ómoks First Nation): Land Acknowledgement Issues

(512) d. Mike Atkins, CEO (Comox Valley Airport Commission): Letter of Support for YQQ Solar Expansion Project

(518) e. J. Albert Astles, CD, President (Royal Canadian Legion Branch 160 Comox): Relocation of Cenotaph & Memorial Crosswalk Request

(519) f. Lisa Domae, President & CEO (North Island College): Congratulations & Invitation to Comox Valley Campus

(521) g. Pete Chambers, President (Comox Business in Action): Downtown Enhancement Action Plan

(599) h. Dave Mellin: Roundabout at Pritchard & Knight Road

13. LATE ITEMS: NIL

14. REPORTS FROM MEMBERS OF COUNCIL:

15. MEDIA QUESTION PERIOD:

16. PUBLIC QUESTION PERIOD:

17. RESOLUTION TO GO IN-CAMERA:

a. Exclude the Public

THAT the Public be Excluded from the In-Camera session of Council on Wednesday, November 25, 2026, pursuant to the following sub-section of section 90(1) of the Community Charter:

(g) litigation or potential litigation affecting the municipality.

18. RISE AND REPORT FROM IN-CAMERA:

ADJOURNMENT

CORPORATE OFFICER

RCMP·GRC
ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

RECEIVED
October 22, 2026
TOWN OF COMOX

LOG: 26-925	REFER:	AGENDA: RCM 25Nov26
FILE: 7580-20	ACTION: MR	

Copies: Council
JW/SR/KG

Comox Valley RCMP Detachment

QUARTERLY REPORT

TOWN OF COMOX

July 1, 2026 – September 30, 2026

Comox Valley RCMP Detachment Quarterly Report

July 1, 2026 to September 30, 2026

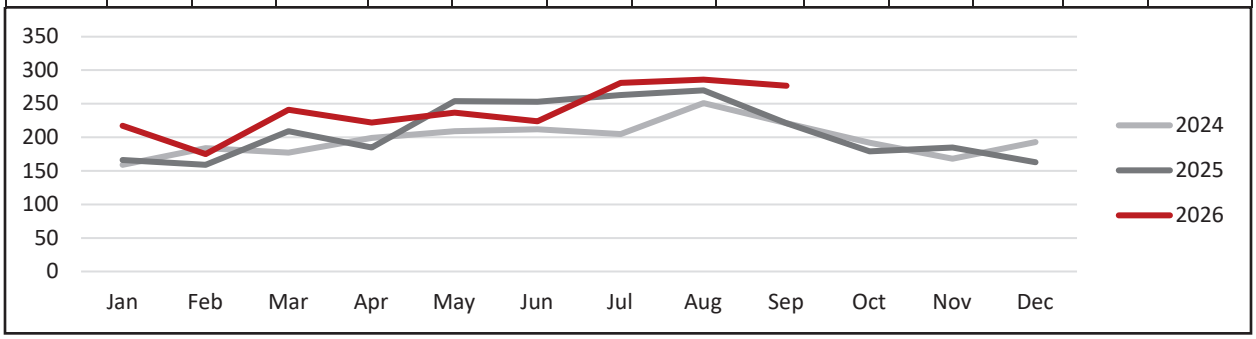
The Comox Valley Royal Canadian Mounted Police (RCMP) provides quarterly updates on policing in the community. The quarterly reports coincide with the Comox Valley RCMP Annual Performance reporting timelines in conjunction with Community Priorities.

First Quarter: April 1 to June 30
Second Quarter: July 1 to September 30
Third Quarter: October 1 to December 31
Fourth Quarter: January 1 to March 31

Calls for Service

In the second quarter of the 2026-2027 fiscal year, there were 844 Calls for Service in Comox. This was a 12 percent increase compared to the the 754 Calls for Service in the same quarter of the previous fiscal year.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2024	159	184	177	199	209	212	205	251	221	192	168	193	**2370**
2025	166	159	209	185	254	253	263	270	221	179	185	163	**2507**
2026	217	175	241	222	237	224	281	286	277				**2160**



Most Common Call Types

In the second quarter of the 2026-2027 fiscal year, the most common type of Call for Service in Comox was Traffic Incident. There were notable increases in Calls for Service pertaining to Traffic Incident, Check Wellbeing, Assist Police/Fire/Ambulance, and Fraud.

	File Type	2025 Jul - Sep	2026 Jul - Sep	% Change from Q2 25-26	Difference from Q2 25-26
1	TRAFFIC INCIDENT	90	104	16%	14
2	CHECK WELLBEING	48	67	40%	19

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3	PROPERTY	60	57	-5%	-3
4	THEFT	41	42	2%	1
5	DISTURBANCE	44	42	-5%	-2
6	SUSPICIOUS CIRCUMSTANCES	40	40	0%	0
7	ASSIST POLICE / FIRE / AMBULANCE	18	39	117%	21
8	ALARM	41	39	-5%	-2
9	FRAUD	14	31	121%	17
10	ASSIST GENERAL PUBLIC	25	28	12%	3

Most Common Call Locations

In the second quarter of the 2026-2027 fiscal year, the location in Comox with the highest number of Calls for Service was an Apartment Building in which there is a resident with ongoing difficulties. There was a notable increase in Calls for Service to the Highland Village Shopping Centre at Anderton Road and Guthrie Road that was largely attributable to False Alarms at the A&W Restaurant.

	File Type	2025 Jul - Sep	2026 Jul - Sep	% Change from Q2 25-26	Difference from Q2 25-26
1	Apartment Building	14	32	129%	18
2	Comox Marina	21	23	10%	2
3	Comox Centre Mall	19	20	5%	1
4	Highland Village Shopping Centre	8	19	138%	11
5	Comox Valley Airport	19	14	-26%	-5
6	Goose Spit	6	13	117%	7
7	Youth Group Home	10	12	20%	2
8	Kin Beach Park	4	8	100%	4
9	Griffin Pub	3	8	167%	5
10	Anderton Rd / Guthrie Rd	2	7	250%	5
10	Apartment Building	5	7	40%	2
10	Church Street Taphouse	2	7	250%	5
10	Little River Ferry Terminal	4	7	75%	3

Violent Crime

In the second quarter of the 2026-2027 fiscal year, there were 59 Violent Crime files in Comox. This was a 31 percent (14 file) increase compared to the 45 Violent Crime files in the same quarter of the previous fiscal year.

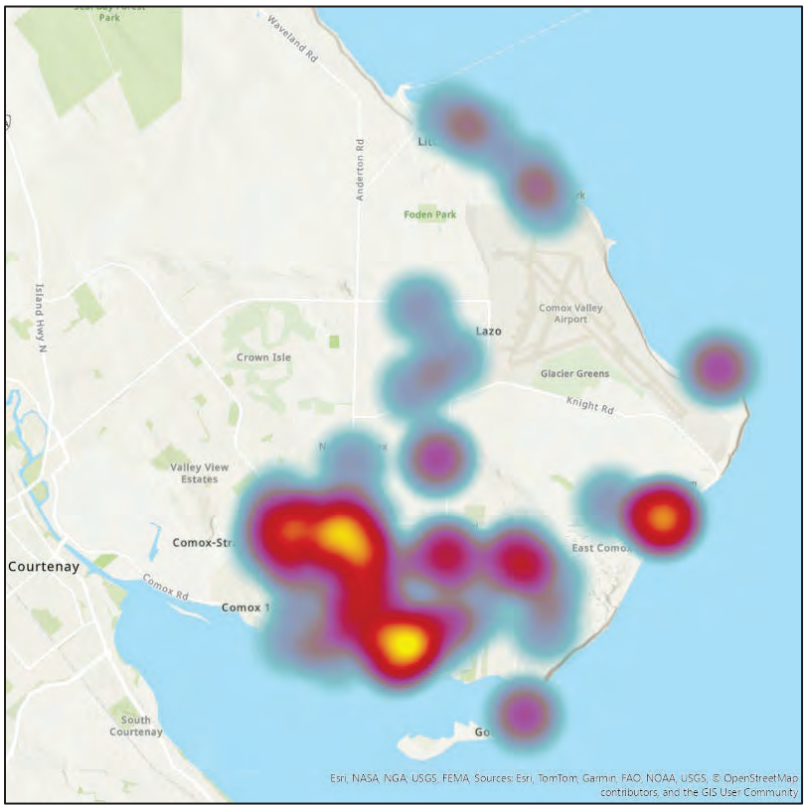
Types of Violent Crime

In the second quarter of the 2026-2027 fiscal year, the most common type of Violent Crime in Comox was Harassment. Compared to the same quarter of the previous fiscal year, there were notable increases in Harassment and Utter Threats files.

File Type	2025 Jul -Sep	2026 Jul - Sep	% Change from Q2 25-26	Difference from Q2 25-26
HARASSMENT	13	19	46%	6
ASSAULTS	18	18	0%	0
UTTER THREATS	8	15	88%	7
SEX OFFENCES	4	4	0%	0
ROBBERY	0	1	N/A	1
EXTORTION	2	1	-50%	-1
KIDNAPPING	0	1	N/A	1
Grand Total	**45**	**59**	**31%**	**14**

Map of Violent Crime in Comox

In the second quarter of the 2026-2027 fiscal year, the main hot spots for Violent Crime were in West Comox and the Downtown Central Business District.



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Property Crime

In the second quarter of the 2026-2027 fiscal year, there were 129 Property Crime files in Comox. This was a 12 percent (18 file) decrease from the 147 Property Crime files in the same quarter of the previous fiscal year.

Types of Property Crime

In the second quarter of the 2026-2027 fiscal year, the most common type of Property Crime in Comox was Mischief to Property. Compared to the same quarter of the previous fiscal year, there was a notable increase in Fraud files.

File Type	2025 Jul - Sep	2026 Jul - Sep	% Change from Q2 25-26	Difference from Q2 25-26
MISCHIEF TO PROPERTY	59	37	-37%	-22
FRAUDS	16	34	113%	18
OTHER THEFT U/5000	13	16	23%	3
THEFT FROM VEHICLE	31	14	-55%	-17
BIKE THEFT	4	6	50%	2
OTHER GO	4	5	25%	1
AUTO THEFT	3	5	67%	2
SHOPLIFTING	5	3	-40%	-2
OTHER THEFT O/5000	2	2	0%	0
BREAK & ENTER - OTH	2	2	0%	0
BREAK & ENTER - RES	5	2	-60%	-3
POSSESS STOLEN PROPERTY	0	1	N/A	1
ARSON	0	1	N/A	1
BREAK & ENTER - BUS	3	1	-67%	-2
Grand Total	**147**	**129**	-12%	-18

UNCLASSIFIED

Map of Property Crime by Area of Comox

In the second quarter of the 2026-2027 fiscal year, the main hotspot for Property Crime was in Downtown Comox.

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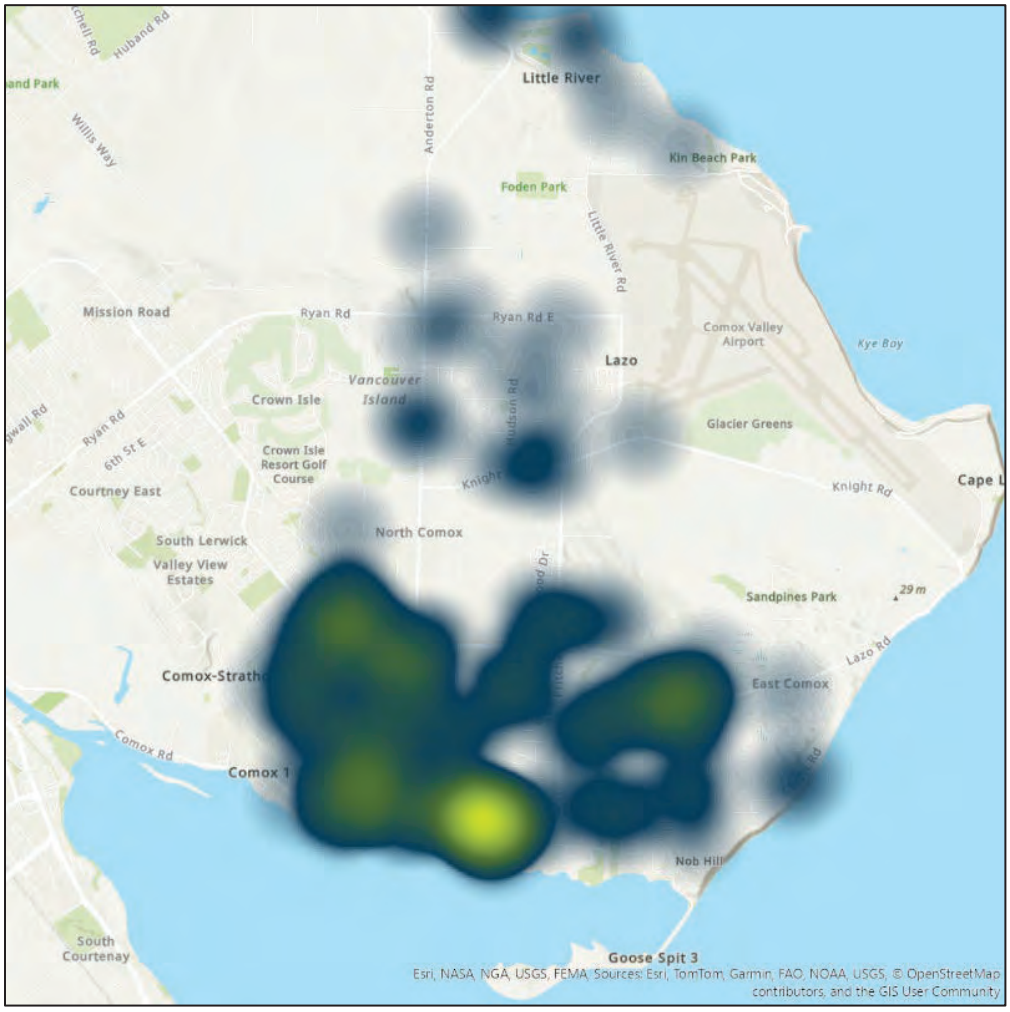

Controlled Drugs and Substances Act (CDSA) Offences

In the second quarter of the 2026-2027 fiscal year, there were 4 CDSA Offence files in Comox.

File Type	2025 Jul -Sep	2026 Jul - Sep	% Change from Q2 25-26	Difference from Q2 25-26
DRUGS OTHER	0	2	N/A	2
DRUG POSSESSION	1	1	0%	0
DRUG TRAFFICKING	2	1	-50%	-1
Grand Total	**3**	**4**	33%	1

Traffic Offences

In the second quarter of the 2026-2027 fiscal year, there was an 80 percent (8 file) increase in Traffic Offence files compared to the same quarter of the previous fiscal year. The increase was attributable to Impaired Operation of Motor Vehicle files.

File Type	2025 Jul -Sep	2026 Jul - Sep	% Change from Q2 25-26	Difference from Q2 25-26
IMPAIRED OP MOTOR VEHICLE	9	17	89%	8
DANGEROUS OP MOTOR VEHICLE	0	1	N/A	1
PROHIBITED DRIVING	1	0	-100%	-1
Grand Total	**10**	**18**	80%	8

Mental Health Act

In the second quarter of the 2026-2027 fiscal year, there was a 60 percent (9 file) increase in Mental Health Act files compared to the same quarter of the previous fiscal year.

File Type	2025 Jul -Sep	2026 Jul - Sep	% Change from Q2 25-26	Difference from Q2 25-26
MENTAL HEALTH ACT	15	24	60%	9

UNCLASSIFIED

REQUEST TO APPEAR AS A DELEGATION

TOWN OF COMOX
1809 Beaufort Avenue Ph: (250) 339-2202 Email: town@comox.ca
Comox BC V9M 1R9 Fx: (250) 339-7110

REQUESTS TO APPEAR BEFORE COUNCIL OR THE STRATEGIC PLANNING COMMITTEE MUST BE SUBMITTED NO LATER THAN THURSDAY NOON, THE WEEK PRIOR TO THE MEETING.

Name(s) of person(s) speaking: Pete Chambers, President	RECEIVED November 09, 2026	LOG: 26-1003 / REFER: / AGENDA: RCM 25Nov26	FILE: 0360-20-0 / ACTION: MR
Organization you are representing: Comox Business in Action (BIA) TOWN OF COMOX		File: 0360-20-01 Copies: Council JW/SR/KG	
Primary purpose of Organization: To support and enhance the economic well-being of downtown Comox.		**Number of members:** ~190	
Mailing address of Organization: Comox Business in Action PO Box 1624, RPO Stn A		**Contact Name:** Pete Chambers **Phone:** [redacted]	
City: Comox	**Postal Code:** V9M 8A2	**Email:** comoxbia@gmail.com	
Subject matter: Introductions of BIA 2027 focus areas, priorities and exploring areas to collaborate with Council			
Specific request of Council, if any (i.e., letter of support, funding): None.			
Requested meeting and date: November 25, 2026		**AV equipment required:** Yes	
Date of application: November 9, 2026	**Signature of applicant:** [redacted]	**Print name:** Pete Chambers	

Please Note:

1. Regular Council and Strategic Planning Committee Meetings start at 5:00 p.m. Delegations are dealt with at the beginning of each meeting.
2. Maximum presentation time is 10 minutes including questions, unless previously approved by the Chair.
3. Presenters are to address Council or the Strategic Planning Committee, and not the audience.
4. All presentation materials/handouts must be submitted no later than Thursday noon, the week prior to the meeting. If the Friday prior to the meeting is a statutory holiday, then presentation materials must be submitted by Wednesday noon.
5. Please ensure that your cell phone is turned OFF during the meeting.

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REQUEST TO APPEAR AS A DE[illegible]

TOWN OF COMOX
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Comox BC V9M 1R9 Fx: (250) 339-7110

REQUESTS TO APPEAR BEFORE COUNCIL OR THE STRATEGIC PLANNING COMMITTEE MUST BE SUBMITTED NO LATER THAN THURSDAY NOON, THE WEEK PRIOR TO THE MEETING.

Name(s) of person(s) speaking:
Bill van Steen, Rick Fisher, Nigel Gray, and Joyce Troost

RECEIVED
November 03, 2026
TOWN OF COMOX

Organization you are representing:
1890 Comox Holdings Ltd./Three Dog Ventures Ltd.

Primary purpose of Organization:
Development and Construction.

Number of members:
4

Mailing address of Organization:
[redacted]

Contact Name:
Bill van Steen

Phone:
[redacted]

City:
Nanoose Bay, BC

Postal Code:

Email:
[redacted]

Subject matter:
Development of 1890 Comox Ave

LOG:	REFER:	AGENDA:
26-942		RCM 25Nov26
FILE:	ACTION:	
3360-20-2	MR	

Specific request of Council, if any (i.e., letter of support, funding):
Discuss the potential downzoning of 1890 Comox Ave.

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Requested meeting and date:
November 25, 2026

AV equipment required:
None

Date of application:
11/03/2026

Signature of applicant:
[redacted]

Print name:
Bill van Steen

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Comox BC V9M 1R9 Fx: (250) 339-7110

REQUESTS TO APPEAR BEFORE COUNCIL OR THE STRATEGIC PLANNING COMMITTEE MUST BE SUBMITTED NO LATER THAN THURSDAY NOON, THE WEEK PRIOR TO THE MEETING.

Name(s) of person(s) speaking: Chance Lee, Martin Jirout, Vanya Koshti	LOG: 26-1039	REFER:	AGENDA: RCM 25Nov26
	FILE: 3360-20-2	ACTION: MR	
Organization you are representing: Cascadia Views Inc.	RECEIVED November 19, 2026 TOWN OF COMOX	File: 3360-20-2024.04	Copies: Council JW/RH/SR/KG
Primary purpose of Organization: New project in Comox			**Number of members:** 3
Mailing address of Organization: 707-777 W Broadway		**Contact Name:** Martin Jirout	
		Phone: 778-945-1811	
City: Vancouver	**Postal Code:** V5Z 4J7	**Email:** martin@cascadiaviews.ca	
Subject matter: Presenting & introducing the project			
Specific request of Council, if any (i.e., letter of support, funding):			
Requested meeting and date: 25 November 2026		**AV equipment required:** screen and mic	
Date of application: 19 November 2026	**Signature of applicant:** [redacted]		**Print name:** Martin Jirout

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TOWN OF COMOX
Minutes of the Regular Council Meeting,
held in Council Chambers on Wednesday September 2, 2026

Present:	Mayor	N. Minions
	Councillors	S. Blacklock, K. Grant, C. Haslett, J. Kerr, J. Meilleur, M. Swift
Absent:		Nil
Staff Present:		S. Russwurm, Corporate Officer E. Henley, Director of Finance R. Houle, Director of Development Services G. Schreiner, Fire Chief T. Hagmeier, Recreation Director

Call to Order:

The meeting was called to order at 5:00 p.m. with 5 members of the public in attendance.

Mayor Minions acknowledged that the Town of Comox is standing on the unceded traditional territory of the K'omoks First Nation, the traditional keepers of this land.

1. INTRODUCTION AND APPROVAL OF LATE ITEMS: NIL

2. ADOPTION OF AGENDA:

a. Adoption of Agenda

Adoption of Agenda

THAT the September 2, 2026 Regular Council agenda be Adopted.

(2026.292) -- CARRIED

3. DELEGATIONS:

a. Kim Holl (Indigenous Women's Sharing Society): Comox Valley Substance Use Strategy Collaboration & Funding Request

Delegation: Indigenous Women's Sharing Society

The Comox Valley Substance Use Strategy Collaborative provided an update on its regional work to address substance use through harm reduction, education, prevention, and community partnerships, and outlined priorities for the coming year. The Collaborative requested annual funding of $15,000 for three years to support ongoing coordination and implementation of the strategy.

b. Steve Slawuta (RC Strategies): Regional Sports Fields Allocation and Fees Frameworks

Regional Sports Fields Allocation & Fees

Steve Slawuta of RC Strategies presented draft regional sport field allocation and fee frameworks developed through the Comox Valley Sport Field Strategy process. The proposed framework includes a centralized booking office, standardized allocation processes, a regional working group, and a regional fee model based on cost recovery and community benefit principles, with implementation targeted for 2027.

4. ADOPTION OF MINUTES:

a. Regular Council Meeting Minutes

RCM Minutes

THAT the Minutes of the Regular Council Meeting, held in Council Chambers on Wednesday, August 5, 2026, be Adopted.

(2026.293) -- CARRIED

b. Special Council Meeting Minutes

SCM Minutes

THAT the Minutes of the Special Council Meeting, held in Council Chambers on Wednesday, August 7, 2026, be Adopted.

(2026.294) -- CARRIED

5. COUNCIL COMMITTEE MINUTES AND REPORTS: NIL

6. CONSENT AGENDA:

a. Consent Agenda

Consent Agenda

1. *THAT the Consent Agenda items as follows be received:*

   1. *Marie Jacobs: Allow residents to wet down their properties*

   2. *Cathy Peters, BC Anti Human Trafficking Educator: UBCM Trade Booth 522*

   3. *Barbara Dowse: Comox Ave Roundabouts*

   4. *Meghan Liddle & Terry Keith: Hutton Road Public Beach Access - Brown Road*

   5. *Roxy Reimer: Nautical Days Sunday Morning Service*

   6. *Erin Currie: 890 Pritchard Rd - Requesting Municipal Acquisition for NE Woods Extension*

   7. *Richard Clarke: Traffic Safety Concerns*

   8. *Colin Eves (Comox Estuary Community Association): Public Update on Town Sewerline Location*

   9. *Patrick Penley: Traffic Safety Concerns with Traffic Calming Request*

   10. *Jessica Nielsen & Megan Cowling, Current and Past Chair (Brooklyn Elementary PAC): Safety Upgrades to Crosswalk at Guthrie Rd & Noel Ave*

   11. *Kathryn Turner: Sign Requests for Comox Properties - "No Idling, Please Turn Off Your Engine"*

   12. *Correspondence related to Property Taxes.*

   (2026.295) -- CARRIED

2. *THAT Item 12 (Correspondence related to Property Taxes) be removed from the consent agenda for discussion.*

   (2026.296) -- CARRIED

a. Consent Agenda

Consent Agenda

3. *THAT Item 10 (Jessica Nielsen & Megan Cowling, Current and Past Chair (Brooklyn Elementary PAC): Safety Upgrades to Crosswalk at Guthrie Rd & Noel Ave) be removed from the consent agenda for discussion; and,*

   THAT Council refer the request for safety upgrades to the Guthrie Road and Noel Avenue crosswalk to Administration for review and recommendations.

   (2026.297) -- CARRIED

4. *THAT Item 8 (Colin Eves (Comox Estuary Community Association): Public Update on Town Sewerline Location) be removed from the consetn agenda for discussion; and,*

   THAT Council direct Administration to provide an update regarding the Town's foreshore sewer line in response to the community association's request.

   (2026.298) -- CARRIED

5. *THAT Items 7 (Richard Clarke: Traffic Safety Concerns) and 9 (Patrick Penley: Traffic Safety Concerns with Traffic Calming Request) be removed from the consent agenda for discussion; and,*

   THAT Council direct Administration to investigate the safety concerns related to the hedge at the intersection of Beaufort Avenue and Beach Drive.

   (2026.299) -- CARRIED

6. *THAT Item 3 (Barbara Dowse: Comox Ave Roundabouts) be removed from the consent agenda for discussion.*

   (2026.300) -- CARRIED

7. *THAT Item 5 (Roxy Reimer: Nautical Days Sunday Morning Service) be removed from the consent agenda for discussion.*

   (2026.301) -- CARRIED

7. UNFINISHED BUSINESS: NIL

8. SPECIAL REPORTS: NIL

9. BYLAW ADOPTIONS:

a. Aspen-Hector Storm Pond 2 and Local Area Service Establishment Bylaw No. 2068

Aspen-Hector Storm Pond 2 & LAS Establishment

THAT Aspen-Hector Storm Pond 2 and Local Area Service Establishment Bylaw No. 2068 be Adopted.

(2026.302) -- CARRIED

b. Loan Authorization Bylaw No. 2064: Comox Fire Station Replacement

Comox Fire Station Replacement

THAT Comox Loan Authorization Bylaw No. 2064, Comox Fire Station Replacement be Adopted.

(2026.303) -- CARRIED

10. NEW BUSINESS:

a. Civic Addressing Policy CCL – 091

Civic Addressing Policy

That Civic Addressing Policy CCL – 091 be Approved.

(2026.304) -- CARRIED

b. Addition to Permissive Tax Exemptions

Peak Montessori PTE

THAT the Peak Montessori Society not be granted a permissive tax exemption for 100% of the assessed value of the land and improvements of the unit it leases.

(2026.305) -- CARRIED
[Opposed: Mayor Minions, Councillor JMeilleur]

c. Permissive Tax Exemption Bylaw - establishing 2027 - 2034 exemptions

Permissive Tax Exemption Bylaw

THAT the Comox Permissive Tax Exemption Bylaw No. 2069, be given First, Second and Third Readings, as amended to remove PEAK Montessori Society.

(2026.306) -- CARRIED
[Opposed: Councillor JMeilleur]

11. NOTICES OF MOTION: NIL

12. CORRESPONDENCE:

a. Bob Wells, Mayor (City of Courtenay): Request for Financial Support for Temporary Winter Shelter at 971 Cumberland Rd

Temporary Winter Shelter

1. *THAT the correspondence dated August 2026 from Bob Wells, Mayor, City of Courtenay, requesting financial support for the temporary winter shelter at 971 Cumberland Road, be received.*

(2026.307) -- CARRIED

2. *THAT the Town of Comox provide the same funding contribution as provided in 2025, being $31,752 from the Affordable Housing Reserve Fund, toward the temporary winter shelter at 971 Cumberland Road.*

(2026.308) -- CARRIED

b. Comox Accommodation Sector Tourism Roundtable: Mayor and BIA Roundtable Invitation and Draft Letter

Comox Accommodation Sector Tourism Roundtable

THAT Council support participating in a joint roundtable with the Comox BIA and local accommodation providers regarding the Municipal and Regional District Tax (MRDT) program and approve the draft letter of support.

(2026.309) -- CARRIED

13. LATE ITEMS: NIL

14. REPORTS FROM MEMBERS OF COUNCIL:

a. Councillor Blacklock

Councillor Blacklock Reminded the public that the final Float Your Boat Friday event would be held on Friday at Marina Park and include an outdoor screening of Pirates of the Caribbean: Dead Man's Chest, with popcorn sales supporting L'Arche Comox Valley.

b. Councillor Swift

Councillor Swift had nothing to report.

c. Councillor Haslett

Councillor Haslett the Comox Valley Exhibition (CVEX) opening with other dignitaries from across the region and a d'Esterre Seniors Centre Board meeting.

d. Councillor Kerr

Councillor Kerr attended the CVEX opening, a Comox Valley Regional District Board meeting, and a Youth Climate Corps presentation. As part of the presentation, it was reported that Youth Climate Corps participants and volunteers helped divert approximately 730 kg of waste from landfill during Nautical Days. He also congratulated the Comox Valley Pride Society on a successful Pride weekend, noting significant growth in participation.

e. Councillor Grant

Councillor Grant reported onj activities undertaken as Acting Mayor during August, including attending the graduation ceremony for the Seamanship, Aviation Technology and Aerospace Private Pilots Training Course at HMCS Quadra, serving as a judge at RibFest, and attending the CVRD Board meeting and highlighted discussions regarding the regional sports field framework, the Friends of Rails to Trails proposal, permissive tax exemptions, and advocacy for equitable BC Ferries funding.

f. Councillor Meilleur

Councillor Meilleur attended the Pride Flag Raising ceremony and expressed appreciation for the event.

g. Mayor Minions

Mayor Minions thanked staff, volunteers, businesses, and community partners for the success of Float Your Boat Fridays and reported on attending the Comox Election Information Seminar. She highlighted the Comox Legion's 100th anniversary celebrations and encouraged community participation in Legion programs and events. Mayor Minions also attended the 19 Wing Comox Change of Command Ceremony, welcomed Colonel Ian Perreault as the incoming Wing Commander, attended the HMCS Quadra cadet graduation ceremony, recognized the contributions of youth leadership programs, and noted the positive community response to summer events, activities, and tourism initiatives throughout Comox.

17. RESOLUTION TO GO IN-CAMERA: NIL

18. RISE AND REPORT FROM IN-CAMERA: NIL

Adjournment:

Regularly moved and seconded that the meeting adjourn at 6:31 p.m. *CARRIED*

Certified correct pursuant to Section 97(1)(b) of the Community Charter.

MAYOR

CORPORATE OFFICER

TOWN OF COMOX
Minutes of the Regular (Inaugural) Council Meeting,
held in Council Chambers on Wednesday November 4, 2026

Present:	Mayor	N. Minions
	Councillors	Lisa Bourgeois, Vivian Chislett, Dr. Neil Ladell, Dr. Jonathan Kerr, Jenn Meilleur, Jessica Wegg
Absent:		Nil
Staff Present:		J. Wall, Chief Administrative Officer S. Russwurm, Corporate Officer E. Henley, Director of Finance R. Houle, Director of Development Services P. Lafreniere, Assistant Fire Chief T. Hagmeier, Recreation Director S. Ashfield, Director of Operations

Call to Order:

The meeting was called to order at 5:00 p.m. with 84 members of the public in attendance.

Mayor Minions acknowledged that the Town of Comox is standing on the unceded traditional territory of the K'omoks First Nation, the traditional keepers of this land.

1. INTRODUCTION AND APPROVAL OF LATE ITEMS: NIL

2. ADOPTION OF AGENDA:

a. Adoption of Agenda

Adoption of Agenda

That the Regular (Inaugural) Council Meeting Agenda for Wednesday November 4, 2026 be Adopted.

(2026.320) -- CARRIED

3. OATHS OF OFFICE:

a. Administration of Oaths of Office

Oaths of Office

Shelly Russwurm, Corporate Officer, administered the Oaths of Office to:

Mayor-Elect: Nicole Minions

Councillors-Elect: Dr. Jonathan Kerr
Jessica Wegg
Jenn Meilleur
Lisa Bourgeois
Dr. Neil Ladell
Vivian Chislett

4. GOVERNANCE COMMITMENT AND CODE OF CONDUCT:

a. Signing of Governance Commitment

Governance Commitment

Mayor and Council signed the 2026 Governance Commitment.

b. Council Policy CCL-073 - Council Code of Conduct Policy

Code of Conduct Policy

Council Policy CCL-073: Council Code of Conduct Policy was received for information.

5. INAUGURAL ADDRESS:

a. Inaugural Address by Mayor Minions

Inaugural Address

Mayor Minions presented the following address to Council and the members of the public:

It is my privilege to address you this evening at the first meeting of Comox Council 2026 to 2030.

I would like to begin by welcoming our community members, residents, businesses, and neighbours who have joined us tonight. As well as those joining at home online.

There are many familiar and returning faces, and it's nice to see you back!

I would like to acknowledge our Chief Administrative Officer, Jordan Wall, who has been with the Town of Comox for six years, along with our Senior Leadership Team, Comox Fire Department and dedicated staff.

As I enter my ninth year serving on Comox Council, I continue to be inspired by the commitment and professionalism of "Team Comox".

Welcome to the family and friends of our newly elected Councillors Jessica, Neil, Lisa, and Vivian, and our returning incumbent Councillors Jenn and Jonathan.

Thank you for sharing your loved ones with Council and with Comox. Local government requires courage and sacrifice, and you are now part of their support team. I apologize in advance for the conversations and debate that will be brought home over these next few years.

Congratulations to each of you on your successful election campaign and community engagement. I have now participated or been a part of 4 local elections (3 regular and 1 byelection), and this one saw a unique campaign and engaged voter turnout.

The "Get Out the Vote" campaign demonstrated a strong commitment to local democracy, and I thank everyone who participated (many in this room tonight).

I look forward to working alongside each of you both in Council Chambers and throughout the Comox Valley at community events, non-profit boards and planning tables with people and societies that make up the fabric of the Comox Valley.

I would like to recognize all who ran in the Comox municipal election and our outgoing Councillors Ken, Steve, Chris, and Maureen. You gave more than four decades of service to your Councillor positions – with thousands of board meetings. Your dedication helped shape the community we know and love today. Thank you for your lasting contributions and a few new friendships.

a. Inaugural Address by Mayor Minions

Inaugural Address

Welcome, Daniel Arbour, Area A Director. Thank you for joining us today.

As I look around this room, I feel proud of our community and proud of this Council. I see people who have stepped forward with a willingness to learn, to serve, and to work on behalf of the entire community.

In many ways, that is Comox's superpower: we show up.

We show up for our neighbours. We show up and volunteer. We answer the call when help is asked of us.

Just this past weekend (in one weekend) we saw Downtown Comox come alive through the Downtown Business in Action Halloween Parade, while members of the Comox Fire Department hosted their annual Halloween station with hot dogs, hot chocolate, BBQ donuts and more; on top of running a training centre and continuing to provide the essential service they deliver 24 hours a day, 365 days a year.

The very next day, the Comox Valley Child Development Association raised more than $140,000 to support services for over 3,000 local children.

Whenever I look for examples of kindness, generosity, or positive community spirit, I find them here. In a small town, kindness creates a ripple effect.

When an individual, family, organization, or business does something positive, it reaches their neighbours. It strengthens so much of this place we call our home.

That is Comox.

A town with natural beauty and, just as noticeable, the kindness of the people who live here. I look forward to watching and encouraging the grassroots movements and neighbourhood associations to thrive that we see building over the last 2 years.

We welcome you to attend our Regular Council meetings (in-person or watch online), attend our monthly Strategic Planning meetings, follow Town of Comox on all social media platforms you may participate in - Facebook, Instagram, Blue Sky and the news releases on Comox.ca

(Shoutout to the amazing Comms Department and Corporate Office.)

Tonight, as I look around this Council table and throughout this room, I feel energized. I feel a strong sense of purpose and optimism for the four years ahead.

The reality is that the status quo is not working in many areas across North America. Many communities and individuals are facing significant social and economic challenges, and Comox is not immune to them.

That is why local government matters. That is why we are here.

What I see on this Council is a group of educated, compassionate, and dedicated individuals who bring a wide range of skills, experiences, and perspectives.

a. Inaugural Address by Mayor Minions

Inaugural Address

Together, we will tackle important challenges and opportunities, including rising property tax pressures, thoughtful growth, outdoor recreation opportunities for youth, meaningful community engagement, strengthening urban agriculture, and protecting our tree canopy.

There will be time in the months ahead to develop our strategic priorities and lay a plan forward together this upcoming Winter and Spring. The detailed playbook will come through our strategic planning process but tonight is about recognizing the responsibility we share and the opportunity before us.

I want to speak about a value that is deeply important to me: compassion and something I have learned in my two terms in local government.

More specifically, the idea of radical compassion.

Radical compassion is not something we show only to people with whom we agree. It asks us to extend understanding and respect to ourselves, our colleagues, our neighbours, and those with whom we disagree.

It asks us to approach one another with curiosity rather than assumptions and hold open minds.

In 2026, choosing compassion in the face of division can feel like an act of rebellion. Yet it remains one of the most powerful actions we may choose to take.

Respect is how we find solutions.

Two final thoughts.

Understanding our history is our foundation.

This is a place where, for thousands of years, the K'omoks people (Sathloot, Sasitla, leeksan or Eiksan, and Puntledge) had villages throughout Comox and the Comox Valley as stewards of this land.

Making up of upwards of 10,000 people until the 1860's. We raise our hands to their people(s), this land and their cultures. I commit to continuing to work on the relationships we have been building in this region and working towards our collective future. Walking forward together and learning about the history here in our community is so important.

Lastly, I would like to acknowledge and thank my family who are here tonight: my parents, Ron and Barb, my sons, and close friends, including Kristin, who is here this evening.

You have shown me, time and again, what dedication, resilience, and courage look like. Your love and support have made this journey possible, and I am grateful for you every day.

It is a privilege to serve you, and I look forward to the hard work ahead.

6. COUNCIL APPOINTMENTS:

a. Comox Nautical Days Festival Committee Appointments

Nautical Days Committee Appointments

THAT the following be appointed to the Comox Nautical Days Festival Committee: Councillor Jonathan Kerr and Councillor Neil Ladell.

(2026.321) -- CARRIED

b. Council Appointments to Comox Valley Regional District

CVRD Appointments

THAT the following be appointed to the Comox Valley Regional District Board, the Comox Valley Regional District Recreation Commission, the Comox-Strathcona Waste Management Board and the Comox-Strathcona Regional Hospital Board: Mayor Nicole Minions and Councillor Jonathan Kerr, with Councillor Jenn Meilleur and Councillor Lisa Bourgeois as alternates;

THAT the following be appointed to the Comox Valley Sewerage Commission: Mayor Nicole Minions, Councillor Jonathan Kerr and Councillor Lisa Bourgeois, with Councillor Jenn Meilleur, Councillor Jessica Wegg and Councillor Neil Ladell as alternates;

THAT the following be appointed to the Comox Valley Water Committee: Councillor Jenn Meilleur with 2 voting units and Councillor Jonathan Kerr with 1 voting unit, with Mayor Nicole Minions and Councillor Lisa Bourgeois as respective alternates; and further,

THAT the following be appointed to the Comox Valley Regional Parks and Trails Committee: Councillor Jonathan Kerr and Councillor Lisa Bourgeois, with Mayor Nicole Minions and Councillor Jenn Meilleur as alternates.

(2026.322) -- CARRIED

c. Community Organization Appointments

Community Appointments

1. *THAT Councillor Jenn Meilleur be appointed as liaison to the Comox Archives and Museum Society.*

   (2026.323) -- CARRIED

2. *THAT Councillor Lisa Bourgeois be appointed as liaison to the Comox Business in Action and Professionals by the Sea Society.*

   (2026.324) -- CARRIED

3. *THAT Councillor Jessica Wegg be appointed to the Comox Valley Community Justice Centre Board.*

   (2026.325) -- CARRIED

4. *THAT Councillor Vivian Chislett be appointed as liaison to the d'Esterre Seniors' Centre Association.*

   (2026.326) -- CARRIED

5. *THAT Councillor Neil Ladell be appointed to the Filberg Heritage Lodge and Park Association Board.*

   (2026.327) -- CARRIED

6. *THAT Councillor Jenn Meilleur and Mayor Nicole Minions be appointed to the Comox Valley Food Policy Council.*

   (2026.328) -- CARRIED

c. Community Organization Appointments

Community Appointments

7. *THAT Councillor Vivian Chislett be appointed to the Comox Valley Social Planning Society Board.*

(2026.329) -- CARRIED

8. *THAT Mayor Minions be appointed to the Island Coastal Economic Trust's North Island-Sunshine Coast Regional Advisory Committee.*

(2026.330) -- CARRIED

9. *THAT Councillor Jenn Meilleur be appointed to the Vancouver Island Regional Library Board, with Councillor Jessica Wegg as alternate.*

(2026.331) -- CARRIED

d. 2026-2030 Acting Mayor Roster

Acting Mayor Roster

That the Acting Mayor Roster for the 2026-2030 term be as follows:

- Councillor Lisa Bourgeios: each November and December
- Councillor Vivian Chislett: each January and February
- Councillor Jonathan Kerr: each March and April
- Councillor Neil Ladell: each May and June
- Councillor Jenn Meilleur: each July and August
- Councillor Jessica Wegg: each September and October

(2026.332) -- CARRIED

e. 2026-2030 Signing Authority

Signing Authority

THAT the following be appointed as having signing authority for the term 2026-2030:

Mayor Nicole Minions
Councillor Lisa Bourgeois
Councillor Vivian Chislett
Councillor Jonathan Kerr
Councillor Neil Ladell
Councillor Jenn Meilleur
Councillor Jessica Wegg

Jordan Wall, Chief Administrative Officer
Edward Henley, Director of Finance
Shelly Russwurm, Director of Corporate Services
Randy Houle, Director of Development Services
Shelley Ashfield, Director of Operations
Teodora "Odie" Morin, Deputy Director of Finance

(2026.333) -- CARRIED

f. 2027 Council and Committee Meeting Schedule

2027 Meeting Schedule

THAT the 2027 Regular Council and Strategic Planning Committee meeting schedule be approved, as outlined in the November 4, 2026 report from the Director of Corporate Services titled "2026-27 Council Appointments, Acting Mayor Roster, Signing Authority and Meeting Schedule".

(2026.334) -- CARRIED

7. ELECTION RESULTS:

a. 2026 General Local Election Results

Election Results

That the report titled "2026 Report of General Local Election Results" from the Chief Election Officer, as included in the November 4, 2026 Regular (Inaugural) Council Meeting agenda, be received and filed for information.

(2026.335) -- CARRIED

8. CONSENT AGENDA:

a. Consent Agenda

Consent Agenda

1. *THAT the Consent Agenda items as follows be received:*

   a. *Karen Milstein-McKinnon, Managing Director (Community Justice Centre): Council Delegate*

   b. *Christopher Bate, Coordinator (Comox Valley Social Planning Society): Council Liaison*

   c. *Eileen Gillette, Executive Director (Vancouver Island Regional Library): Trustee Appointment*

   d. *Patti Alvarado, Coordinator (Comox Valley Substance Use Strategy Collaborative): Council Representative*

   e. *Maurita Prato, Co-Chair & Naomi Robert, Co-Chair (Comox Valley Food Policy Council): Council Representative*

   (2026.336) -- CARRIED

2. *THAT Item d (Comox Valley Substance Use Strategy Collaborative Council Representative) be removed from the Consent Agenda for discussion; and further,*

   THAT this item be postponed to the November 25, 2026 Regular Council Meeting.

   (2026.337) -- CARRIED

9. NEW BUSINESS:

a. 1890 Comox Avenue - Downzoning

1890 Comox Avenue

1. *THAT Staff prepare a zoning amendment bylaw to change the zoning designation of 1890 Comox Avenue, legally known as Lot A, Section 53, Comox District Plan 13070, from RM-3 (Mid-Rise Residential), to RM2 (Low-Rise Residential); and further,*

   THAT the accompanying Staff report include a project summary and financial implications to the Town.

   THAT the main motion be amended to have the Staff report include traffic impacts, flood mitigation, earthquake impacts of a seismic level eight in relation to emergency access, urban heat island considerations and other public safety considerations.

   (2026.338) -- CARRIED
   [Opposed: Mayor Minions, Councillor VChislett]

a. 1890 Comox Avenue - Downzoning

1890 Comox Avenue

2. *THAT the main motion, as amended, be further amended to have the staff report include a 3D renderings to understand the siting and massing of the of the proposed building.*

(2026.339) -- CARRIED
[Opposed: Mayor Minions]

3. *THAT the main motion, as amended, be further amended a second time to have the staff report include an option to amend the RM3 zone (Mid-Rise Residential) to reduce the height to a maximum of 16 metres.*

(2026.340) -- CARRIED
[Opposed: Mayor Minions]

4. *MAIN MOTION AS AMENDED:*

THAT Staff prepare a zoning amendment bylaw to change the zoning designation of 1890 Comox Avenue, legally known as Lot A, Section 53, Comox District Plan 13070, from RM-3 (Mid-Rise Residential), to RM2 (Low-Rise Residential);

THAT the accompanying Staff report include include traffic impacts, flood mitigation, earthquake impacts of a seismic level eight in relation to emergency access, urban heat island considerations and other public safety considerations;

THAT the the accompanying Staff report include 3D renderings to understand the siting and massing of the of the proposed building; and further,

THAT the accompanyting Staff report include an option to amend the RM3 zone (Mid-Rise Residential) to reduce the height to a maximum of 16 metres.

(2026.341) -- CARRIED
[Opposed: Mayor Minions]

10. CORRESPONDENCE:

a. Chrys Sample, President (MIKI'SIW Métis Association): Nov 16th Flag Raising Request

Metis Flag Raising

THAT the October 20, 2026 request from Chrys Sample, President of the MIKI'SIW Métis Association, to have the Town raise and fly the Métis Flag during Métis Week in Canada, November 16 - 20, 2026, be approved; and further

THAT Council Policy CCL-058, Council Flag Raisings and Flag Protocol Policy, be amended to add that Council will accept applications for a Community Flag Raising from the MIKI'SIW Métis Association annually.

(2026.342) -- CARRIED

11. LATE ITEMS: NIL

12. REPORTS FROM MEMBERS OF COUNCIL: NIL

15. RESOLUTION TO GO IN-CAMERA: NIL

16. RISE AND REPORT FROM IN-CAMERA: NIL

Adjournment:

Regularly moved and seconded that the meeting adjourn at 6:22 p.m. *CARRIED*

Certified correct pursuant to Section 97(1)(b) of the Community Charter.

MAYOR

CORPORATE OFFICER

TOWN OF COMOX
Minutes of the Special Council Meeting,
held in Council Chambers on Thursday September 17, 2026

Present:	Acting Mayor	C. Haslett
	Councillors	K. Grant, J. Kerr (electronic), M. Swift
Absent:		J. Meilleiu, S. Blacklock
Staff Present:		J. Wall, Chief Administrative Officer (electronic) E. Henley, Director of Finance

Call to Order:

The meeting was called to order at 3:45 p.m. with members of the public in attendance.

Mayor Minions acknowledged that the Town of Comox is standing on the unceded traditional territory of the K'omoks First Nation, the traditional keepers of this land.

1. ADOPTION OF AGENDA:

a. Adoption of Agenda

Adoption of Agenda

THAT the Special Council Meeting agenda for Thursday September 17, 2026 be Adopted

(2026.309) -- CARRIED

2. AGENDA ITEMS:

a. Appointment of Deputy Chief Election Officer

Deputy Chief Election Officer

THAT Koreen Gurak be appointed as Deputy Chief Election Officer for the October 17, 2026 General Local Election.

(2026.310) -- CARRIED

Adjournment:

Regularly moved and seconded that the meeting adjourn at 3:50 p.m. *CARRIED*

Certified correct pursuant to Section 97(1)(b) of the Community Charter.

MAYOR

CORPORATE OFFICER

TOWN OF COMOX
Minutes of the Special Council Meeting,
held in Council Chambers on Wednesday October 7, 2026

Present: Mayor N. Minions
Councillors

Absent: Nil

Call to Order:

The meeting was called to order at 5:00 p.m. with members of the public in attendance.

Mayor Minions acknowledged that the Town of Comox is standing on the unceded traditional territory of the K'omoks First Nation, the traditional keepers of this land.

1. ADOPTION OF AGENDA:

a. Special Council Meeting Agenda

SCM Agenda

That the Special Council Meeting Agenda for October 7, 2026 be Adopted.

(2026.312) -- CARRIED

3. BYLAW ADOPTIONS:

a. Comox Permissive Tax Exemption Bylaw No. 2069

Permissive Property Tax Exemption Bylaw

THAT Comox Permissive Tax Exemption Bylaw No. 2069 be Adopted.

(2026.313) -- CARRIED

4. RESOLUTION TO GO IN-CAMERA:

a. Exclude the Public

Exclude the Public

THAT the Public be Excluded from the In-Camera session of Council on Wednesday, October 7, 2026, pursuant to the following sub-sections of section 90(1) of the Community Charter:
(c) labour relations or other employee relations, and
(g) litigation or potential litigation affecting the municipality.

(2026.314) -- CARRIED

Adjournment:

Regularly moved and seconded that the meeting adjourn at *CARRIED*

Certified correct pursuant to Section 97(1)(b) of the Community Charter.

MAYOR

CORPORATE OFFICER

TOWN OF COMOX
Minutes of the Strategic Planning Committee Meeting,
held in Council Chambers on Wednesday November 18, 2026

Present:	Mayor	N. Minions
	Councillors	Lisa Bourgeois, Vivian Chislett, Dr. Neil Ladell, Dr. Jonathan Kerr (electronically), Jenn Meilleur, Jessica Wegg
Absent:		Nil
Staff Present:		J. Wall, Chief Administrative Officer E. Henley, Director of Finance R. Houle, Director of Development Services G. Schreiner, Fire Chief T. Hagmeier, Recreation Director S. Ashfield, Director of Operations

Call to Order: The meeting was called to order at 5:00 p.m.

The Agenda was Adopted

Mayor Minions acknowledged that the Town of Comox is standing on the unceded traditional territory of the K'omoks First Nation, the traditional keepers of this land.

1. DELEGATIONS:

a. Teresa Kachanoski, President (Pearl Ellis Gallery): Mural Project & Signage

Teresa Kachanoski provided a brief history of the Pearl Ellis Gallery, and recognised the significant contribution of the Town in providing their gallery space. Teresa advised that they are exploring opportunities with the Comox Archives and Museum Society for shared programming, and advised that their attendance numbers have doubled and online presence has grown. They are exploring ways to expand their contribution to community, through their holiday market, the gallery learning series and their monthly talks, demonstrations, workshops and discussions. Teresa discussed the idea of a collaborative mural on the building to improve visibility. They are also looking for Town support in identifying potential funding partners, improved vegetation and lighting in the entrance area, and support in working together on a mural and signage plan. Teresa advised that they look forward to continued collaboration with the Town and the Museum as they approach their 50th anniversary.

2. STAFF PRESENTATIONS:

a. Development Services Zoning Discussion

The Director of Development Services provided a presentation for the Committee that included an overview of the Town's OCP and Zoning bylaws, and Development Permit guidelines.

a. Development Services Zoning Discussion

1. THAT a staff report be provided outlining options and a recommended approach that would provide timelines and costs for providing greater certainty for developers while meaningfully incorporating existing community feedback and addressing neighbourhood specific considerations.

THAT the main motion be amended to remove the word "greater".

CARRIED

COMMITTEE RECOMMENDATION:

2. THAT a staff report be provided outlining options and a recommended approach that would provide timelines and costs for providing certainty for developers while meaningfully incorporating existing community feedback and addressing neighbourhood specific considerations.

CARRIED

COMMITTEE RECOMMENDATION:

3. THAT a staff report be provided outlining Development Permit decision authority options.

CARRIED

b. Infrastructure Gap and Financial Pressures

The Chief Administrative Officer provided a report for the Committee that included expected tax level increases for the Town for Council's next term, including an examination of the options for closing the Town's current infrastructure gap, and the financial implicatoins on the business tax rate.

COMMITTEE RECOMMENDATION:

THAT a report be provided with more detail on what a small, medium and large commercial business looks like, specifically how many are in each category.

CARRIED

3. STAFF REPORTS:

a. In-Camera Meetings

The November 12, 2026 Report to Mayor and Council from the Chief Administrative Officer, titled "In-Camera Meetings" was received for information.

Adjournment:

Regularly moved and seconded that the meeting adjourn at 7:53 p.m. *CARRIED*

Certified correct pursuant to Section 97(1)(b) of the Community Charter.

CHAIR

Town of Comox – Administration

From: Corey Webber [redacted]
Sent: August 27, 2026 9:32 PM
To: Town of Comox – Administration
Subject: Light and signage pollution

RECEIVED
August 27, 2026
TOWN OF COMOX

LOG:	REFER:	AGENDA:
26-879		RCM 25Nov26
FILE: 0220-50-2	ACTION: MR	

File: 0220-50-2026 Copies: Council JW/RH/IR/SR/CD/BYLAW

Good day Council
Unfortunately as residents in [redacted] we seem to find ourselves in a situation once again, where construction at Anderton and Guthrie has intruded into our homes. It has also magnified a major problem and that is light pollution, which is why I am requesting that you enforce the CVRD DARK SKY policy to its fullest as well address signage pollution. Currently the Bylaw officer is not able to enforce policy, that is a council responsibility which is the reason for my request.

In the age of super bright led lighting. The new Liquor store, Quiznos, A&W, TD Bank, Quesada, etc all have bright signage that turns ON at dark and turns OFF at sunrise. This new building amplifies just how how much light pollution there is. Why does the A&W need illuminated signage at 3am when they are closed or why does Quiznos need an illuminated sign that's on all night long when they do not even face the road.

The volume of light has become overwhelming and unacceptable for a smaller community. No matter what direction or time it may be. When we look from our bedroom windows or back yards we see bright illuminated signage that stays on ALL night long. As well why does the liquor store need millions and millions of lumens to light up a parking lot, when a few would be sufficient. It would still meet safety and anti crime expectations and the balance could be motion sensor. That would be reasonable because even with light covers Its still an obscene amount of light.

We fully understand that some of our complaints are tied up with the final building permit approval, but we need you to be proactive. Resting on final approval and just going with status quo does not help us. Please take our requests seriously because we have lived with this project for well over two years, seven days a week and most nights, well past allowable construction hours, literally. Now that this building is nearing completion and has illuminated signs, it amplifies the problem so much that we no longer can get a nights rest, with out black out curtains because its the only way to achieve darkness

Corey Webber

[redacted]

Comox, BC [redacted]

Town of Comox – Administration

From: Gordon Horth [redacted]
Sent: October 22, 2026 9:00 AM
To: council
Subject: park projects 2027

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Mayor Minions & Council,

Congratulations on your recent success at our municipal elections.

My wife and I moved to Comox in May to be closer to our daughter and her family. We love the community.

I took the opportunity to attend an excellent open house put on by your parks department in June to garner ideas on improvements/enhancements to Lancaster Park which is in our neighbourhood. I was surprised to learn that these possible infrastructure projects are not slated or budgeted for some time. As I explore our neighbourhood I am struck by the scale of the building activity and additional density being built in the Aspen & Hector roads vicinity. Surely, if the Town is encouraging significant growth, that must be matched by providing the appropriate investment in parks and recreation facilities, just as surely as building roads, upsizing water mains and roads/sidewalks, etc.

My hope is that, as Council is putting its budget together for 2027, that it includes major investment in parks infrastructure to meet the needs of existing and soon to be new residents of Comox.

Respectfully,

GORD

Gord Horth
[redacted]
Comox

RECEIVED
October 22, 2026
TOWN OF COMOX

LOG: 26-882	REFER:	AGENDA: RCM 25Nov26
FILE: 1610-01, 6	ACTION: MR	

File: 1610-01, 6130-01

Copies: Council
JW/EH/SA/RN/SR/CD

Town of Comox – Administration

From: Gordon Horth [redacted]
Sent: August 31, 2026 8:54 AM
To: Nicole Minions
Cc: council; Jonathan Kerr; Jenn Meilleur; Maureen Swift
Subject: park projects 2027

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Mayor Minions & Council,

My wife and I moved to Comox in May to be closer to our daughter and her family. We love the community.

I took the opportunity to attend an excellent open house put on by your parks department in June to garner ideas on improvements/enhancements to Lancaster Park which is in our neighbourhood. I was surprised to learn that these possible infrastructure projects are not slated or budgeted for some time. As I explore our neighbourhood I am struck by the scale of the building activity and additional density being built in the Aspen & Hector roads vicinity. Surely, if the Town is encouraging significant growth, that must be matched by providing the appropriate investment in parks and recreation facilities, just as surely as building roads, upsizing water mains and roads/sidewalks, etc.

My hope is that, as Council is putting its budget together for 2027, that it includes major investment in parks infrastructure to meet the needs of existing and soon to be new residents of Comox.

Respectfully,

GORD

Gord Horth
[redacted]
Comox

RECEIVED
August 31, 2026
TOWN OF COMOX

LOG: 26-882	REFER:	AGENDA: RCM 07Oct26
FILE: 1610-01, 6	ACTION: MR	

File: 1610-01, 6130-01

Copies: Council
JW/EH/SA/RN/SR/CD

From: David Try [redacted]
Sent: September 4, 2026 11:52 AM
To: Nicole Minions <NMinions@comox.ca>
Cc: [redacted]
Subject: Kitselas Treaty Support Request

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

---

attached please find a letter requesting your support for the Kitselas Treaty

on behalf of chief Glenn Bennett

RECEIVED
September 04, 2026
TOWN OF COMOX

David Try PhD
Sr Negotiator & Dir Treaty
Kitselas First Nation

LOG: 26-885	REFER:	AGENDA: RCM 25Nov26
FILE: 0400-04, C	ACTION: MR	

File: 0400-04, 0400-70

Copies: Council
JW/SR/CD

KITSELAS FIRST NATION

Gitsumkalum

"People of the Canyon"

September 2, 2026

Mayor Nicole Minions
Town of Comox
1809 Beaufort Avenue
Comox, BC V9M 1R9

Dear Mayor Minions:

Re: Kitselas Treaty Act

The City of Comox stood with K'ómoks Fisrt Nation through its treaty, publicly and more than once. I am writing to ask whether you would be willing to do something similar for Kitselas First Nation.

Kitselas citizens ratified our Treaty on April 10, 2025, after more than thirty years of negotiation. British Columbia introduced the Kitselas Treaty Act as Bill 21 on April 15 of this year, due to competing legislative priorities, it did not move past fithe spring. The Legislature returns on October 5.

When you took office, you said you wanted to build the Town's relationship with K'ómoks as neighbours on their territory, and Comox put its name to both of the joint statements the valley made around the ratification vote. The provincial K'ómoks Treaty Act received Royal Assent on May 28. Our bill was introduced six weeks earlier and has gone nowhere since.

What has changed in between is the public conversation. Much of what is circulating now about property, land quantum, and uncertainty was circulating in the Comox Valley too, and your community worked through it. Saying so publicly would be immensely helpful in the current climate.

I would welcome a letter to Premier Eby and Minister Chandra Herbert that Kitselas may publish, and would value even more a statement in your own name, or a piece in the local paper about what supporting K'ómoks actually cost the Town, which I suspect was very little.

If you would rather speak than write, or speak before writing, I would welcome either.

Yours sincerely,

[redacted]

Chief Glenn Bennett
Kitselas First Nation

cc David Try, Senior Negotiator and Director of Treaty

From: [redacted]
Sent: September 15, 2026 2:34 PM
To: Town of Comox – Administration <town@comox.ca>
Subject: RE: Intersection of Aspen and Murrelet Drive

Hello,

I am very concerned about the corner of Aspen and Murrelet Drive. Yesterday I saw a car drive through the cross walk as two pedestrians were almost to the middle.

What we need is either a four way stop or lights. Someone is going to get hurt there as people speed from Bolt to Guthrie. I know the speed limit is only 30 but they speed up at the end of the park or else are going too fast in the first place. Also there is a corner right before you hit the crosswalk. It is a busy intersection for cars and kids.

There is a day care right beside the intersection and I would hate for those little ones to see a bad accident.

Last but not least my granddaughter goes to Aspen Elementary and would like to walk to our house from the school but as of now it is not safe.

Hope to hear from you that something is being done about that corner.
Thanks,
Gladys Uhryn
[redacted]

RECEIVED
September 15, 2026
TOWN OF COMOX

LOG: 26-898	REFER:	AGENDA: RCM 25Nov26
FILE: 5400-16, 5	ACTION: MR	

File: 5400-16, 5460-05

Copies: Council
JW/SR/SA/CP

Town of Comox – Administration

From: [redacted]
Sent: September 15, 2026 3:17 PM
To: Town of Comox – Administration
Subject: Re: Intersection of Aspen and Murrelet Drive

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Hi David,
My name is Gladys Uhryn and my address is [redacted] Comox BC [redacted]
Thank you
Gladys Uhryn

Get Outlook for Android

From: Town of Comox – Administration <town@comox.ca>
Sent: Tuesday, 15 September 2026 15:00:36
To: [redacted]
Subject: RE: Intersection of Aspen and Murrelet Drive

Hello Gladys,

Per council policy, correspondence to be circulated to Council or placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. **Can you please provide your civic address?**

Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the October 7, 2026 Regular Council agenda for consideration. If Council makes a decision on the subject matter, we will follow up. If no decision is made, please consider your letter received and filed for information.

Kind Regards,

David Somerville
Clerk II – Corporate Services

TOWN OF COMOX

250-339-2202 – Comox.ca
1809 Beaufort Avenue, Comox B.C. V9M 1R9
Facebook | Bluesky | Instagram | LinkedIn | YouTube

I 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.

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. It is intended only for the personal use of the designated recipient(s). If you have received this message in error, any publication, use, reproduction, disclosure or dissemination of its contents is strictly prohibited. If you have received this email in error please reply to this email or call us directly at (250) 339-2202.

From: [redacted]
Sent: September 15, 2026 2:50 PM
To: Town of Comox – Administration <town@comox.ca>
Subject: Re: Intersection of Aspen and Murrelet Drive

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Thank you but I would like it to go to the Mayor and Councillors also.
Gladys

From: Town of Comox – Administration <town@comox.ca>
Sent: Tuesday, September 15, 2026 2:41 PM
To: [redacted]
Subject: RE: Intersection of Aspen and Murrelet Drive

Hello Gladys,

Thank you for your email. I have shared your request with the Public Works Department for their attention and response.

Kind Regards,

David Somerville
Clerk II – Corporate Services

TOWN OF COMOX

250-339-2202 – Comox.ca
1809 Beaufort Avenue, Comox B.C. V9M 1R9
Facebook | Bluesky | Instagram | LinkedIn | YouTube

Town of Comox – Administration

From: Shelley Bohmer [redacted]
Sent: September 18, 2026 12:10 PM
To: council
Subject: Vacuum Truck Questions?

RECEIVED
September 18, 2026
TOWN OF COMOX

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

[redacted]

LOG: 26-902	REFER:	AGENDA: RCM 25Nov26
FILE: 5330-20-2	ACTION: MR	

File: 5330-20-2022-02

Copies: Council
JW/SR/SA/CP

Dear Mayor & Council,

As residents who have had a great deal of disturbance from the Comox Pump Station retro fit, on top of the enormous level of road work the last two or more years, our patience is being exhausted to say the least.

We're sure that the on going vacuum excavation work is necessary but we question:

Why were residents not informed that there would be months of this level of noise?

Why has this amount of excavation been necessary?

Are council aware of this work?

The dB(A) in this video at the top of our property are above 80

Down the hill that number is 95.

Shelley & Leon Bohmer
[redacted]

[redacted]

Sent from my iPhone

Town of Comox
1809 Beaufort Avenue
Comox, BC
V9M 1R9

LOG:	REFER:	AGENDA:
26-905		RCM 25Nov26
FILE: 0220-50, 5	ACTION: MR	

23 September 2026

Attention: Mayor Minions

File: 0220-50, 5460-05 Copies: Council JW/SA/CP/RN/SR

Re: Landscaping, Safety and Noise concerns – 2250 Manor Place (Roundabout and Adjacent Right-of-Way)

Dear Mayor and Council,

We are writing on behalf of the Strata Council and owners of the condominiums at 2250 Manor Place regarding ongoing safety and quality-of-life concerns arising from the construction of the roundabout adjacent to our property. Residents have raised some of these concerns previously but have not received a clear response or path to resolution. We are asking the Town to formally engage with us on this matter to find a mutually agreeable solution.

Landscaping and Soil Remediation

The removal of mature trees during construction eliminated our only natural buffer.

Traffic Bylaw[1] violations

A significant number of vehicles – including motorcycles and pickup trucks with modified or illegally loud exhausts – use the roundabout to aggressively "launch" into acceleration zones. Furthermore, drivers unfamiliar with roundabout etiquette routinely honk, yell obscenities, and use the intersection recklessly. This disruptive and erratic behaviour occurs at all hours, creating a significant disturbance particularly late at night.

Noise, headlight glare and dust

Noise is the most significant and consistently reported issue among owners. While the purported benefits[2] of roundabouts include reductions in noise, emissions and idling, the reality for our residents is a severe increase in disruptive, variable noise. The steady traffic drone has been replaced by constant acoustic spikes and low-frequency rumble as vehicles decelerate and aggressively re-accelerate through the intersection. Specific concerns include:

- **Intermittent Nighttime Spikes:** Sudden and aggressive acceleration, gear shifting, and vehicles striking the raised centre island create sharp noise spikes that disrupt sleep at all hours.
- **Loss of Liveability:** Residents are completely unable to keep windows open during warmer months due to the volume and frequency of the noise.
- **Heavy Vehicle Impact:** Heavy commercial trucks generate intense low-frequency structural rumble as they brake, downshift, and throttle through the loop.
- **Headlight glare and dust:** Because vehicles must rotate as they navigate the roundabout, headlights now sweep directly into residents' homes at night, in particular upper-floor bedrooms in Building B. Additionally, the revised traffic patterns stir up significant road dust that enters homes when windows are open, creating an ongoing cleanliness and air-quality issue.

[1] https://www.comoxvalleyrd.ca/media/13709
[2] Benefits of Roundabouts 32x24_REV

RECEIVED
SEP 23 2026
TOWN OF COMOX

Property Impact and Security

The parking area is common property of the strata and sits at a significant drop from the road level, retained by an existing concrete wall. This grade change creates a **severe vehicular incursion risk**. A vehicle losing control inside or exiting the roundabout could easily become airborne, crashing into the parking complex below and causing catastrophic property damage or fatal injury. A crash-rated structural barrier at the roundabout is needed to mitigate this liability.

Furthermore, bringing the roadway and sidewalk closer to our parking area has compromised complex security; we have experienced our first vehicle break-in since the roundabout's completion. Collectively, the persistent noise, glare, and safety risks are actively depressing our property values and have stripped away the quiet, residential character of our community.

Requested Options for Resolution

We would like to open an immediate discussion with the Town on the following:

- **Robust Tree and Shrub Replacement:** Completing soil remediation and planting a dense, multi-layered privacy buffer. We understand the soil requires remediation before replanting, and that the Parks Manager expects planting to be completed in September; we request written confirmation of this timeline.
- **Targeted Traffic & Bylaw Enforcement:** Installing speed/noise cameras or requesting an increased RCMP presence to conduct radar and exhaust-volume enforcement for vehicles accelerating toward Courtenay, Back Road, and Comox.
- **A Permanent Sound and Safety Barrier:** A durable, concrete or composite acoustic[3] wall (at least 10 feet high) positioned nearer to the roadside. This would simultaneously resolve the noise, headlight glare, and vehicular incursion risk. Our layout preference is to preserve the existing retaining wall, plant a green buffer immediately behind it, and place the barrier wall further out to protect the complex's green space.

Request for Action

The Strata stands united in demanding a resolution that protects the safety and well-being of our residents, with the understanding that those most directly affected by the noise and glare must have the greatest input on the final design.

Given the daily impact on our community, we request a formal written reply within **two weeks** and a site meeting between the Strata Council and appropriate Town staff and/or Council representatives to discuss these options.

Thank you for your prompt attention to this urgent matter.

Sincerely,

[redacted]

Brian Perry [redacted]
for The Strata Council, 2250 Manor Place, Comox.

[3] Acoustical Standards | Town of Comox

Town of Comox – Administration

From: grace wolff [redacted]
Sent: September 24, 2026 11:33 AM
To: council
Subject: Dog park

RECEIVED
September 24, 2026
TOWN OF COMOX

LOG: 26-906	REFER:	AGENDA: RCM 25Nov26
FILE: 0220-50, 6	ACTION: MR	

File: 0220-50, 6130-02

Copies: Council
JW/SA/RN/SR/BYLAW

Dear council members,

I would like this addressed at a council meeting.

[redacted] 'dog park' at Gladstone street. The park used for off leash visits is very loud and dirty. It is a dust bowl that smells very bad because the garbage cans are full of feces. Just try walking by on the street!

The word has spread amongst dog owners who come here from all over the Comox valley
There is a private group of 600 members on facebook ! Thursday morning is a scheduled meeting for them .

There is frequently fights between dog owners and between dogs. It is very disturbing. Often after dark. In the summer a loud german shepherd woke me up at 5 a.m. daily.

This is my neighbor hood, and the dogs are barking and yipping random hours seven days a week .None of us here in our neighborhood were consulted on the installation of this park.

Please have it monitored with specific hours and a locked gate . The parks in Comox have hours and even those hours are inappropriate for this noisy area. Dawn to dusk is good for winter hours. Summer hours need a different schedule.
YOUR WEBSITE POSTS THE ACCESS AT 24 HOURS!!
Please deal with this disruptive activity.

I am sending a couple of videos from this morning. Please use maximum volume when listening in order to hear the shrill echoing and deep booming bark of the dogs.

Thanks for your attention, please address at council to implement some enforcement.
I would like to be updated. Please.

P.S. I did have a meeting with Robbie from parks who is planning on erecting a large sign but this is really Insufficient as is the " please respect the neighbors " notice. They clearly do not respect us.

Grace Wolff
[redacted]

[redacted]

[redacted]

Town of Comox – Administration

From: Grace Wolff [redacted]
Sent: October 10, 2026 2:34 PM
To: Town of Comox – Administration
Cc: Bylaw
Subject: Re: Dog park

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Hello.. please forward to council, bylaw and parks . it's the long weekend normally peaceful here in Comox . This video is at dinner time last night Friday the 9th of October. Notice the echoing effect of the barking from the motel walls. The owner shouts clearly and ineffectually. Please close this park! It is disturbing to our quiet neighborhood.

Grace Wolff
[redacted]

Get Outlook for iOS

From: Grace Wolff [redacted]
Sent: Monday, 05 October 2026 15:29:05
To: Town of Comox – Administration <town@comox.ca>
Cc: Bylaw <bylaw@comox.ca>
Subject: Re: Dog park

Please listen . This constant barking is disturbing to our neighborhood.

Get Outlook for iOS

From: Town of Comox – Administration <town@comox.ca>
Sent: Monday, 05 October 2026 09:30:49
To: Grace Wolff [redacted]
Cc: Bylaw <bylaw@comox.ca>
Subject: RE: Dog park

Good Morning Grace,

Thank you for your email. This information has been shared with the Bylaw Officers for their attention and response.

For your reference, the file number for this inquiry is: [redacted]

Kind Regards,

David Somerville
Clerk II – Corporate Services

TOWN OF COMOX

250-339-2202 – Comox.ca
1809 Beaufort Avenue, Comox B.C. V9M 1R9
Facebook | Bluesky | Instagram | LinkedIn | YouTube

I 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.

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From: Grace Wolff [redacted]
Sent: September 30, 2026 12:07 PM
To: Bylaw <bylaw@comox.ca>
Subject: Dog park

Loud incessant barking. Please refer to previous email. Thank you.
Grace Wolff [redacted]
noon Thursday September 30, 2024
Get Outlook for iOS

Town of Comox – Administration

From: Vance Gushulak [redacted]
Sent: October 27, 2026 9:13 PM
To: council
Cc: Parks
Subject: Dog Park Issue

RECEIVED
October 27, 2026
TOWN OF COMOX

LOG:	REFER:	AGENDA:
26-934		RCM 25Nov26
FILE: 0220-50, 6	ACTION: MR	

File: 0220-50, 6130-02 Copies: Council JW/SA/RN/SR/BYLAW

To the Town Council,
I am writing to address the untenable situation of the dog park at 2085 Wallace Ave in Comox. To my understanding this was originally a temporary park location which has now been made a permanent park in the neighbourhood. As far as I know, there was no consultation on these decisions with the residents of the surrounding neighbourhood. There are numerous loud barking dogs day and night, hours are not posted or enforced, so people are bringing dogs from 5am to 10.30pm and beyond, waking up residents and causing disruption.confronting dog owners when this happens is a futile effort, met with indifference, ignorance or even threats, this also should not be a responsibility of a neighbouring resident. This park was frequented less when it opened, but is becoming more and more crowded and unruly, mornings and afternoons now have upwards of 25-30 people and their dogs, dogs fighting loudly is a daily occurrence.
I have contacted the bylaw officer about noise with little to no result. It can be concluded the park is a loophole in noise violation, in that numerous overlapping visits by owners of loud barking dogs come and go resulting in hours of loud noise, rather than a single long continuous loud dog (which does also happen frequently). Dogs fighting also has led to incidents of owners engaging in yelling matches and swearing. I have attached a file of an incident reported on Facebook of a park attendee whose arm was badly bitten, resulting in a hospital visit. This has not been, as far as I'm aware, reported to animal control or the parks department, this may be indicative of patrons attitudes to maintain the current situation, and not wanting enforcement or regulation. This is also indicative of this happening frequently and will happen again in the future, perhaps even a more serious injury will occur.
All of the above displays a priority of pet owners and their lack of respect to the park rules and neighbourhood, and lack of oversight of the park, over the safety, security and peace this surrounding neighbourhood had before this installation. Several residents are afraid to speak up on this matter for fear of the town building something else in this location. It is therefore my recommendation this park needs to be closed for noise and safety reasons, and the town seek an alternative location for a dog park in a forested area, perhaps the northeast woods as was an original proposal, or highland school. After all, the town worked with the school district to lease the land, and somewhere else could be found with their cooperation.

Below contact info is attached file

Thank you for your time and attention.
Vance Gushulak
[redacted]

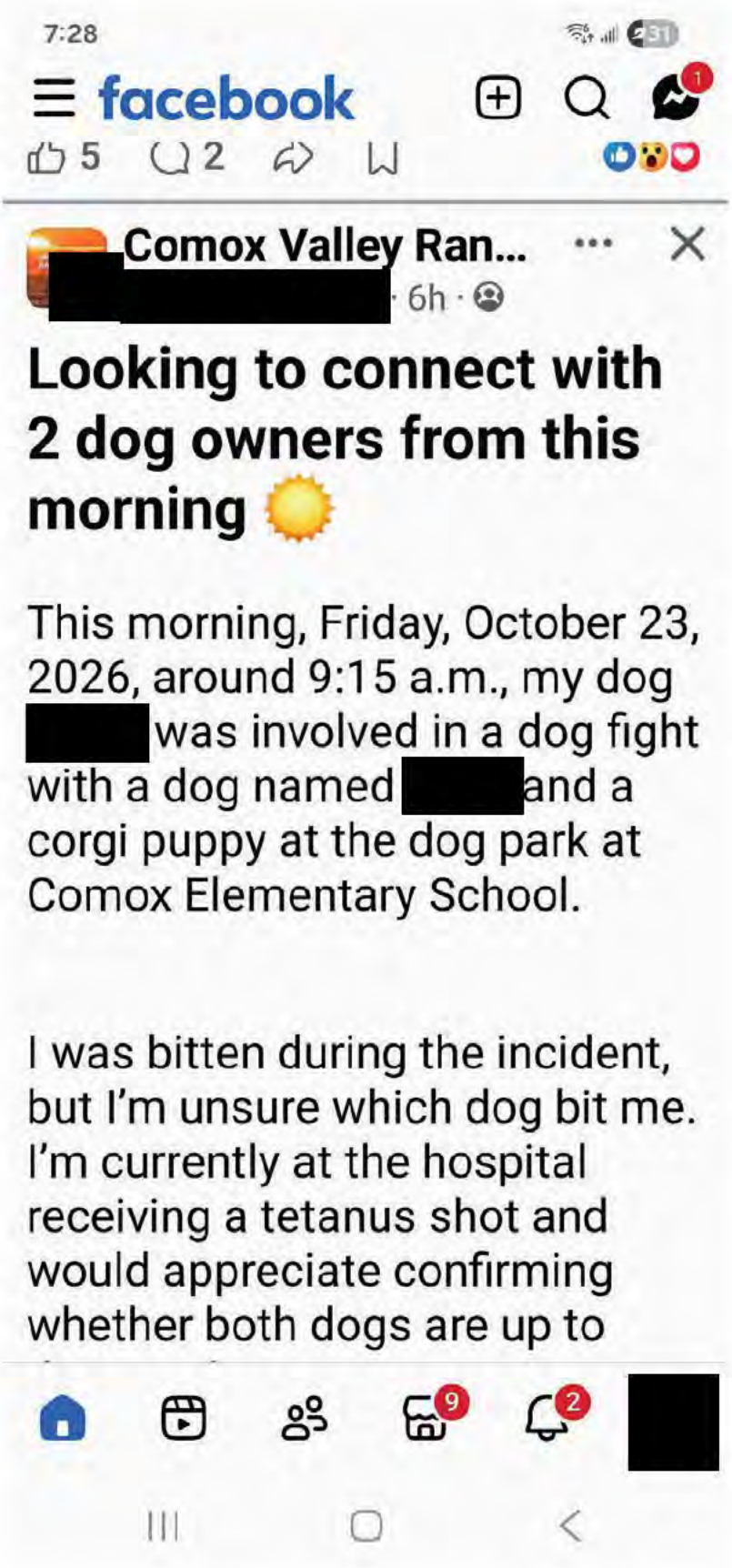
Town of Comox – Administration

From: Vance Gushulak [redacted]
Sent: October 27, 2026 10:14 PM
To: council
Subject: Dog Park Issue

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Hello,
This Is Vance Gushulak
A follow up to my previous email,
My address is [redacted] Comox
[redacted]

There is also another attached file with the picture from Facebook


7:28
facebook
5
2
Comox Valley Ran...
[redacted]
· 6h ·
Looking to connect with 2 dog owners from this morning
This morning, Friday, October 23, 2026, around 9:15 a.m., my dog [redacted] was involved in a dog fight with a dog named [redacted] and a corgi puppy at the dog park at Comox Elementary School.
I was bitten during the incident, but I'm unsure which dog bit me. I'm currently at the hospital receiving a tetanus shot and would appreciate confirming whether both dogs are up to

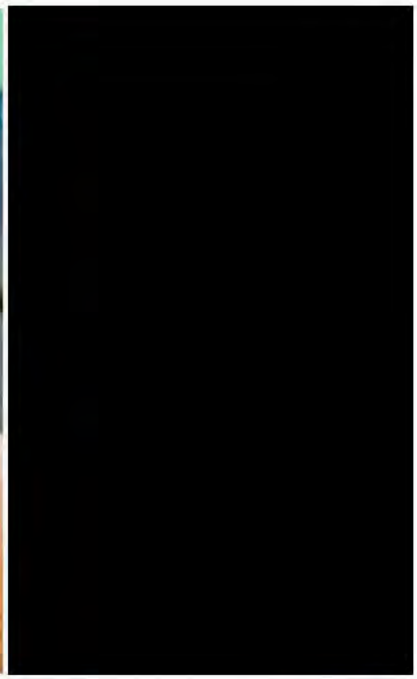
7:28

please comment or send me a private message?

Thanks so much for your help and cooperation.

Much Respect, [redacted]

(A photo of us prior to arriving at dog park)



73 46

Town of Comox – Administration

From: Vance Gushulak [redacted]
Sent: November 7, 2026 6:57 PM
To: council
Subject: Dog Park issue - Follow up letter

LOG:	REFER:	AGENDA:
26-934		RCM 25Nov26
FILE: 0220-50, 6	ACTION: MR	

File: 0220-50, 6130-02 Copies: Council JW/SA/RN/SR/BYLAW

To Comox Town Council,

This is a follow-up letter, again concerning the off leash dog park at 2085 Wallace Ave. There was a serious attack from a scared cat in the park resulting in a local woman having to go to the hospital to receive a tetanus shot and stitches, this occurred on Thursday Nov. 5th. This is just the most recent of animal attacks involved with the park, as had been stated previously, there are dog fights daily when the park gets crowded, typically every morning between 9 and 12.

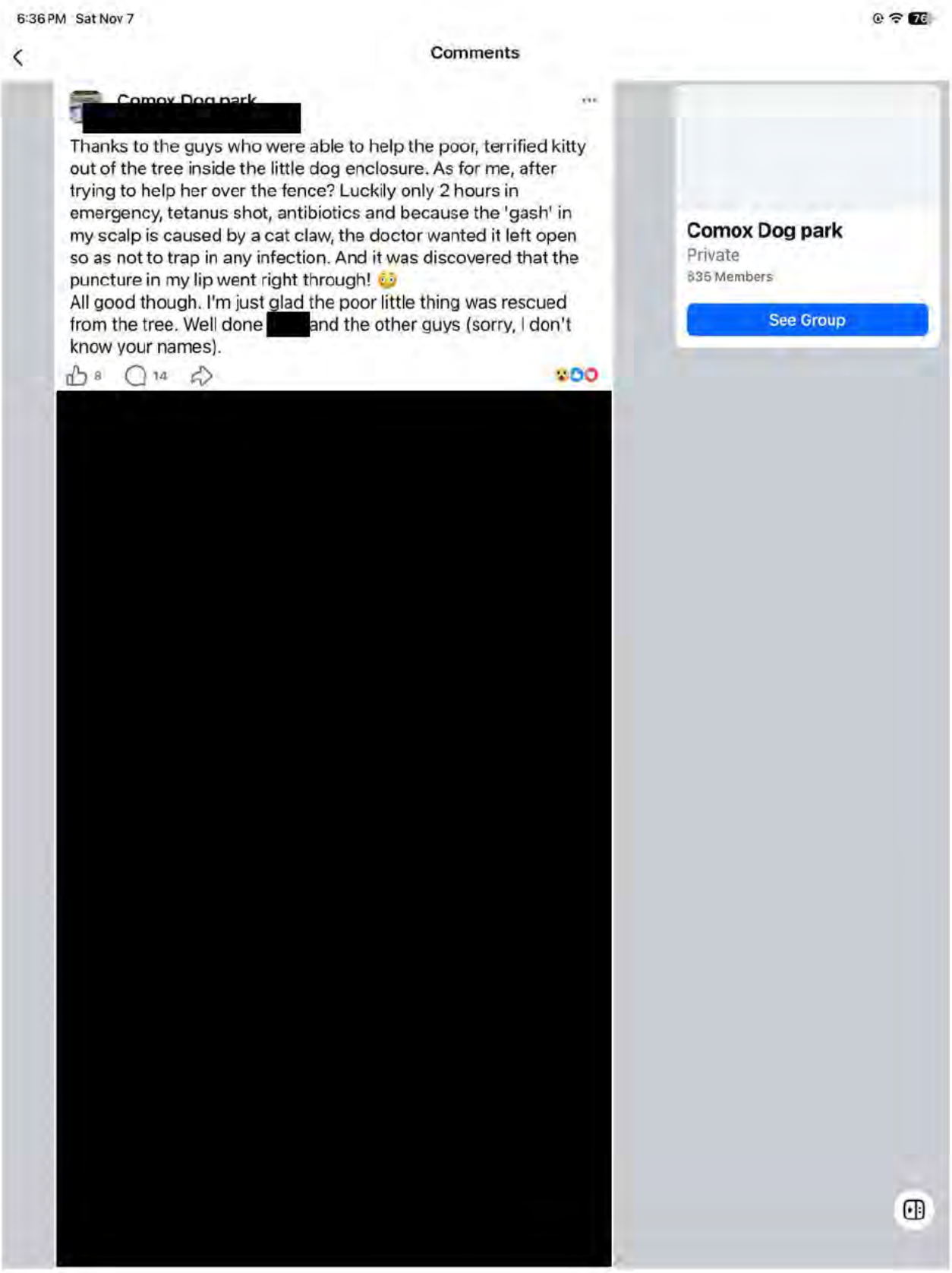
The bylaw officer informs me that the noise issue cannot be enforced, even though there are continuous hours of different dogs loudly barking daily. The parks department informs me that park hours are 6 am to 11 pm, which means these early and late hours can and have been frequented by loud barking and fighting events. Other cities and towns in BC don't even have such hours for dog parks due to noise issues (Nelson park in Vancouver for example is 7am-9pm). The parks department indicated in September new signage addressing hours and behaviours, to be installed, no new signage has been installed as of Nov. 7th. It is unlikely any signage would mitigate the sound issues.

This park was temporary when started, and it was quieter and frequented by close local neighbours. However now word has spread and it has become very crowded daily with large groups who drive here with dog club announcements, that allow their dogs to run wild, this is not a healthy environment for the animals, and too small of a venue for such large numbers and diverse dogs. Many owners have untrained dogs and are taking advantage of the venues enclosure to allow unruly aggressive and loud behaviour. A rudimentary search of social media yields numerous reports of dog bites and incidents of aggression and attacks, few of them are reported due to patrons seeking to not draw attention to this escalating issue.

The ideal outcome would be to return this park to a recreational area suited to sports or quieter regulated activities. A larger venue in a lower density neighborhood would be more appropriate, perhaps by highland school or the northeast woods. If the town wishes to take advantage of this spot it should be a quieter venue fitting the neighbourhood, a picnic area or treed park, or even a skateboard area.

Vance Gushulak
[redacted] Comox

Attached is post from social media of the cat attack.


6:36 PM Sat Nov 7
Comments
Comox Dog park
[redacted]
Thanks to the guys who were able to help the poor, terrified kitty out of the tree inside the little dog enclosure. As for me, after trying to help her over the fence? Luckily only 2 hours in emergency, tetanus shot, antibiotics and because the 'gash' in my scalp is caused by a cat claw, the doctor wanted it left open so as not to trap in any infection. And it was discovered that the puncture in my lip went right through!
All good though. I'm just glad the poor little thing was rescued from the tree. Well done [redacted] and the other guys (sorry, I don't know your names).
8
14
[redacted]
Comox Dog park
Private
835 Members
See Group

Town of Comox – Administration

From: Jason Anson [redacted]
Sent: September 11, 2026 1:12 PM
To: Nicole Minions; Town of Comox – Administration
Cc: Jonathan Kerr; Ken Grant
Subject: How the 2026 tax burden fell in Comox
Attachments: Town_of_Comox_Letter.pdf; Town_of_Comox_Exhibit_A.pdf

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Mayor Minions and members of Council,

Attached is a letter and a study covering the Town of Comox. It compares the 2026 assessment of every single family home sold here in 2025 against what the buyer actually paid. There were 172 arm's length MLS® sales.

Every one of them should have been assessed at what the buyer paid. That is what the law requires and what the courts and the Property Assessment Appeal Board have confirmed. Only 2 were. The rest ran from 69.1% to 115.9% of the sale price. Some homes are on the roll at around two thirds of what they sold for.

My question. Is the Town of Comox satisfied that everyone paid a fair share of the 2026 property tax, yes or no?

RECEIVED
September 11, 2026
TOWN OF COMOX

LOG: 26-917	REFER:	AGENDA: RCM 25Nov26
FILE: 0400-03, 1	ACTION: MR	

File: 0400-03, 1970-01
Copies: Council
JW/EH/SR

--
Kind Regards,
Jason Anson
Appeal Advocate

All Vancouver Island Tax Roll Audit reports are published at
https://overassessed.ca/vancouver-island-tax-roll-audit-2026

September 21, 2026

RECEIVED
September 21, 2026
TOWN OF COMOX
Oct 20: Not Appearing as a Delegate, Correspondence Only (DS)

David Somerville
Clerk II, Corporate Services
Town of Comox
1809 Beaufort Avenue
Comox, BC V9M 1R9

Sent by email

Dear Mr. Somerville,

Re: 2026 Tax Roll Audit, Town of Comox, request to place correspondence on a Council agenda

Thank you for your email of September 11. Yes, I would like my correspondence placed on a Council agenda for discussion.

As required by Council policy, my details are:

Full name	Jason Anson
Civic address	[redacted] Youbou, BC [redacted]
Municipality	Youbou, Cowichan Valley Regional District, Electoral Area I

I understand these details will be redacted on the correspondence published to the Town's website.

I would also welcome the opportunity to appear before Council as a delegation to present the Town of Comox findings and answer questions. Could you let me know the process and the next available date?

Please also let me know which meeting the correspondence will appear on.

Kind regards,

[redacted]

Jason Anson
Appeal Advocate

September 11, 2026

Mayor and Council
Town of Comox
1809 Beaufort Avenue
Comox, BC V9M 1R9

Sent by email to the Mayor and all members of Council

Mayor Minions and members of Council,

Re: How the 2026 tax burden fell in Comox

My name is Jason Anson. The 2026 property taxes have now been paid. That allows us to ask a simple question: who paid too much, and who paid too little?

When the 2026 assessments came out, BC Assessment's Deputy Assessor for Vancouver Island, Matthew Butterfield, told the Comox Valley Record that "the Vancouver Island housing market has been generally quite stable".[1] BC Assessment published an average single family increase of approximately 1% for the Town of Comox, from $830,000 to $838,000. An average tells a homeowner nothing about their own home.

When a home sells, we know what a real buyer was willing to pay for it. That sale price gives us a clear way to test the assessment. The Assessment Act requires assessments to reflect actual market value, and the courts and the Property Assessment Appeal Board have confirmed it.[2]

One way to measure this is called the Assessment to Sales Ratio, or ASR. If a home sells for $1 million and is assessed at $1 million, its ASR is 100%. That is the target. So I tested it. I looked at every arm's length MLS® sale of a single family detached home in this community during 2025. There were 172 sales. Only 2 of them had an ASR of exactly 100%. That is 1.2% of them.

BC Assessment may respond by pointing to the median ASR, which is about 98.4%. It has made that argument before. In a July 2026 news article, Mr. Butterfield said BC Assessment follows standards set by the International Association of Assessing Officers, which expect a median ASR between 90% and 110%, and that "BC Assessment is well within the international standards for accuracy and uniformity".[3] Those standards are voluntary, and BC Assessment's own policy states that where they conflict with the law, the law prevails. A median only tells you what sits in the middle of the list. It does not tell you how far the individual assessments are from 100%. Here they range from 69.1% to 115.9%.

Two sales show the problem clearly.

- 1838 Astra Rd sold for $1,100,000. Its 2026 assessment is $1,275,000. Its owner paid approximately $879 more tax than the sale price supports.
- 170 Carthew St sold for $1,503,000. Its 2026 assessment is $1,038,000. Approximately $2,335 in tax was never collected on it.

These are not small differences. The total amount of property tax collected does not change because one property is assessed higher or lower. That amount is set when the budget is adopted. What changes is who pays it. When one property is assessed too low, it pays less of the total, and the remaining taxpayers carry more.

Across all 172 sales, 61 homes were assessed above their sale price by a combined $2,734,285, and 109 below it by a combined $6,236,477.

The assessment roll is prepared by BC Assessment, a provincial body. The tax bills are issued locally, and the people paying them are the taxpayers in this community. That gives the Town of Comox good reason to put questions to the Province. I have now done this work for all taxation jurisdictions on Vancouver Island, and every one is published here:

https://overassessed.ca/vancouver-island-tax-roll-audit-2026

An inaccurate roll also costs the Town of Comox directly, because every reduction granted on appeal after the rates are set is revenue refunded rather than collected.

My question. Is the Town of Comox satisfied that everyone paid a fair share of the 2026 property tax, yes or no?

The attached study provides the result for every sale used in this analysis.

Kind regards,

[redacted]

Jason Anson
Appeal Advocate

Town of Comox

172 homes sold

Comox Valley Regional District, 2025 single family detached sales

2 of the **172** homes that sold (**1.2%**) were valued at exactly what the buyer paid, which is what the law requires.

The other **170 (98.8%)** missed. **109 (63.4%) were under assessed. 61 (35.5%) were over assessed.**

The amount of tax collected does not change. A home assessed too low pays less than its share. A home assessed too high pays more, and carries part of what the under assessed homes did not.

Lowest 69.1% 100% what the buyer paid Highest 115.9%

Lowest and highest come from the sales in this community. The dark mark is the ASR median at 98.4% of sale price.

Under assessed match Over assessed

■ Exact sold price match	2	1.2%

Under assessed			Over assessed		
Under 5% below	65	37.8%	Under 5% above	36	20.9%
5 to 10% below	32	18.6%	5 to 10% above	17	9.9%
10 to 20% below	10	5.8%	10 to 20% above	8	4.7%
20 to 50% below	2	1.2%	20 to 50% above	0	0.0%
More than 50% below	0	0.0%	More than 50% above	0	0.0%

Under assessed · below the sale price

$6,236,477

$33,000 for a typical under assessed home

Over assessed · above the sale price

$2,734,285

$36,000 for a typical over assessed home

TAX THAT MOVED ONTO OTHER OWNERS

$31,314

$166 for a typical under assessed home

TAX CARRIED BY OVER ASSESSED OWNERS

$13,730

$181 for a typical over assessed home

The 2026 combined Class 1 residential tax rate for Town of Comox is 5.02131 per $1,000 of assessed value. General municipal, Infrastructure Renewal Fund, library, regional district general and hospital, and Comox Strathcona Hospital from Bylaw 2062, plus School District 71, BC Assessment and the Municipal Finance Authority. Excludes the Downtown Business Improvement Area, which is not levied on Class 1. Property tax is a fixed amount a taxing authority decides to collect, so the roll only decides who pays. None of this money was lost. It moved.

Rate source: Town of Comox 2026 Tax Rates Bylaw No. 2062, adopted May 13, 2026; Order in Council 124, April 7, 2026, School District 71 Comox Valley at 1.3659; and the Province of British Columbia 2026 rural tax rate schedule, jurisdiction 771 Courtenay Rural, for BC Assessment and the Municipal Finance Authority. The full tax basis is set out at Table 5 of the report.

The complete sale by sale analysis follows. Every figure on this page is computed from the 172 arm's length MLS® sales listed in Appendix A. Published at overassessed.ca/vancouver-island-tax-roll-audit-2026

Enclosure: Exhibit A, Assessment to Sales Ratio Study, Town of Comox, 2025 Single Family Detached Sales
cc: Will Cole-Hamilton, Chair, Comox Valley Regional District; Honourable Brenda Bailey, Minister of Finance, Province of British Columbia; Matthew Butterfield, Deputy Assessor for Vancouver Island, BC Assessment; Heather Maahs, MLA, Interim Leader of the Official Opposition

1. Comox Valley Record, January 8, 2026:
https://comoxvalleyrecord.com/2026/01/08/comox-valleys-2026-property-value-assessments-released/
2. Kerzner et al. v. Area 09, 2023 BCPAAB 20231949, paragraphs 29 and 32.
3. Victoria News, July 21, 2026:
https://vicnews.com/2026/07/21/sidney-assessment-appeal-raises-concerns-around-bc-assessment-process/
IAAO Standard on Ratio Studies:
https://www.iaao.org/wp-content/uploads/Standard_on_Ratio_Studies.pdf
BC Assessment Appraisal Tolerance and Equity Range Policy:
https://info.bcassessment.ca/services-and-products/APPs/Appraisal-Tolerance-and-Equity-Range-Policy.pdf

EQUITY WITHIN THE TAXING JURISDICTION

Assessment to Sales Ratio Study, Town of Comox, 2025 Single Family Detached Sales

A taxation jurisdiction within the Comox Valley Regional District

September 11, 2026

Prepared by Jason Anson, Appeal Advocate

Assessment to Sales Ratio (ASR)

[1] Section 57 of the Assessment Act requires assessments to be at actual value applied in a consistent manner within the municipality. The Courts and the Property Assessment Appeal Board have held that a taxpayer is entitled to an assessment at the lower of either market value or an equitable value compared to the assessment of similar properties: Assessor of Area #09 Vancouver v. Bramalea Ltd., 1990 CanLII 284 (BCCA); Assessor of Area #09 Vancouver v. Lount, 1995 CanLII 3441 (BCCA); most recently affirmed in Kerzner, et al. v. Area 09, 2023 BCPAAB 20231949 at paragraphs 26 and 29. This study tests whether the 2026 assessment roll in Town of Comox meets that standard, using the complete record of market evidence within the taxing jurisdiction.

[2] This study covers every arm's length MLS® sale of a single family dwelling within Town of Comox where the contract was agreed during calendar year 2025: 172 sales in total, reproduced in full in Appendix A. No Farm Class property was identified in this jurisdiction. The 172 remaining sales are the basis for every figure that follows. This is not a sample. It is the complete population of arm's length single family detached sales for the year, drawn from Vancouver Island Real Estate Board MLS® records and cross checked individually against BC Assessment's own published sale records.

[3] For each sale, the Assessment to Sales Ratio is calculated as the 2026 assessed value divided by the actual sale price. Because the 2026 roll is required to reflect actual market value as of July 1, 2025, and each of these homes was exposed to the open market and vetted by a buyer, a seller, and their agents during the same year, each ratio directly measures how accurately the Assessor valued that specific home. A perfectly accurate assessment produces a ratio of 100%. The median ASR across the 172 sales is 98.4%. Taken alone, that figure appears fully compliant with the standards published by the International Association of Assessing Officers, which BC Assessment uses to measure the quality of the roll. Those standards are voluntary, as the IAAO itself states, and BC Assessment's own Appraisal Tolerance and Equity Range Policy states in writing that it is not binding and that the law and the Property Assessment Appeal Board prevail over it. This report asks the reader to look past that single number, because it is not necessarily the product of uniform accuracy. It can instead be the midpoint of two large offsetting groups of errors.

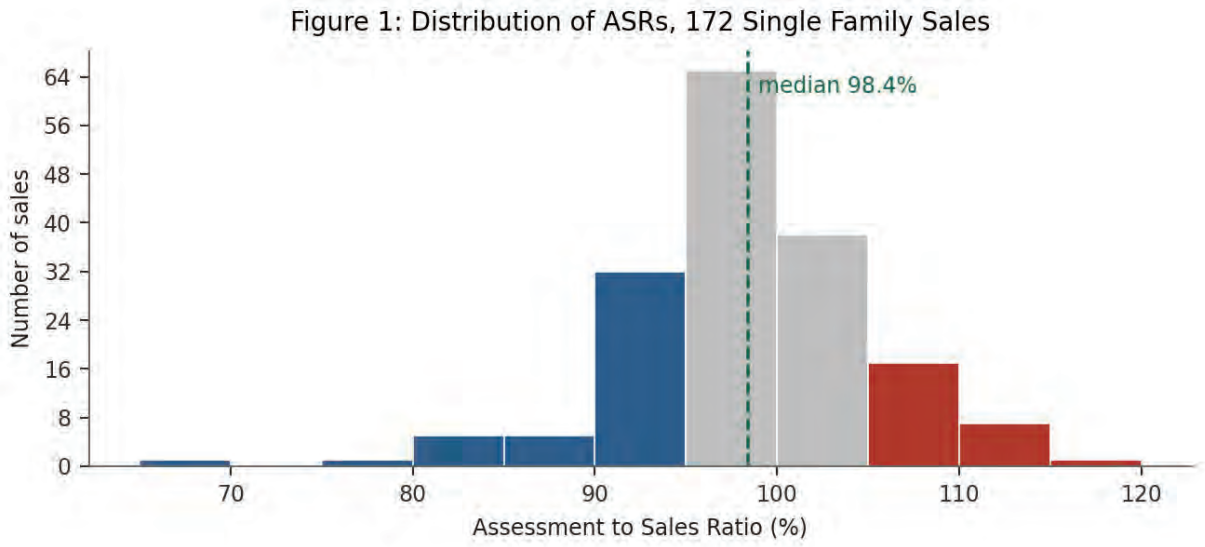
[4] For a home that actually sold, there is no guesswork about what it is worth. A willing buyer and a willing seller already settled that. The Board has held that an arm's length sale price is the best evidence of a property's actual market value, and that appraisal tolerance cannot be used to justify an unreasonable result: Kerzner at paragraphs 29 and 32. For the 172 homes in this study, the assessed value and the sale price should match. Where they do not, that home is carrying more or less tax than it should, and because property tax is a fixed amount divided among owners, every dollar one owner does not pay is paid by somebody else.

What the median conceals

[5] Of the 172 sales tested, 2 were assessed at exactly what the buyer paid, which is 1.2%. The other 170 missed. 61 homes are assessed above their sale price and 109 below it.

[6] The individual ratios behind the 98.4% median range from 69.1% to 115.9%, a spread of approximately 46.8 percentage points within a single year, for a single property type. Figure 1 shows the full distribution.

[7] The Assessor relies on tolerance bands rather than on the match itself, so those measures are reported here as well, so the roll can be examined on the Assessor's own terms alongside the standard set out at paragraph 4. Of the 172 sales, 103 (59.9%) were assessed within 5% of their actual sale price. 25 were assessed at 105% or more of what they sold for, 8 of those at 110% or more. At the other end, 44 were assessed at 95% or less of their sale price, 12 of those at 90% or less.



Red bars are homes assessed at 105% or more of their sale price. Blue bars are homes assessed at 95% or less. Source: Appendix A.

[8] The dollar amounts are not trivial. 1838 Astra Rd sold for $1,100,000 against a 2026 assessment of $1,275,000, an over assessment of $175,000 (ASR 115.9%). 170 Carthew St sold for $1,503,000 against an assessment of $1,038,000, under assessed by $465,000 (ASR 69.1%). Across the dataset, 61 properties were assessed above their sale price by a combined $2,734,285, while 109 were assessed below by a combined $6,236,477.

[10] Property taxes are a zero sum system: every under assessed home shifts tax burden onto the over assessed ones. In this community, over assessed owners carried $13,730 in tax that their sale prices do not support, and $31,314 in tax was not carried by under assessed homes and moved onto everyone else. Appendix A translates each home's assessment error into dollars using the 2026 Class 1 residential tax rate set out in Table 5. None of this money was lost. It moved.

Market movement cannot explain the spread

[11] The only legitimate reason for a 2025 sale to produce a ratio away from 100% is market movement between the sale date and the July 1, 2025 valuation date. Any such adjustment requires a benchmark that describes this community's own market, for this study's own population of sales. This section sets out every published benchmark available and shows that none of them does that job here.

[12] BC Assessment's usual benchmark is the CREA MLS® Home Price Index, as published by the Vancouver Island Real Estate Board for Zone 2, Comox Valley. That index blends every submarket in the regional district into a single number, so it describes a far larger area than this one. Over the twelve months ending December 2025 it moved from $832,200 to $847,200, a change of 1.8%. Table 2 sets that blended figure against what the Board separately reports for the submarkets this jurisdiction's sales actually come from.

Table 2: Published benchmarks available for this jurisdiction

Benchmark	Units sold	Avg price, start	Avg price, end	12 month change
Zone 2, Comox Valley HPI, blended across all submarkets	n/a	$832,200	$847,200	+1.8%
Comox (Town of): not acreage or waterfront	167	$883,594	$894,450	+1.23%
Comox (Town of): acreage	4	$1,686,667	$1,693,750	+0.42%
Comox (Town of): waterfront	3	$1,942,500	$1,705,000	-12.23%
Comox (Town of): all single family detached, combined	174	$906,017	$926,800	+2.29%

Source: Vancouver Island Real Estate Board, Single Family Benchmark Price and HPI, Zone 2 Comox Valley, December 2025, and 12 Month Comparative Activity by Property Type, December 2025. Only the submarkets this jurisdiction's sales come from are shown. Segments are never added together.

[13] This study covers every arm's length single family detached sale in this community, including waterfront and acreage properties. The rows in Table 2 whose population matches that are the combined lines, which the Board publishes for this

jurisdiction's submarket. Those combined lines rest on 174 units in total, against 172 sales here, and the segments beneath them moved by materially different amounts over the same twelve months, so the choice of segment alone changes any time adjustment substantially.

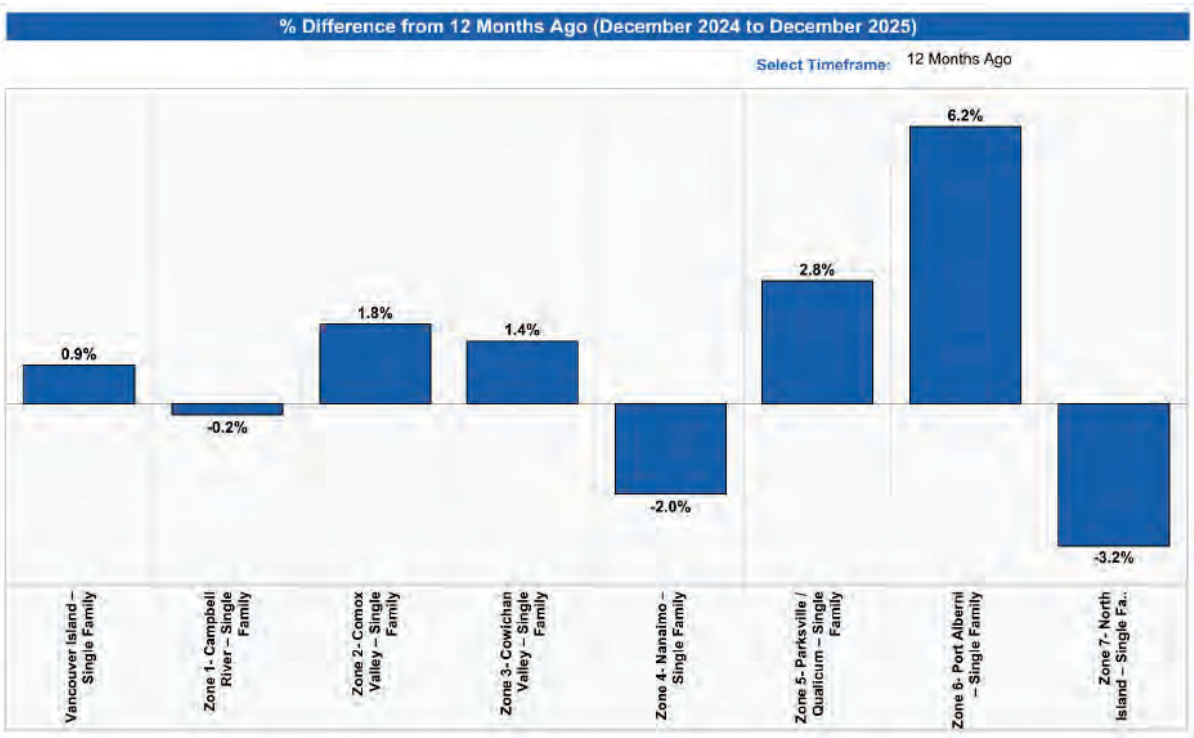
[14] There are four separate reasons why no published benchmark isolates what happened in this community's own market in 2025. Three of the four apply here: boundary, population, and sample size. Every taxation jurisdiction in the Comox Valley falls within at least one VIREB submarket, so the fourth does not arise.

(a) **Boundary.** The MLS® submarket tags do not track the taxation boundaries. The Comox (Town of) submarket sits inside the Town, but the neighbouring Comox Peninsula submarket covers Lazo North, which is Electoral Area B and is taxed by the Comox Valley Regional District. Three street pairs on Astra Road, Windslow Road and Walter Gage Street have neighbouring addresses on the same postal code falling on opposite sides of that line.

(b) **Population.** The published segments divide the market differently from this study. The combined lines rest on 174 units against 172 sales here, and the four segments the Board publishes for these submarkets moved by different amounts over the same twelve months, so a single adjustment drawn from any one of them would be wrong for a large share of the properties in this study.

(c) **Sample size.** The acreage and waterfront segments for this submarket rest on very few transactions, so a percentage change computed on them moves substantially on a single unusual sale and cannot support a time adjustment applied to individual assessments.

VIREB BENCHMARK PRICE, 12 MONTH % CHANGE BY ZONE



VIREB benchmark price, 12 month % change by zone, single family, December 2025. Zone 2, Comox Valley is the third bar from the left.

VIREB SINGLE FAMILY BENCHMARK PRICE BY TIMEFRAME

Benchmark Price by Timeframe and Property Type							
	December 2025	1 Month Ago	3 Months Ago	6 Months Ago	12 Months Ago	3 Years Ago	5 Years Ago
Vancouver Island – Single Family	$773,000	$779,200	$785,900	$792,600	$766,400	$708,400	$551,700
Zone 1- Campbell River – Single Family	$670,900	$670,400	$682,900	$680,000	$672,400	$595,400	$481,700
Zone 2- Comox Valley – Single Family	$847,200	$851,000	$843,300	$871,000	$832,200	$754,100	$593,800
Zone 3- Cowichan Valley – Single Family	$752,700	$766,800	$783,200	$780,900	$742,200	$713,200	$552,700
Zone 4- Nanaimo – Single Family	$794,700	$801,900	$811,600	$829,700	$811,000	$743,000	$583,800
Zone 5- Parksville / Qualicum – Single Family	$903,200	$920,800	$919,500	$898,600	$878,700	$818,300	$635,900
Zone 6- Port Alberni – Single Family	$542,600	$517,600	$521,600	$531,800	$510,900	$492,300	$360,600
Zone 7- North Island – Single Family	$432,100	$441,900	$447,300	$475,500	$446,200	$418,300	$287,500

VIREB single family benchmark price by timeframe, all zones, December 2025.

[15] There is a further problem with relying on the index at all, independent of everything above. The MLS® Home Price Index is a proprietary statistical model. The Canadian Real Estate Association's own published methodology states that the benchmark coefficients underlying the index vary from one month to the next, and that duplication or disclosure of index content without prior written permission is prohibited. The exact calculation behind any single figure is not published, cannot be reproduced by a third party, and cannot be tested or cross examined the way ordinary evidence can. The Board's own December 2025 package states that the index is reviewed annually, that coverage may be revised, and that historical benchmark prices reported in that package may differ from those distributed previously. The raw sales data relied on throughout this study is the opposite: every figure in Appendix A traces back to a specific arm's length transaction, a specific address, a specific sale price and a specific date, all independently verifiable against the MLS® record and the land title register.

[16] Whichever benchmark is used, none of them explains deviations of 15.9 points high and 30.9 points low, and none of them explains why the errors run in both directions at once, with some homes assessed far above their eventual sale price and others far below, in this community in the same year. What remains, on the evidence available, is valuation error, not market timing.

Submarket detail: the VIREB comparative activity reports underlying Table 2

[17] The following pages reproduce the Vancouver Island Real Estate Board's own 12 Month Comparative Activity report for each submarket referenced in Table 2, for direct verification. All four single family detached segments for a submarket are shown together on one page: not acreage or waterfront, acreage, waterfront, and combined.

Vancouver Island Real Estate Board, 12 Month Comparative Activity: Comox (Town of)

COMOX (TOWN OF): RESIDENTIAL - SINGLE FAMILY DETACHED (NOT ACREAGE OR WATERFRONT)

	Current Month			12 Months to Date			Year to Date		
	This Year	Last Year	% Change	This Year	Last Year	% Change	This Year	Last Year	% Change
Units Listed	2	9	-77.78%	216	220	-1.82%	216	220	-1.82%
Units Reported Sold	7	11	-36.36%	167	151	10.60%	167	151	10.60%
Sell / List Ratio	350.00%	122.22%		77.31%	68.64%		77.31%	68.64%	
Reported Sales Dollars	$5,723,300	$8,952,657	-36.07%	$149,373,192	$133,422,704	11.95%	$149,373,192	$133,422,704	11.95%
Average Sell Price / Unit	$817,614	$813,878	0.46%	$894,450	$883,594	1.23%	$894,450	$883,594	1.23%
Median Sell Price	$752,500			$839,000			$839,000		
Sell Price / List Price	98.05%	99.15%		98.62%	98.84%		98.62%	98.84%	
Days to Sell	45	39	15.38%	36	39	-7.69%	36	39	-7.69%
Active Listings	12	22							

COMOX (TOWN OF): RESIDENTIAL - SINGLE FAMILY DETACHED (ACREAGE)

	Current Month			12 Months to Date			Year to Date		
	This Year	Last Year	% Change	This Year	Last Year	% Change	This Year	Last Year	% Change
Units Listed	0	0		9	5	80.00%	9	5	80.00%
Units Reported Sold	0	0		4	3	33.33%	4	3	33.33%
Sell / List Ratio				44.44%	60.00%		44.44%	60.00%	
Reported Sales Dollars	$0	$0		$6,775,000	$5,060,000	33.89%	$6,775,000	$5,060,000	33.89%
Average Sell Price / Unit				$1,693,750	$1,686,667	0.42%	$1,693,750	$1,686,667	0.42%
Median Sell Price				$1,755,000			$1,755,000		
Sell Price / List Price				97.01%	94.24%		97.01%	94.24%	
Days to Sell				44	51	-13.73%	44	51	-13.73%
Active Listings	1	1							

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COMOX (TOWN OF): RESIDENTIAL - SINGLE FAMILY DETACHED (WATERFRONT)

	Current Month			12 Months to Date			Year to Date		
	This Year	Last Year	% Change	This Year	Last Year	% Change	This Year	Last Year	% Change
Units Listed	0	0		10	9	11.11%	10	9	11.11%
Units Reported Sold	1	0		3	2	50.00%	3	2	50.00%
Sell / List Ratio				30.00%	22.22%		30.00%	22.22%	
Reported Sales Dollars	$2,600,000	$0		$5,115,000	$3,885,000	31.66%	$5,115,000	$3,885,000	31.66%
Average Sell Price / Unit	$2,600,000			$1,705,000	$1,942,500	-12.23%	$1,705,000	$1,942,500	-12.23%
Median Sell Price	$2,600,000			$1,415,000			$1,415,000		
Sell Price / List Price	98.11%			94.72%	94.92%		94.72%	94.92%	
Days to Sell	68			53	140	-62.14%	53	140	-62.14%
Active Listings	2	3							

COMOX (TOWN OF): RESIDENTIAL - SINGLE FAMILY DETACHED (COMBINED)

	Current Month			12 Months to Date			Year to Date		
	This Year	Last Year	% Change	This Year	Last Year	% Change	This Year	Last Year	% Change
Units Listed	2	9	-77.78%	233	231	0.87%	233	231	0.87%
Units Reported Sold	8	11	-27.27%	174	155	12.26%	174	155	12.26%
Sell / List Ratio	400.00%	122.22%		74.68%	67.10%		74.68%	67.10%	
Reported Sales Dollars	$8,323,300	$8,952,657	-7.03%	$161,263,192	$140,432,704	14.83%	$161,263,192	$140,432,704	14.83%
Average Sell Price / Unit	$1,040,413	$813,878	27.83%	$926,800	$906,017	2.29%	$926,800	$906,017	2.29%
Median Sell Price	$760,000			$849,750			$849,750		
Sell Price / List Price	98.07%	99.15%		98.42%	98.58%		98.42%	98.58%	
Days to Sell	48	39	23.08%	37	40	-7.50%	37	40	-7.50%
Active Listings	15	25							

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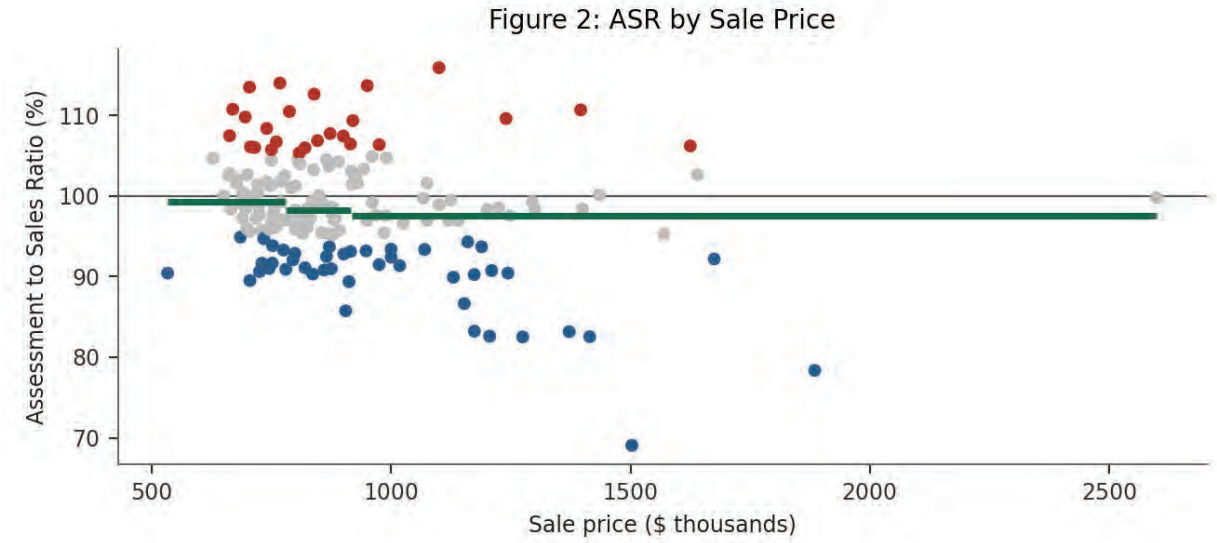
VIREB 12 Month Comparative Activity, Comox (Town of), all four single family detached segments, December 2025.

The errors are not random: accuracy varies by price

[18] When the 172 sales are ranked by price and split into thirds, a pattern emerges. The least expensive third (sale prices $533,000 to $777,500) has a median ASR of 99.3%. The middle third has a median of 98.3%, and the most expensive third ($917,000 to $2,600,000) has a median of 97.6%. The Price Related Differential for the dataset is 1.0053. The coefficient of dispersion is 5.14. Figure 2 illustrates the pattern.



Green bars mark the median ASR of each price tercile. A consistent roll would show all three at the same level.

Table 5: 2026 Tax Rate (per $1,000 of assessed value)

Jurisdiction	2026 Rate	Basis
Town of Comox	5.02131	General municipal, Infrastructure Renewal Fund, library, regional district general and hospital, and Comox Strathcona Hospital from Bylaw 2062, plus School District 71, BC Assessment and the Municipal Finance Authority. Excludes the Downtown Business Improvement Area, which is not levied on Class 1.

Source: Town of Comox 2026 Tax Rates Bylaw No. 2062, adopted May 13, 2026; Order in Council 124, April 7, 2026, School District 71 Comox Valley at 1.3659; and the Province of British Columbia 2026 rural tax rate schedule, jurisdiction 771 Courtenay Rural, for BC Assessment and the Municipal Finance Authority.

Application of Kerzner and Wilson

[19] In Kerzner, the Assessor defended an assessment above a recent arm's length sale price by pointing to jurisdiction wide statistics, a median ASR and a low coefficient of dispersion, together with the concept of appraisal tolerance. The Board rejected that approach. It held at paragraph 29 that the taxpayer's right to the lower of market value or equitable value prevails regardless of the ASR and dispersion data cited by the Assessor, and cautioned at paragraph 32 that using appraisal tolerance to justify unreasonable outcomes is a gross misinterpretation of the concept: Kerzner, et al. v. Area 09, 2023 BCPAAB 20231949. The evidence above shows why that caution matters here: in Town of Comox, aggregate statistics describe a roll whose individual assessments miss actual sale prices by up to 15.9 points high and 30.9 points low, among sales of a single property type.

[20] Wilson confirms which method of valuation is entitled to more weight where direct market evidence exists. In ordering a reduction to the assessed value of a single family residence, the Board held at paragraph 97 that any approach to value needs to be properly applied, supported and reconciled, and that in almost all single family market value estimations the direct comparison approach will be preferred as it represents the behaviour of market participants: Wilson v. Area 09, 2026 BCPAAB 20260022. The 172 sales in Appendix A are exactly that evidence: actual, arm's length transactions of the same property type, in the same jurisdiction, in the year the 2026 roll is required to reflect. Under both Kerzner and Wilson, that direct market evidence is entitled to more weight than any aggregate statistic BC Assessment might offer in defence of the roll.

Sales that never appear on BC Assessment's own records

[21] 1 of the sales in this study, real, confirmed, arm's length transactions with a valid MLS® pending date, an original listing, and a completed sale price, do not appear as a matched, dated sale anywhere on BC Assessment's own published records. This is not a case of a date being recorded incorrectly. It is a case of BC Assessment's system showing no sale record at all for a property the real estate board confirms changed hands. These sales are included in every statistic in this report, because they are real. But their absence from BC Assessment's own system raises a separate question: if BC Assessment's internal ratio studies and coefficient of dispersion calculations depend on its own system successfully matching a sale to an assessment, sales like these may never enter BC Assessment's own calculations at all. An aggregate statistic computed on a pool that silently excludes its own evidence is not describing the roll.

Table 6: Sales Confirmed by MLS® but Absent from BC Assessment's Recorded Sales

Address	MLS®	Sale Price	Assessed	ASR
666 Totem Cres	999411	$690,000	$690,000	100.0%

Ranked by distance from 100%. All of these sales appear again in Appendix A, marked with a purple address.

Farm Class properties

[22] No Farm Class property was identified in this jurisdiction, so no sale has been excluded on that ground. Every one of the 172 sales in Appendix A is included in every statistic in this report.

Reliability of the sale dates

[23] The market value of a property is struck on the date the buyer and seller reach a binding agreement. On MLS®, that event is recorded as the pending date, entered by the listing agent at the time and verifiable from board records. Appendix A therefore sets each sale's MLS® pending date beside the sale date recorded by the Assessor for the same transaction. Of the 171 sales with a recorded BC Assessment date, the two dates agree in only 0 cases. In 119 cases the Assessor's date falls before the pending date, by as much as 61 days. In the remaining 52 cases it falls after the pending date, by as much as 101 days. A further 1 sales have no BC Assessment date recorded at all.

[24] No single, consistent definition of a sale date can produce this pattern. When the recorded date is wrong, the time adjusted value derived from it is wrong, and sales can migrate into or out of the study period entirely. Every aggregate statistic the Assessor may offer in defence of the roll, including any median ASR or coefficient of dispersion, is computed on top of these dates.

Table 7: Examples of the Discrepancy Between MLS® Pending Dates and Assessor Recorded Sale Dates

Address	MLS® Pending	BCA Recorded Sold	Discrepancy
1702 Noel Ave	Mar 24, 2025	Jul 03, 2025	after 101 days
1766 Linden Ave	Mar 20, 2025	Jun 26, 2025	after 98 days
2468 Dakota Pl	Apr 28, 2025	Jul 29, 2025	after 92 days
368 Gardener Way	Mar 26, 2025	Jun 16, 2025	after 82 days
1774 Linden Ave	Apr 09, 2025	Jun 27, 2025	after 79 days
2165 Downey Ave	May 14, 2025	Jul 31, 2025	after 78 days
1579 Eton Rd	Jun 23, 2025	Sep 02, 2025	after 71 days
703 Lancaster Way	Apr 02, 2025	Jun 06, 2025	after 65 days
2026 Hummingbird Pl	May 26, 2025	Jul 28, 2025	after 63 days
896 Islington Cres	Apr 15, 2025	Jun 16, 2025	after 62 days

Largest discrepancies, ranked by days. The full comparison for all 172 sales appears in Appendix A.

What is not published

[25] BC Assessment publishes the median assessment to sales ratio and the coefficient of dispersion. It does not publish the individual sale by sale ratios behind them, and those ratios are the only thing that shows how the tax burden actually falls within a jurisdiction. A median cannot distinguish a roll where every home is close to accurate from a roll like this one. This report is that missing disclosure for Town of Comox.

[26] The same study has been carried out for all taxation jurisdictions on Vancouver Island. Every jurisdiction's figures are published at https://overassessed.ca/vancouver-island-tax-roll-audit-2026. The question put to Town of Comox alongside this study is: is the Town of Comox satisfied that everyone paid a fair share of the 2026 property tax, yes or no?

APPENDIX A

[27] All 172 sales, Town of Comox, 2025, with MLS® numbers, 2026 assessed values, ASR, and estimated 2026 tax impact. Tax impact is calculated as the 2026 assessed value minus the sale price, divided by 1,000, multiplied by the 2026 tax rate from Table 5. A positive figure means the property was over assessed and the owner paid more tax than the sale price supports. A negative figure means the property was under assessed and that amount of tax was never collected.

Colour key. In the ASR column, red marks a home assessed at 105% or more of its sale price and blue at 95% or less. In the Tax Impact column, red marks extra tax paid and blue marks tax that was never collected. The two date columns are green where the sale date recorded by the Assessor matches the MLS® pending date and orange where it does not. Purple marks a Farm Class property, and marks the BCA Sold cell where BC Assessment holds no sale record, which reads no record rather than being left blank.

#	Address	MLS®	MLS® Pending	BCA Sold	Sale Price	Assessed	ASR	Tax Impact
1	1004 Kingsley Cres	994014	2025-05-14	2025-04-29	$857,000	$849,000	99.1%	$-40
2	1008 Kingsley Cres	996475	2025-05-23	2025-05-12	$855,000	$847,000	99.1%	$-40
3	1009 Kingsley Cres	996962	2025-05-08	2025-05-05	$1,400,000	$1,377,000	98.4%	$-115
4	1171 Yates Rd	993845	2025-04-08	2025-04-03	$1,300,000	$1,279,000	98.4%	$-105
5	1200 Painter Pl	987609	2025-03-06	2025-02-20	$990,000	$1,037,000	104.7%	$236
6	1237 Guthrie Rd	997507	2025-05-30	2025-07-31	$722,000	$725,000	100.4%	$15
7	1237 Walter Gage St	992398	2025-03-25	2025-03-18	$1,435,000	$1,437,000	100.1%	$10
8	1255 Potter Pl	996090	2025-05-09	2025-04-28	$1,125,000	$1,119,000	99.5%	$-30
9	1265 Beckton Dr	995171	2025-05-09	2025-04-25	$777,500	$797,000	102.5%	$98
10	1273 Noel Ave	1008608	2025-09-04	2025-08-23	$820,000	$804,000	98.0%	$-80
11	1281 Noel Ave	1014150	2025-09-25	2025-09-17	$867,500	$827,000	95.3%	$-203
12	1296 Beckton Dr	1002342	2025-06-18	2025-08-18	$815,000	$777,000	95.3%	$-191
13	1309 Noel Ave	991468	2025-03-19	2025-03-14	$975,000	$1,037,000	106.4%	$311
14	1343 Ocean View Ave	997138	2025-05-29	2025-07-30	$1,070,000	$999,000	93.4%	$-357
15	1390 Zephyr Pl	996713	2025-06-11	2025-07-14	$1,640,000	$1,683,000	102.6%	$216
16	140 Beach Dr	1012614	2025-09-19	2025-09-08	$810,000	$842,000	104.0%	$161
17	1400 Dogwood Ave	1002485	2025-06-19	2025-07-23	$740,000	$753,000	101.8%	$65
18	1401 Argus Pl	1006363	2025-07-18	2025-07-06	$850,000	$847,000	99.6%	$-15
19	1406 Dogwood Ave	1003939	2025-07-05	2025-06-20	$745,000	$714,000	95.8%	$-156
20	1410 Canso Ave	983081	2025-04-12	2025-03-30	$784,500	$761,000	97.0%	$-118
21	1416 Sabre Crt	983829	2025-02-06	2025-01-26	$920,000	$1,006,000	109.3%	$432
22	1426 NOEL Ave	1006477	2025-09-18	2025-09-04	$820,000	$869,000	106.0%	$246
23	1427 Noel Ave	1009444	2025-11-20	2025-11-06	$787,500	$870,000	110.5%	$414
24	1471 Sonora Pl	985895	2025-02-21	2025-03-14	$827,000	$815,000	98.5%	$-60
25	1485 Sonora Pl	1015583	2025-10-10	2025-10-05	$775,000	$723,000	93.3%	$-261
26	1496 Balmoral Ave	999568	2025-06-11	2025-07-18	$725,000	$708,000	97.7%	$-85
27	1505 Juniper Pl	983038	2025-01-06	2024-12-12	$1,205,700	$996,000	82.6%	$-1,053
28	1508 Juniper Pl	996274	2025-05-14	2025-04-28	$1,130,000	$1,016,000	89.9%	$-572
29	1532 Balsam Ave	995136	2025-05-09	2025-06-26	$754,000	$737,000	97.7%	$-85
30	1539 Seton Dr	1007798	2025-08-09	2025-09-12	$751,585	$689,000	91.7%	$-314
31	1570 Comox Ave	988647	2025-03-11	2025-05-02	$1,075,000	$1,042,000	96.9%	$-166
32	1579 Eton Rd	1002800	2025-06-23	2025-09-02	$1,189,000	$1,114,000	93.7%	$-377
33	1585 Robb Ave	992817	2025-07-14	2025-07-08	$740,000	$802,000	108.4%	$311
34	1586 Mulberry Lane	989699	2025-03-28	2025-03-19	$839,000	$945,000	112.6%	$532
35	1589 Cedar Ave	997683	2025-05-16	2025-05-08	$1,275,000	$1,052,000	82.5%	$-1,120
36	1590 Elm Ave	994272	2025-05-02	2025-04-17	$750,000	$760,000	101.3%	$50
37	1593 Eton Rd	1013052	2025-09-22	2025-09-07	$1,067,000	$1,064,000	99.7%	$-15

#	Address	MLS®	MLS® Pending	BCA Sold	Sale Price	Assessed	ASR	Tax Impact
38	1597 Maquinna Ave	991535	2025-03-31	2025-03-16	$707,000	$702,000	99.3%	$-25
39	1603 Elm Ave	992071	2025-04-11	2025-04-24	$750,000	$725,000	96.7%	$-126
40	1605 Brighton Rd	1002555	2025-07-10	2025-07-24	$877,000	$857,000	97.7%	$-100
41	1616 Arbutus Ave	1019016	2025-11-12	2025-09-12	$905,000	$776,000	85.7%	$-648
42	1622 Ascot Ave	989345	2025-04-14	2025-03-14	$915,000	$852,000	93.1%	$-316
43	1626 Noel Ave	1002190	2025-07-18	2025-06-28	$773,000	$750,000	97.0%	$-115
44	1627 Foxxwood Dr	987601	2025-03-28	2025-05-06	$901,000	$836,000	92.8%	$-326
45	1635 Dogwood Ave	986441	2025-02-19	2025-02-07	$918,750	$932,000	101.4%	$67
46	1639 Centennial Ave E	997714	2025-05-23	2025-06-27	$755,000	$743,000	98.4%	$-60
47	1643 Tsimshian Ave	1010532	2025-08-22	2025-08-09	$849,500	$850,000	100.1%	$3
48	1665 Chester Pl	1013243	2025-09-26	2025-09-11	$947,500	$883,000	93.2%	$-324
49	1669 Cottonwood Lane	1012635	2025-09-18	2025-09-05	$975,000	$892,000	91.5%	$-417
50	1680 Guthrie Rd	1011908	2025-10-01	2025-09-19	$870,000	$906,000	104.1%	$181
51	169 Manor Dr	1009272	2025-10-07	2025-09-23	$1,248,500	$1,218,000	97.6%	$-153
52	170 Carthew St	997987	2025-05-24	2025-05-12	$1,503,000	$1,038,000	69.1%	$-2,335
53	1702 Noel Ave	989493	2025-03-24	2025-07-03	$677,250	$691,000	102.0%	$69
54	1712 Dogwood Ave	992655	2025-03-28	2025-05-22	$780,000	$709,000	90.9%	$-357
55	1718 Centennial Ave E	1009345	2025-09-15	2025-09-10	$755,000	$725,000	96.0%	$-151
56	1728 Dogwood Ave	1013683	2025-09-29	2025-09-17	$699,900	$700,000	100.0%	$1
57	1766 Linden Ave	989254	2025-03-20	2025-06-26	$865,000	$904,000	104.5%	$196
58	1774 Linden Ave	994042	2025-04-09	2025-06-27	$845,000	$840,000	99.4%	$-25
59	1826 CENTENNIAL Ave	1010551	2025-08-24	2025-08-10	$662,500	$712,000	107.5%	$249
60	1838 Astra Rd	1012298	2025-10-23	2025-10-21	$1,100,000	$1,275,000	115.9%	$879
61	188 Beach Dr	983226	2025-02-13	2025-01-27	$770,000	$784,000	101.8%	$70
62	189 Donovan Dr	991324	2025-03-25	2025-05-15	$878,000	$836,000	95.2%	$-211
63	1891 Comox Ave	1007560	2025-07-22	2025-09-18	$1,675,000	$1,544,000	92.2%	$-658
64	1915 Marten Ave	1008876	2025-08-15	2025-09-11	$730,000	$669,000	91.6%	$-306
65	1929 Richardson Ave	993612	2025-04-25	2025-04-15	$835,000	$829,000	99.3%	$-30
66	1953 Cougar Cres	1014505	2025-09-29	2025-09-20	$890,000	$928,000	104.3%	$191
67	1960 Robb Ave	1000874	2025-06-05	2025-07-15	$696,500	$686,000	98.5%	$-53
68	1963 Buena Vista Ave	1009095	2025-09-04	2025-08-07	$836,000	$755,000	90.3%	$-407
69	1964 Robb Ave	1010819	2025-09-06	2025-08-21	$723,000	$714,000	98.8%	$-45
70	1994 Bolt Ave	1002556	2025-07-11	2025-06-25	$662,489	$681,000	102.8%	$93
71	200 Connemara Rd	1013212	2025-11-15	2025-09-26	$2,600,000	$2,594,000	99.8%	$-30
72	2026 Hummingbird Pl	999953	2025-05-26	2025-07-28	$912,000	$815,000	89.4%	$-487
73	2035 Noel Ave	1000657	2025-09-17	2025-09-03	$750,000	$793,000	105.7%	$216
74	2043 William Pl	991496	2025-06-25	2025-06-16	$1,396,000	$1,545,000	110.7%	$748
75	2051 Hector Rd	1004434	2025-07-11	2025-06-27	$1,625,000	$1,726,000	106.2%	$507
76	2062 Cooke Ave	1014799	2025-11-05	2025-10-21	$720,000	$730,000	101.4%	$50
77	2069 Beaufort Ave	1008065	2025-07-28	2025-07-23	$917,000	$945,000	103.1%	$141
78	2069 Gull Ave	1007647	2025-09-19	2025-08-29	$915,000	$974,000	106.4%	$296
79	2070 Murphy Ave	1004428	2025-07-18	2025-08-01	$846,000	$904,000	106.9%	$291
80	2076 Beaufort Ave	1011736	2025-09-08	2025-08-26	$1,100,000	$1,088,000	98.9%	$-60
81	2078 Gull Ave	994473	2025-04-28	2025-06-26	$799,900	$786,000	98.3%	$-70
82	2086 Gull Ave	1012389	2025-09-12	2025-08-29	$699,500	$718,000	102.6%	$93
83	2094 Cooke Ave	996617	2025-06-09	2025-05-25	$677,500	$688,000	101.5%	$53
84	2105 Pemberton Pl	1017456	2025-12-30	2025-12-14	$533,000	$482,000	90.4%	$-256
85	2107 Bolt Ave	982832	2025-02-05	2025-01-30	$805,000	$780,000	96.9%	$-126

#	Address	MLS®	MLS® Pending	BCA Sold	Sale Price	Assessed	ASR	Tax Impact
86	2120 Murrelet Dr	996476	2025-06-02	2025-05-19	$669,026	$741,000	110.8%	$361
87	2123 Bolt Ave	992067	2025-03-24	2025-03-14	$949,000	$920,000	96.9%	$-146
88	2125 Stadacona Dr	1003175	2025-07-19	2025-07-07	$715,000	$758,000	106.0%	$216
89	2155 Meadowlark Dr	992056	2025-03-25	2025-04-15	$825,000	$793,000	96.1%	$-161
90	2165 Downey Ave	996756	2025-05-14	2025-07-31	$860,000	$781,000	90.8%	$-397
91	2168 McKenzie Ave	996329	2025-06-23	2025-05-26	$690,000	$693,000	100.4%	$15
92	2177 Cooke Ave	994941	2025-04-25	2025-06-19	$769,900	$764,000	99.2%	$-30
93	2235 Robb Ave	1009331	2025-08-22	2025-09-18	$718,000	$698,000	97.2%	$-100
94	2236 April Pl	987504	2025-04-11	2025-03-22	$705,000	$631,000	89.5%	$-372
95	2240 Strathcona Cres	992517	2025-04-13	2025-04-04	$795,000	$732,000	92.1%	$-316
96	2258 April Pl	1007628	2025-08-21	2025-08-28	$698,000	$670,000	96.0%	$-141
97	2285 Robb Ave	994489	2025-04-25	2025-04-10	$865,000	$800,000	92.5%	$-326
98	2292 Heron Cres	989966	2025-03-21	2025-03-12	$1,000,000	$924,000	92.4%	$-382
99	231 Beach Dr	995665	2025-06-17	2025-07-15	$950,000	$1,080,000	113.7%	$653
100	2312 Strathcona Cres	993986	2025-05-06	2025-06-09	$760,000	$811,000	106.7%	$256
101	2322 Strathcona Cres	1001312	2025-06-24	2025-05-28	$805,000	$841,000	104.5%	$181
102	2325 Strathcona Cres	992610	2025-05-30	2025-05-15	$746,500	$756,000	101.3%	$48
103	237 Quarry Park Rd	1007827	2025-08-29	2025-08-18	$627,500	$657,000	104.7%	$148
104	237 Torrence Rd	992284	2025-03-28	2025-03-19	$760,000	$731,000	96.2%	$-146
105	2404 Tutor Dr	1000925	2025-06-17	2025-05-31	$1,000,000	$934,000	93.4%	$-331
106	2440 Avro Arrow Dr	1006516	2025-08-06	2025-07-24	$838,000	$865,000	103.2%	$136
107	2451 Dakota Pl	1004108	2025-12-18	2025-10-23	$1,160,000	$1,094,000	94.3%	$-331
108	2457 Canuck Pl	1002397	2025-07-17	2025-08-11	$900,000	$967,000	107.4%	$336
109	2462 Dakota Pl	1001843	2025-07-21	2025-07-04	$872,500	$940,000	107.7%	$339
110	2468 Dakota Pl	995674	2025-04-28	2025-07-29	$1,225,000	$1,207,000	98.5%	$-90
111	2473 Avro Arrow Dr	1014912	2025-11-26	2025-11-14	$882,500	$858,000	97.2%	$-123
112	2480 Avro Arrow Dr	1001396	2025-08-26	2025-08-09	$808,000	$851,000	105.3%	$216
113	251 Beach Dr	1000971	2025-08-03	2025-07-07	$985,000	$940,000	95.4%	$-226
114	285 Church St	1010675	2025-09-19	2025-09-12	$1,372,042	$1,141,000	83.2%	$-1,160
115	296 Gladstone St	1004489	2025-07-18	2025-06-26	$1,025,000	$990,000	96.6%	$-176
116	317 Quarry Rd	1021394	2025-12-20	2025-12-05	$749,800	$783,000	104.4%	$167
117	322 Denman St	979199	2025-01-18	2025-01-02	$730,000	$699,000	95.8%	$-156
118	331 Quarry Rd	994000	2025-05-09	2025-04-26	$871,000	$816,000	93.7%	$-276
119	332 King Rd	1003101	2025-06-20	2025-07-07	$1,885,000	$1,477,000	78.4%	$-2,049
120	341 Fairway Crt	993673	2025-04-17	2025-04-03	$1,295,000	$1,286,000	99.3%	$-45
121	342 Denman St	977600	2025-01-10	2024-12-30	$799,900	$767,000	95.9%	$-165
122	348 McLeod St	988582	2025-09-23	2025-08-06	$689,000	$670,000	97.2%	$-95
123	350 Pritchard Rd	1013108	2025-09-26	2025-09-06	$695,000	$763,000	109.8%	$341
124	357 Gardener Way	1004429	2025-07-07	2025-06-25	$1,174,000	$977,000	83.2%	$-989
125	368 Gardener Way	992006	2025-03-26	2025-06-16	$1,120,000	$1,086,000	97.0%	$-171
126	369 Cortez Cres	1000540	2025-06-16	2025-06-04	$968,000	$945,000	97.6%	$-115
127	371 Davis St	983203	2025-04-09	2025-03-27	$733,800	$695,000	94.7%	$-195
128	375 Church St	1004353	2025-08-29	2025-08-20	$660,000	$677,000	102.6%	$85
129	406 Denman St	988148	2025-04-08	2025-02-14	$820,000	$747,000	91.1%	$-367
130	432 Pritchard Rd	999940	2025-06-06	2025-06-26	$650,000	$650,000	100.0%	$0
131	454 Pritchard Rd	1011314	2025-09-09	2025-08-20	$706,000	$749,000	106.1%	$216
132	471 Butchers Rd	1006499	2025-08-18	2025-09-08	$1,173,500	$1,059,000	90.2%	$-575
133	496 Butchers Rd	1011117	2025-09-25	2025-09-11	$665,000	$654,000	98.3%	$-55

#	Address	MLS®	MLS® Pending	BCA Sold	Sale Price	Assessed	ASR	Tax Impact
134	503 Butchers Rd	993257	2025-04-21	2025-04-06	$864,000	$852,000	98.6%	$-60
135	504 Haida St	1006802	2025-07-22	2025-07-08	$855,000	$816,000	95.4%	$-196
136	504 King Rd	994784	2025-05-21	2025-05-06	$892,000	$854,000	95.7%	$-191
137	508 Deerwood Pl	1015289	2025-12-08	2026-01-05	$767,500	$875,000	114.0%	$540
138	518 Windslow Rd	1010776	2025-09-21	2025-10-07	$1,415,000	$1,168,000	82.5%	$-1,240
139	525 Salish St	1012050	2025-10-24	2025-10-09	$745,000	$678,000	91.0%	$-336
140	527 Pritchard Rd	1011509	2025-10-15	2025-10-03	$800,000	$810,000	101.3%	$50
141	538 Bambrick Pl	1007643	2025-07-31	2025-07-17	$685,000	$679,000	99.1%	$-30
142	546 Bambrick Pl	995970	2025-05-09	2025-04-25	$685,000	$650,000	94.9%	$-176
143	555 Church St	986338	2025-02-21	2025-02-15	$877,500	$865,000	98.6%	$-63
144	565 Haida St	1002049	2025-06-25	2025-07-02	$871,250	$859,000	98.6%	$-62
145	568 Bambrick Pl	985619	2025-02-10	2025-01-29	$725,000	$657,000	90.6%	$-341
146	576 Salish St	1021596	2025-12-19	2026-01-19	$705,000	$674,000	95.6%	$-156
147	587 Torrence Rd	999781	2025-06-06	2025-05-24	$880,000	$854,000	97.0%	$-131
148	601 Nootka St	993864	2025-04-11	2025-04-02	$831,000	$808,000	97.2%	$-115
149	613 Olympic Dr	997103	2025-05-09	2025-05-06	$1,153,000	$999,000	86.6%	$-773
150	621 Nootka St	993494	2025-06-13	2025-05-31	$704,000	$799,000	113.5%	$477
151	640 Torrence Rd	991125	2025-03-27	2025-03-13	$825,000	$808,000	97.9%	$-85
152	642 Sky View Pl	999183	2025-05-28	2025-05-17	$1,200,000	$1,180,000	98.3%	$-100
153	646 Summit Pl	1006549	2025-07-24	2025-09-02	$875,000	$796,000	91.0%	$-397
154	652 Expeditor Pl	999236	2025-08-21	2025-08-07	$960,000	$1,007,000	104.9%	$236
155	663 Totem Cres	989296	2025-03-11	2025-02-28	$798,900	$742,000	92.9%	$-286
156	666 Totem Cres	999411	2025-07-17	no record	$690,000	$690,000	100.0%	$0
157	667 Torrence Rd	1018427	2025-11-28	2025-11-13	$752,500	$706,000	93.8%	$-233
158	673 Olympic Dr	1010922	2025-09-22	2025-09-06	$942,500	$974,000	103.3%	$158
159	692 Colby Rd	983093	2025-03-12	2025-02-25	$1,570,000	$1,496,000	95.3%	$-372
160	697 Lancaster Way	996245	2025-05-21	2025-05-10	$839,000	$829,000	98.8%	$-50
161	703 Lancaster Way	987898	2025-04-02	2025-06-06	$930,000	$945,000	101.6%	$75
162	705 Lancaster Way	984676	2025-02-24	2025-02-10	$925,000	$946,000	102.3%	$105
163	714 Woodland Dr	1005272	2025-08-15	2025-09-08	$791,000	$799,000	101.0%	$40
164	725 Lancaster Way	1012621	2025-10-17	2025-11-12	$870,000	$902,000	103.7%	$161
165	818 Knight Rd	997867	2025-09-17	2025-08-27	$1,240,000	$1,359,000	109.6%	$598
166	864 Grumman Pl	1017388	2025-11-28	2026-01-09	$1,140,000	$1,105,000	96.9%	$-176
167	875 Deal St	999359	2025-06-20	2025-06-02	$1,018,000	$930,000	91.4%	$-442
168	879 Hercules Pl	1003470	2025-08-12	2025-09-04	$1,244,000	$1,125,000	90.4%	$-598
169	896 Islington Cres	994854	2025-04-15	2025-06-16	$989,000	$965,000	97.6%	$-121
170	900 Highwood Dr	1004660	2025-08-15	2025-08-04	$1,210,000	$1,098,000	90.7%	$-562
171	904 Islington Cres	982966	2025-03-12	2025-05-02	$960,000	$952,000	99.2%	$-40
172	94 Orchard Park Dr	1007019	2025-07-22	2025-08-14	$1,075,000	$1,092,000	101.6%	$85

MEDIAN ASR 98.4%. 2026 combined Class 1 residential rate 5.02131 per $1,000.

What the tax impact column shows in total

[29] Averages hide as much as they reveal. Across the 61 over assessed sales, the average extra tax paid was approximately $225 for the year, and across the 109 under assessed sales the average shortfall was approximately $287. But no homeowner pays the average, they pay what their own assessment and their own rate says. At the extremes, the owner of 170 Carthew St was under assessed enough that $2,335 in tax was never collected on that property this year, while the owner of 1838 Astra Rd paid approximately $879 more than the sale price supported.

Town of Comox – Administration

From: Smart Villages Canada [redacted]
Sent: October 20, 2026 9:50 AM
To: Town of Comox – Administration
Subject: Affordable Independent Housing Partnership

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Mayor and Council,

Smart Villages Canada has approached Build Canada Homes to explore how Chinampas Living could align with its investment framework. In parallel, we are identifying municipalities and regional districts across British Columbia with a viable land opportunity and the willingness to work with us on the zoning and development pathway needed to move a project forward now.

Would Comox be open to an exploratory conversation with us?

Chinampas Living is an Indigenous-led housing and Healthy Longevity platform serving two connected markets: independent Active Adults 55+ and First Nations Young Elders. It is not assisted living or a care facility. A Chinampas Lodge is a small, purpose-designed community combining private homes with shared spaces that support active living, connection, nature, local food and continued purpose.

We are looking for development partners that can bring or help secure a suitable land opportunity and work with us to establish a practical zoning, servicing and approvals pathway.

Smart Villages Canada would bring the Chinampas Living model and lead the development, assembling the design, construction, operating and capital team and driving the project from site selection and feasibility through approvals, financing, construction and opening.

The core model is predominately market rental. Where appropriate, affordable or mixed-income housing could be developed as a separate or adjacent stream. A Lodge can also help release under occupied homes back into the local housing market, with further housing potential through our 1:4 Housing Unlock model where site and zoning conditions support it.

Our goal is to begin construction on the first affordable independent living project within 12 months of securing a suitable site. The first step is simply to determine whether there is mutual interest, whether a suitable site may exist and what form of development partnership could work for Comox.

Would you and the appropriate members of your senior staff be available within the next two weeks for a 30-minute Zoom conversation with my business partner, Stephen Hill, and me?

[redacted]

If someone else within the municipality should lead or join this discussion, I would appreciate an introduction.

Mussi Cho
Ed

Ed Champion, RI(BC)
Founder and CEO, Smart Villages Canada Corp.
Email: [redacted]
Website: SmartVillages.ca

RECEIVED
October 20, 2026
TOWN OF COMOX

LOG:	REFER:	AGENDA:
26-920		RCM 25Nov26
FILE: 5040-01, 6	ACTION: MR	

File: 5040-01, 6630-01

Copies: Council
JW/RH/SR/KG

ASPEN PARK ELEMENTARY

LOG:	REFER:	AGENDA:
26-924		RCM 25Nov26
FILE: 0400-03, 6	ACTION: MR	

2250 Bolt Avenue, Comox BC, V9N 4E7

October 15, 2026

RECEIVED
OCT 22 2026
TOWN OF COMOX

File: 0400-03, 6440-01

Copies: Council
JW/RH/SA/RN/SR/KG

Mayor and Council
1809 Beaufort Ave
Comox BC, V9M 1R9

Dear Mayor Minions and Council,

We are students in the Aspen Park Grade Four and Five ENTER class, a specialized learning program in the Comox Valley School District. Although we go to school at Aspen, we live in different communities across the Comox Valley.

We are learning about community planning and urban design by designing and building a scale model of a new neighbourhood for about 200 people. Through this project, we are exploring what makes a great community and how to balance homes, green spaces, transportation, and services.

We have also been learning about how the Mayor and Council make decisions that affect the people who live in a community. We want to share what we think could make our community an even better place for children.

As you decide how our community will grow, we hope you will keep listening to kids. We experience streets, parks, and public spaces in ways that adults may not always notice, and we would be excited to share more of our ideas with you.

Thank you for the work you do in our community and for taking the time to read our ideas.

Sincerely,

The Comox students in the Aspen Grade Four and Five ENTER Class

CLIMATE
2040

[redacted]

My idea for making Comox even better for kids

I think we should have more parks with monkey bars & ponds & more bike parks in comox lower speed limits to

My idea for making Comox even better for kids

making more pakes, and more kind neighbors near stors so we can walk in 2 min and maybe some beaches. lakes. ponds. and more bike lanes please? thank you.

[redacted]

My idea for making
Comox even better for kids

more trails and nature

My idea for making Comox even better for kids

A Youtube headquaters!

[redacted]

My idea for making
Comox even better for kids

more parks

My idea for making Comox even better for kids

Hi! lower speed limit So kids can have fun more hockey rinks. things that you can do that arent to expensive as a family more parks.

[redacted]

My idea for making Comox even better for kids

is more bike lanes and more parks in Comox

from [redacted]

My idea for making Comox even better for kids

I want more sidewalks, bike paths, parks, wild life, ice creem, play crounds, trains, bus stops.

My idea for making Comox even better for kids

Hi

can I have a BIG Water park in comox.

PS ifmade plese make sucuaper fun.

LEGO stor plese

from [redacted]

aspen park

[redacted]

My idea for making Comox even better for kids

I want the Aspenpark Soccer field to be better. and make the Speed limit 10 Kmh faster. and contruction roads Yard Aspen Park to be WAY FASTER highways

My idea for making Comox even better for kids

a very GOOD water park SLIDE the Best ever trampolyn Park Big R.C. Shop a rilly rilly GOOOOOD Candy Shop. and a comox cost rg rilly rilly too!

[redacted]

My idea for making Comox even better for kids

bass pro shop.

rc shop

a pump track

a Lego stor

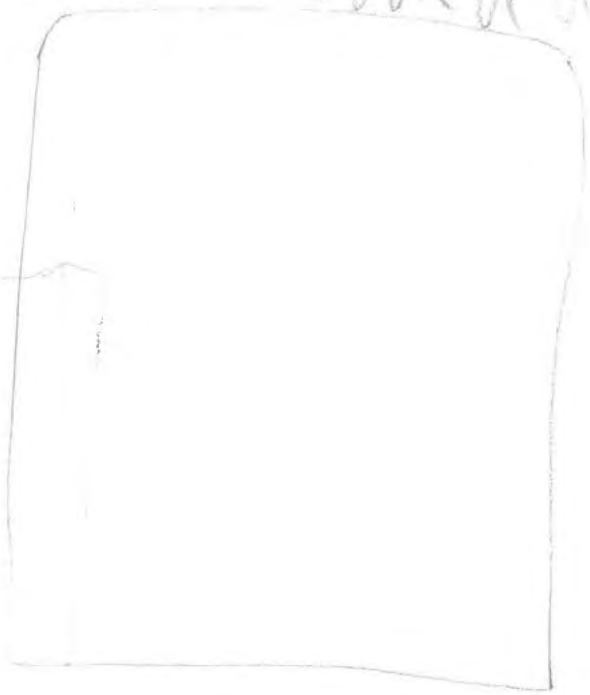
a Ktm motor sports

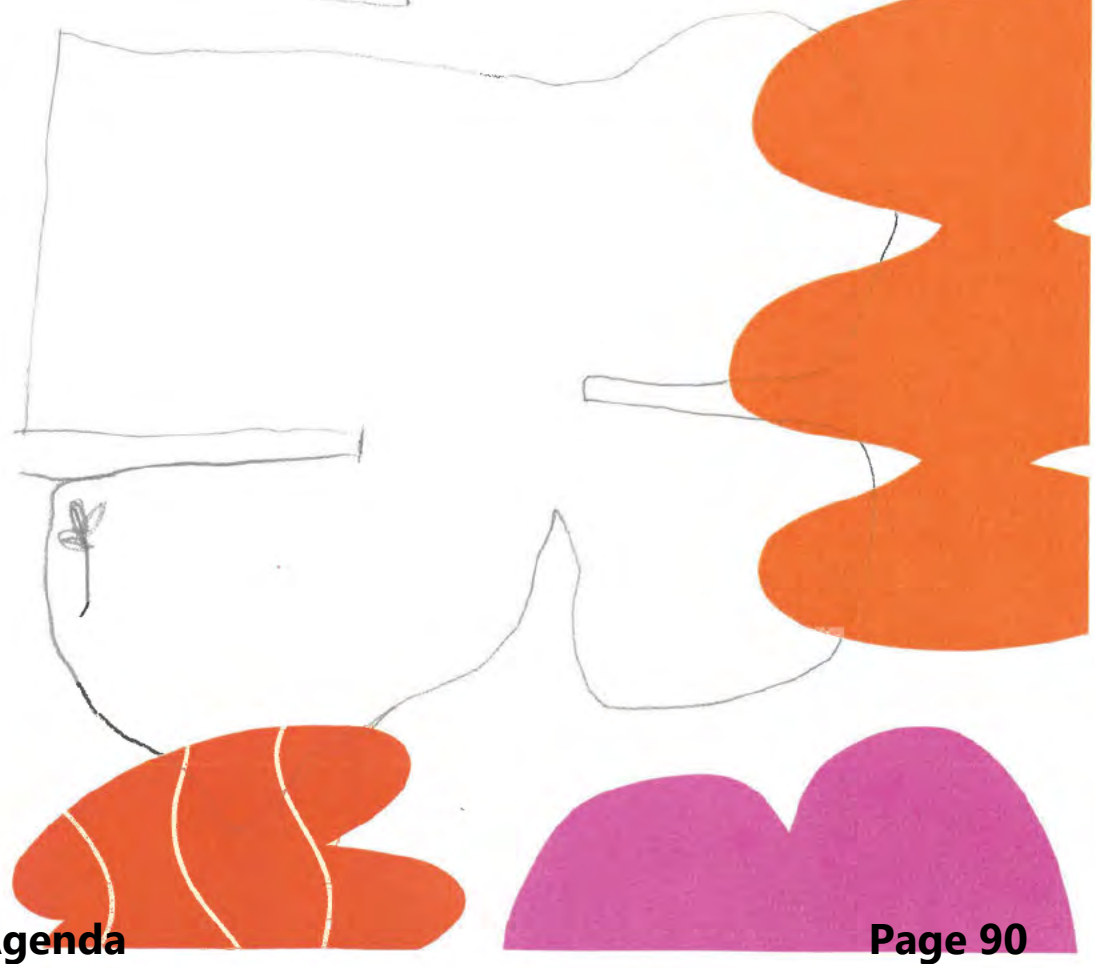
[redacted]

[redacted]

[redacted]

My idea for making Comox even better for kids





From: École Robb Road PAC chair [redacted]
Sent: October 21, 2026 8:33 AM
To: Nicole Minions <NMinions@comox.ca>
Subject: Request for Improved Traffic Safety at Robb Road School

LOG: 26-936	REFER:	AGENDA: RCM 25Nov26
FILE: 5400-12, 5	ACTION: MR	

RECEIVED
October 21, 2026
TOWN OF COMOX

File: 5400-12, 5460-07

Copies: Council
JW/SA/CP/SR/KG

Dear Major Minions,

Congratulations on your acclamation! The City of Comox is lucky to have you for a second term. I'm sure you'll have an interesting week getting to know some of the new councillors.

I am writing on behalf of the École Robb Road Parent Advisory Council (ERR PAC) to raise concerns about traffic safety for students travelling to and from our school, particularly during the darker mornings of fall and winter.

With the recent change in daylight saving time, one concerned father calculated that children will be arriving at school in darkness on approximately 70 mornings this school year. This raises real concerns about the safety and visibility of children crossing Robb Avenue, especially as drivers navigate the morning commute.

We are asking the City to consider two improvements to the crosswalks directly in front of our school on Robb Avenue:

- **Raised crosswalks** to encourage drivers to slow down and make pedestrian crossings safer.
- **Improved lighting at both crosswalks**, through crossing lights or, at a minimum, streetlights positioned above the crossings to improve visibility for both drivers and pedestrians.

We believe these changes would make an important difference to the safety of our students and the peace of mind of their families. Children should be able to get to school safely, regardless of the time of year or the amount of daylight.

Could you please advise us on the next steps for having these improvements considered? We would also appreciate guidance on the process, including whether a traffic assessment, formal request, or community petition would be helpful. If gathering names and support from concerned parents would assist, we would be happy to coordinate this.

Thank you for your time and consideration. We look forward to hearing how we can work together to make the school crossings safer for our children.

Sincerely,

Catherine Crowe
On behalf of the École Robb Road Parent Advisory Council (ERR PAC)

From: [redacted]
Sent: October 24, 2026 7:21 AM
To: Town of Comox – Administration <town@comox.ca>
Subject: Partners?

RECEIVED
October 24, 2026
TOWN OF COMOX

LOG: 26-931	REFER:	AGENDA: RCM 25Nov26
FILE: 0220-40	ACTION: MR	

Copies: Council
JW/EH/SR/KG

Dear Mayor and Members of Council,

As a resident of Comox I am concerned about how external organizations, funding programs and international policy frameworks may be influencing our municipality's priorities and spending.

Programs associated with the Federation of Canadian Municipalities (FCM), ICLEI Canada and broader objectives such as the UN's Agenda 2030 raise questions about what our municipality has committed to, who authorized those commitments and what they cost taxpayers. I would like council to establish which of these relationships apply here and make that information available to residents.

I have attached *Restoring Local Control Starts With a Simple Audit*, a toolkit prepared by KICLEI Canada with suggested wording for three staff reports examining:

1. **Programs and partnerships:** Participation, commitments, staff workload, costs and withdrawal conditions.
2. **Grants and funding agreements:** Funding conditions, municipal contributions and continuing operating, maintenance and replacement costs.
3. **Emissions-reduction targets:** Where targets originated, the cost of meeting them, practical alternatives and any proposed purchases of carbon credits or offsets.

Please distinguish legal requirements, contractual obligations and voluntary commitments, and include the supporting resolutions and agreements. Please make the findings publicly available, subject to applicable disclosure restrictions.

Residents deserve to know whether local policies and expenditures are being driven by demonstrated community needs or commitments made through outside programs. These reports would give council and the public the records needed to assess that and provide a clear basis for council's next steps.

Please confirm receipt and advise whether a member of council will bring these requests forward for council's consideration.

Thank you,

Lora Sumer

[redacted]

Comox

From: Tim McKinnon [redacted]
Sent: November 8, 2026 9:44 AM
To: Nicole Minions <NMinions@comox.ca>
Subject: Comox planning ideas

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Good morning Mayor Minions. I thought I'd toss an idea out there about planning for Comox development. UBC has a school associated with the architecture program called The School of Regional and Community Planning. It was started a number of years ago by an old friend, Peter Oberlander, who had a vision of training professionals who could help communities develop visions for the evolution of their communities, one that involved all voices in those communities. I took part in several of these planning sessions (back in the stone age) and they really worked well. Both were cooperative housing developments in Vancouver – False Creek was one you probably would recognize - and both were successfully developed and remain viable.

The School of Regional and Community Planning (SCARP) has what they refer to as MRCP Planning Studio. In SCARP's Planning Studio, graduate students of the 2-year professionally-accredited Master of Community and Regional Planning program partner with community, municipal, and private-sector organizations as consultants, in a joint venture to identify problems and formally propose feasible solutions. I think this might be a really good fit for the challenges our community faces. Here is a link to that program: https://scarp.ubc.ca/studio .

Thanks for all you do for our lovely town, Comox by the Sea.

Regards

Tim

Tim McKinnon
[redacted]
Comox BC, [redacted]

RECEIVED
November 08, 2026
TOWN OF COMOX

LOG: 26-1013	REFER:	AGENDA: RCM 25Nov26
FILE: 6440-01	ACTION: MR	

Copies: Council
JW/RH/SR

Town of Comox – Administration

From: Al Gregory [redacted]
Sent: November 11, 2026 1:34 PM
To: Town of Comox – Administration
Cc: council
Subject: Public Address System

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Town of Comox, Mayor and Council,

Can the town please look into improving the public address system for things like the Remembrance Day Ceremony?

I understand that the most important part is that we all show up on Remembrance Day but if you're going to broadcast the event, people need to be able to hear it. Especially seniors or those who are hearing impaired. It's been pathetic the last few years when I've been able to attend in person. With today's technology it can't be that hard to invest in a weather resistant PA system that people can hear for a couple of blocks.

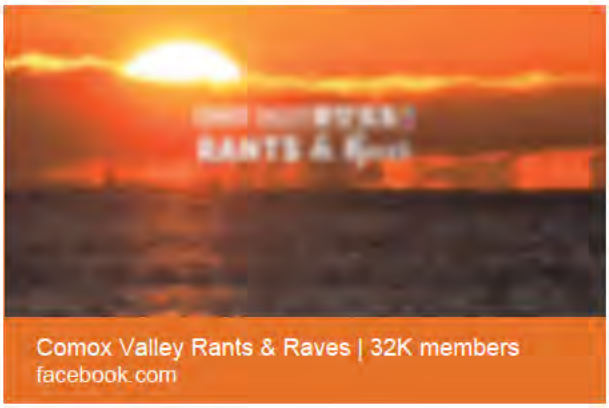
Thanks in advance,

Al Gregory
[redacted]
Comox BC
[redacted]

RECEIVED
November 11, 2026
TOWN OF COMOX

LOG: 26-1016	REFER:	AGENDA: RCM 25Nov26
FILE: 0220-50, 7	ACTION: MR	

File: 0220-50, 7800-20-01
Copies: Council
JW/SR/KG



Town of Comox – Administration

From: Al Gregory [redacted]
Sent: November 13, 2026 9:43 AM
To: Town of Comox – Administration
Subject: Re: Public Address System

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Thanks David, message received.

I understand that the PA system is the responsibility of the Comox Legion Branch #160. Perhaps you can pass on to council that in support of our Remembrance Day ceremony, our veterans as well as active military personnel, council collaborate with the legion to find a resolve that improves the audio at future ceremonies. My suggestion would be an 'in kind' donation (monetary or static) to assist with the purchase (or replacement) of a more appropriate PA system. Considering all of the other organizations and agencies that the Town of Comox supports, it's a small ask considering Comox is a military town and benefits directly from many taxpayers who are active or retired military personnel.

Best regards,

Al

> On Nov 13, 2026, at 9:29 AM, Town of Comox – Administration <town@comox.ca> wrote:
>
> Good Morning Al,
>
> Thank you for your email to Mayor and Council. Please be advised that your correspondence will be circulated to all members of Council and will tentatively appear on the consent agenda at the November 25, 2026 Regular Council Meeting for consideration. If Council makes a decision on the subject matter, we will follow up. If no decision is made, please consider your correspondence received and filed for information.
>
> Please be advised that the Remembrance Day Ceremony is organized by Comox Legion Branch #160, with the Town supporting the event by raising awareness.
>
> Kind Regards,
>
> **David Somerville**
> Clerk II – Corporate Services

Town of Comox – Administration

From: Town of Comox <no-reply@web-response.com>
Sent: November 17, 2026 11:00 AM
To: Town of Comox – Administration
Subject: Webform submission from: Contact Us > Content rows

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Submitted on Tue, 11/17/2026 - 11:00

Submitted by: Anonymous

RECEIVED
Novemver 17, 2026
TOWN OF COMOX

LOG: 26-1028	REFER:	AGENDA: RCM 25Nov26
FILE: 0220-40	ACTION: MR	

Copies: Council
JW/SA/RN/SR/KG

Submitted values are:

First name:
Vicky

Last name:
Trill

Phone:
[redacted]

Email:
[redacted]

Feel free to ask us a question or provide feedback:
Hello Mayor Minion and Council.
I am the General Manager at Berwick Comox Valley, (BCV). At BCV we have an active Environmental Committee made up of an avid group of seniors. I am wondering if there is an opportunity for this group or at least of couple members of this group to partner with the Town of Comox on any Environmental initiatives you have. Thank you for your response.
Vicky Trill

Town of Comox – Administration

From: Jani Martinius [redacted]
Sent: November 12, 2026 10:11 AM
To: council
Subject: Objection to Subdivision Application on Short Street

RECEIVED
November 12, 2026
TOWN OF COMOX

LOG: 26-1029	REFER:	AGENDA: RCM 25Nov26
FILE: 3320-20-2	ACTION: MR	

File: 3320-20-26.24 APPN Copies: Council JW/RH/SA/RN/KG

Dear Mayor and Council,

I am writing to strongly oppose the proposed subdivision of this property into three separate lots.

This is simply not an appropriate location for subdivision.

This property is directly adjacent to Brooklyn Creek, a salmon-bearing waterway within an environmentally sensitive watershed. The Town, Brooklyn Creek Watershed Society and community volunteers have invested considerable time, money and effort into restoring salmon habitat, protecting creek banks and improving this important ecosystem. The 2022 *Brooklyn Creek Fish Habitat Assessment* documents existing concerns with bank erosion, instability, increased stormwater runoff and declining habitat conditions.

All three proposed lots are within the Brooklyn Creek watershed. Increased development, impermeable surfaces, excavation and construction activity could further compromise bank stability, increase runoff and negatively affect salmon habitat. Neighbouring property owners on Short Street have already invested thousands of dollars and countless hours reinforcing the creek bank. How will the vibrations caused during construction affect the stability of their work?

There are also significant concerns regarding mature tree removal, riparian protection and wildlife connectivity. Comox has recently adopted Tree Protection Bylaw No. 2063 and established ambitious urban forest canopy targets. These commitments must mean something when considering development beside one of our community's important natural corridors.

This property is part of an increasingly important connected natural landscape.

The Town's recent acquisition of the 2.6-hectare Newson Family Nature Park demonstrates its commitment to preserving this part of Comox as public green space. Together with Macdonald Wood Park, Mack Laing Nature Park and the Brooklyn Creek corridor, these lands form an exceptional connected natural landscape. The proposed subdivision sits within this broader forested setting. Rather than fragmenting this landscape with additional development parcels, the Town should prioritize retaining the property's natural character, mature trees and ecological connections. This is an opportunity to protect and expand something truly special for future generations.

The neighbourhood character matters too.

Balmoral Avenue is one of Comox's most beautiful streets, with its mature trees, forested surroundings and carefully maintained public landscaping. The Town has invested substantially in preserving this streetscape, and residents and visitors travelling this way appreciate its natural character.

This is an established, predominantly one- and two-storey neighbourhood. The proposed potential three-storey, 11-metre building height allowance (approximately 36 feet) would be entirely out of scale with the surrounding homes and streetscape.

I respectfully ask Council to reject the proposed subdivision and preserve this property as a single parcel.

If development is ultimately unavoidable, it should be substantially scaled back to reflect the existing neighbourhood: **a maximum of 2 appropriately designed, low-rise townhomes**, rather than a row or stack of 8 units. Environmental protection, meaningful setbacks and retention of mature trees must take priority.

With the new provincial government's stated intention to reconsider or repeal Bill 44, I encourage Council not to rush decisions that could permanently establish development potential before the provincial housing framework has been reconsidered. There may soon be greater municipal flexibility to make appropriate, site-specific decisions about density.

I ask Council to defer any approval and require proper environmental, riparian, arborist, stormwater and geotechnical assessments before proceeding. These assessments should be made available for public review.

Not every property is suitable for subdivision or densification. Responsible growth also means knowing when to protect what we already have.

Brooklyn Creek, its wildlife, its salmon habitat, our beautiful forested landscape and the character of this neighbourhood are worth protecting.

Thank you for your consideration.

Sincerely,

Jani Martinius

[redacted]

--
Jani Martinius (She/Her)
Certified Martha Beck Wayfinder Life Coach & Red Seal Carpenter
[redacted]

***I am grateful to live, work and play on the unceded lands of the K'omoks First Nation. You can learn more about the K'omoks First Nation here ***

Town of Comox – Administration

From: [redacted]
Sent: November 17, 2026 11:42 AM
To: Town of Comox – Administration
Subject: MHPOABC Congratulations and Introduction to Mayor and Council
Attachments: Comox.pdf

[redacted]

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

RECEIVED
November 17, 2026
TOWN OF COMOX

LOG: 26-1030	REFER:	AGENDA: RCM 25Nov26
FILE: 0230-01	ACTION: File	

Copies: Council
JW/RH/SR/KG

Regards

Diane Koch
Executive Director
[redacted]

Manufactured Home Park Owners Alliance of British Columbia

To serve, educate and represent the manufactured home community industry in BC

Office Hours:
Monday-Thursday 9 am – 12 pm

Confidentiality notice:
The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information. If you are not the intended recipient of this message, or if this message has been addressed to you in error, please immediately alert the sender by reply email and then delete this message and any attachments. If you are not the intended recipient, any use, dissemination, copying or storage of this message or its attachments is strictly prohibited.

Manufactured Home Park Owners Alliance of British Columbia

November 17, 2026

town@comox.ca

The Town of Comox
1809 Beaufort Avenue
Comox, BC V9M 1R9

Attention: Mayor and Council

Re: An introduction to the Manufactured Home Park Owners' Alliance of BC

Congratulations on your successful election. On behalf of the Manufactured Home Park Owners' Alliance of BC, I want to welcome you to your new term and offer our organization as a resource as your council takes up housing affordability in your community.

Who we are
The Manufactured Home Park Owners' Alliance of BC represents 40% of community owners and operators of manufactured home parks across British Columbia. We advocate for, support and educate park owners, work with all levels of government on policy affecting manufactured home communities, and help keep this form of housing viable and well maintained for the residents who live in it.

Our role in affordable housing
Manufactured home parks are among the most affordable forms of ownership housing available in British Columbia. Residents typically own their homes and rent the site, which keeps monthly costs well below those of most apartments or detached houses. These communities are home to seniors on fixed incomes, working families, and people who might otherwise be priced out of your community altogether.

Our services include:

- Supporting Community owners with regulatory compliance, best practices, and information on the Manufactured Home Park Tenancy Act
- Providing a single point of contact and information source for local governments on manufactured home park matters
- Helping maintain and renew existing parks so that affordable homes are not lost to redevelopment

Every pad that is lost is very difficult to replace, and very few new parks have been built in recent decades. That is why we believe local governments have an important part to play.

How your council can help create new manufactured home parks
Land cost and availability are the main barriers to new parks. We would welcome a conversation about the following options, all of which are within local government authority:

1. **Identify suitable municipal or regional district land.** Consider whether any surplus or underused public lands could be made available through long-term lease or sale for a manufactured home park.

Manufactured Home Park Owners Alliance of British Columbia

2. **Zone for the use.** Create or update zoning that explicitly permits manufactured home parks, including in residential and mixed-use areas, and remove unnecessary barriers to them.
3. **Protect existing parks.** Consider zoning that will allow for increased density in existing communities and help preserve the affordable homes already in your community.
4. **Streamline approvals.** Offer expedited processing and predictable requirements for park proposals and coordinate servicing requirements early.
5. **Reduce upfront costs.** Consider waivers or deferrals of development cost charges and permit fees where they make new affordable housing feasible.
6. **Use housing planning tools.** Reflect manufactured home parks in your Official Community Plan and Housing Needs Report as a deliberate affordable housing strategy.
7. **Partner with us.** We can connect you with owners and operators interested in developing new parks and share what has worked in other BC communities.

We would be glad to meet with you or with staff, at a time convenient to you, to discuss the needs of your community and how we might work together. We can also provide a short briefing package on manufactured home parks as an affordable housing option.

Please contact me at [redacted]. Thank you for your commitment to public service, and we look forward to working with you.

Sincerely,

[redacted]

Diane Koch, Executive Director
Manufactured Home Park Owners' Alliance of BC

Town of Comox – Administration

From: JULIAN BENEDICT [redacted]
Sent: November 18, 2026 9:32 AM
To: council
Subject: Comox Pool

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Hello Mayor and Council,

I'm writing as a Comox resident to ask the new council to explore the feasibility of building a public pool in our town.

Many Comox residents travel to the Aquatic Centre in Courtenay, where swim times can get crowded. As our community grows, a pool closer to home would make it easier for families to take swimming lessons and for older adults and people with mobility limitations to stay active through low-impact exercise.
Could council look at whether a pool could be added to the Comox Community Centre or built at another site in town?

Thank you for considering this.

Julian

RECEIVED
November 18, 2026
TOWN OF COMOX

LOG: 26-1031	REFER:	AGENDA: RCM 25Nov26
FILE: 7710-01	ACTION: MR	

Copies: Council
JW/TH/RH/SR/KG

Town of Comox – Administration

From: JULIAN BENEDICT [redacted]
Sent: November 18, 2026 10:05 AM
To: Town of Comox – Administration
Subject: Re: Comox Pool

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

[redacted] Comox, BC, [redacted]

From: "Town of Comox – Administration" <town@comox.ca>
To: "JULIAN BENEDICT" [redacted]
Sent: Wednesday, 18 November, 2026 09:58:52
Subject: RE: Comox Pool

Good Morning Julian,

Thank you for your email to Mayor and Council.

Per council policy, correspondence to be placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. **Can you please provide your civic address?**

Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the November 25, 2026 Regular Council agenda for consideration. If Council makes a decision on the subject matter, we will follow up. If no decision is made, please consider your letter received and filed for information.

Kind Regards,

David Somerville
Clerk II – Corporate Services

TOWN OF COMOX

Office of the Chair

770 Harmston Avenue, Courtenay, BC V9N 0G8
Tel: 250-334-6000 Fax: 250-334-4358
Toll free: 1-800-331-6007
www.comoxvalleyrd.ca

Comox Valley REGIONAL DISTRICT

RECEIVED
November 19, 2026

File: 0360-20

November 19, 2026

TOWN OF COMOX

LOG:	REFER:	AGENDA:
26-1040		RCM 25Nov26
FILE: 0220-30, C	ACTION: MR	

File: 0220-30, 0400-60 Copies: Council JW/SR/KG

Sent via email only: srusswurm@comox.ca

Mayor and Council
Town of Comox
1809 Beaufort Ave
Comox, BC V9M 1R9

Dear Mayor and Council:

Re: Elected Officials Forums Invitation - Facility Tour

As Chair of the Comox Valley Regional District (CVRD), I am pleased to invite your Council and a senior staff representative to participate in an Elected Officials' Forum on December 15, 2026.

Following the recent local government election and the beginning of a new term of office, this is an exciting time for the Comox Valley. We are pleased to welcome both newly elected and returning officials, and look forward to working together in the years ahead on matters of shared regional interest.

The Comox Valley benefits from a wide range of regional facilities and services that support residents and visitors throughout the region. These facilities have been developed through cooperative arrangements and designs tailored to the needs and conditions of our local communities.

A bus tour of key CVRD facilities will be provided to elected officials on Tuesday, December 15, 2026. The tour will include the Comox Valley Water Pollution Control Centre, Comox Valley Sports Centre, Exhibition Grounds and the Comox Valley Aquatic Centre. Staff will also provide a brief overview of some of the key regional and sub-regional services, including:

- Regional Growth Strategy
- Tourism
- Homelessness Supports Service
- CV Housing Authority
- Transit

The Comox Valley Regional District respectfully acknowledges the land on which it operates is on the unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land.

- Regional Parks and Trails
- Comox Valley Emergency Management

The tour bus will depart from the CVRD office at **9:00 a.m.** and return at approximately **3:30 p.m.** Lunch will be provided. Attendees are encouraged to wear clothing appropriate for outdoor conditions.

As an Elected Officials' Forum, no decisions will be made at this gathering. Rather, the forum is intended to bring elected officials together to receive information on a topic of shared interest and to exchange perspectives and ideas. This forum will also provide a valuable opportunity at the outset of the new term for elected officials to get to know one another, strengthen working relationships, and build a common understanding of the regional services that support our communities.

Please RSVP to Lisa Dennis, Manager of Legislative Services, at [redacted] or via phone [redacted] by Monday, December 7, 2026.

Sincerely,

A. Hamir

Arzeena Hamir
Chair

cc: Jordan Wall, Chief Administrative Officer

Town of Comox – Administration

From: Judythe McQuillan [redacted]
Sent: November 4, 2026 5:01 PM
To: council
Subject: 1890 Comox Ave

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

I am sending this email regarding the proposed development at 1890 Comox Ave. Comox, BC

I heartily approve of this development and in fact have been waiting for this to materialize. We currently have a slum in the Centre of our community, located right on Comox Avenue. This development is long overdue.

As for the 6 story situation, I feel in this location, six stories is perfectly acceptable!!

I look forward to hearing that this development has been approved by the Council so it can progress soon.

Kind regards,

Judythe McQuillan
Long time resident of Comox

RECEIVED
November 04, 2026
TOWN OF COMOX

LOG: 26-986	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Geoff Fleischer [redacted]
Sent: November 4, 2026 5:35 PM
To: council
Subject: Let this beautiful building be build

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

I live on hector Rd where there are many new developments of high density happening right now.

High density should be happening down town to facilitate a walkable, bike city, and help with traffic for street level stores and restaurants.

What is happening on Aspen is the wrong type of development, on Comox avenue is exactly where it should be.

Thank you

Geoffrey Fleischer

RECEIVED
November 04, 2026
TOWN OF COMOX

LOG: 26-987	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: [redacted]
Sent: November 4, 2026 6:21 PM
To: council
Subject: Re: 1890 Comox Ave

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Regarding the 1890 Comox Ave developmemt proposal, I am FOR the Town of Comox Council to vote to change the bylaw to a LOWER height.

Development should proceed only in a way that preserves mountain/ocean site lines, sunlight, and the charm of the Town of Comox.

Traffic congestion is also a major concern of many residents, and keeping the new developments smaller hopefully strikes a balance of allowing development to proceed, while allowing time to see and measure the impacts that an increased population will inevitably have on our small town, which lies on a small Peninsula, surrounded by farms, an airport, and military base.

Thank you Council for hearing residents' concerns and taking steps to maintain the special character of our community!

Heather Drew
[redacted]

RECEIVED
November 04, 2026
TOWN OF COMOX

LOG: 26-988	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: pamela faunt [redacted]
Sent: November 4, 2026 7:31 PM
To: council
Subject: Building

Importance: High

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Council members. Please, Please do your utmost to protect the character of the town of Comox and keep building along Comox Avenue in particular to 4 stories and under.
Please protect what is left of undeveloped oceanfront. Once this is gone it is gone forever. Comox is not a city. Please work to keep it this way.

I thank you.

Get Outlook for iOS

RECEIVED
November 04, 2026
TOWN OF COMOX

LOG: 26-989	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Judy Dahl [redacted]
Sent: November 4, 2026 10:15 PM
To: council
Subject: 1890 Comox Ave

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Please change the bylaw from mid rise residential (up to 6 storeys, which this proposal is) to low rise residential (max 4 storeys).
Comox attracts tourists and residents because of its small town charm. We need to retain this by keeping the building heights down.

Judy Dahl

RECEIVED
November 04, 2026
TOWN OF COMOX

LOG: 26-990	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Judy Dahl [redacted]
Sent: November 5, 2026 4:15 PM
To: Town of Comox – Administration
Subject: Re: 1890 Comox Ave

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Name and address is:

Judy Dahl
[redacted]
Comox [redacted]

On Nov 5, 2026, at 2:59 PM, Town of Comox – Administration <town@comox.ca> wrote:

Good Afternoon,

Thank you for your email to Mayor and Council. As your correspondence could not be circulated to Council members in time for the November 4th meeting, the next opportunity for it to appear on a Council meeting agenda is November 25, 2026.

Per council policy, correspondence to be placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. Can you please provide your civic address?

Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the November 25, 2026 Regular Council agenda for their consideration.

Kind Regards,

David Somerville
Clerk II – Corporate Services

<image001.png>

250-339-2202 – Comox.ca
1809 Beaufort Avenue, Comox B.C. V9M 1R9
Facebook | Bluesky | Instagram | LinkedIn | YouTube

Town of Comox – Administration

From: [redacted]
Sent: November 5, 2026 10:36 AM
To:
Subject: Urgent: 1890 Comox Avenue – Support for Reducing Building Height to Four Storeys

RECEIVED
November 05, 2026
TOWN OF COMOX

LOG:	REFER:	AGENDA:
26-991		RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council JW/RH/SR/KG

Dear Mayor and Council,

I am writing as a concerned Comox resident and homeowner who lives directly across the street from the proposed development at 1890 Comox Avenue. Ahead of today's vote, I want to express my strong opposition to allowing a six-storey development at this location and my support for reducing the maximum height to four storeys.

My husband and I chose to make Comox our home because of its unique character, charm, and sense of community. Comox Avenue is central to that identity. Its welcoming, small-town atmosphere and human-scale streetscape are part of what make this community so special. Allowing six-storey condominium buildings to dominate this corridor threatens to fundamentally change the very character that attracts people to live, work, and invest here.

I recognize that communities must grow and that additional housing is important. However, growth should not come at the expense of the character and livability that make Comox desirable in the first place. There is a meaningful difference between thoughtful, appropriately scaled development and allowing buildings that overwhelm the surrounding neighbourhood.

As someone who will be directly affected by this development, I am particularly concerned about the visual impact, loss of privacy, increased density, traffic, and the precedent a six-storey building could establish for future development along Comox Avenue.

This is not simply a matter of opposing change. It is about ensuring that change is responsible, measured, and respectful of the existing community. A four-storey limit represents a more reasonable balance between accommodating growth and preserving the character of our town.

Once the character of a community is lost to poorly considered development, it is extraordinarily difficult, if not impossible, to restore. I sincerely hope Council recognizes the long-term implications of this decision. The decisions made today will shape what Comox looks and feels like for generations.

I strongly urge Mayor and Council to listen to the residents who have invested in this community and who will live with the consequences of these decisions. Please support the proposed reduction to four storeys at 1890 Comox Avenue.

Comox deserves thoughtful development that complements its identity, rather than development that erodes it.

Thank you for your consideration. I would appreciate having my concerns included in the public record ahead of today's vote.

Sincerely,

Dorothea VanHerwaarden Dowling
Comox Resident and Homeowner

Town of Comox – Administration

From: [redacted]
Sent: November 5, 2026 3:05 PM
To: Town of Comox – Administration
Subject: Re: Urgent: 1890 Comox Avenue – Support for Reducing Building Height to Four Storeys

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Thank you for your email.

Civic address is [redacted] Comox BC [redacted]

Regards,

Dorothea

On Thu, Nov 5, 2026, 2:59 p.m. Town of Comox – Administration <town@comox.ca> wrote:

> Good Afternoon,
>
> Thank you for your email to Mayor and Council. As your correspondence could not be circulated to Council members in time for the November 4th meeting, the next opportunity for it to appear on a Council meeting agenda is November 25, 2026.
>
> **Per council policy, correspondence to be placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. Can you please provide your civic address?**
>
> Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the November 25, 2026 Regular Council agenda for their consideration.
>
> Kind Regards,

Town of Comox – Administration

From: Joyce Dul [redacted]
Sent: November 5, 2026 11:44 AM
To: council
Subject: 1890 Comox Ave

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Please be advised that the proposed height of this building is too high.
Because of the underground parking, which is good, the structure will be much higher than the drawing indicates. 5 levels above ground will be more like 6. Much taller than any other building around it . Very imposing and blocking views for anybody behind it. It should stay within the height range of the buildings already on the street in this area.

Thank you for considering my input.

J Dul

Comox BC

RECEIVED
November 05, 2026
TOWN OF COMOX

LOG: 26-992	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Joyce Dul [redacted]
Sent: November 6, 2026 11:52 AM
To: Town of Comox – Administration
Subject: Re: FW: 1890 Comox Ave

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

As per your rules my full name and address is :

Joyce Dul

[redacted] Comox BC, [redacted]

thank you for forwarding my e mail

On 2026-11-05 3:00 p.m., Town of Comox – Administration wrote:

> Good Afternoon,
>
> Thank you for your email to Mayor and Council. As your correspondence could not be circulated to Council members in time for the November 4th meeting, the next opportunity for it to appear on a Council meeting agenda is November 25, 2026.
>
> **Per council policy, correspondence to be placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. Can you please provide your civic address?**
>
> Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the November 25, 2026 Regular Council agenda for their consideration.
>
> Kind Regards,

Town of Comox – Administration

From: Jonah Carrie [redacted]
Sent: November 5, 2026 11:46 AM
To: council
Subject: Low rise residential in Comox

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Hi there,

Someone posted about a developer requesting to build a six story building downtown. Please don't allow that, low rise buildings only. We like a small town feel. We want views for the community to remain as they are. I personally don't want to build more, or invite more residents, our infrastructure can't handle it, if it were forced to, our quality of life will go down (already is - traffic, no healthcare/doctors, etc).

My vote would to stop new development and to work on retaining farm land, streams, ocean, ocean front, nature in general. Thats what makes our town special. And I don't want an increase in traffic or a more busy town.

Thanks,
Carrie Todd

Sent from my iPhone

RECEIVED
November 05, 2026
TOWN OF COMOX

LOG: 26-993	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Marcy Oakley [redacted]
Sent: November 5, 2026 5:38 PM
To: council
Subject: Keep Comox's Charm

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Nothing over four stories.
Get a design group.
Keep Comox beautiful. Not an architect's try out town!
Marcy Oakley
Comox BC

RECEIVED
November 05, 2026
TOWN OF COMOX

LOG: 26-995	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Marcy Oakley [redacted]
Sent: November 6, 2026 11:25 AM
To: Town of Comox – Administration
Subject: Re: Keep Comox's Charm

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Marcy Oakley
[redacted]
Comox BC
[redacted]

On Fri, Nov 6, 2026 at 10:11 AM Town of Comox – Administration <town@comox.ca> wrote:

> Good Morning,
>
> Thank you for your email to Mayor and Council.
>
> **Per council policy, correspondence to be placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. Can you please provide your civic address?**
>
> Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the November 25, 2026 Regular Council agenda for their consideration.
>
> Kind Regards,
>
> **David Somerville**
> Clerk II – Corporate Services

From: Jim Gordon [redacted]
Sent: Thursday, 05 November 2026 21:48:34
To: Jordan Wall <jwall@comox.ca>
Subject: Last Nights Council Decision

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Jordan,

Hope you are doing well. I wanted to reach out as I heard about last nights council meeting and have since confirmed what happened. I also seen the CBC article covering the situation. Never have I seen zoning taken away at such an advanced stage of development. Was there a specific issue that encouraged the decision or was it that the new council no longer supports the project? Reversing course at this stage raises serious concerns about certainty for developers looking to invest in the community. As you know we were actively looking at investing in the Comox Valley, so this is certainly discouraging. Would appreciate some clarity on the reasoning if you could?

https://www.cbc.ca/news/canada/british-columbia/comox-development-condos-9.7411044

RECEIVED
November 05, 2026
TOWN OF COMOX

LOG: 26-996	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Cheers,

Jim Gordon
Gordon 'N' Gordon Interiors Ltd.
Phone: (250) 474-2100
Fax: (250) 474-2640
www.gordonngordon.com

101-1250 Chidlow Connector, Victoria, BC V9C 0T8

Town of Comox – Administration

From: Lyle Pierce [redacted]
Sent: November 6, 2026 8:22 AM
To: Town of Comox – Administration
Subject: Down zone proposal Comox

RECEIVED
November 06, 2026
TOWN OF COMOX

LOG: 26-997	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Mayor and Council, Town of Comox

I am writing regarding Council's indicated intention to downzone the proposed six-storey, 44-unit development on Comox Avenue.

This property was already zoned to permit six-storey residential development. The developer relied on that decision, invested significant time and money, and submitted a development permit application for 44 homes — the kind of compact, greener housing development municipalities have been encouraging.

My parents are currently looking at the plans and were seriously considering purchasing a unit. So we were surprised to hear suggestions that there is little interest. There is interest — they are an example of it.

A new council is entitled to a different vision for future development. Elections have consequences — but so do municipal decisions.

If developers can't reasonably rely on zoning already approved by the Town, projects will be delayed, scaled back or taken to communities where the planning environment is more predictable.

That affects all of us. Comox needs new housing and a growing tax base to help support increasing municipal costs, rather than continually placing more of that burden on existing homeowners.

Before taking a final vote, I respectfully ask Council to consider the precedent downzoning this property would set — for housing, investment and taxpayers in Comox.

Sincerely,

Lyle Pierce

Sent from my iPhone

Town of Comox – Administration

From: Lyle Pierce [redacted]
Sent: November 6, 2026 3:52 PM
To: Town of Comox – Administration
Subject: Re: Down zone proposal Comox

[redacted]

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

[redacted] Courtenay BC. [redacted]

Lyle Pierce.

Sent from my iPhone

On Nov 6, 2026, at 10:10 AM, Town of Comox – Administration <town@comox.ca> wrote:

Good Morning,

Thank you for your email to Mayor and Council.

Per council policy, correspondence to be placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. Can you please provide your civic address?

Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the November 25, 2026 Regular Council agenda for their consideration.

Kind Regards,

David Somerville
Clerk II – Corporate Services

<image001.png>

250-339-2202 – Comox.ca
1809 Beaufort Avenue, Comox B.C. V9M 1R9
Facebook | Bluesky | Instagram | LinkedIn | YouTube

I 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.

Town of Comox – Administration

From: John Fayad [redacted]
Sent: November 6, 2026 8:35 AM
To: Nicole Minions; council; Planning Dept; Jordan Wall; Shelly Russwurm: Town of Comox
Cc: [redacted]
Subject: 1890 Comox Avenue | Support for Six-Storey Development Along Comox Avenue

RECEIVED
November 06, 2026
TOWN OF COMOX

LOG: 26-998	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Dear Mayor and Council,

I am writing to express my strong support for the developer of 1890 Comox Avenue and their proposed six-storey, 44-unit residential development, particularly in light of the recent discussions surrounding a potential reversal of the property's six-storey zoning.

I am a commercial real estate broker with Colliers and currently have the Port Augusta Inn & Suites listed for sale at 2082 Comox Avenue, just down the street from the proposed development.

From an investment perspective, reducing permitted building heights from six storeys to four storeys would significantly impact the attractiveness and long-term redevelopment potential of properties along this corridor.

Many prospective purchasers are evaluating not only the existing real estate and business operations, but also the opportunity to redevelop these sites over the longer term. Restricting development to four storeys can materially impact project feasibility, discourage investment, and ultimately reduce the number of groups willing to invest in the community.

I strongly believe the developer at 1890 Comox Avenue should be supported in proceeding with their proposed six-storey development. Comox Avenue is exactly where the Town should be encouraging this type of density, given its proximity to existing services, businesses, amenities, and infrastructure.

I am also concerned about the precedent that reversing recently adopted zoning would set. Purchasers and developers need certainty when making significant financial commitments, particularly when they have already invested time and capital into planning projects based on established zoning. Reversing these policies creates uncertainty that could discourage future investment throughout Comox.

I strongly encourage Mayor and Council to support the six-storey development at 1890 Comox Avenue and maintain the six-storey development framework along this corridor to encourage housing supply, private investment, and long-term economic growth.

Thank you for your consideration.

John Fayad
Vice President | Personal Real Estate Corporation | View my profile
[redacted]
1175 Douglas Street, Suite 1110 | Victoria, BC V8W 2E1 | Canada

View Privacy Policy

Proud to be majority Canadian-owned and controlled.
Headquartered in Toronto and listed on the TSX.

Town of Comox – Administration

From: Andrena Koch-Schulte [redacted]
Sent: November 6, 2026 11:46 AM
To: Town of Comox – Administration; [redacted]
Subject: Fwd: Real Estate: Federal budget promises billions for Build Canada Homes program, rethinking variable mortgages and a Red Deer couple chooses a new home

RECEIVED
November 06, 2026
TOWN OF COMOX

LOG: 26-999	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Hello

I wanted to forward this reminder to Town Manager and to all town councillors and Mayor that the federal government has a decisive mandate to build more homes.

Why does Comox think that this town should be excluded from this federal level commitment? Is Comox so unique that every other community in this country should grow, but not Comox?

Is it a sign of racism that Comox doesn't want to welcome new Canadians to the community?

If this town stayed stagnant from 1970s then we would have an old decrepit high vacancy Comox Centre Mall and the town wouldn't have the library building.

I would appreciate reply to acknowledge that this email has been received by the Town of Comox.

I no longer live in the Town of Comox, but I am a Realtor in the community and work out of the Comox Centre Mall.

Regards, Andrena
[redacted]

---------- Forwarded message ---------
From: **The Globe and Mail** <noreply@globeandmailnewsletters.com>
Date: Fri, Nov 6, 2026 at 9:41 AM
Subject: Real Estate: Federal budget promises billions for Build Canada Homes program, rethinking variable mortgages and a Red Deer couple chooses a new home
To: Andrena [redacted]

Trouble viewing this email? Read it online

Add this address to your contacts to avoid spam filters.

November 6, 2026 Sign up

Town of Comox – Administration

From: Andrena Koch-Schulte [redacted]
Sent: November 6, 2026 12:30 PM
To: Town of Comox – Administration
Subject: Re: Real Estate: Federal budget promises billions for Build Canada Homes program, rethinking variable mortgages and a Red Deer couple chooses a new home

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

My business address is [redacted] Comox [redacted]

I no longer have a civic address in Comox.

Andrena Koch-Schulte

On Fri, Nov 6, 2026 at 12:03 PM Town of Comox – Administration <town@comox.ca> wrote:

> Good Afternoon,
>
> Thank you for your email to Mayor and Council.
>
> **Per council policy, correspondence to be placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. Can you please provide your civic address?**
>
> Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the November 25, 2026 Regular Council agenda for their consideration.
>
> Kind Regards,
>
> **David Somerville**
> Clerk II – Corporate Services

THE GLOBE AND MAIL

Real Estate

Hello and welcome back to another edition of the Real Estate newsletter. I'm Jacob Dubé, covering for Moira as she takes a vacation. It's nice to be back writing for you all.

As always, you can get in touch with Moira **via email** with any questions or comments.

JACOB DUBÉ

7 Colchester Court, Toronto HEAPS ESTRIN REAL ESTATE TEAM

This week: The Liberal government has released their latest budget, putting billions towards building new homes. Plus, the housing market adjusts after the

Bank of Canada's rate hike, and experts weigh in on the practicality of home-built saunas.

FEDERAL BUDGET

Ottawa adds $13-billion in new capital to build new homes

Prime Minister Mark Carney and Finance and National Revenue Minister Francois-Philippe Champagne are seen on Parliament Hill before the federal budget in Ottawa, Thursday, Nov.5, 2026. ADRIAN WYLD/THE CANADIAN PRESS

On Nov. 5, Prime Minister Mark Carney's Liberal government **tabled its second federal budget**. Over the five-year horizon, net new spending will amount to $151.5-billion, spread across a variety of initiatives, including boosting Canada's housing supply.

Ottawa said it would add $13-billion in new capital over ten years on a cash basis to Build Canada Homes, an agency it launched in September 2025 to accelerate home

construction. That would bring its total capital to $45-billion, and the government said the new investment would set the agency "on a path" to build 200,000 new homes across Canada over the next decade.

Ottawa said it would also spend $1.5-billion over four years, starting in 2027-2028, and $387.4-million in subsequent years to ready federal land for new housing projects.

At the same time, the government said it would introduce legislation to extend a ban on foreign residential property purchases to January 1, 2029. The restrictions had been set to expire this coming January.

From business investment to increasing the debt, **read the highlights from the budget**.

INTEREST RATES

Is a variable mortgage rate still worth considering after the Bank of Canada's rate hike?

A row of residential for sale signs lines a street in northeast Calgary in July. AMIR SALEHI/THE GLOBE AND MAIL

Variable-rate mortgages were having a moment – until the Bank of Canada raised its trendsetting interest rate last week, citing concerns about high oil prices.

Canadians had been flocking to variable rates over the past few months as turmoil in the bond market pushed up fixed mortgage rates. Nearly half of consumers taking out or renewing a mortgage in 2026 signed up for a variable one, as of September, compared to less than 10 per cent who did so in 2024, according to data from National Bank of Canada.

But, as Mariya Postelnyak writes, the BoC's rate hike had variable rates inching up a notch last week. The potential of a few more hikes in the coming months has **left mortgage shoppers wondering whether a variable rate is still worth it**.

The answer hinges on a number of variables, including risk tolerance, the availability of financial buffer room, and whether the borrowers are first-time homebuyers or more experienced homeowners. But experts say going variable might **still turn out to be the cheaper option for many mortgage shoppers**, especially for those choosing longer terms.

HOME RUN

With a budget of $550,000, what home did this Red Deer couple buy?

Jordanna and Derek laugh on their back porch in Red Deer, Alta., last month. AMANDA ERICKSON/THE GLOBE AND MAIL

Derek and Jordanna Gibeault first met in 2017, but it wasn't until 2023 that they reconnected and began dating. By May, 2023, Jordanna, a realtor, purchased a five-bedroom, three-bathroom semi-detached home in Red Deer, Alta., for $330,000.

While the home had a spacious interior, the couple thought about buying a detached home together one day, with more storage and better exterior spaces, including a bigger backyard and a larger garage. They began to consider what they could afford and what they wanted out of their new home, given a budget of around $550,000.

The couple wanted at least four bedrooms so that they could have personal office spaces, host visiting family, and convert one bedroom into a gym. A larger private backyard space was also a must-have, not only for their two large dogs – a mixed breed named Crue and a black lab named Tikka – but also for themselves.

From a home in Southeast Red Deer with a loft space above the garage, a five-bedroom bungalow with a spacious yard and a split-level home in Deer Park, **find out which property the couple decided to buy**.

This week's lowest fixed and variable mortgage rates in Canada

Mortgage rates

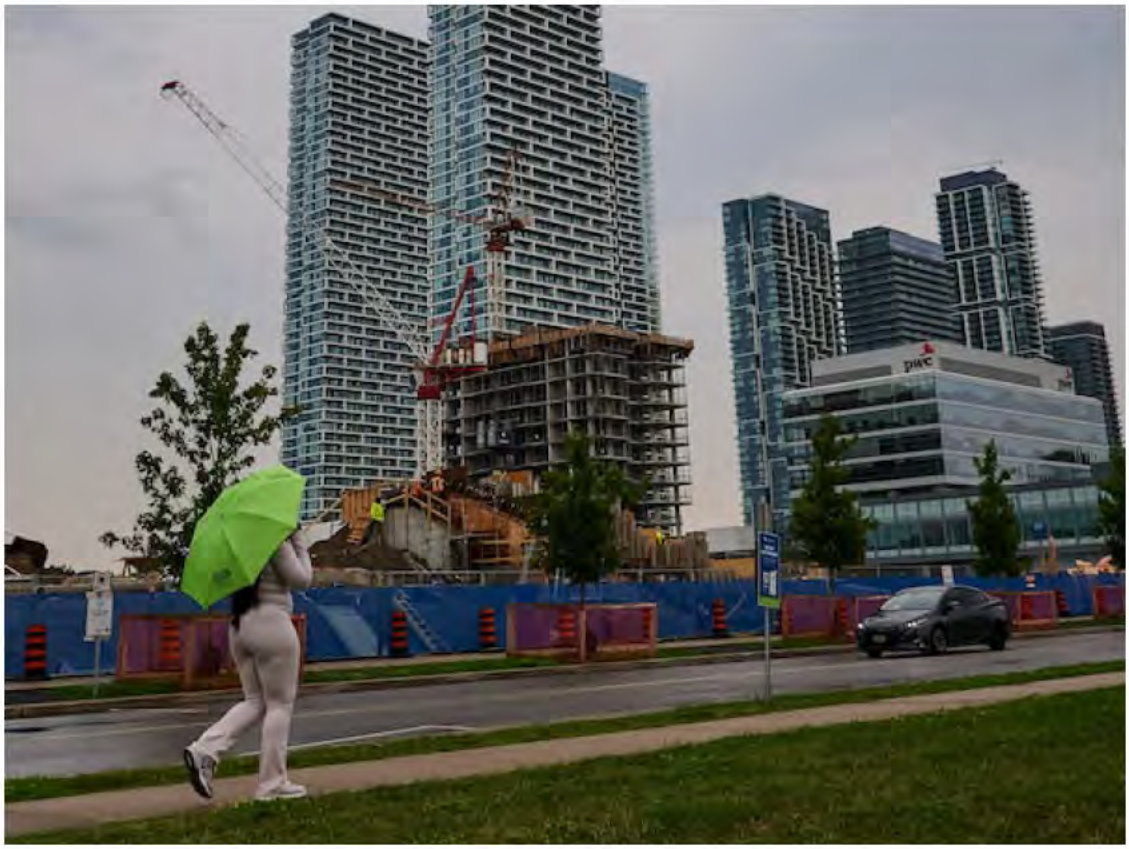
	INSURED	PROVIDER	UNINSURED
1-year fixed	4.49	Ratehub.ca, True North	4.59
2-year fixed	4.39	Ratehub.ca	4.59
3-year fixed	4.49	Ratehub.ca	4.69
4-year fixed	4.54	Ratehub.ca	4.89
5-year fixed	4.44	Ratehub.ca	4.84
10-year fixed	5.43	Ratehub.ca	5.43
5-year variable	3.60	Ratehub	3.90
HELOC	NA	NA	5.20

THE GLOBE AND MAIL, SOURCE: RATEHUB.CA; DATA AS OF NOV. 5.

Rates shown are the lowest available for each term/type and category (insured vs. uninsured) **as of market close on Thursday, Nov. 5**.

THE NEXT MOVE

Home buyers and home sellers ride a wave of uncertainty in the GTA



New condo buildings under construction by the Vaughan Metropolitan Centre in Ontario. SAMMY KOGAN/THE GLOBE AND MAIL

Market watchers in many tranches of Toronto real estate are detecting a palpable fear of commitment this fall: Buyers are reluctant to submit a bid and sellers are balking at making a counter-offer.

As Carolyn Ireland writes, steady activity in the first half of October **became quieter in the second half** as consumers watched the lead-up to U.S. midterm elections and waited for more clarity on tariffs, interest rates and Canada's economy.

The Bank of Canada's rate hike has many consumers fretting about their own budgets and economists predicting a slow grind towards the end of the year in the Greater Toronto Area.

As for potential buyers, they are trying to gauge how much farther home prices have to fall and whether the potential for a lower price offsets the risk of higher rates. **Realtors share how buyers and sellers might come to a deal in these times**.

DESIGN CORNER

Are at-home saunas worth the sweat? Experts weigh the pros and cons

Building a home sauna can be tricky, and location is everything. HANNES NIEDERKOFLER/SUPPLIED

Studies show saunas can reduce stress, soothe sore muscles, relieve pain and improve heart health. Some research suggests they could also lower the risk of dementia. But, Matthew Hague writes, are those benefits **worth the sweat and headache of a home installation?**

Building a home sauna can be tricky. For starters, there are several different kinds to consider: wood burning, electric and infrared. Placement is up for debate, too. Common options include basements, backyards, bathrooms or even bedrooms.

According to Alan Jalasjaa, who hosts a sauna **podcast** and serves as Canada's Sauna Ambassador, at-home saunas tend to have lower ceilings compared to commercial ones, which help keep the heat on you.

One sauna designer said the best place to install a home sauna is the backyard. Basements and ensuites can also work, but it's vital to ensure proper insulation and drainage to avoid mould.

HOME OF THE WEEK

A design-forward house in Toronto with a four-season pool

The house at 7 Colchester Court in Toronto features a double-height living area with soaring 28-foot ceilings. HEAPS ESTRIN REAL ESTATE TEAM

7 Colchester Court, Toronto – Full gallery here

Elena Stavreska was mother to a toddler, with another baby on the way, when she and her husband decided to move from their King Street West penthouse to the Edenbridge area in suburban Etobicoke – full of winding streets, expansive lots and plenty of parkland along the Humber River.

When thinking about renovations to the modern two-storey dwelling, the couple aimed to create a more calming interior and a tranquil backyard retreat.

On the main level, the foyer opens to a double-height living area with a ceiling height of 28 feet. Stairs lead to a raised dining area with temperature-controlled wine storage. The kitchen has custom cabinetry, integrated appliances, a geometric island and a breakfast bar.

Upstairs, the primary suite has floor-to-ceiling windows in the sleeping area, a bathroom with a double vanity and stand-alone tub, and a large walk-in closet. Four additional bedrooms on that floor each have ensuite bathrooms and built-in cabinets.

Outside, the couple built an in-ground pool and integrated hot tub, surrounded by 5,500 square feet of heated patios and walkways. The pool is heated year-round, in an effort to prolong the short Canadian summers.

Top Stories

RECEIVED
November 06, 2026
TOWN OF COMOX

LOG: 26-1000	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

From: Ryan Cohen [redacted]
Sent: November 6, 2026 11:53 AM
To: Jordan Wall <jwall@comox.ca>; council <council@comox.ca>
Subject: Development certainty -1890 Comox Avenue

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Mayor, Council and Staff,

I write today to share our perspective on the zoning changes affecting 1890 Comox Avenue, following a recent media coverage.

At Pacific Swell, our work in the Comox Valley spans multi-family market rentals, affordable housing and social and emergency housing with BC Housing. We enjoy working in the Valley and would welcome opportunities to continue investing in its communities, including your City.

Our understanding is that the permitted development on this property is being reduced by 1/3 *after* a development permit was issued. This concerns us deeply, given the substantial time and investment committed to a project by that stage. Confidence in existing zoning and approvals is a vital part of any developers decision to move forward and this recent decision has sent shock waves throughout the development and building community on the Island.

The decision also adds an additional layer of financing risk. Lenders and equity partners need confidence that the approvals underpinning a project will remain reliable. Uncertainty at that stage can make financing harder (or even impossible) to secure, increase borrowing costs and require additional equity, further challenging already tight project economics.

If this change stands, we would need to reconsider pursuing any projects in Comox or at best, build significantly greater risk allowances into our pro formas. That would make projects harder to deliver and Comox less attractive relative to other communities. Our concern is that this could ultimately mean fewer homes, less choice and greater pressure on supply and affordability.

We appreciate the competing priorities Council and staff must balance and the work you all put into making the community function and prosper and hope you will reconsider this change. Further, we hope that you will provide reassurance that projects advancing in good faith can rely on the approvals they receive.

Thank you for considering our perspective. We would be happy to discuss our experience and how we can support housing delivery in the community.

Warm regards,

Ryan Cohen
Founder & CEO
Pacific Swell Developments Inc.

Ryan Cohen
CEO
[redacted]
West Vancouver, BC, [redacted]
[redacted]
www.pacswell.ca

PACIFIC SWELL

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Town of Comox – Administration

From: Charmaine Barclay [redacted]
Sent: November 6, 2026 2:46 PM
To: Jordan Wall
Cc: council
Subject: Amended Letter with signature
Attachments: SKM_C300i26110614140.pdf

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Please see attached signed letter.

Thank you.

Charmaine Barclay
President

5741 Island Highway Courtenay, BC V9J 1T3
charmaine@islandtruss.ca | www.islandtruss.ca
Office: **250.338.1381**

ISLAND TRUSS
Quality Roofs & Floors for Over 40 Years

From: [redacted]
Sent: Friday, November 6, 2026 3:15 PM
To: Charmaine Barclay [redacted]
Subject: Message from KM_C300i

RECEIVED
November 06, 2026
TOWN OF COMOX

LOG: 26-1001	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

November 6th, 2026

Town Of Comox

RE: 1890 Comox Avenue

To Mayor Minions and Members of Council,

I am writing to express my strong support for the development proposed at 1890 Comox Avenue as it was originally presented and approved by Council.

I am deeply concerned by the recent change in position regarding this development this far into the process and the apparent intention to reduce the scope of what the developer was previously approved to build.

The development went thru the appropriate municipal review and approval process, and a decision was made to move forward for a 6-story building. It is difficult to understand why, after that approval was granted, the Council would now seek to change the terms and limit the development.

There needs to be a level of consistency, accountability and confidence in the decisions made by our municipal government. Developers invest considerable time, resources and money based on the approval process and direction they receive from the municipality. When those decisions are subsequently reconsidered or in this case reversed, it raises serious concerns about the reliability and integrity of the approval process and willingness of the municipality to stand behind what it said it would do.

The developer has invested a substantial monetary amount of over $250,000 into architects, engineers and consultants which is typical in projects like this, with the understanding they were moving in the direction and accordance of what the Town of Comox agreed to.

To now revisit the zoning and effectively reduce the project back seems incredibly unfair and baffling, to be frank. Being in the construction industry myself, I know that in the six years that has passed since the original discussions, the construction costs have increased substantially, making the project at a reduced size likely not viable.

The municipality has a responsibility to address the growing need for housing in the community which has been a mandate for some time now. How can we address the need for increased density and growth, yet make it increasingly difficult for residential projects to move forward such as this one.

I believe that approved developments should be respected and carried out, particularly when the developer has proceeded in good faith and followed the due process set out by the municipality.

I encourage Council to reconsider its current position and honour the development as originally approved. Our community benefits from thoughtful development, investment and a community that demonstrates fairness and consistence in its decision making.

I empathize with Mr. Fisher and Mr. Van Steen's frustration and completely agree with their comments that any future development in Comox will be difficult based on how this decision has been made. Why would anyone invest in our community when the municipality has created such uncertainty. They will simply go elsewhere.

Developers need to have confidence that when they collaborate with municipal staff and follow the process as requested which includes investing substantial resources that the municipality doesn't waffle and change their minds so far into the process.

I am also particularly concerned about the timing of this decision, being that at Council's first meeting following the swearing-in of virtually a new Council. I question whether sufficient consideration was given to the history of this development, the previous Council's direction who were involved, and the considerable investment the developer has made in good faith over the past several years. A change in municipal leadership should not automatically mean a change in direction on this project.

How can we encourage future investors, talk about the need for housing, establish a new OCP that supports increased density, only to change direction when a developer steps forward and invests their time and money for housing that the community needs.

I urge Comox Council to reconsider their decision and support the proposal of this development.

Thank you for your consideration.

Sincerely,

[redacted]

Charmaine Barclay
Comox Resident

Town of Comox – Administration

From: Gail Jernberg [redacted]
Sent: November 6, 2026 5:39 PM
To: council
Subject: In support of 1890 Comox Ave and Mr. Fisher

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

To the Mayor and Council,

My husband and I have learned more details about the development proposal for 1890 Comox Ave by Mr. Rick Fisher. We saw the CHEK news coverage and we have read some thoughtful commentary about the history of this proposal.

We'd like you to know that there are definitely local residents in favour of permitting Mr. Fisher to go ahead with the proposal that was basically approved by the prior Council. It seems completely wrong at this juncture to restrict the development to a four-storey building when everything was in place for a six-storey condominium and Mr. Fisher was being encouraged to build on the lot! We should honour our agreements!

We'd like to mention that we owned a home directly across the street from 1890 up until a few years ago and we would have been completely in support of his development proposal even if we still lived there!

I don't know what anyone will think about our town if we encourage a development to the point that they spend $300,000 on preparation and then suddenly pull the rug out from under them. It seems very wrong. None of us would like to be treated that way and some of us don't feel right about treating Mr. Fisher in this manner. It's hard enough to find good local developers, I think we should work with him and support him.

Obviously, most of us do not want huge buildings all over the Town, but Comox Ave already supports several large condos and this proposal seems fair.

We hope the new Council will reconsider their opposition to Mr. Fisher's plans and perhaps find a way to help this development go forward. It certainly seems that all the appropriate and required prep work has been done.

There will be times when our Town really wants and needs certain kinds of development, let's not create a situation where NO developer wants to work with us.

Thanks,

Gail Jernberg & Mike Copp
[redacted]
Comox, BC
[redacted]

RECEIVED
November 06, 2026
TOWN OF COMOX

LOG:	REFER:	AGENDA:
26-1004		RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Ross Marshall [redacted]
Sent: November 7, 2026 8:39 AM
To: Nicole Minions; council
Cc: Jordan Wall; Planning Dept; Shelly Russwurm: Town of Comox
Subject: Investor Confidence, Development Certainty, and the Importance of Municipal Process Integrity in the Town of Comox

RECEIVED
November 07, 2026
TOWN OF COMOX

LOG: 26-1005	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

November 7, 2026
Mayor and Council
Town of Comox
1809 Beaufort Avenue
Comox, BC V9M 1R9

Re: Investor Confidence, Development Certainty, and the Importance of Municipal Process Integrity

Dear Mayor and Council,

I am writing in my capacity as a commercial real estate advisor representing several landowners with development sites in the Comox Valley, as well as numerous developers, private investors, family offices, and institutional investment groups actively evaluating opportunities throughout Vancouver Island.

Recent decisions by Council regarding the proposed development at 1890 Comox Avenue have generated significant concern within the development and investment community. The issue extends well beyond a single project or a single property owner. Rather, it raises broader questions regarding development certainty, municipal process integrity, and the predictability of investment within the Town of Comox.

Over the past several weeks, I have spoken extensively with developers and investors who have historically viewed the Comox Valley as one of the most attractive long-term growth markets on Vancouver Island. These groups have been attracted by the region's strong population growth, exceptional quality of life, expanding healthcare sector, proximity to CFB Comox, and continued in-migration from larger urban centres. Unfortunately, many of these same groups have now expressed serious reservations about pursuing opportunities within the Town of Comox. Essentially, the concern being communicated is remarkably consistent.

Investors recognize that development projects inherently involve risk. They understand construction risk, financing risk, market risk, and economic risk. What is significantly more difficult to underwrite is political and entitlement risk, particularly where development permissions and planning expectations appear capable of changing after substantial investments have already been made in the approval process.

The widely publicized decision to pursue a downzoning of a project that had advanced through municipal approvals and reportedly received a development permit has created a perception that development entitlements in Comox may no longer provide the certainty that investors require when allocating capital. Whether that perception is entirely justified is, in some respects, beside the point.

Investment decisions are often driven by confidence. Once confidence is compromised, capital can be redirected elsewhere with relative ease. For most developers, the fundamental questions are straightforward:

1. Can planning policy be relied upon?
2. Can approved density assumptions be underwritten with confidence?
3. Can significant expenditures on consultants, architects, engineers, and municipal applications be made with reasonable certainty regarding the outcome?
4. Will development rights continue to be respected once substantial progress has been achieved through the approval process?

When investors and lenders cannot confidently answer those questions, they typically respond in one of two ways:

1. They reduce the value they are willing to pay for land to account for increased risk.
2. They choose to invest in alternative municipalities where approval processes are viewed as more predictable and transparent.

Unfortunately, I can report that the latter response is already occurring. Several experienced developers and investors with whom I have been actively engaged have effectively removed Comox from their acquisition search parameters and are instead directing their attention toward other Vancouver Island municipalities where they perceive greater certainty in the development approval process. This should concern everyone who cares about the long-term prosperity of the community.

The costs associated with lost investment are difficult to quantify but potentially significant. Reduced investor interest can translate into lower land values, fewer housing starts, decreased employment opportunities, reduced construction activity, diminished property tax growth, and ultimately fewer new homes delivered at a time when housing supply remains an important provincial and regional priority. Perhaps most importantly, reputational damage extends well beyond municipal boundaries.

The development and investment community is relatively small. Capital markets, lenders, developers, consultants, and industry professionals communicate regularly. Municipal decisions that create uncertainty regarding planning and development approvals receive widespread attention and can influence investment decisions for years after the original event. The Comox Valley possesses extraordinary long-term fundamentals and should be positioned as one of the premier destinations for private investment on Vancouver Island. It would be unfortunate if concerns surrounding process certainty and entitlement risk were to undermine those advantages.

I fully appreciate that elected officials must balance competing community interests and that growth management decisions are ultimately a matter of local governance. However, I respectfully suggest that maintaining confidence in the integrity, consistency, and predictability of the planning process is equally important. Investors do not necessarily require every application to be approved. What they do require is confidence that the rules, policies, and approvals in place today can be relied upon tomorrow.

I encourage Council and staff to consider the broader implications that decisions affecting development certainty may have on the Town's reputation within the investment community and to reaffirm Comox's commitment to transparent, predictable, and dependable planning processes.

Thank you for your consideration of these comments. I remain optimistic about the future of the Town of Comox and hopeful that confidence can be restored through clear communication and a demonstrated commitment to process consistency.

Respectfully,
Ross Marshall

Ross Marshall* | Senior Vice President
CBRE Limited | Investment Properties Group

Advisory and Transaction Services | Capital Markets
[redacted]
*Personal Real Estate Corporation

CBRE Limited | Suite 110 - 800 Yates Street, Victoria, BC V8W 1L8
[redacted]

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Town of Comox – Administration

From: Wade Luksay [redacted]
Sent: November 8, 2026 11:13 AM
To: Nicole Minions; Jenn Meilleur; Jessica Wegg; Jonathan Kerr; Lisa Bourgeois; Neil Ladell; Vivian Chislett
Cc: Town of Comox – Administration; Planning Dept; Wade Luksay
Subject: Comox Avenue Development

[redacted]

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Mayor and Council,

As a dentist who lives in Comox, I am deeply disappointed by council's decision to pursue downzoning the proposed condominium development on Comox Avenue after it had already received approval. To me, changing the rules at this stage shows bad faith toward the people who invested in the project and those who hoped to call it home.

I had hoped to purchase a unit in this development and live there. I want to downsize while remaining in the community I love, but I see very few attractive options in downtown Comox that would suit my needs. This project represented a genuine opportunity.

My concern goes beyond one building. When council encourages development and then changes course after approvals and substantial investment, it undermines confidence in the entire community. I fear developers will simply take their projects elsewhere, leaving us waiting many years for the housing we need.

I urge council to reconsider and restore confidence that Comox will honour its commitments!

Sincerely,

Dr. Wade Luksay

Comox resident and dentist

RECEIVED
November 08, 2026
TOWN OF COMOX

LOG: 26-1006	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Wade Luksay [redacted]
Sent: November 9, 2026 1:14 PM
To: Town of Comox – Administration
Subject: Re: Comox Avenue Development

[redacted]

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

As per your request- thank you.

Dr. Wade Luksay
[redacted]
Comox, B.C.
[redacted]

On Nov 9, 2026, at 12:13 PM, Town of Comox – Administration <town@comox.ca> wrote:

Good Afternoon,

Thank you for your email to Mayor and Council.

Per council policy, correspondence to be placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. Can you please provide your civic address?

Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the November 25, 2026 Regular Council agenda for their consideration.

Kind Regards,

David Somerville
Clerk II – Corporate Services

<image001.png>

250-339-2202 – Comox.ca
1809 Beaufort Avenue, Comox B.C. V9M 1R9
Facebook | Bluesky | Instagram | LinkedIn | YouTube

Town of Comox – Administration

From: [redacted]
Sent: November 8, 2026 7:34 PM
To: council
Subject: Comox Ave bldg proposal

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

As a resident of Comox, I fully support the proposal for up to 6 stories, mixed use

Graham Edwards

RECEIVED
November 08, 2026
TOWN OF COMOX

LOG: 26-1007	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Al Versteeg [redacted]
Sent: November 9, 2026 9:56 AM
To: council
Subject: 1890 Comox Ave

RECEIVED
November 09, 2026
TOWN OF COMOX

LOG: 26-1008	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Dear Mayor and Members of Council,

I am asking you to take a step back and look at this situation at 1890 Comox Ave from a human perspective, not simply as a disagreement over the height of a building.

There are real people behind this project. People who have invested considerable time, money, effort, and trust in a process they believed was being encouraged and supported by the Town of Comox.

Think about the builder for a moment. They worked with Town staff, followed the direction they were given, and moved forward believing they had the Town's support. Imagine how devastating and frustrating it must be to find yourself in this position after relying on the guidance and cooperation of the very municipality you were working with.

I also think we need to show some compassion for the Town's own employees. These are staff members who worked with the builder, believing in what they were communicating and presumably doing their best to guide the project through the process. I cannot imagine how embarrassing and difficult this situation must be for them. They are people too, and I would hope the Council recognizes the position they have been put in.

If Council does not want six-storey buildings in Comox, then make that clear for future developments. That is your right. But this particular project was encouraged and assisted by the Town. Why should this builder bear the consequences of a change in direction after having worked with the Town in good faith?

Put yourself in the builder's shoes. What would you think if you had invested years of work and substantial money, relying on the Town's guidance, only to have the Town attempt to stop the very project it helped move forward?

And perhaps more importantly, what builder, investor, or business would have confidence in working with the Town of Comox in the future? How could anyone feel secure making major investments in our community if the Town's guidance and commitments can be withdrawn at such a late stage?

My understanding is that this situation has created considerable shock and concern throughout Vancouver Island. I can tell you that many, many Comox residents feel the Town is being unfair. I honestly struggle to understand how anyone could look at the circumstances surrounding this project and not appreciate why so many people feel this way.

A municipality's reputation is built on trust, fairness, and integrity. It takes years to build that reputation, but decisions like this can cause lasting damage. This isn't just about the builder. It is about the message being sent to everyone who lives, works, invests, or hopes to do business in Comox.

I believe the Council has an opportunity here to demonstrate leadership and compassion. Sometimes doing the right thing means recognizing that circumstances have changed, but that people who relied on the Town's previous direction should not be the ones paying the price.

If you want a different vision for Comox, establish it for the future. But please don't change direction at the expense of people who trusted the process and the municipality guiding them.

I urge each of you to put yourselves in the builder's position and ask one simple question:

If I had worked with the Town in good faith, relied on its guidance, invested my money and my future into this project, would I feel I had been treated fairly?

I sincerely hope the answer to that question matters to you.

Please allow this project to stand. Do what you believe is right for the future of Comox, but don't break the trust of those who relied on the Town along the way.

The Town's word should mean something. Fairness should mean something. And doing the right thing should mean something.

I urge you to honour the process, protect the Town's reputation, and show the people involved that their trust was not misplaced.

Respectfully,

I am asking you to take a step back and look at this situation from a human perspective, not simply as a disagreement over the height of a building.

There are real people behind this project. People who have invested considerable time, money, effort, and trust in a process they believed was being encouraged and supported by the Town of Comox.

Think about the builder for a moment. They worked with Town staff, followed the direction they were given, and moved forward believing they had the Town's support. Imagine how devastating and frustrating it must be to find yourself in this position after relying on the guidance and cooperation of the very municipality you were working with.

I also think we need to show some compassion for the Town's own employees. These are staff members who worked with the builder, believing in what they were communicating and presumably doing their best to guide the project through the process. I cannot imagine how embarrassing and difficult this situation must be for them. They are people too, and I would hope Council recognizes the position they have been put in.

If Council does not want six-storey buildings in Comox, then make that clear for future developments. That is your right. But this particular project was encouraged and assisted by the Town. Why should this builder bear the consequences of a change in direction after having worked with the Town in good faith?

Put yourself in the builder's shoes. What would you think if you had invested years of work and substantial money, relying on the Town's guidance, only to have the Town attempt to stop the very project it helped move forward?

And perhaps more importantly, what builder, investor, or business would have confidence in working with the Town of Comox in the future? How could anyone feel secure making major investments in our community if the Town's guidance and commitments can be withdrawn at such a late stage?

My understanding is that this situation has created considerable shock and concern throughout Vancouver Island. I can tell you that many, many Comox residents feel the Town is being unfair. I honestly struggle to understand how anyone could look at the circumstances surrounding this project and not appreciate why so many people feel this way.

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I urge each of you to put yourselves in the builder's position and ask one simple question:

If I had worked with the Town in good faith, relied on its guidance, invested my money and my future into this project, would I feel I had been treated fairly?

I sincerely hope the answer to that question matters to you.

Please allow this project to stand. Do what you believe is right for the future of Comox, but don't break the trust of those who relied on the Town along the way.

The Town's word should mean something. Fairness should mean something. And doing the right thing should mean something.

I urge you to honour the process, protect the Town's reputation, and show the people involved that their trust was not misplaced.

Respectfully,

Allan Versteeg

Town of Comox – Administration

From: Al Versteeg [redacted]
Sent: November 9, 2026 12:39 PM
To: Town of Comox – Administration
Subject: Re: 1890 Comox Ave

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

[redacted]
Bowser BC
[redacted]

On Mon, Nov 9, 2026, 12:37 PM Town of Comox – Administration <town@comox.ca> wrote:

> Good Afternoon,
>
> Thank you for your email to Mayor and Council.
>
> **Per council policy, correspondence to be placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. Can you please provide your civic address?**
>
> Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the November 25, 2026 Regular Council agenda for their consideration.
>
> Kind Regards,
>
> **David Somerville**
> Clerk II – Corporate Services

Town of Comox – Administration

From: paul ives [redacted]
Sent: November 9, 2026 10:28 AM
To: council
Cc: [redacted]
Subject: 1890 Comox Avenue Downzoning
Attachments: November 9 Letter to Mayor and Council.docx

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Please see attached letter to Mayor and Council.
Paul Ives, Mayor 2008-2018

RECEIVED
November 09, 2026
TOWN OF COMOX

LOG: 26-1009	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

November 9, 2026

Mayor and Council

Town of Comox

Re: 1890 Comox Avenue Downzoning

I write this letter in support of Rick Fisher's opposition to Town's council's decision made at the inaugural council meeting of November 4th to instruct staff to prepare a bylaw to rezone the subject property for the purpose of revoking an issued development permit to construct a 6 storey building on the subject property. This decision, if pursued through to any final adoption of such a downzoning bylaw, represents at best, short-sighted decision making in view of the recently adopted Official Community Plan, and at worst, bad faith conduct from a newly elected council having just been sworn in. Listening to Councillor Kerr's rationale in support of this resolution, one has to wonder how it is that door knocking feedback in the recent election campaign purports to represent the so-called will of the greater community given that there was an extensive and expensive process undertaken during the review of the Official Community Plan, and in fact, a decision made by a majority of council to adopt that Official Community Plan which includes allowances for up to 6 storey buildings within the downtown core. I understand and acknowledge that four incumbent councillors who supported the new Official Community Plan were not re-elected, and that a new council comprised of two incumbent councillors and four newly elected councillors now feels that the Official Community Plan should be superceded by views expressed in their campaigns.

Having served as Councillor (2002-2008) and Mayor (2008-2018), I know that most council members want to do what is best for the community as a whole, no matter who voted for them and who didn't vote for them. Past council decisions have been made, after public consultation (where appropriate), to improve the Town's amenities, infrastructure, and services within the context of making the Town a better place to live, work, play and do business. I feel that this recent decision to pursue a downzoning of the subject property will in fact send a message to the community at large, including developers and builders, that the Town is no longer open for business, and that in pursuit of the so-called Keeping Comox's Charm vocal minority wishes, there will be an ever increasing tax burden on our residents as there will be a reduction in building permit fees, reduction in property taxes for multi-family and commercial units that would otherwise have been constructed, and less development cost charge and amenity contribution revenues. Of course, all of this flies in the face of the dire need for new housing as recognized in the Official Community Plan and by issuance of $5million federal government grant for expediting new housing applications.

Paul R. Ives, KC

Town of Comox – Administration

From: paul ives [redacted]
Sent: November 9, 2026 3:34 PM
To: Town of Comox – Administration
Subject: Re: 1890 Comox Avenue Downzoning

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

[redacted] Comox, BC [redacted]

From: "Town of Comox – Administration" <town@comox.ca>
To: [redacted]
Sent: Monday, November 9, 2026 12:39:49 PM
Subject: RE: 1890 Comox Avenue Downzoning

Good Afternoon Paul,

Thank you for your email to Mayor and Council.

Per council policy, correspondence to be placed on an agenda *must* include the full name, civic address, and municipality of the author for information purposes but will be redacted on correspondence published to the website. Can you please provide your civic address?

Once we have received the information requested above, please note that your correspondence will be circulated to all members of Council and will tentatively appear on the November 25, 2026 Regular Council agenda for their consideration.

Kind Regards,

David Somerville
Clerk II – Corporate Services

Town of Comox – Administration

From: Grant Skelly [redacted]
Sent: November 9, 2026 11:15 AM
To: Town of Comox – Administration; [redacted]
Subject: 1890 Comox

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

RECEIVED
November 09, 2026
TOWN OF COMOX

LOG: 26-1010	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

The Real Consequences of 1890 Comox Ave.

People need to consider that the Town of Comox asked the owner of 1890 Comox Ave. to build and assisted by providing the zoning to make that possible. In any other town, a new council would respect and recognize that commitment and understand the harm that a sudden change like this would cause, not only to the developer but also to the town's reputation as a place to do business and invest.

If a new council didn't understand those consequences, typically Town staff would explain them. What is being proposed is so damaging to the town's reputation that it should be a serious concern to everyone involved.

People talk about this project as though it will simply become a four-storey building if the Town decides to rezone the property. But while the zoning may change, the project itself has failed. You don't simply throw away two pages of plans and carry on. For the most part, you start again or you walk away, as happened the first time this site was brought before the Town.

If that happens, why would a developer try again? The new message is clear: if Council doesn't like your project, even when it meets all the bylaws and requires no variances, it can simply take away the zoning rights it previously granted.

That decision removes any sense of certainty for the development community. If a four-storey building made financial sense, how could a developer have any confidence that the zoning granted by the Town actually means anything?

Another consideration is cost. If the Town had an extra $300,000 to $500,000 to invest right now, what would it build? A park? Something for seniors? What about filling potholes? Or could it choose to spend that money on lawyers, with the objective of stopping a housing project that the Town itself asked to be built?

The five-storey building between the golf course and Comox Mall is a great example. It's tall, but who among us would tear it down now? People live there, visit local restaurants and businesses and pay taxes to the Town. If you voted to tear it down, what would you say to them?

If, however, the developer files a lawsuit, the taxpayers' money spent on that legal battle, win or lose, will be gone. Where did that money come from? While that lawsuit is happening, who among us will feel that this situation was really needed or really fair ?

From a more personal perspective, consider the effect this has on Mr. Vansteen.

On June 4, 2025, the Town of Comox asked the landowner, "If we give you the permits, can we count on you to build?"

What did Mr. Vansteen do?

He met with Town staff, spoke with the CAO and the Director of Planning, and worked with what was, at the time, a very cooperative Town to rezone the property. He did all of this before investing any money in the project.

Only after the rezoning occurred did he purchase his share in the development, believing what developers all over BC believe: zoning means certainty.

That's why the development community across Vancouver Island is in shock. Standard practice for developers is to consider zoning a form of agreement with the municipality. It is the foundation upon which they make investment decisions and commit hundreds of thousands, sometimes millions, of dollars.

This is something Town staff need to explain to a new Council.

What mistake did Mr. Vansteen make?

He believed the Town Council. He believed the Town's Planning Department, the Mayor and the CAO.

Can that really be the biggest mistake Mr. Vansteen made? It appears it might have been.

A fair-minded Council would look at this situation and recognize that one building isn't going to harm anyone in Comox. They might direct staff to examine changes to zoning throughout the downtown area, but they would also recognize that fairness must ultimately be the most important principle. That may be what happens but now, the reputation between the Town with people who provide housing is badly tarnished. How does the town repair that ? Who would the homebuilder trust ? What happend at the

inaugural Comox Council meeting is an example of a Town council doing immense harm in the first 30 minutes of being elected. If nothing else, let's all hope it's the worst thing they do during their 4 years.

Grant Skelly

[redacted]

[redacted]

[redacted]

Disclaimer: The content of this email, and any attachment(s) therein, are confidential and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future. Thank you!

From: Tina Vincent [redacted]
Sent: Monday, November 9, 2026 12:45 PM
To: Jordan Wall <jwall@comox.ca>
Subject: 1890 Comox Avenue

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

---

letter attached

Tina Vincent, PREC
Royal LePage in the Comox Valley
121-750 Comox Road, Courtenay, BC, V9N 3P6
m: [redacted]
For the latest listings, head to TinaVincent.ca

Due to changes in the BC Real Estate Industry (June 15, 2018) please note that all Realtors in the province will need to take a few extra minutes prior to your first meeting to explain the Role of a Realtor to you. The Superintendent of Real Estate requires this and we appreciate your patience and acknowledgement that it has been done. It is now the law for all Realtors in British Columbia.

RECEIVED
November 09, 2026
TOWN OF COMOX

LOG: 26-1011	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

November 9, 2026

Town of Comox Councilors
Town of Comox Planning Department

RE: 1890 Comox Avenue

It is with great disappointment to hear of your short sightedness and abrupt turn to change the new OCP that was only voted on and instated last year after much time and money put in by the Town of Comox staff, public process, debate, delays and final vote resulting in approval. This decision that Councilors Kerr has brought forward is based on a personal mandate and as he quoted 1/3 of the citizens of the Town of Comox but not necessarily the remaining 2/3 of the Town of Comox citizens. It is appalling of the total disregard to the previous process, and the money previously spent on it, and the money that will need to amend something that was just put in place.

The Town of Comox is in great need of housing, especially in the downtown core. As people age, they need to downsize and look to find housing that is closer to amenities giving an option for walking distance to daily needs. 1890 Comox Avenue meets this need and is one of the only properties available to do this. It does not only benefit the home buyers that would purchase these condos but as those buyers sell their existing homes as it opens up a chain reaction in the housing market for others to purchase the homes they are selling. A project like this financially benefits the whole community bringing direct funds to the Town of Comox in DCC costs (how would that be made up if they don't build), employment to the many trades required to build, retail benefits put back in the community for supplies, and all-round benefits to the community as employees as they buy from local businesses, eat at local restaurants and overall contribute to our economy.

How about the amount of money that the developer has infused into this project based on a zoning that was given, relied upon, and being asked if this zoning was granted will you build? They said yes and kept their word based on the OCP, not an OCP that was put in place 20 years ago but an OCP that was just put into place. These types of projects require an enormous amount of money and involve an incredible amount of risk all taken by the owner/developer as they can't predict a change in the economy or a change in the market from start to finish of the project. Is their greatest risk now going to be a town who down zones properties? Who will take that risk? ABSOLUTELY NOBODY.

Do the right thing. Show some integrity. It isn't just our community watching.

Regards,

Tina Vincent
Town of Comox taxpayer

Town of Comox – Administration

From: Steve Stacey - Lewkowich Engineering [redacted]
Sent: November 9, 2026 7:47 PM
To: Town of Comox – Administration
Cc: Steve Stacey - Lewkowich Engineering; [redacted]
Subject: Letter Regarding 1890 Comox Avenue
Attachments: E5455.02 Letter to Comox.pdf

[redacted]

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Hello,

Please see attached letter.

Thank you.

Steve

RECEIVED
November 10, 2026
TOWN OF COMOX

LOG: 26-1012	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Steven Stacey, B.A., AScT, RTMgr, PMP
Lewkowich Engineering Associates Ltd.
1900 Boxwood Road
Nanaimo, BC V9S 5Y2
250-756-0355 (Office)
250-756-3831 (Fax)
LEA Lewkowich Engineering Associates Ltd.

Lewkowich Engineering Associates Ltd.
geotechnical • environmental, health & safety • materials testing

Town of Comox
1809 Beaufort Avenue
Comox, BC, V9M 1R9

File Number: E5455.02
Date: November 6, 2026

Attention: Jordan Wall, CAO

PROJECT: **1890 COMOX AVENUE, COMOX, BC**

SUBJECT: **CONCERN OVER DOWN ZONING AND IMPACTS**

Dear Jordan:

I'm reaching out regarding the pending project at 1890 Comox Avenue. We have been involved with this project in some capacity since 2021, through different owners, consultants, and development iterations.

In recent months we have been working with a tremendous ownership group and a team of consulting professionals to see this project into permitting and construction. We were stunned to hear of the recent actions that propose to downzone the property, which we understand will effectively terminate the project.

We have a base of operations in the area and have provided professional geotechnical services in the Valley for over 30 years. In our work throughout the Valley and the balance of Vancouver Island, I can't recall a similar instance where a project at this stage of development has taken such an abrupt shift.

As a small, locally owned and operated engineering and consulting firm, we rely heavily on development and infrastructure related projects. We spend a significant amount of time and effort in planning and forecasting our projects to balance work volumes and keep our staff gainfully employed. When projects are paused or terminated with little to no notice at the late stages of approvals due to regulatory processes, it causes concern among our staff and ownership.

LEA appreciates the opportunity to service projects in and around the Comox area, and we hope the proposed development at 1890 Comox Road is supported moving forward through permitting and construction.

Yours truly,
Lewkowich Engineering Associates Ltd.

[redacted]

Steven Stacey, B.A., AScT, RTMgr, PMP
President

[redacted]

CC: Three dog ventures Ltd. / 1890 Comox Ave JV, Attention: Bill Van Steen

Town of Comox – Administration

From: Bryan Russwurm [redacted]
Sent: November 11, 2026 5:10 PM
To: Jonathan Kerr
Cc: Jenn Meilleur; Jessica Wegg; Lisa Bourgeois; Neil Ladell; Vivian Chislett; Town of Comox – Administration; Nicole Minions
Subject: Written Submission – 1890 Comox Avenue / Downzoning Direction
Attachments: Letter for 1890 Comox Ave..docx

[redacted]

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

RECEIVED
November 11, 2026
TOWN OF COMOX

LOG: 26-1015	REFER:	AGENDA: RCM 25Nov26
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

HOMES BY BRYCYN ENTERPRISES LTD

November 6, 2026

Attention: Corporate Administration & Comox Town Council

Re: Written Submission – 1890 Comox Avenue/Zoning Amendment & Downzoning Motion

Please include this correspondence in the official Council agenda package for the next Regular Council Meeting.

Dear Councillor Kerr and Members of Council,

I am writing to you directly regarding the recent Council direction to initiate a zoning amendment bylaw to downzone 1890 Comox Avenue.

I am a regional builder and developer. While I have completed projects in Comox previously, I do not reside in the municipality, nor is my business tethered to it. My capital and construction capacity are mobile. Like many regional builders across Vancouver Island, I deploy capital where municipal processes are transparent, predictable, and conducted in good faith.

Watching the handling of 1890 Comox Avenue signals to external builders that approvals in Comox carry no operational certainty.

Having attended and reviewed the public deliberations over the past eighteen months, the factual record of how this project reached this stage is clear:

1. **OCP Alignment (May 7, 2025):** CAO Jordan Wall confirmed that while initial staff drafts leaned toward lower density, the Town's Official Community Plan explicitly supported mid-rise apartment density for this corridor—a point Mayor Minions expressly clarified on the record.
2. **The Explicit Commitment (June 4, 2025):** At the June 4 meeting, Rick Fisher addressed Council directly. He transparently stated that he would not waste time and capital on an uncertain, adversarial rezoning process, noting a troubling historical pattern in Comox where builders are encouraged to invest resources only for the Town to shift the goalposts late in the game. During that exchange, Council specifically sought assurances: former Councillor Ken Grant asked, *"If you were able to get a permit for your apartments, could we count on you to build it in the next two years?"* Rick's answer was unambiguous: *"If you rezone it, we will build right away."*
3. **Council's Legislative Direction (August 13, 2025):** In August 2025, confronting provincial housing targets and a shortfall of several hundred units, Council debated corridors suitable for mid-rise density and formally passed a resolution directing staff to prepare the bylaw to pre-zone 1890 Comox Avenue for 6-storey mid-rise residential.
4. **Permit Issuance and Detrimental Reliance:** The applicant took Council at its word, stepped up with over $340,000 in upfront design, architectural, and engineering equity, met every municipal criterion, and successfully earned an approved Development Permit.

To issue a Development Permit and then immediately direct staff to downzone the parcel is a textbook example of bad-faith governance. It fulfills the exact warning the applicant gave Council in June 2025.

Local governments exist as continuing corporate and statutory bodies. While councils change with election cycles, the legal and moral obligations of municipal decisions do not reset at the ballot box. Using a pending downzoning bylaw to stifle or frustrate a lawfully issued Development Permit exposes the Town to serious legal vulnerability, costs taxpayers' money, and permanently damages Comox's reputation in the provincial building community.

If this precedent stands, outside capital will draw the obvious conclusion: Comox is an unsafe place to build. Our trades, financing, and rental projects will simply be deployed to neighbouring communities like Courtenay, Cumberland, and Campbell River, where municipal agreements are respected.

I strongly urge Council to reconsider this direction and allow the lawfully approved project at 1890 Comox Avenue to proceed.

Sincerely,

Bryan Russwurm

Owner/BryCyn Enterprises Ltd

[redacted] Courtenay BC [redacted]

Town of Comox – Administration

From: [redacted]
Sent: November 13, 2026 7:40 AM
To: Town of Comox – Administration
Subject: six stories?

[redacted]

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Message to the Comox Township Council

I just read a news item on the CBC. It reports that our council has just reduced a building permission for a condo building on Comox avenue from six stories to four stories. That is great news. That is what we voted for.
We cannot allow the properties along Comox avenue be "developed" to crowd out what makes the township such a wonderful place to be...to live. It is foolish to construct piles of condos ....stuffed into a small township that is all ready suffering from increasing traffic and other "civil" problems. These due to a rapidly increasing population growth. There remains room for growth to the north of the township that will protect the beauty and appreciation of the shoreline for all.

It may be much more profitable for a "developer" to stack condos on a single property location but it is certainly done without any consideration for the greater good of the township. One need only take a drive from the airport heading eastward in Toronto to visit what a huge disaster this type of development creates. This has led (in Toronto) to a problem of numerous empty little accommodations that no one wishes to purchase with the added feature of those that have sold having created a traffic crisis with no solution in sight.

I ask ...why follow a city plan that has demonstrated what a mess it has made of things in a number of cities and towns in our country? If we must expand residential capabilities can we not go north and keep a spread that doesn't blot out the sun for the sake of profit for a few and anger for the many?

Just one voice....but there are many the same.

Frederick D. Botting
Resident The Township of Comox
[redacted]

RECEIVED
November 13, 2026
TOWN OF COMOX

LOG: 26-1021	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Tom Grant [redacted]
Sent: November 13, 2026 12:18 PM
To: council
Subject: Re: First meeting fiasco

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

On Fri, Nov 13, 2026 at 12:10 PM Tom Grant [redacted] wrote:

Mayor and Council,
Hard to believe that at the inaugural meeting of council ,with 4 new and inexperienced council members , you decide to down zone a development that previous council advocated , supported and issued a development permit for . Obviously you think you know better and have no respect for the process or the previous council and decisions they made ? Whether or not you agree with this development is not the point . To undo the work of your predecessors, at this stage demonstrates your disrespect of process and your sense of righteousness. You were elected to represent the residents of Comox but so were they ; some serving the town for 20 years ! So when your time is near to end, is it fair to say the next council can toss out any business you believe in , and have not quite finished ? I believe making it clear that going forward you would only look favourably at developments of this nature being limited to 4 stories but this one goes ahead . That would do a great deal to restore the confidence we should expect when dealing with local government officials .

Sincerely
Tom Grant
Comox Valley builder and developer
Knickle and Grant Fine Homes

RECEIVED
November 13, 2026
TOWN OF COMOX

LOG: 26-1022	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Shawn Harrison [redacted]
Sent: November 13, 2026 12:39 PM
To: council; Jordan Wall
Subject: Request to reconsider the proposed zoning reversal

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Comox Council,

My name is Shawn Harrison, and I live at [redacted] in Comox. I read the Comox Valley Record article linked below and was concerned to learn that Council is considering reversing its zoning decision when the housing project appears so close to getting underway.

I'm a contractor who works across Vancouver Island, and my company is currently building housing in Port Alberni and Langford. From that experience, I can tell you that reopening a zoning decision this late damages Comox's reputation in the development community. Developers and contractors commit time and money based on decisions councils make. Given what's happening with this project, I would be unwilling to invest in land in Comox and take on the risk of a similar reversal.

In my view, reversing course at this stage would be short-sighted and would undermine confidence that proponents can rely on Council's decisions in good faith. I ask that you read the article, consider the effect this would have on future housing investment in Comox, and reconsider the proposed reversal.

https://comoxvalleyrecord.com/2026/11/12/local-developer-faces-last-minute-downzoning-of-comox-property/

Sincerely,
Shawn Harrison
[redacted]

RECEIVED
November 13, 2026
TOWN OF COMOX

LOG: 26-1023	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Tom Grant [redacted]
Sent: November 15, 2026 10:59 AM
To: council
Subject: Downtown Comox and the need for investor confidence and responsible planning

RECEIVED
November 15, 2026
TOWN OF COMOX

LOG: 26-1024	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Dear Mayor and Council,

As a former Comox businessman, councillor for twelve years, and as a small developer I am writing to express my concern regarding Council's discussion about reducing the permitted height of a proposed downtown development from six storeys to four storeys, despite the project being consistent with the Town's existing Official Community Plan (OCP) and zoning when the developer began investing in the project.

I believe this issue raises two important questions: What kind of downtown does Comox want to become, and what message is Council sending to people who are willing to invest in our community?

What does a vibrant downtown actually look like?

There has been considerable discussion about preserving the quaint character of downtown Comox and the suggestion that a six-storey building would somehow be incompatible with that character.

Respectfully, I question whether this description accurately reflects the downtown we have today. Are we confusing the idea of a quaint downtown with the reality of an underdeveloped one?

Much of our commercial space is occupied by professional offices, medical and dental practices, financial planners and other service businesses. There is relatively little retail activity and very few shops providing the everyday goods and services residents expect in a vibrant town centre.

Consider how many things Comox residents must travel to Courtenay to purchase. Whether it is shoes, paint, sporting goods or many other everyday goods, we frequently have to leave Comox because those businesses simply aren't here.

Retail businesses need customers. They need people walking past their doors, people living nearby and enough consistent activity to make operating a business financially viable. Without more people living downtown, where is the incentive for retailers to establish themselves?

This creates a vicious cycle: We have very little retail because we don't have enough people living downtown, and we don't attract more retail because there aren't enough people living downtown.

The solution is not to keep downtown small. The solution is to give it a reason to grow.

More people living downtown means more customers for restaurants, coffee shops, retail stores and local businesses. It means more activity throughout the day and evening, more foot traffic and a stronger local economy.

There is another consequence. Every time Comox residents have to drive to Courtenay to purchase something that could potentially be available locally, we send business and economic activity out of our community while adding to the increasing traffic between Comox and Courtenay.

With continued population growth throughout the Valley, that traffic will only become a greater challenge.

Preserving the character of Comox should not mean preventing it from evolving. Character is about having a lively main street, locally owned businesses, restaurants, shops, people walking around and a genuine sense of community. A downtown with attractive buildings but very little activity and few retail businesses is not necessarily preserving its character. It may simply be preserving its lack of development.

The issue of fairness and investor confidence

There is another aspect of this proposed downzoning that I find particularly troubling.

My understanding is that this developer has already invested approximately $250,000 in engineering, architectural work and other professional expenses, relying on the existing zoning and the direction established by the Town's OCP.

That is a substantial financial commitment made in good faith, based on the planning framework the Town itself established.

Council needs to recognize an important distinction:

There is a difference between changing the OCP and planning policies for future development, and changing the rules after someone has already relied on those policies and made substantial financial commitments.

Council certainly has the authority to review its OCP and establish a different vision for the future of Comox. However, that is fundamentally different from changing development expectations for a property after an investor has relied on the Town's existing zoning and planning direction and spent hundreds of thousands of dollars preparing a project accordingly.

If the Town wants to change its vision for downtown development, it should do so through a transparent planning process, communicate those changes clearly and apply them fairly going forward.

But what confidence can any developer have in investing in Comox if a new Council can reconsider established development expectations after substantial money has already been spent?

Put yourself in the position of someone considering a major investment in this community. Would you risk hundreds of thousands of dollars in preliminary costs if you knew that, after following the Town's existing OCP and zoning, Council might simply decide to change the rules?

What developer would want to take that risk?

Investor confidence is not something a municipality can take for granted. If developers lose confidence in Comox, they will take their investments elsewhere. Ultimately, our residents, local businesses and people looking for housing will pay the price.

What kind of future do we want for Comox?

I appreciate that not everyone wants taller buildings and that building design, parking, landscaping and neighbourhood compatibility are legitimate planning considerations. But these concerns should be addressed through good design and sensible development standards, not by automatically reducing building height whenever a proposal generates opposition.

A well-designed six-storey building can contribute meaningfully to a downtown, bringing more residents, customers and economic activity into the community.

I would ask Council to consider a few important questions:

● Where does Council expect additional residents to live if appropriate downtown properties are continually restricted in height and density?

● How can we expect downtown businesses to thrive without increasing the number of people living within walking distance of them?

● Why would developers choose to invest in Comox if the Town's planning policies and zoning can be changed after substantial investments have already been made?

● What consideration is being given to the developer who has already spent approximately $250,000 relying on the Town's existing planning framework?

● Are we planning a downtown that will serve the needs of the next generation, or simply trying to preserve an image of what some people believe Comox used to be?

Council members are elected to make decisions in the best interests of the entire community, not simply to respond to the preferences of those who are most vocal at public meetings.

Comox cannot have it both ways. We cannot say we want more housing, a vibrant downtown, economic growth and private investment while making it increasingly difficult for responsible developers to deliver those things.

I urge Council to reconsider the proposed downzoning and give serious consideration to both the developer's financial commitment and the long-term economic future of our downtown.

Comox needs a downtown that is alive, not simply one that looks quaint in a planning document.

It needs residents, customers, businesses, investment and a Council that provides confidence rather than uncertainty.

The decisions made today will determine whether Comox becomes a community where businesses want to locate, developers want to invest and residents can find more of the services they need locally, or one that increasingly depends on neighbouring communities to provide those opportunities.

I hope Council will look beyond the immediate debate over four versus six storeys and consider what is truly in the long-term best interests of Comox.

Sincerely,

Tom Grant

Town of Comox – Administration

From: Shai James [redacted]
Sent: November 15, 2026 8:24 PM
To: council
Subject: 1890 Comox - Potential Downzoning

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Comox City Council

My name is Shai James. I am a commercial mortgage broker at the mortgage brokerage, Westbridge Mortgage Services Ltd. I am writing regarding the Council's potential decision to downzone the property located at 1890 Comox Avenue.

I wanted to provide some input from a financing perspective. As you would be aware, debt financing is crucial for constructing most residential and commercial projects. Without financing, most projects could not progress to become the finished homes that provide places for people to live and businesses where people work and congregate.

Securing entitlements - zoning and permits - is a precondition for funding a construction loan. What the potential downzoning decision does, is create uncertainty for lenders in respect of those entitlements. If lenders are concerned that entitlements for a specific project they have agreed to fund could be revoked, either before funding or during construction, they may be hesitant to lend funds for any project in that jurisdiction. The knock-on impact is that completing projects of any size or type in that jurisdiction will become much more difficult if lenders are either unwilling to lend or will only lend significantly less than what is required to complete the project.

The construction industry is facing a crisis. Costs are increasing and global factors outside of local control continue to drastically impact projects happening in our Province. At this time we need certainty from all levels of government. It's important for the development community, which includes builders, contractors, tradespeople and lenders, to know that when a government makes a decision, it will respect that decision. Therefore, this decision could have significantly adverse consequences for future development.

Thank you for your attention to this matter.

Regards
Shai James

WESTBRIDGE MORTGAGE SERVICES LTD.
Suite 110, 1118 Homer Street, Vancouver, B.C. V6B 6L5
[redacted]

RECEIVED
November 15, 2026
TOWN OF COMOX

LOG: 26-1025	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: jarrett flaig [redacted]
Sent: November 16, 2026 11:21 AM
To: council
Subject: 1890 comox ave

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Mayor and Council,

Word of the proposed zoning reversal at 1890 Comox Avenue has reached Victoria, and I am concerned by what I have heard.

Based on the reported circumstances, changing the rules after you approved a higher density and on which the developer has committed substantial time and money in reliance on the Town's approvals looks like bad faith. It undermines confidence in Comox as a place to invest and it impedes housing affordability.

I urge Council to reconsider, honour the existing zoning, and allow the project to proceed through the remaining approvals. I hope you will do the right thing.

Sincerely,
Jarrett Flaig
[redacted]
Victoria BC [redacted]

RECEIVED
November 16, 2026
TOWN OF COMOX

LOG: 26-1026	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Brenda McGowan [redacted]
Sent: November 17, 2026 10:27 AM
To: council
Subject: 1890 Comox Ave

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Council,

I am writing with concerns regarding traffic if this project goes through.

I live on Comox Avenue at [redacted] of this site.

Current traffic someday takes forever to get out of out complexes driveway. Especially if we wish to turn left towards town.

There is usually a steady flow from the 4 way stop at Church/Comox. Then the traffic from the light at Anderton towards town.

The summer traffic makes it impossible!

Adding the possibility of 44+ more cars will only make this more difficult.

I do hope Council rejects the Building Permit application and stands firm on the reduced size.

Thank you for your time.

Brenda McGowan

RECEIVED
November 17, 2026
TOWN OF COMOX

LOG: 26-1027	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02
Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Daymon Eng <deng@capitalwest.ca>
Sent: November 17, 2026 4:51 PM
To: council
Subject: 1890 Comox Avenue

RECEIVED
November 17, 2026
TOWN OF COMOX

LOG: 26-1032	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Dear Mayor Minions and Members of Council,

I ask that Council not proceed with downzoning 1890 Comox Avenue from RM-3 to RM-2.

By way of background, our company, Capital West Mortgage Inc., has worked with Rick Fisher and his development partners for many years helping them to arrange financing for many projects on Vancouver Island. The scope of those projects include purpose built rental apartment buildings and commercial buildings that provide a significant contribution to the local economy in terms of housing, employment and construction. We have been working with Mr. Fisher on the subject project at 1890 Comox Avenue to help them with structuring the project and assessing the feasibility, with the ultimate goal of being able to arrange financing for the project.

The owner and his partners did what the Town asked. In June 2025, Council told him Mr. Fisher he could build at RM-3 if he started right away. In February 2026, the Town adopted a new Official Community Plan after about 18 months of public engagement. That plan names the Harbourview Corridor, where this property sits, as a place for six-storey buildings. Mr. Fisher then went through the development permit process, agreed to a no-build covenant so the Town could get a future sewer right-of-way to the neighbouring lot, and was issued a permit with no variances. We understand there are many interested buyers for units in the project. He has spent about $340,000 so far and significant time with Council, staff, architect, consultants, legal, financing and trade contractors. Removing the zoning now would be the end the project and leave a lot on the main street into downtown empty again.

There are many ramifications of this potential decision.

1. Loss of confidence in land values in Comox. If land use can be reversed after permits have been issued, other landowners, developers and lenders will stop any investment, development and financing for any land in Comox.

2. Drastic decrease in land values in Comox resulting in financial loss, and potential distressed loans.

3. The needs of the Town will be ignored. The OCP was well developed with much public consultation. It addresses the needs of the community, stakeholders and outlines a plan for Comox to meet the population growth demands. The Town's Housing Needs Report says we need about 3,358 new homes between 2021 and 2041. A reversal of zoning will fly in the face of this good planning.

4. Setting a bad example. If the downzoning proceeds, this may set an example, and other municipalities may follow, putting a bigger question of land values across BC.

5. Higher housing costs. With no new construction, growing population and restricted supply, housing costs will increase.

6. Reputational harm to the Town. The Town has worked hard internally and with industry to address concerns relating to development and moving projects forward. Good progress has been made and the development community has been supportive of the Town. This has now been brought into question and will be lost if the downzoning proceeds.

In summary, the project has been well conceived and should proceed based on the current zoning and development approvals. There has been extensive planning, consultation with Council, staff and the community. Significant investment in time and money has been spent to make it a successful and well received project. If Council wants to revisit building heights and zoning, please do it through a thought-out and transparent process that applies to future applications, and that exempts projects that already have zoning.

Thank you for your consideration.

Daymon Eng
Director

CAPITAL WEST

Capital West Mortgage Inc.
1050 – 475 West Georgia Street
Vancouver, B.C.
V6B 4M9

Cel: (604) 351-4949
Direct: (604) 899-3787
Fax: (604) 899-0337

deng@capitalwest.ca
www.capitalwest.ca

FSRA License Number: 12865

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Town of Comox – Administration

From: Luke Mari <luke@aryze.ca>
Sent: November 18, 2026 11:52 AM
To: council
Subject: Two fewer storeys. What does Comox actually gain?

RECEIVED
November 18, 2026
TOWN OF COMOX

LOG: 26-1033	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02 Copies: Council JW/RH/SR/KG

Dear Mayor and Council,

What does Comox gain by removing two storeys, and what does it lose when people can no longer confidently rely on the Town's decisions?

As an urban planner and developer, I believe the proposed downzoning of 1890 Comox Avenue raises a fundamental question of good governance.

Council is entitled to pursue a different vision for building height. That should happen through a transparent planning process, with clear objectives, evidence, and fair transition provisions for projects already underway. A new mandate carries a responsibility to manage change predictably.

Changing the zoning beneath a project already granted a development permit undermines that predictability. It tells everyone dealing with the municipality that following the established process and obtaining approvals may still leave them vulnerable to a political reversal.

That has consequences for the whole community. Housing requires lenders, builders and investors willing to commit resources over many years. Confidence in municipal decision-making helps make those commitments possible. When that confidence erodes, Comox risks fewer proposals, delayed construction and fewer homes.

Council should be able to demonstrate a substantial public benefit before taking a step with those consequences. What benefit justifies this reversal? Two fewer storeys must be weighed against lost housing capacity, potential delays, and damage to the Town's credibility. If the project becomes unviable, residents could be left with a vacant site instead of new homes.

Good governance also requires the judgment to recognize when a decision creates more harm than benefit, reconsider it openly, and change course. That demonstrates leadership.

Please abandon the proposed downzoning, allow this application to proceed under the existing zoning and remaining permit requirements, and pursue any broader height changes through a clear, forward-looking planning process.

Council can change its planning direction while preserving trust in the institution it governs. That trust is worth far more than two storeys.

Thank you for your consideration,

Luke

--
Luke Mari
Managing Principal

A R Y Z E
#200 - 398 Harbour Rd
Victoria BC V9A 0B7

+1 250 940 3568 (office)
+1 250 881 6077 (cell)
aryze.ca @aryzedevelopments

Town of Comox – Administration

From: Betsy Brierley [redacted]
Sent: November 18, 2026 3:21 PM
To: council
Subject: Rezoning 1890 Comox Avenue

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

To Town of Comox Council:

We are writing in support of the down-zoning amendment (from RM-3 to RM-2) of property located at 1890 Comox Avenue (File # PR 26-7).

Public dissatisfaction with the original community plan proposal was evident at the Town's 2025 presentation. People expressed strongly the desire to maintain the pleasant small-town nature of Comox, which did not include the construction of six- or seven-storey buildings in the downtown core. We appreciate the efforts of the newly-elected Council to reflect the wishes of the community, especially relating to building-height regulation.

One of our main concerns is with traffic increase along Comox Avenue and through town. We live at [redacted] to this proposed complex. At this exact location are the following complicating factors:
— intersection of Ellis Street with Comox Ave. (Ellis is a main connecting street for boats and marina access); — a bus stop; — bike lane; — a busy pedestrian crosswalk with flashing yellow light; — two adjacent driveways for existing condo buildings (Comox Place and Landmark); — parking in the 1822 - 1860 block.

Adding a six-storey apartment building along this stretch would mean yet more cars trying to park and access the avenue. This is an inevitable accident scenario.

Thank you for the opportunity to express our concerns.

Larry and Betsy Brierley
[redacted]

RECEIVED
November 18, 2026
TOWN OF COMOX

LOG: 26-1034	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

Town of Comox – Administration

From: Kathy Whitcher <kathywhitcher@vicabc.ca>
Sent: November 18, 2026 3:50 PM
To: council
Cc: Randy Houle; Town of Comox – Administration
Subject: VICA Letter to Council
Attachments: VICA Letter_1890 Comox Street_Downzoning_16NOV26.pdf

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Mayor and Council,

On behalf of the Vancouver Island Construction Association (VICA), please find attached a letter regarding 1890 Comox Avenue.

I would appreciate it if you could include the letter in the agenda package for the Wednesday, November 25 Council meeting so that Council can consider VICA's comments.

Thank you for your consideration.

Kind Regards,

RECEIVED
November 18, 2026
TOWN OF COMOX

LOG: 26-1035	REFER:	AGENDA:
FILE: 3360-20-2	ACTION: File	

File: 3360-20-2026.02

Copies: Council
JW/RH/SR/KG

VICA Vancouver Island Construction Association

Kathy Whitcher| Director - Advocacy & Strategic Relations
Vancouver Island Construction Association (VICA)
#211-611 Discovery St. Victoria, BC, V8T 5G4 P: 250.888.1671
www.vicabc.ca

I would like to extend my thanks to the lək^{w}əŋən People of the Songhees and Esquimalt First Nations and acknowledge their traditional territory, the Xwsepsum Territory, on which I work and serve the community. May their voices, lives and cultures be honoured, celebrated. and respected.

VICA Vancouver Island Construction Association

November 16, 2026

Mayor and Council
Town of Comox
1809 Beaufort Ave.
Comox, BC V9M 1R9

Re: Proposed Downzoning of 1890 Comox Avenue

Dear Mayor and Council,

On behalf of the Vancouver Island Construction Association (VICA), I am writing to express our deep concern and disappointment with Council's decision to initiate the downzoning of 1890 Comox Avenue immediately following the issuance of a development permit.

The developer worked with the previous Council to advance this project, revising the original proposals in response to Council's direction and investing significant time and resources to meet the Town's expectations. Council's decision to initiate downzoning at its inaugural meeting—just one day after the development permit was issued—undermines the certainty that this collaborative process should provide.

This sequence of events raises serious concerns about fairness, ethical decision-making and the confidence that businesses can place in municipal approvals. A developer who responds to Council's direction and secures a development permit should be able to rely on a reasonable degree of consistency as the project moves toward construction.

Municipal direction must provide a reliable basis for investment

Development and construction require significant financial commitments long before work begins on site. Design revisions, technical studies, consultant services and financing arrangements are undertaken in reliance on the planning framework and direction provided by local government.

In this case, the developer's investment was also guided by Council's expressed wishes for the property. To change that framework immediately after a development permit has been issued sends a troubling message: following municipal direction and completing the required process may still leave a project exposed to a fundamental change in the rules.

A change in Council should not, in itself, undermine confidence in decisions made through the Town's established approvals process.

VICA Vancouver Island Construction Association

The consequences extend beyond one project

Housing delivery depends on clear requirements and a predictable path from planning to construction. Introducing substantial uncertainty at this stage can force redesign, increase costs, delay housing and jeopardize project viability.

The broader development and construction industry is also watching. Developers, lenders, contractors and investors consider municipal reliability when deciding where to commit capital and resources. Actions such as this risk discouraging future investment in Comox, with implications for housing supply, local employment and economic activity.

Public confidence requires fair and consistent decision-making

VICA respects Council's responsibility to guide growth and represent community interests. Exercising that responsibility also requires fair treatment of applicants who have acted in good faith on municipal direction.

Moving to downzone this property under these circumstances falls short of the fair, transparent and consistent treatment that industry should be able to expect from local government. It risks eroding trust in the Town as a reliable partner in delivering housing and investment.

VICA urges Council to reconsider the proposed downzoning, retain the existing zoning for 1890 Comox Avenue and allow the project to proceed through the remaining approvals process. Any outstanding concerns should be addressed through constructive discussions with the applicant, with full consideration of the direction already provided and the investment made in response.

We would welcome the opportunity to meet with Council to discuss this matter and strengthen the working relationship between the Town and our industry.

Kind Regards,

[redacted]

Rory Kulmala - CEO
Vancouver Island Construction Association

CC: Director of Planning Randy Houle

Town of Comox – Administration

From: CVSUS Coordinator [redacted]
Sent: October 23, 2026 3:46 PM
To: Town of Comox – Administration
Subject: Mayor & Council , Request for Representative

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Mayor & Council Members,

Congratulations on your recent election in the Town of Comox!

As we continue our work with the Comox Valley Substance Use Strategy Collaborative (CVSUSC), we would love to invite your councils to appoint a representative to participate in our collaborative monthly meetings and our specific action tables.

Here is our November 2026 meeting schedule and locations:

- Collaborative Monthly Meeting: Tuesday, November 3, 2026, from 9AM – 10:30 PM (On Zoom)

- Action Table #2 (OPS, OAT, CRCL, Prescribed Alternatives): Tuesday, November 10, 2026, from 10:00 AM – 11:30 AM (In-person at AVI Health and Community Services)

- Action Table #4 (Seniors): Thursday, November 12, 2026, from 1:30 PM – 3:00 PM (In-person at the Comox Valley Exhibition Grounds, Activity Room A)

Please let us know who your designated representatives will be. We look forward to working together!

Warm regards,

Patti Alvarado

Coordinator
Comox Valley Substance Use Strategy Collaborative

RECEIVED
October 23, 2026
TOWN OF COMOX

LOG: 26-929	REFER:	AGENDA: RCM 25Nov26
FILE: 0360-20-1	ACTION: MR	

File: 0360-20-12

Copies: Council
JW/SR/KG

I acknowledge that I live and work on the traditional unceded territory of the Komoks First Nation , the keepers of this land for time immemorial.

Town of Comox – Administration

From: CVSUS Coordinator [redacted]
Sent: November 9, 2026 11:20 AM
Subject: CVSUSC Orientation Package! Introduction and Section 1 / For CVSUSC Members and Designated Representatives
Attachments: Comox Valley Substance Use Collaborative Orientation Package Intro. Sec 1.docx

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Hello Everyone!

Hope you all had a good long weekend and survived the storms. We are circulating the Orientation Package training for all Collaborative members. This body of work is a working/ living document. We've attached our Introduction and Section 1 for your review. We will share approximately 4-5 learning sections over the next few months.

Please see the attached Introduction and Section 1 to begin your training. The Wheel of Privilege infographic link below accompanies the introduction reflection questions.
Wheel of Privilege

We want to thank all the Peers who have put in many hours developing this orientation package and reviewing it over the last year, and Collaborative members for the ongoing support and distribution of the information. If you are receiving this on behalf of an organization/ municipality, please forward this to your designated CVSUSC Representative.

Please reach out with any questions throughout the process.

Have a good day!

Coordinator, Comox Valley Substance Use Strategy Collaborative
I acknowledge that I live and work on the traditional unceded territory of the Komoks First Nation, the keepers of this land for time immemorial.

Comox Valley Substance Use Collaborative- Orientation Package

TERRITORIAL ACKNOWLEDGEMENT

We respectfully acknowledge that the work of the Substance Use Collaborative occurs on the traditional unceded territory of the K'ómoks First Nation, which includes: the Pe' ntlatc ('Pentlatch'), Salalt ('sath-lut'), Säsitla ('sah-seet-lah'), Ieeksan ('ee-uk-sun'), Xa'Xe ('haa-hey') and the Hahamatesees ('haa-haa-mat-seas'')/Walitsma ('wall-eats-mah') people." We acknowledge the truth about ongoing harms caused by colonization to the health and wellness of First Nation, Métis, and Inuit people and commit to continuing the journey towards reconciliation.

PEER ACKNOWLEDGEMENT

This work would not be possible without the selfless sharing of Peer (People with lived and living experience of substance use), voices. We walk alongside, honour, and appreciate those with lived expertise. They are experts who must be involved in decisions that impact them.

INTRODUCTION

The development of the Strategy began with the formation of a Comox Valley Community Substance Use Strategy Committee (Committee) in 2020. The Comox Valley Community Substance Use Strategy Phase One Report was released in 2021, followed by The Comox Valley Community Substance Use Strategy Phase Two Report and the Walking Together: Towards a Stronger, More Integrated Substance Use Network in the Comox Valley report in 2023. The final phase in the development of the strategy involved establishing the Comox Valley Substance Use Strategy Collaborative and advancing the 21 recommendations.

Today, continued activity to advance the substance use strategy recommendations is underway, overseen by the Indigenous Women's Sharing Society with the guidance and support of the Comox Valley Substance Use Strategy Collaborative. The work of the Collaborative is grounded in and committed to honouring the voices, experiences, and inclusion of Peers.

VISION, MISSION, BELIEF STATEMENTS, AND GUIDING PRINCIPLES

The vision, mission, belief statements, and guiding principles to guide the ongoing development and implementation of the Substance Use Strategy. These are considered ever-evolving and can be updated as needed. These guide all work and actions being undertaken to develop and implement the strategy.

We ask all members to familiarize themselves with the vision, mission, belief statements, and guiding principles of the Collaborative. Please read the Phase 1, 2, and 3 reports for reference as well.

PURPOSE OF ORIENTATION PACKAGE

This orientation package is primarily intended as onboarding for new and incoming Collaborative members. Every person in the Collaborative brings their own awareness of how issues such as racism, colonialism, sexism, and ableism intersect with challenges such as lack of housing, history of trauma, and poverty. These factors influence substance use and create unfair barriers that affect both individual and community health.

It is important for each participating member to build cultural competence, particularly those of us coming into this work with a position of privilege due to skin colour, profession and/or economic status. By developing a shared understanding, we can work together in a way that is safer for everyone and ultimately leads to better outcomes for the community.

This package is a starting place. It is meant to provide a foundation for those who are just beginning their learning journey in cultural competence. It is also an invitation for those already engaged in their work of cultural humility to further expand their skills through the process of review, reflection, and sharing. Whatever stage you are at in your learning journey, we welcome you in. This learning is directly related to the scope of the work of the strategy, and we encourage you to continue your learning. beyond this basic training.

SAFETY - BUILDING CULTURAL COMPETENCE

The safety of Peers is critical to moving the actions of the SUS forward with the integrity with which the strategy was conceived. Identifying, addressing, and challenging stigma, biases, and microaggressions must be prioritized and revisited often by all members participating in action tables, project planning, and working groups. This requires a strong commitment to developing cultural competence. For some, this work can be uncomfortable, and there is the potential for strong emotions, which is normal. Please know that you can reach out to the Collaborative Coordinator for support as needed.

"**Cultural Safety** is not just a feeling of welcoming or a warm smile. It is not a token Indigenous person or Peer on a committee, and it is not achieved by hanging up a piece of artwork. It requires consistent practices and actions that are ongoing while constantly being adapted and developed. Cultural safety provides an environment and a sanctuary that does not further perpetuate harms to Indigenous people, other racialized and/or marginalized groups – it creates equity and empowerment." (paraphrased from IWSS orientation)

"**Cultural humility** is an act of learning about one's privilege in relation to others and embodying humility in the work and actions one takes." (paraphrased from IWSS orientation)

COMMITMENT AND ACCOUNTABILITY

This complete training could take approximately 8-16 hours to complete or longer, depending on how far you would like to engage with suggested and recommended videos and other resources listed. There will be approximately 4-5 learning sessions. As this is a working project that is developing and we will be weaving this orientation into our monthly meetings and action tables to assist in supporting participating members in completing this package. Our initiation is to begin with Section 1. We will expect current members to complete this full package by the end of August. We will continue to support new members who join to complete the training and send information of further package sections as they develop through the upcoming months to all members. Please reach out to the coordinator for further support and accommodations needed.

***Please do not use this information to replace other learning tools in your organizations and copy instructions and guidance. This body of work is to be used only within the Collaborative Substance Use Strategy. We encourage everyone to do their due diligence to complete orientation, culturally informed working frameworks and trainings for their specific organizations and groups tailored to your specific goals and shared lived and living experiences.**

SELF-ASSESMENT

It is recognized that learners may have existing knowledge to draw from while reviewing the resources and reflecting on package topics. Learners are invited to share additional training information that is relevant to the collaborative work, to support fellow learners in discussing the reflection questions offered.

FORMAT:

This orientation is introductory and provides training on suggested topics. These topics ere reviewed and suggested by Peers & Elders with lived and living experience of substance use. Learners will explore **these topics**, which will include group discussions, videos and other material.

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Reflect on privilege: See the Wheel of Privilege Infographic

What are the privileges you were born into (race, socio-economic background, gender, religion, etc)?

What are some examples of the stereotypes you grew up with about people who use substances or groups?

Section 1

Working in Collaboration with Peers (People with Lived and Living Experience of Substance Use):

As per the Substance Use Strategy guidelines and commitments, Peers are to be involved in every aspect of the planning, development, and implementation of the recommendations and action items related to the strategy. Lived experience and academic research validate that Peers do experience harm related to stigma about mental health and substance use from non-peer colleagues. When stigma is present, Peers can experience a lack of reciprocal communication with team members, inequitable voice in project planning or exclusion from decision-making. In order to build a safer working environment, it is important to be aware of and shift power imbalances by centering Peers in equitable leadership positions and decision-making processes.

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In simple terms: it's about giving people who've "been there" a real seat at the table, not just inviting them to listen, but to help shape what happens, with respect, support, and fairness.

"People with lived experience are experts and necessary partners to advocate for the respect of their rights, but also for the development of services and opportunities that are most responsive to actual needs" (2).

Watch: Sobriety is not the opposite of addiction: The peer specialist story (less than 10 mins)
Read:
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How can you work collaboratively with Peers on an action recommendation, and what would this look like using the Guidelines included in the orientation package?

Town of Comox – Administration

From: CVSUS Coordinator [redacted]
Sent: October 23, 2026 3:46 PM
To: Town of Comox – Administration
Subject: Mayor & Council , Request for Representative

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Dear Mayor & Council Members,

Congratulations on your recent election in the Town of Comox!

As we continue our work with the Comox Valley Substance Use Strategy Collaborative (CVSUSC), we would love to invite your councils to appoint a representative to participate in our collaborative monthly meetings and our specific action tables.

Here is our November 2026 meeting schedule and locations:

- Collaborative Monthly Meeting: Tuesday, November 3, 2026, from 9AM – 10:30 PM (On Zoom)

- Action Table #2 (OPS, OAT, CRCL, Prescribed Alternatives): Tuesday, November 10, 2026, from 10:00 AM – 11:30 AM (In-person at AVI Health and Community Services)

- Action Table #4 (Seniors): Thursday, November 12, 2026, from 1:30 PM – 3:00 PM (In-person at the Comox Valley Exhibition Grounds, Activity Room A)

Please let us know who your designated representatives will be. We look forward to working together!

Warm regards,

Patti Alvarado

Coordinator
Comox Valley Substance Use Strategy Collaborative

RECEIVED
October 23, 2026
TOWN OF COMOX

LOG: 26-929	REFER:	AGENDA: RCM 25Nov26
FILE: 0360-20-1	ACTION: MR	

File: 0360-20-12

Copies: Council
JW/SR/KG

I acknowledge that I live and work on the traditional unceded territory of the Komoks First Nation , the keepers of this land for time immemorial.

Town of Comox – Administration

From: CVSUS Coordinator [redacted]
Sent: November 9, 2026 11:20 AM
Subject: CVSUSC Orientation Package! Introduction and Section 1 / For CVSUSC Members and Designated Representatives
Attachments: Comox Valley Substance Use Collaborative Orientation Package Intro. Sec 1.docx

Warning This E-Mail originated from outside The Town of Comox. *Please open with Caution*

Hello Everyone!

Hope you all had a good long weekend and survived the storms. We are circulating the Orientation Package training for all Collaborative members. This body of work is a working/ living document. We've attached our Introduction and Section 1 for your review. We will share approximately 4-5 learning sections over the next few months.

Please see the attached Introduction and Section 1 to begin your training. The Wheel of Privilege infographic link below accompanies the introduction reflection questions.
Wheel of Privilege

We want to thank all the Peers who have put in many hours developing this orientation package and reviewing it over the last year, and Collaborative members for the ongoing support and distribution of the information. If you are receiving this on behalf of an organization/ municipality, please forward this to your designated CVSUSC Representative.

Please reach out with any questions throughout the process.

Have a good day!

Coordinator, Comox Valley Substance Use Strategy Collaborative
I acknowledge that I live and work on the traditional unceded territory of the Komoks First Nation, the keepers of this land for time immemorial.

Comox Valley Substance Use Collaborative- Orientation Package

TERRITORIAL ACKNOWLEDGEMENT

We respectfully acknowledge that the work of the Substance Use Collaborative occurs on the traditional unceded territory of the K'ómoks First Nation, which includes: the Pe' ntlatc ('Pentlatch'), Salalt ('sath-lut'), Säsitla ('sah-seet-lah'), Ieeksan ('ee-uk-sun'), Xa'Xe ('haa-hey') and the Hahamatesees ('haa-haa-mat-seas'')/Walitsma ('wall-eats-mah') people." We acknowledge the truth about ongoing harms caused by colonization to the health and wellness of First Nation, Métis, and Inuit people and commit to continuing the journey towards reconciliation.

PEER ACKNOWLEDGEMENT

This work would not be possible without the selfless sharing of Peer (People with lived and living experience of substance use), voices. We walk alongside, honour, and appreciate those with lived expertise. They are experts who must be involved in decisions that impact them.

INTRODUCTION

The development of the Strategy began with the formation of a Comox Valley Community Substance Use Strategy Committee (Committee) in 2020. The Comox Valley Community Substance Use Strategy Phase One Report was released in 2021, followed by The Comox Valley Community Substance Use Strategy Phase Two Report and the Walking Together: Towards a Stronger, More Integrated Substance Use Network in the Comox Valley report in 2023. The final phase in the development of the strategy involved establishing the Comox Valley Substance Use Strategy Collaborative and advancing the 21 recommendations.

Today, continued activity to advance the substance use strategy recommendations is underway, overseen by the Indigenous Women's Sharing Society with the guidance and support of the Comox Valley Substance Use Strategy Collaborative. The work of the Collaborative is grounded in and committed to honouring the voices, experiences, and inclusion of Peers.

VISION, MISSION, BELIEF STATEMENTS, AND GUIDING PRINCIPLES

The vision, mission, belief statements, and guiding principles to guide the ongoing development and implementation of the Substance Use Strategy. These are considered ever-evolving and can be updated as needed. These guide all work and actions being undertaken to develop and implement the strategy.

We ask all members to familiarize themselves with the vision, mission, belief statements, and guiding principles of the Collaborative. Please read the Phase 1, 2, and 3 reports for reference as well.

PURPOSE OF ORIENTATION PACKAGE

This orientation package is primarily intended as onboarding for new and incoming Collaborative members. Every person in the Collaborative brings their own awareness of how issues such as racism, colonialism, sexism, and ableism intersect with challenges such as lack of housing, history of trauma, and poverty. These factors influence substance use and create unfair barriers that affect both individual and community health.

It is important for each participating member to build cultural competence, particularly those of us coming into this work with a position of privilege due to skin colour, profession and/or economic status. By developing a shared understanding, we can work together in a way that is safer for everyone and ultimately leads to better outcomes for the community.

This package is a starting place. It is meant to provide a foundation for those who are just beginning their learning journey in cultural competence. It is also an invitation for those already engaged in their work of cultural humility to further expand their skills through the process of review, reflection, and sharing. Whatever stage you are at in your learning journey, we welcome you in. This learning is directly related to the scope of the work of the strategy, and we encourage you to continue your learning. beyond this basic training.

SAFETY - BUILDING CULTURAL COMPETENCE

The safety of Peers is critical to moving the actions of the SUS forward with the integrity with which the strategy was conceived. Identifying, addressing, and challenging stigma, biases, and microaggressions must be prioritized and revisited often by all members participating in action tables, project planning, and working groups. This requires a strong commitment to developing cultural competence. For some, this work can be uncomfortable, and there is the potential for strong emotions, which is normal. Please know that you can reach out to the Collaborative Coordinator for support as needed.

"**Cultural Safety** is not just a feeling of welcoming or a warm smile. It is not a token Indigenous person or Peer on a committee, and it is not achieved by hanging up a piece of artwork. It requires consistent practices and actions that are ongoing while constantly being adapted and developed. Cultural safety provides an environment and a sanctuary that does not further perpetuate harms to Indigenous people, other racialized and/or marginalized groups – it creates equity and empowerment." (paraphrased from IWSS orientation)

"**Cultural humility** is an act of learning about one's privilege in relation to others and embodying humility in the work and actions one takes." (paraphrased from IWSS orientation)

COMMITMENT AND ACCOUNTABILITY

This complete training could take approximately 8-16 hours to complete or longer, depending on how far you would like to engage with suggested and recommended videos and other resources listed. There will be approximately 4-5 learning sessions. As this is a working project that is developing and we will be weaving this orientation into our monthly meetings and action tables to assist in supporting participating members in completing this package. Our initiation is to begin with Section 1. We will expect current members to complete this full package by the end of August. We will continue to support new members who join to complete the training and send information of further package sections as they develop through the upcoming months to all members. Please reach out to the coordinator for further support and accommodations needed.

***Please do not use this information to replace other learning tools in your organizations and copy instructions and guidance. This body of work is to be used only within the Collaborative Substance Use Strategy. We encourage everyone to do their due diligence to complete orientation, culturally informed working frameworks and trainings for their specific organizations and groups tailored to your specific goals and shared lived and living experiences.**

SELF-ASSESMENT

It is recognized that learners may have existing knowledge to draw from while reviewing the resources and reflecting on package topics. Learners are invited to share additional training information that is relevant to the collaborative work, to support fellow learners in discussing the reflection questions offered.

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TOWN OF COMOX

STAFF REPORT

Meeting: 11-25-2026

TO: Mayor and Council	**FILE:** PR 26-7
FROM: Randy Houle, Director of Development Services	**DATE:** November 20, 2026
SUBJECT: Zoning Amendment Bylaw 2056.04 (1890 Comox Avenue)	

Prepared by: Randy Houle *Randy Houle, Director of Development Services*	Report Approved: *Jordan Wall, CAO*

RECOMMENDATION(S) FROM THE CHIEF ADMINISTRATIVE OFFICER:

THAT Zoning Amendment Bylaw 2056.04 be given first and second reading.

ALTERNATIVES TO THE RECOMMENDATIONS

1) THAT Zoning Amendment Bylaw 2056.04 be revised to reduce the RM-3 zone's maximum height from 24m to 16m and maximum number of storeys from 6 to 4; and,
   THAT Staff give notice of first reading in accordance with the *Local Government Act* prior to bringing the revised bylaw forward for readings.
2) THAT Zoning Amendment Bylaw 2056.04 be denied.

PURPOSE

The purpose of this report is to provide Council with additional information regarding the proposed six-storey, 44-unit apartment development at 1890 Comox Avenue, as directed by Council at its November 4, 2026 Regular Meeting. The report provides an overview of the proposed development, including its design and consistency with the applicable Development Permit Guidelines, traffic impacts, seismic and stormwater considerations, potential urban heat island impacts, and anticipated financial implications to

the Town. This information is intended to assist Council in considering the proposed down-zoning amendment from RM-3 (Mid-Rise Residential) to RM-2 (Low-Rise Residential), which would reduce the maximum permitted building height from six to four storeys, as well as reductions in parcel coverage, floor area, setbacks and other provisions.

BACKGROUND

As part of the adoption of Zoning Bylaw No. 2054 on February 18, 2026, the subject property was pre-zoned from R1.0 (Small Scale Multi-Family Housing) to RM-3 (Mid-Rise Residential) to permit an apartment building of up to six storeys. On July 30, 2026, a development permit application was submitted for a six-storey, 44-unit apartment building. The development permit was approved on November 3, 2026, as it met development permit guidelines.

As per Section 463 of the *Local Government Act*:

> *(1) A local government may direct that a building permit be withheld for a period of 30 days, beginning on the day the application for the permit was made, if it passes a resolution identifying what it considers to be a conflict between a development proposed in the application for a building permit and*
>
> > *(a) an official community plan that is under preparation, or*
> >
> > *(b) a bylaw, under any of the following, that is under preparation:*
> >
> > > *(i) Division 5 [Zoning Bylaws];*
>
> *(2) Subsection (1) does not apply unless a local government has, by resolution at least 7 days before the application for a building permit, begun the preparation of a plan or bylaw that is in conflict with the application.*

A complete building permit application was submitted by the developer on November 10th, 2026, which is within the seven-day period prescribed under Section 463(2) of the *Local Government Act*. As a result, Council does not have the discretion to withhold the building permit. Provided the application satisfies all applicable health, safety, and bylaw requirements, the Building Official must issue the building permit for the proposed six-storey building.

Given these circumstances, adopting a down-zoning amendment bylaw at this stage would result in the development becoming a lawful non-conforming use, as provided for under Section 528 of the *Local Government Act*. This means the building could continue to be used in accordance with its existing approval; however, any future construction would be required to comply with the amended bylaw provisions. The same would apply if the building were damaged or destroyed to an extent of 75% or more of its value above its foundations.

OCP IMPLICATIONS

Official Community Plan No. 2054 supports the use of lands designated Mid-Rise Residential for apartment development up to six storeys in height. A rezoning to RM-2 (Low-Rise Residential) is aligned with this designation as it will allow for a four-storey apartment to be constructed on the subject lands. Furthermore, no minimum densities are outlined in the RM-3 designation.

ANALYSIS/ISSUES/IMPLICATIONS

Development Background:

The proposed building is six storeys with an underground parkade and is comprised of a mix of 1 bedroom + den, 2 bedroom and 2 bedroom + den units, with a single 3 bedroom unit for a total of 44 units. The building is set back more than 13 metres from the street, to more closely align with the neighbouring buildings and reduce the visual impacts of a 6 storey building on the public realm. A variance was approved as part of the Development Permit, to reduce the rear setback from 6.0m to 1.2m. This was for the underground parkade only, with the above ground portions of the building meeting the required setback. The authority to issue zoning variances as part of a development permit is given through Section 490 (1)(a) of the *Local Government Act*. Consideration for these variances are outlined the OCP, in which a variance for a rear setback shall be considered where it results in a larger front setback to accommodate a landscaped area that will provide additional visual and acoustic relief for residences adjacent to arterial or major collector roads such as Comox Avenue. A Tree Management Plan was submitted as part of the DP which identified removal and replacement trees in accordance with the Town's tree bylaw, including a cash-in-lieu contribution of $8,000. An existing hedge will be retained along the west property line which provides an approximate two-storey buffer from the proposed development that will continue to mature.

DP Guideline Considerations:

The proposed development generally addresses the applicable Development Permit Guidelines through a combination of landscaping and building design. A large front yard setback and landscaping, including new trees along the boulevard, contribute to a pedestrian-oriented streetscape, with accessible pathways connecting the public sidewalk to the building entrance. All vehicle parking and garbage facilities are located underground, allowing for additional landscaping. The landscape plan includes indigenous plant species, seven replacement trees, and retention of the existing hedge and trees along the west property line. Approximately 134 m^2 of shared outdoor amenity space is also provided.

The building incorporates a variety of exterior materials and colours to break up its mass, while the stepped-back fifth and sixth storeys and increased front setback help reduce its perceived height. The property is pre-zoned for up to six storeys, and the proposal makes full use of the permitted building height and lot coverage. This reflects the development potential established through the existing zoning and the need to support project feasibility. Notwithstanding these design measures, the building will be substantially taller than neighbouring properties, resulting in a noticeable change to the visual character of the immediate area. Shadow impacts on neighbouring properties are also anticipated. The stepped-back upper storeys and existing landscaping buffer along the west property line will help mitigate some of these impacts.

Seismic Implications:

The proposed six-storey wood-frame development presents additional structural design considerations due to its height and location within the seismically active region of Vancouver Island. The BC Building Code establishes specific requirements for building height, construction type and structural design to ensure buildings are appropriately designed to withstand earthquake forces. Given the proposed building height, careful consideration will be required to ensure the building's structural design meets the applicable seismic safety requirements. Site-specific soil conditions and potential seismic hazards will also need to be considered through detailed structural and geotechnical engineering.

With respect to potential impacts on emergency access and evacuation routes in the event of a major earthquake, the building is proposed to be setback approximately 13 m (40 ft) from Comox Avenue. This substantial setback provides physical separation between the building and the roadway, reducing

the potential for a building collapse or falling debris to encroach upon and obstruct the roadway. While the setback cannot guarantee that Comox Avenue would remain unobstructed following a major seismic event, it represents an important site-planning consideration in reducing potential impacts to adjacent roadways and emergency access routes.

Stormwater Implications:

The proposed development will be required to manage stormwater runoff in accordance with the requirements of the Town of Comox Subdivision and Development Servicing Bylaw No. 2065. The applicant will be required to utilize the Town's approved stormwater model to demonstrate that the existing downstream municipal drainage system has sufficient capacity to accommodate runoff from the development. If the analysis identifies downstream capacity constraints, the developer will be responsible for implementing appropriate mitigation measures, which may include additional on-site detention storage, upgrades to downstream drainage infrastructure, or contributions toward necessary system improvements, to the satisfaction of the Town.

The stormwater management design will be required to assess both the 1-in-10-year minor storm event and the 1-in-100-year major storm event. The minor system must be designed to convey runoff through the municipal storm drainage network, while a safe overland flow route will be provided in accordance with Town standards to convey runoff associated with the 1-in-100-year major storm event without causing adverse impacts to adjacent properties, municipal infrastructure, or public safety. Discharge from the site will be required to comply with the applicable requirements of the Town's servicing standards and applicable Provincial water quality guidelines, to ensure that stormwater released from the site does not adversely affect downstream infrastructure or the receiving environment.

From a stormwater management perspective, the proposed increase in building height from four to six storeys is not anticipated to result in a significant change in runoff characteristics. Stormwater runoff is primarily influenced by the amount of impervious area on a site rather than building height. Accordingly, the increase in building height is not expected to materially affect stormwater servicing requirements.

Traffic Assessment:

A draft Traffic Impact Assessment (TIA) has been submitted by the applicant and is currently under review by Town staff. The draft TIA indicates that the proposed development can be accommodated on the existing transportation network and recommends full movement; however, staff have identified questions regarding the assessment's conclusions related to site access movements and supporting analysis. As part of the ongoing review, staff are evaluating the appropriateness of right-in/right-out versus full-movement access onto Comox Avenue, with the final access configuration and any required transportation improvements to be determined through the Town's review process. This review will ensure that the ultimate access design appropriately addresses traffic operations, safety, active transportation considerations, and the function of Comox Avenue as a key transportation corridor.

ICBC data from 2021 to 2025 indicates that there were 36 crashes at the intersection of Comox Avenue and Anderton Road. 21 resulted in material damage and no injuries. No deaths have occurred in that time frame.

Urban Heat Island Effect:

The potential for urban heat island effects is influenced by a combination of factors, including building footprint, site coverage, impervious surfaces, building materials, landscaping and the retention of existing tree canopy. A reduction in building height from six to four storeys would not, in isolation, necessarily result in a meaningful reduction in urban heat island effects, as the overall site configuration and amount of retained vegetation are also important considerations. In this instance, the proposed six-storey design incorporates a stepped-back upper two storeys, allowing for a more articulated building form and potentially a smaller overall building footprint than a lower, wider alternative. The proposed development also provides ample landscaping along the front, sides and rear of the building, in addition to retaining an existing mixed-species hedge and trees along the west property line. This combination of new landscaping and established vegetation will contribute to shade, cooling and the overall landscape character of the site. Furthermore, the additional building height may provide increased shading to portions of the site and surrounding hard surfaces during periods of direct sunlight. Accordingly, the environmental implications of reducing the proposed building from six to four storeys should be considered in the context of the overall site design, building footprint, tree retention and landscaping, rather than building height alone.

Reduce Height in the RM-3 Zone

Rather than rezoning the subject property from RM-3 (Mid-Rise Residential) to RM-2 (Low-Rise Residential), Council could consider retaining the RM-3 designation while amending the zone to reduce the maximum permitted building height from 24 metres to 16 metres and the maximum number of storeys from six to four. This approach would retain the higher development permissions under the RM-3 zone, including maximum lot coverage of 70% and maximum Floor Area Ratio (FAR) of 2.4, while limiting building height to that permitted under the RM-2 zone. The comparison between the multi-unit residential zones is highlighted below:

Table 10.4(1) General Regulations			
Criteria	**RM-1**	**RM-2**	**RM-3**
(a) Maximum Lot Coverage	70%	50%	70%

Criteria	**RM-1**	**RM-2**	**RM-3**
(b) Maximum Lot Coverage Including Impervious Surfaces	80%	60%	80%
(c) Maximum Number of Dwelling Units	30 units per ha	n/a	n/a
(d) Minimum Number of Dwelling Units	n/a	55 units per ha	80 units per ha
(e) Maximum FAR	n/a	1.6	2.4

Table 10.5(1) Development Regulations for Buildings and Structures – Principal and Secondary			
Criteria	**RM-1**	**RM-2**	**RM-3**
(a) Maximum Height	12.0 m	16.0 m	24.0 m
(b) Maximum Number of Storeys	3	4	6
(c) Minimum Front Setback	4.5 m	4.5 m	4.5 m
(d) Minimum Rear Setback	4.5 m	5.0 m	6.0 m
(e) Minimum Side Setback	3.5 m	3.5 m	3.5 m
(f) Minimum Exterior Side Setback	3.5 m	3.5 m	3.5 m
(g) Minimum Corner Cut-Off Setback	1.0 m	1.0 m	1.0 m
(h) Minimum Setback – lot lines fronting a garage or carport	6.0 m	6.0 m	6.0 m

A change in the zoning amendment bylaw as proposed would require re-notification to the public and adjacent property owners.

Economic Analysis:

An economic analysis undertaken by the Town by Urban Systems in August 2025, as required by the Province for updating Development Cost Charge (DCC) and Amenity Cost Charge (ACC) bylaws, found that four-storey apartment projects were generally not economically viable under either the previous DCC regime or the new DCC/ACC rates, with estimated profit-on-cost margins falling well below the threshold used to identify potentially viable projects. The analysis also found that six-storey apartment developments generally performed better financially, with some scenarios achieving viable or potentially viable returns provided that a combination of underground and surface parking was utilized. This is particularly relevant in the downtown, where infill development sites are often constrained in size and have limited, if any, opportunity to accommodate surface parking. In this context, additional building height and density can be important to offset the higher costs associated with underground parking and provide a reasonable prospect of financial viability. While six-storey development does not guarantee a viable project, the analysis suggests that limiting apartment development to four storeys, particularly on constrained downtown infill sites, would present significant financial challenges and could discourage redevelopment. Council could consider reducing the applicable DCC and ACC rates to improve development feasibility; however, doing so would reduce the contributions available to fund growth-related infrastructure and amenities, increasing reliance on property taxes or other funding sources.

FINANCIAL IMPLICATIONS

The financial impacts of the project are outlined below:

1) $100,000 +/- in general net tax revenue (revenue minus the cost of new infrastructure) and infrastructure renewal funding
2) Development Cost Charges:
    - $830,401.94 for Town of Comox Transportation, Water, Sewer, Drainage, Parks and Fire projects.
    - $629,642.32 for CVRD Sewer projects.
    - $121,968.00 for CVRD Water projects.
3) Amenity Cost Charges:
    - $314,041.37 towards the following Town projects:
        - Village Field Master Plan.

- Comox Community Centre Fitness Studio Expansion.
- Comox Community Centre Phase A: Building Expansion.
- CC/Village Park – Basketball Courts.
- CC/Village Park – Skills Trail.
- Lancaster Park – Covered Picnic Shelter.
- Lancaster Park – Pathway Lighting.
- Marina Park – Shade Structures.

4) Housing Accelerator Fund:
   - o $200,000+/- if building permit is issued by end of January 2027. These funds can be used for the following:

Investments in HAF action plans: - any initiative included in the Approved Action Plan *Investments in affordable housing:* - construction of affordable housing - repair or modernization of affordable housing - land or building acquisition for affordable housing *Investments in housing-related infrastructure:* - drinking water infrastructure that supports housing - wastewater infrastructure that supports housing - solid waste management that supports housing - public transit that supports housing	- community energy systems that support housing - disaster mitigation that supports housing - brownfield redevelopment that supports housing - broadband and connectivity that supports housing - capacity building that supports housing - site preparation for housing developments *Investments in community-related infrastructure that supports housing:* - local roads and bridges that supports housing - sidewalks, lighting, bicycle lanes that supports housing - firehalls that support housing - landscaping and green space that supports housing

5) $200,000 in Building Permit Revenue.
6) Road dedication of 3.3m (11ft) & frontage upgrades at no cost, including new sidewalk, landscaping and street trees.

PUBLIC PROCESS

As the proposal is consistent with the OCP and is for a development that is at least 50% residential, a public hearing is prohibited from being held. Prior to Council's consideration of first reading, notices were sent to the property owner and adjacent neighbours within 150.0m of the subject property and it was advertised on the Town's website and social media platforms.

ATTACHMENTS:

Attachment A: Photos of Subject Property

Attachment B: 3D Renderings of Proposed Development

Attachment C: Development Permit APPN 2026-0016

Attachment D: Economic Analysis for 2026 DCC/ACC rates

Attachment E: Zoning Amendment Bylaw 2056.04

Attachment F: Draft Traffic Impact Assessment

Attachment G: Tree Management Plan

Attachment H: BC Energy Step Code Pre-Construction Compliance Report

Attachment A: Photos of Subject Property

Subject Property Frontage

East property line looking south

West/Front property line looking southwest (existing hedge to be maintained)

West property line looking west (showing existing landscape buffer)

Rear property line looking north

Attachment B: 3D Renderings of Proposed Development

Birdseye View looking Northeast

Street View looking Northwest

Street View looking Northeast

Attachment C: Development Permit APPN 2026-0016

TOWN OF COMOX

DEVELOPMENT PERMIT APPN# 2026-0016

OWNER

1890 Comox Holdings Ltd., Inc. No. BC 1299507
610 Anderton Avenue
Courtenay, BC
V9N2H3

APPLICABILITY

1. This permit applies to, and only to, those lands, including all buildings, structures and other development thereon, within the Town of Comox, as described below:

Civic Address:	1890 Comox Avenue, Comox BC
Legal Description:	LOT A SECTION 53 COMOX DISTRICT PLAN 13070
PID:	004-711-297

CONDITIONS OF PERMIT

2. This permit is issued in accordance with Section 489 of the *Local Government Act* and as per Development Permit Area #3 (Low and Mid Rise Residential) of Official Community Plan Bylaw 2054, to allow for the construction of a multi-family development, as shown in the plans attached to and forming part of this permit as Schedule 1.

3. This permit is also issued in accordance with Section 490(1)(a) of the *Local Government Act,* to vary the following section of the Zoning Bylaw to allow for the construction of a multi-family development, as shown in the plans attached to and forming part of this permit as Schedule 1:

    a. Section 10.5(1)(d) to reduce the rear setback from 6.0 m to 1.2 m for any potion of a building located below grade.

4. Revisions to the site plan in Schedule 1 to remove the right-in right-out driveway access are permitted pending submissions of a Traffic Impact Assessment and with approval of the Town.

5. Revisions to landscape plan in Schedule 1 to accommodate a transformer are permitted with approval of the Town.

TOWN OF COMOX

DEVELOPMENT PERMIT APPN# 2026-0016

6. Prior to any tree cutting, issuance of a Tree Cutting Permit shall be required in accordance with Tree Protection Bylaw No. 2063.

7. The three shore pine trees proposed in the road dedication area shall be connected to a separate drip irrigation zone.

8. The boulevard landscape area located between the sidewalk and the road shall be connected to temporary irrigation for plant establishment.

GENERAL CONDITIONS

9. This permit is issued subject to compliance with all Town of Comox bylaws, except as specifically varied or supplemented by this permit.

10. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and plans attached as Schedule 1.

11. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain additional municipal, federal or provincial approvals prior to commencing the development authorized by this permit.

COVENANT REQUIREMENTS

12. Not applicable.

SECURITY REQUIREMENTS

13. In accordance with Section 502 of the *Local Government Act,* a cash deposit or irrevocable letter of credit in the amount of $162,368.75, which is equal to 125% of the estimated cost of landscaping and irrigation in **Schedule 2**, attached to and forming part of this permit, shall be deposited with the Town prior to the issuance of a building permit to commence work authorized by this permit. The Town may apply all or part of the above-noted security in accordance with Section 502 of the *Local Government Act,* to undertake works or other activities required to:

    a) Satisfy the landscaping requirements of this permit; or
    b) correct an unsafe condition that has resulted from a contravention of this permit; or
    c) repair damage to the natural environment that has resulted from a contravention of this permit.

TOWN OF COMOX

DEVELOPMENT PERMIT APPN# 2026-0016

14. The holder of this permit shall be eligible for a refund of the security as described below:

    a) If the permit has lapsed – refund of the entire amount of security; or
    b) If the Director of Development Services is satisfied that the conditions of this permit have been met – refund of 90% after installation and inspection, and refund of the remaining 10% after two (2) years and inspection.

EXPIRY OF PERMIT

15. In accordance with Section 504 of the *Local Government Act*, if the permit has not substantially commenced any construction with respect to which the permit was issued within two years after the date it was issued, the permit lapses.

Authorized by the Director of Development Services on the 3rd day of November, 2026

November 3, 2026
Permit Issuance Date

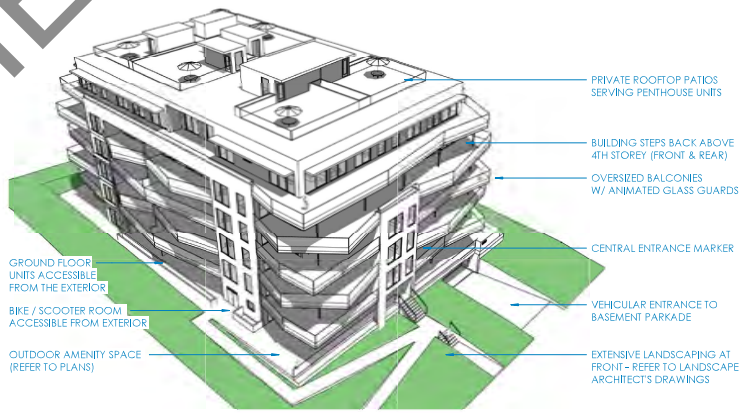
Randy Houle
Signature of Director of Development Services

THIS IS NOT A BUILDING PERMIT

1890 COMOX AVE., COMOX, BC

	PERMITTED	PROPOSED
ZONING -	MR-3	
LOT AREA	29,536 SF (.274 HA) 1,598 SF (148.5 m²) ROAD DEDICATION	
GFA (ZONING/ FAR)	70,886 SF	66,289 SF
DENSITY	MIN. 80 UNITS / HA	44 UNITS / 0.27 HA OR 163 UNITS / HA
FAR	MAX 2.40	2.23
LOT COVERAGE	70% (20,793 ft²) 80% (23,747 ft²) Lot Coverage w/ Impervious Surfaces	70 % (20,791 ft²) 77 % (22,672 ft²)
HEIGHT	MAX 24.0 M	23 M (EXCL. ELEVATOR)
SETBACKS	FRONT - 4.5 M REAR - 6.0 M (BUILDING) 6.0 M (UNDERGROUND GARAGE) 5.0 M (BALCONIES) SIDE - 3.5 M	4.5 M 6.0 M 1.2 M (4.8 M VARIANCE) 5.0 M 3.5 M
SCREENING	GARBAGE, PARKING, UTILITY EQUIP. ABUTTING RESIDENTIAL (DETAILS - SECTION 8)	REFER TO LANDSCAPING PLAN
DWELLING UNITS		44
PARKING (8.4) VISITOR	44 (1 SPACE PER DWELLING UNIT) 25% OF TOTAL REQ'D (11)	48 11
SMALL CAR BARRIER FREE EV- PREPARED	SMALL CAR - 35% (20) 2 SPACES (1 RESIDENT, 1 VISITOR) 5% OF ALL SPACES (3)	20 SPACES 2 (INCL. IN TOTAL) 44 RES. SPACES + 1 VISITOR SPACE
BICYCLES -	CLASS I - 0.25 / DWELLING (1.8 X 0.6 X 2.0 M H SPACE) LOCATED IN RACKS, ≤ 6 M FROM ENTRANCE CLASS II - 0.5 / DWELLING (SAME SIZE RACKS) BICYCLE ROOMS (MAX 20 CLASS II BIKES/ ROOM); ROOM LOCKED AND VISIBLE FROM ENTRANCE	AS REQ'D
OTHER -	OPEN AREAS TO BE LANDSCAPED (MIN. 2 LARGE & 1 MEDIUM TREE)	

SCHEDULE 1



Sheet Index

Sheet #	Sheet Name	Revision Current	Date	Desc.
A000	COVER SHEET	5	29-0921	DP - REV 01
A001	BLDG AREAS	5	29-0921	DP - REV 01
A002	UNIT AREAS	5	29-0921	DP - REV 01
A101	PARKING LEVEL & SITE	5	29-0921	DP - REV 01
A102	LEVEL 1	5	29-0921	DP - REV 01
A103	LEVEL 2	5	29-0921	DP - REV 01
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A105	LEVEL 4	5	29-0921	DP - REV 01
A106	LEVEL 5	5	29-0921	DP - REV 01
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A108	ROOF PLAN	5	29-0921	DP - REV 01
A110	SLAB EDGE PLANS	5	29-0921	DP - REV 01
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A300	EAST/SOUTH ELEVATIONS	5	29-0921	DP - REV 01
A301	WEST/NORTH ELEVATIONS	5	29-0921	DP - REV 01
A400	LONG. SECTION	5	29-0921	DP - REV 01
A600	3D IMAGES	5	29-0921	DP - REV 01

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250-714-8749

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ARCH. STAMP

REGISTERED ARCHITECT JOYCE REID TROOST PROVINCE OF BRITISH COLUMBIA 2024-10-22

COMOX CONDO
1890 COMOX AVE
COMOX, BC

P# 19-055

CLIENT
THREE DOG VENTURES LTD.

REV. DATE	NUMBER	DESCRIPTION
26-0516	1	CLIENT REVIEW
26-0730	3	DP
29-0921	5	DP - REV 01
26-1023	6	DP - REV 02

DATE MAR 31, 2026
SCALE 1" = 30'-0"
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COVER SHEET

A000

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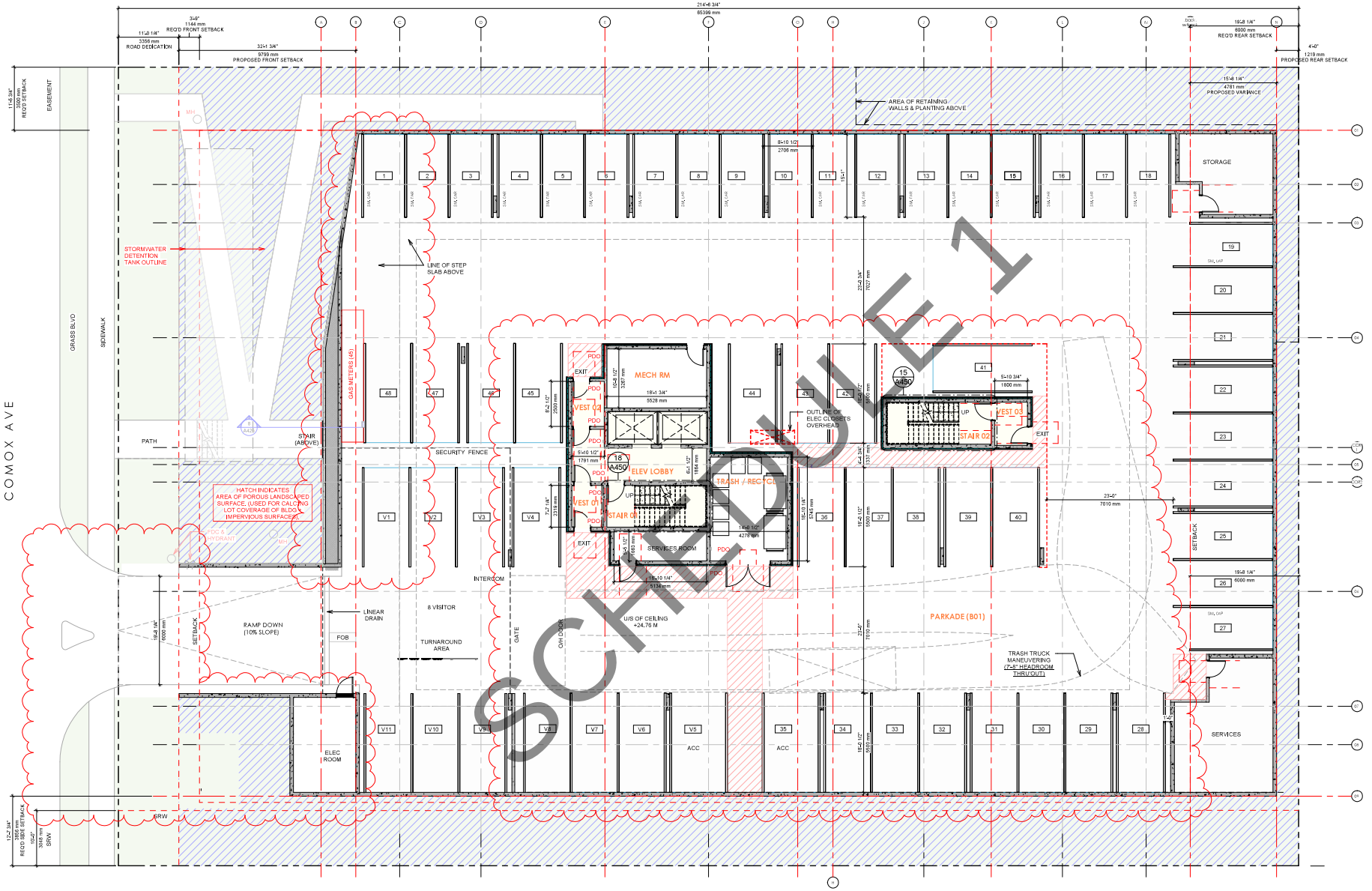

SCHEDULE 1

GROSS FLOOR AREA - RESIDENTIAL	
NAME	AREA
LEVEL 1A	5602 SF
LEVEL 1B	958 SF
LEVEL 1C	1759 SF
LEVEL 2	11830 SF
LEVEL 3	11826 SF
LEVEL 4	11830 SF
LEVEL 5	11566 SF
LEVEL 6	10896 SF
Grand total	66289 SF

PARKING	
#	TYPE
1	SMALL CAR
2	SMALL CAR
3	SMALL CAR
4	SMALL CAR
5	SMALL CAR
6	SMALL CAR
7	SMALL CAR
8	SMALL CAR
9	SMALL CAR
10	SMALL CAR
11	SMALL CAR
12	SMALL CAR
13	SMALL CAR
14	SMALL CAR
15	SMALL CAR
16	SMALL CAR
17	SMALL CAR
18	SMALL CAR
19	SMALL CAR
27	SMALL CAR
SMALL CAR: 20	
20	STANDARD
21	STANDARD
22	STANDARD
23	STANDARD
24	STANDARD
25	STANDARD
26	STANDARD
28	STANDARD
29	STANDARD
30	STANDARD
31	STANDARD
32	STANDARD
33	STANDARD
34	STANDARD
36	STANDARD
39	STANDARD
40	STANDARD
41	STANDARD
42	STANDARD
43	STANDARD
44	STANDARD
45	STANDARD
46	STANDARD
47	STANDARD
48	STANDARD
STANDARD: 25	
V5	STANDARD - ACC - VISITOR
STANDARD - ACC - VISITOR: 1	
35	STANDARD - ACCESSIBLE
STANDARD - ACCESSIBLE: 1	
V1	STANDARD - VISITOR
V2	STANDARD - VISITOR
V3	STANDARD - VISITOR
V4	STANDARD - VISITOR
V6	STANDARD - VISITOR
V7	STANDARD - VISITOR
V8	STANDARD - VISITOR
V9	STANDARD - VISITOR
V10	STANDARD - VISITOR
V11	STANDARD - VISITOR
STANDARD - VISITOR: 10	
37	STANDARD EV PREPARED
38	STANDARD EV PREPARED
STANDARD EV PREPARED: 2	
59	

JOYCE REID TROOST ARCHITECTURE
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2026-10-22

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26-0515	1	CIENT REVIEW
26-0730	3	DP
26-0802	4	STRUCT. COOR
29-0921	5	DP - REV 01
26-1023	6	DP - REV 02

DATE MAR 31, 2026
SCALE 1/8" = 1'-0"
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PARKING LEVEL & SITE

A101

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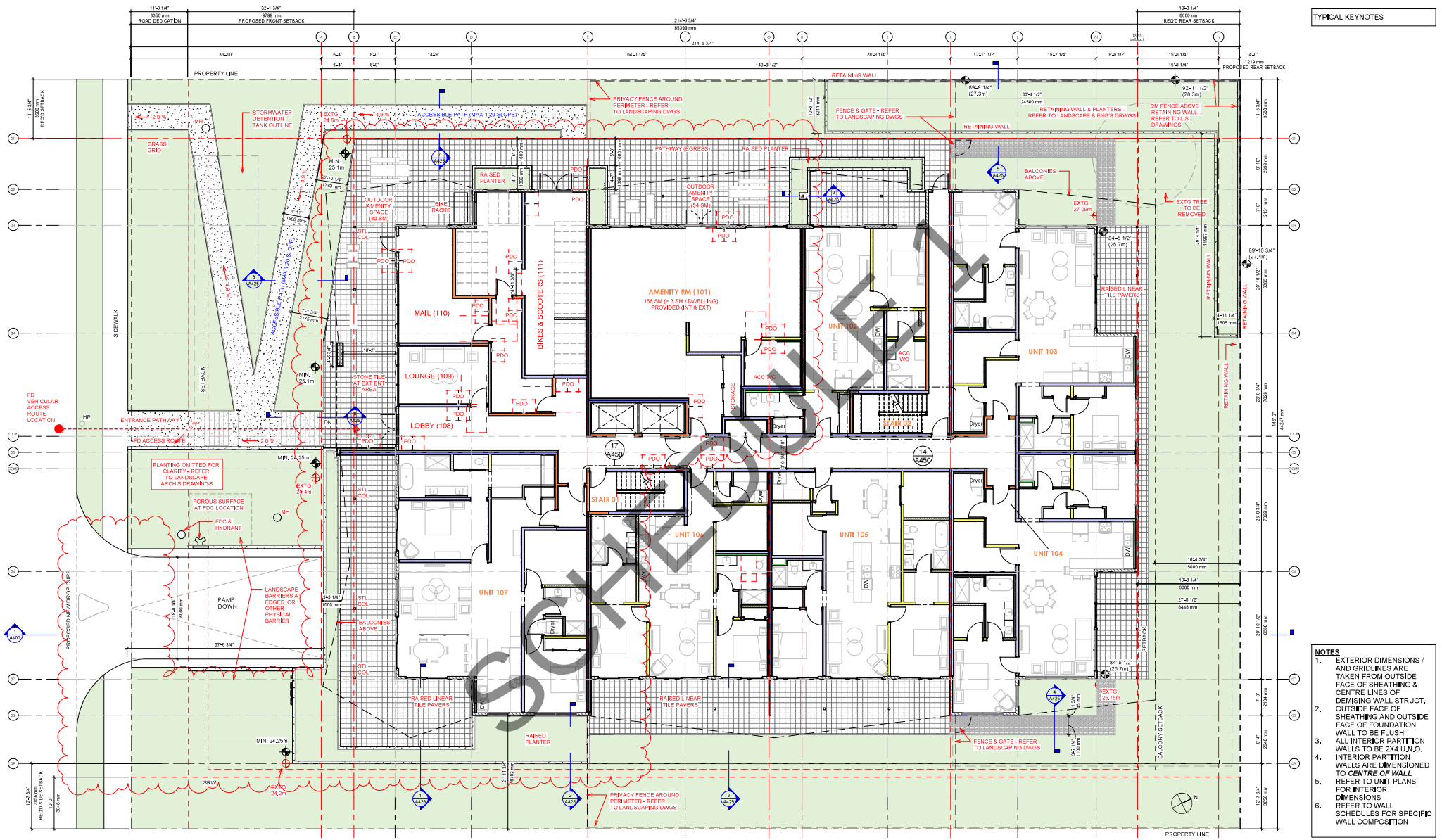

SCHEDULE 1

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ARCH. STAMP

REGISTERED ARCHITECT JOYCE REID TROOST PROVINCE OF BRITISH COLUMBIA 2026-03-31

COMOX CONDO
1890 COMOX AVE
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P# 19-055

REV. DATE	NUMBER	DESCRIPTION
26-0516	1	CIENT REVIEW
26-0615	2	REVISED SITE PLAN
26-0730	3	DP
26-0802	4	STRUCT. COOR
26-0921	5	DP - REV 01
26-1023	6	DP - REV 02

DATE MAR 31, 2026
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LEVEL 1
A102

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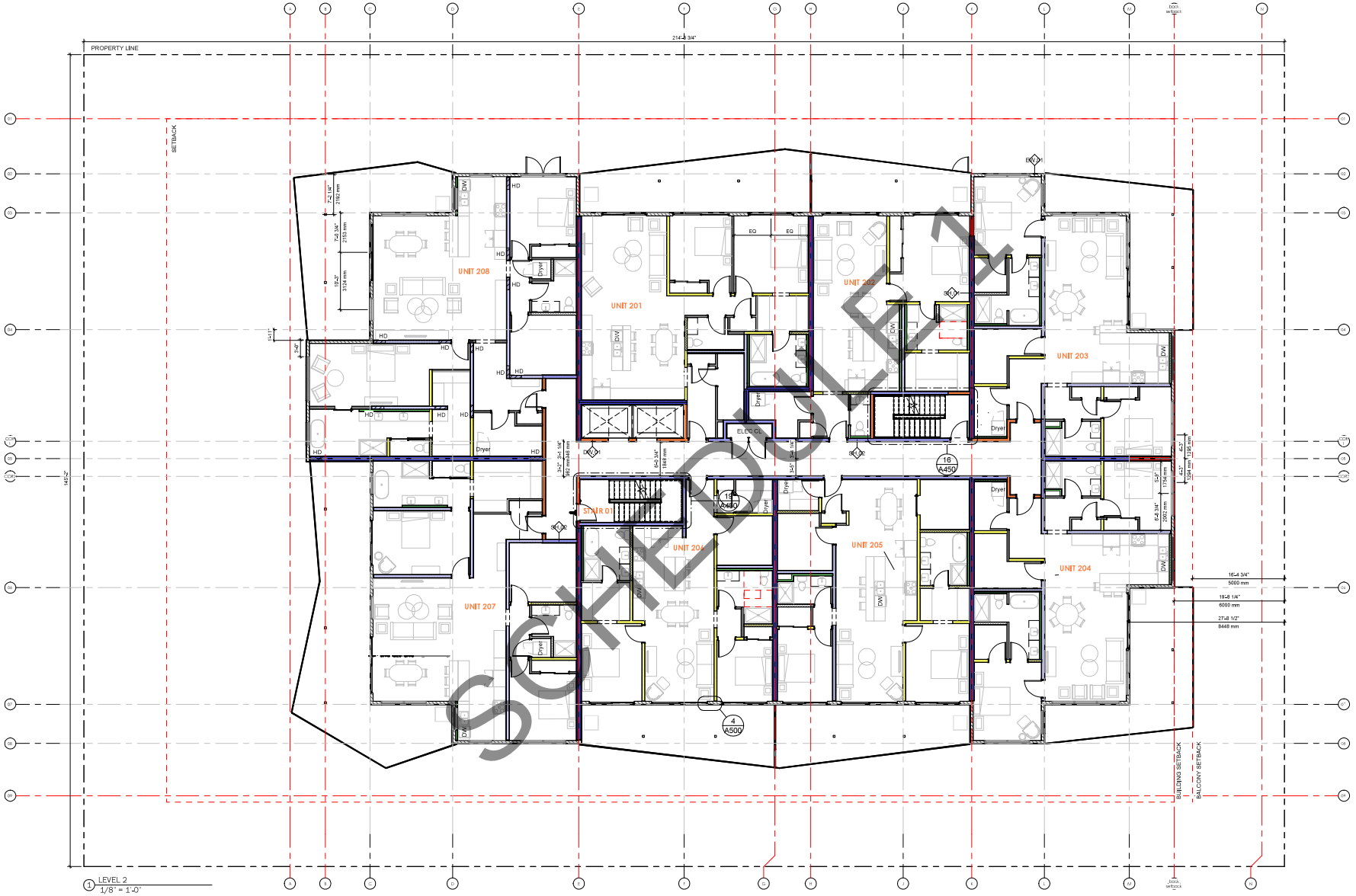
TYPICAL KEYNOTES



1 LEVEL 2
1/8" = 1'-0"

JOYCE REID TROOST ARCHITECTURE
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2026-10-22

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COMOX, BC

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REV.	DATE	NUMBER	DESCRIPTION
26-0516		1	CLIENT REVIEW
26-0730		3	DP
26-0802		4	STRUCT. COOR
29-0921		5	DP - REV 01
26-1023		6	DP - REV 02

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SCALE 1/8" = 1'-0"
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LEVEL 2

A103

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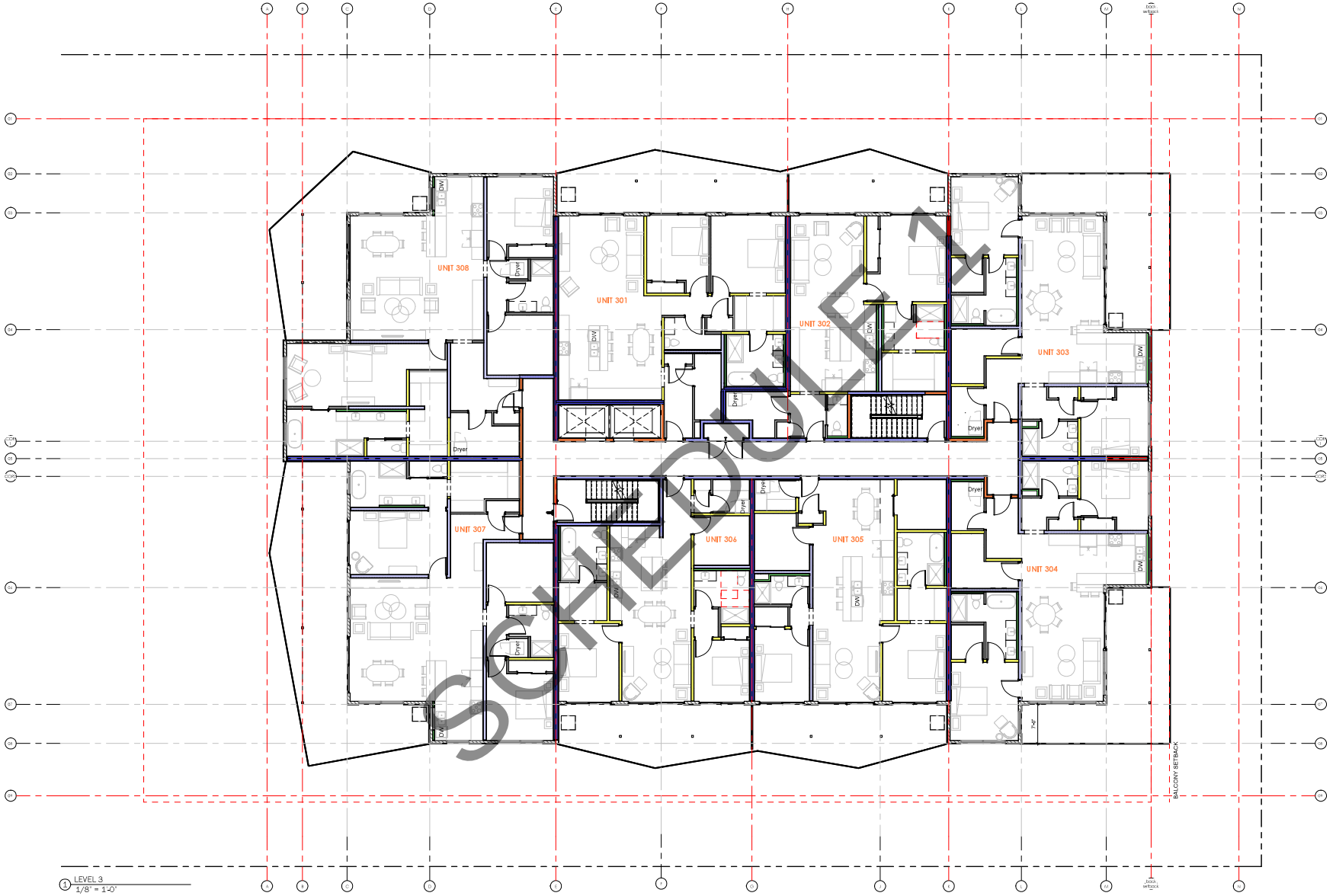
TYPICAL KEYNOTES



SCHEDULE A

1 LEVEL 3
1/8" = 1'-0"

NOTES
1. EXTERIOR DIMENSIONS / AND GRIDLINES ARE TAKEN FROM OUTSIDE FACE OF SHEATHING.
2. OUTSIDE FACE OF SHEATHING AND OUTSIDE FACE OF FOUNDATION WALL TO BE FLUSH
3. CENTERLINES ARE TO CENTER OF UNIT DEMISING WALLS
4. ALL INTERIOR PARTION WALLS TO BE 2X4 U.N.O.
5. INTERIOR PARTITION WALLS ARE DIMENSIONED TO ***CENTER OF WALL***
6. REFER TO UNIT PLANS FOR INTERIOR DIMENSIONS
7. REFER TO WALL SCHEDULES FOR SPECIFIC WALL COMPOSITION

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2026-03-31

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	29-0921	5	DP - REV 01
	26-1023	6	DP - REV 02

DATE MAR 31, 2026
SCALE 1/8" = 1'-0"
DRAWN: IP CHECKED: JRT APPROVED: JRT

LEVEL 3

A104

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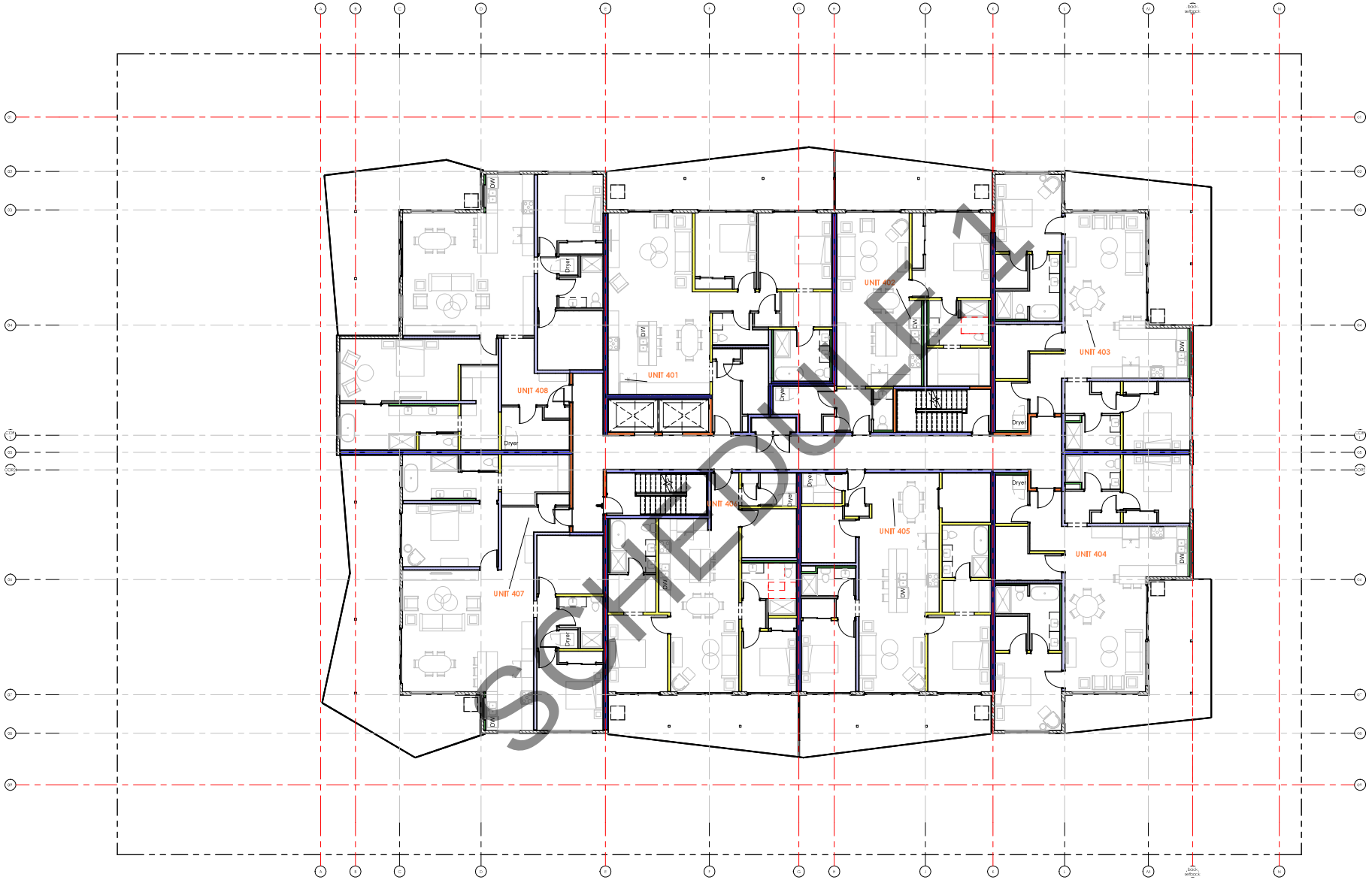
TYPICAL KEYNOTES



SCHEDULE A

NOTES
1. EXTERIOR DIMENSIONS / AND GRIDLINES ARE TAKEN FROM OUTSIDE FACE OF SHEATHING.
2. OUTSIDE FACE OF SHEATHING AND OUTSIDE FACE OF FOUNDATION WALL TO BE FLUSH
3. CENTERLINES ARE TO CENTER OF UNIT DEMISING WALLS
4. ALL INTERIOR PARTION WALLS TO BE 2X4 U.N.O.
5. INTERIOR PARTITION WALLS ARE DIMENSIONED TO ***CENTER OF WALL***
6. REFER TO UNIT PLANS FOR INTERIOR DIMENSIONS
7. REFER TO WALL SCHEDULES FOR SPECIFIC WALL COMPOSITION

1 LEVEL 4
1/8" = 1'-0"

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ARCH. STAMP

JOYCE REID TROOST ARCHITECT REGISTERED ARCHITECT BRITISH COLUMBIA 2026-03-31

COMOX CONDO
1890 COMOX AVE
COMOX, BC

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THREE DOG VENTURES LTD.

P# 19-055

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	26-0516	1	CIENT REVIEW
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	26-0802	4	STRUCT. COOR
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	26-1023	6	DP - REV 02

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SCALE 1/8" = 1'-0"
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LEVEL 4

A105

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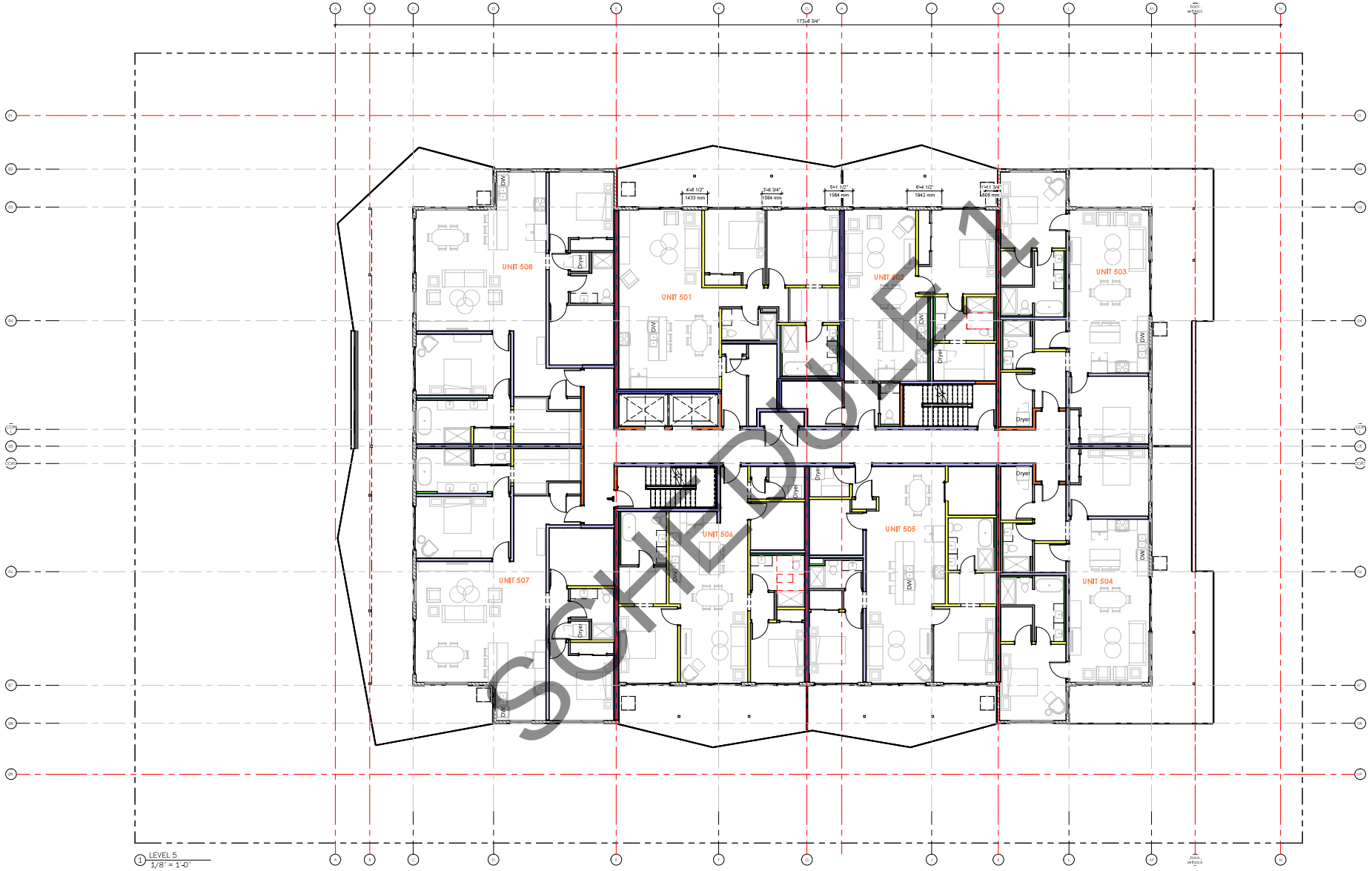
TYPICAL KEYNOTES



SCHEDULE A

1 LEVEL 5
1/8" = 1'-0"

NOTES
1. EXTERIOR DIMENSIONS / AND GRIDLINES ARE TAKEN FROM OUTSIDE FACE OF SHEATHING.
2. OUTSIDE FACE OF SHEATHING AND OUTSIDE FACE OF FOUNDATION WALL TO BE FLUSH
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ARCH. STAMP
REGISTERED ARCHITECT JOYCE REID TROOST PROVINCE OF BRITISH COLUMBIA
2026-03-31

COMOX CONDO
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COMOX, BC

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SCALE 1/8" = 1'-0"
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LEVEL 5

A106

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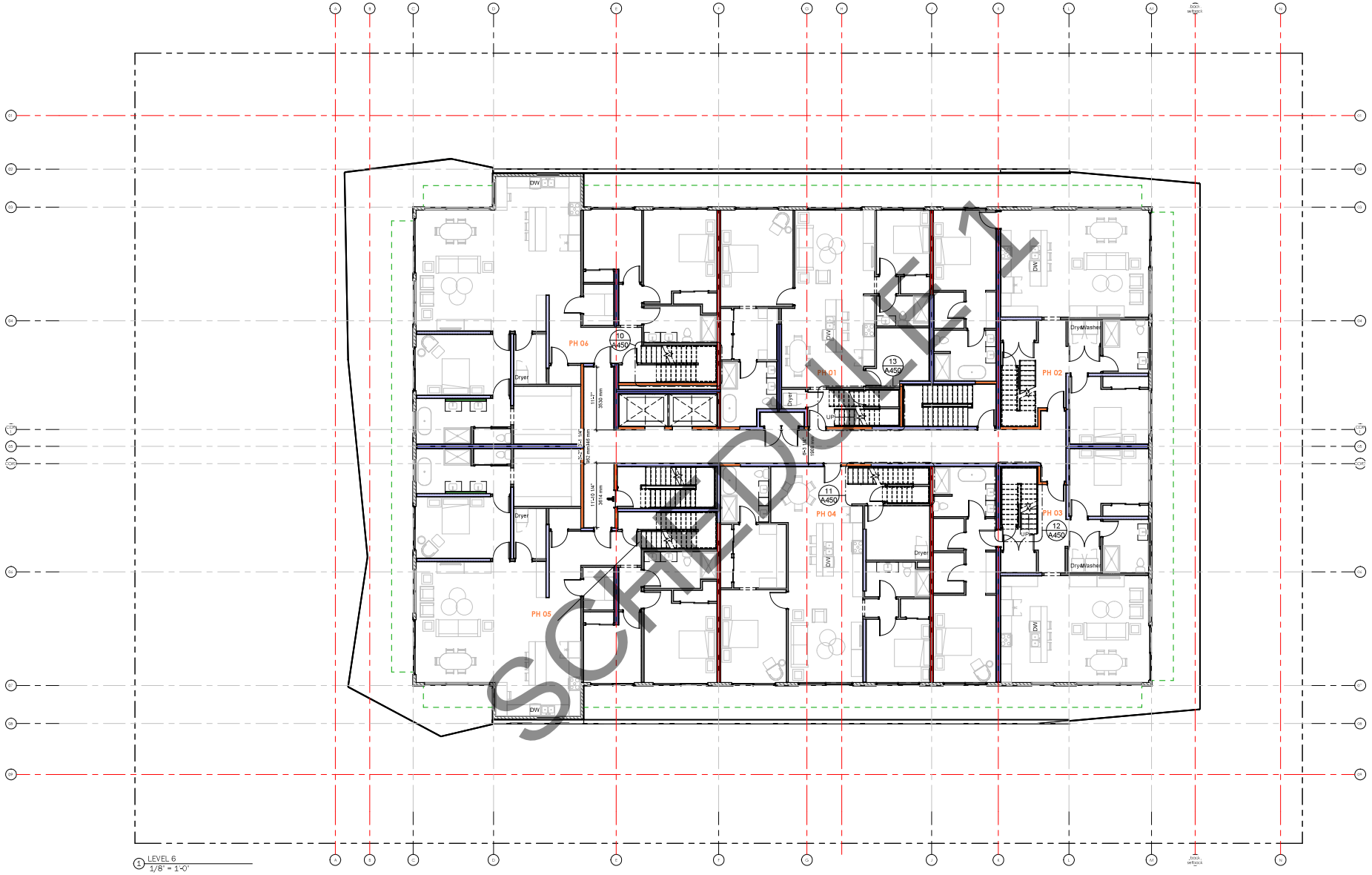

1 LEVEL 6
1/8" = 1'-0"

AREA SCHEDULE (GFA - UNITS)		
NAME	AREA	COMMENTS
UNIT 202	1123 SF	A1 - 1 BDRM + DEN - ADAPT
UNIT 302	1123 SF	A1 - 1 BDRM + DEN - ADAPT
UNIT 402	1123 SF	A1 - 1 BDRM + DEN - ADAPT
UNIT 502	1162 SF	A1 - 1 BDRM + DEN - ADAPT
UNIT 102	958 SF	A1-ALT - 1 BDRM + DEN
UNIT 101	Not Placed	B1 - 2 BDRM + DEN
UNIT 201	1455 SF	B1 - 2 BDRM + DEN
UNIT 301	1455 SF	B1 - 2 BDRM + DEN
UNIT 401	1455 SF	B1 - 2 BDRM + DEN
UNIT 501	1455 SF	B1 - 2 BDRM + DEN
UNIT 203	1445 SF	B2 - 2 BDRM
UNIT 303	1445 SF	B2 - 2 BDRM
UNIT 403	1445 SF	B2 - 2 BDRM
UNIT 503	1257 SF	B2 - 2 BDRM
UNIT 103	1445 SF	B2 - ALT - 2 BDRM
UNIT 104	1462 SF	B3 - 2 BDRM
UNIT 204	1462 SF	B3 - 2 BDRM
UNIT 304	1462 SF	B3 - 2 BDRM
UNIT 404	1462 SF	B3 - 2 BDRM
UNIT 504	1270 SF	B3 - 2 BDRM
UNIT 105	1423 SF	B4 - 2 BDRM + DEN
UNIT 205	1423 SF	B4 - 2 BDRM + DEN
UNIT 305	1423 SF	B4 - 2 BDRM + DEN
UNIT 405	1423 SF	B4 - 2 BDRM + DEN
UNIT 505	1423 SF	B4 - 2 BDRM + DEN
UNIT 106	1266 SF	B5 - 2 BDRM + DEN - ADAPT
UNIT 206	1266 SF	B5 - 2 BDRM + DEN - ADAPT
UNIT 306	1266 SF	B5 - 2 BDRM + DEN - ADAPT
UNIT 406	1266 SF	B5 - 2 BDRM + DEN - ADAPT
UNIT 506	1266 SF	B5 - 2 BDRM + DEN - ADAPT
UNIT 207	1705 SF	B6 - 2 BDRM + DEN
UNIT 307	1705 SF	B6 - 2 BDRM + DEN
UNIT 407	1705 SF	B6 - 2 BDRM + DEN
UNIT 507	1755 SF	B6 - 2 BDRM + DEN
UNIT 208	1952 SF	B7 - 2 BDRM + DEN
UNIT 308	1952 SF	B7 - 2 BDRM + DEN
UNIT 408	1952 SF	B7 - 2 BDRM + DEN
UNIT 508	1706 SF	B7 - 2 BDRM + DEN
PH 03	1673 SF	B8 - 2 BDRM + DEN
PH 02	1583 SF	B8 ALT - 2 BDRM + DEN
PH 04	1528 SF	B9 - 2 BDRM + DEN
PH 05	2199 SF	B10 - 2 BDRM + DEN
PH 06	2197 SF	B10 - 2 BDRM + DEN
PH 01	1472 SF	C1 - 3 BDRM
TOTAL UNITS: 44		

JOYCE REID TROOST ARCHITECTURE
2515 GLENAYR DRIVE
NANAIMO, BC V9S 3R9
joyce@jrtarchitecture.com
250.714.8749
jrtarchitecture.com

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ARCH. STAMP
REGISTERED ARCHITECT JOYCE REID TROOST PROVINCE OF BRITISH COLUMBIA
2026-03-31

COMOX CONDO
1890 COMOX AVE
COMOX, BC

P# 19-055

CLIENT
THREE DOG VENTURES LTD.

REV.	DATE	NUMBER	DESCRIPTION
26-0516		1	CIENT REVIEW
26-0730		3	DP
26-0802		4	STRUCT. COOR
29-0921		5	DP - REV 01
26-1023		6	DP - REV 02

DATE MAR 31, 2026
SCALE 1/8" = 1'-0"
DRAWN: IP CHECKED: JRT APPROVED: JRT

LEVEL 6

A107

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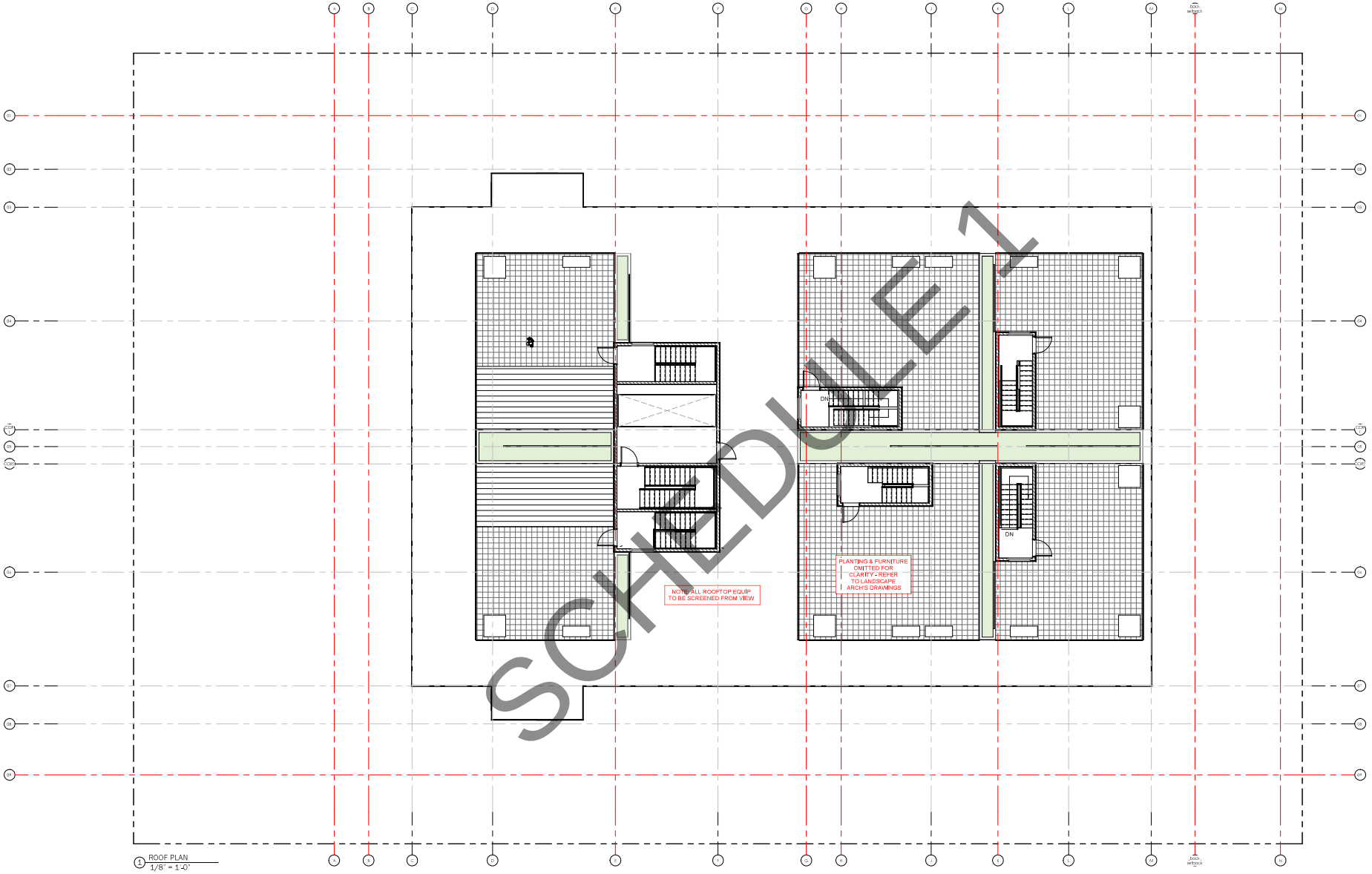

SCHEDULE 1

1 ROOF PLAN
1/8" = 1'-0"

JOYCE REID TROOST ARCHITECTURE
2515 GLENAYR DRIVE
NANAIMO, BC V9S 3R9
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jrtarchitecture.com

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ARCH. STAMP

REGISTERED ARCHITECT JOYCE REID TROOST BRITISH COLUMBIA
2026-03-23

COMOX CONDO
1890 COMOX AVE
COMOX, BC

P# 19-055

CLIENT
THREE DOG VENTURES LTD.

REV. DATE	NUMBER	DESCRIPTION
26-0516	1	CIENT REVIEW
26-0730	3	DP
26-0802	4	STRUCT. COOR
29-0921	5	DP - REV 01
26-1023	6	DP - REV 02

DATE MAR 31, 2026
SCALE 1/8" = 1'-0"
DRAWN: IP CHECKED: JRT APPROVED: JRT

ROOF PLAN

A108

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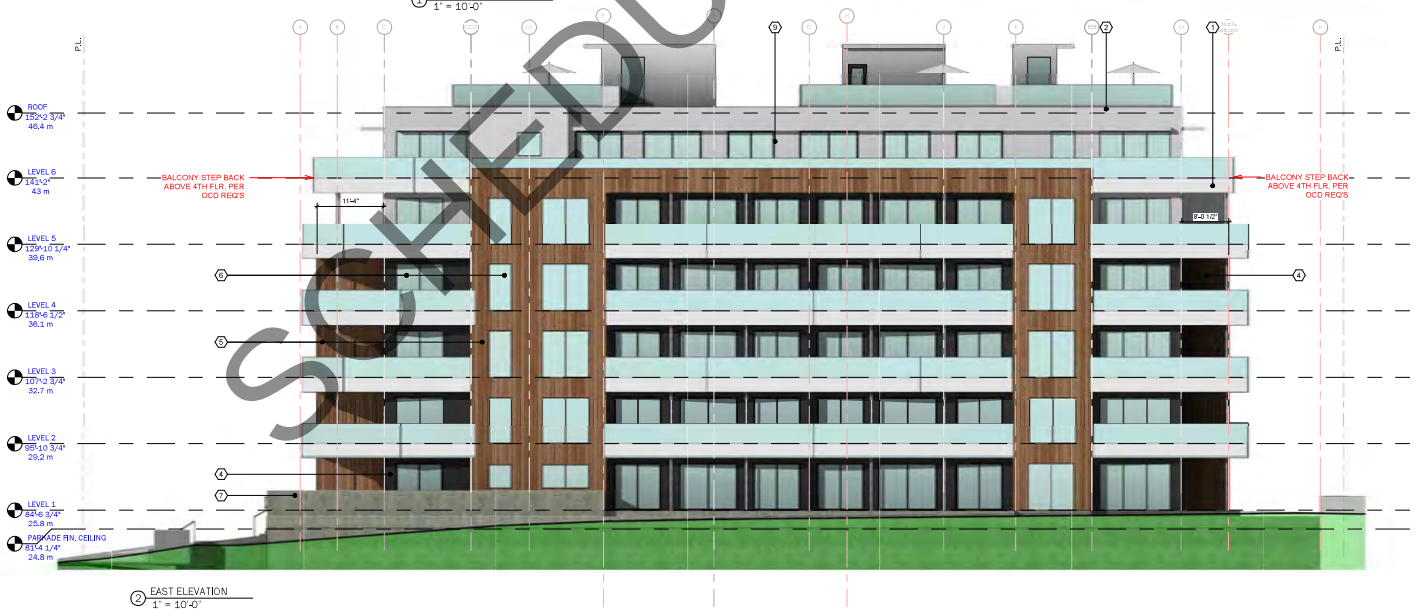
ELEVATION MATERIALS	
NOTE #	DESCRIPTION
1	GLASS GUARD (FRAMELESS, SPANDREL GLAZING AT BALC FASCIAS)
2	ROOFTOP GLASS GUARD (BLACK FRAME)
3	FIBRE CEMENT PANEL (LIGHT GREY)
4	FIBRE CEMENT PANEL (IRON GREY)
5	METAL CLADDING - LUXPRO SIDING - "HEMLOCK" COLOUR
6	VINYL PATIO SLIDERS & WINDOWS (BLACK EXT / WHITE INT)
7	ARCH. FINISH CONCRETE
8	STOREFRONT GLAZING (FINISH TO MATCH WINDOWS)
9	FIBRE CEMENT PANEL (WHITE)

TYPICAL KEYNOTES

1 SOUTH ELEVATION
1" = 10'-0"



2 EAST ELEVATION
1" = 10'-0"

SCHEDULE 1

JOYCE REID TROOST ARCHITECTURE
2515 GLENAYR DRIVE
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ARCH. STAMP

REGISTERED ARCHITECT JOYCE REID TROOST BRITISH COLUMBIA
2026-03-31

COMOX CONDO
1890 COMOX AVE
COMOX, BC

P# 19-055

CLIENT
THREE DOG VENTURES LTD.

REV. DATE	NUMBER	DESCRIPTION
26-0516	1	CIENT REVIEW
26-0730	3	DP
26-0802	4	STRUCT. COOR
29-0921	5	DP - REV 01
26-1023	6	DP - REV 02

DATE MAR 31, 2026
SCALE 1" = 10'-0"
DRAWN: IP CHECKED: JRT APPROVED: JRT

EAST/SOUTH ELEVATIONS

A300

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ELEVATION MATERIALS	
NOTE #	DESCRIPTION
1	GLASS GUARD (FRAMELESS, SPANDREL GLAZING AT BALC FASCIAS)
2	ROOFTOP GLASS GUARD (BLACK FRAME)
3	FIBRE CEMENT PANEL (LIGHT GREY)
4	FIBRE CEMENT PANEL (IRON GREY)
5	METAL CLADDING - LUXPRO SIDING - "HEMLOCK" COLOUR
6	VINYL PATIO SLIDERS & WINDOWS (BLACK EXT / WHITE INT)
7	ARCH. FINISH CONCRETE
8	STOREFRONT GLAZING (FINISH TO MATCH WINDOWS)
9	FIBRE CEMENT PANEL (WHITE)

TYPICAL KEYNOTES

② NORTH ELEVATION
1" = 10'-0"

① WEST ELEVATION
1" = 10'-0"

SCHEDULE 1

JOYCE REID TROOST ARCHITECTURE
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ARCH. STAMP

REGISTERED ARCHITECT JOYCE REID TROOST BRITISH COLUMBIA
2026-10-22

COMOX CONDO
1890 COMOX AVE
COMOX, BC

P# 19-055

CLIENT
THREE DOG VENTURES LTD.

REV. DATE	NUMBER	DESCRIPTION
26-0515	1	CIENT REVIEW
26-0730	3	DP
26-0802	4	STRUCT. COOR
29-0921	5	DP - REV 01
26-1023	6	DP - REV 02

DATE MAR 31, 2026
SCALE 1" = 10'-0"
DRAWN: IP CHECKED: JRT APPROVED: JRT

WEST/NORTH ELEVATIONS

A301

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SCHEDULE 1

JOYCE REID TROOST ARCHITECTURE 2515 GLENAYR DRIVE NANAIMO, BC V9S 3R9 joyce@jrtarchitecture.com 250.714.8749 jrtarchitecture.com	THE DRAWINGS, DESIGN IDEAS AND FEATURES OF CONSTRUCTION DEPICTED HEREIN ARE THE EXCLUSIVE PROPERTY OF JOYCE REID TROOST ARCHITECT. ALL COMMON-LAW COPY AND PROPERTY RIGHTS ARE EXPRESSLY RESERVED. THEY ARE NOT TO BE REPRODUCED, PUBLISHED, CHANGED, OR USED FOR ANY PURPOSES HOWEVER THEY TO BE ASSIGNED TO A THIRD PARTY WITHOUT EXPRESSED WRITTEN CONSENT, IN THE EVENT OF ANY UNAUTHORIZED USE OF THESE PLANS BY A THIRD PARTY, THE THIRD PARTY SHALL NOT HOLD JOYCE REID TROOST ARCHITECT RESPONSIBLE.	ARCH. STAMP REGISTERED ARCHITECT JOYCE REID TROOST BRITISH COLUMBIA 2026-03-22

COMOX CONDO 1890 COMOX AVE COMOX, BC P# 19-055	CLIENT THREE DOG VENTURES LTD.	DATE: MAR 31, 2026 SCALE: 1" = 10'-0" DRAWN: IP CHECKED: JRT APPROVED: JRT

REV.	DATE	NUMBER	DESCRIPTION
	26-0515	1	CIENT REVIEW
	26-0730	3	DP
	26-0802	4	STRUCT. COOR
	29-0921	5	DP - REV 01
	26-1023	6	DP - REV 02

LONG. SECTION

A400

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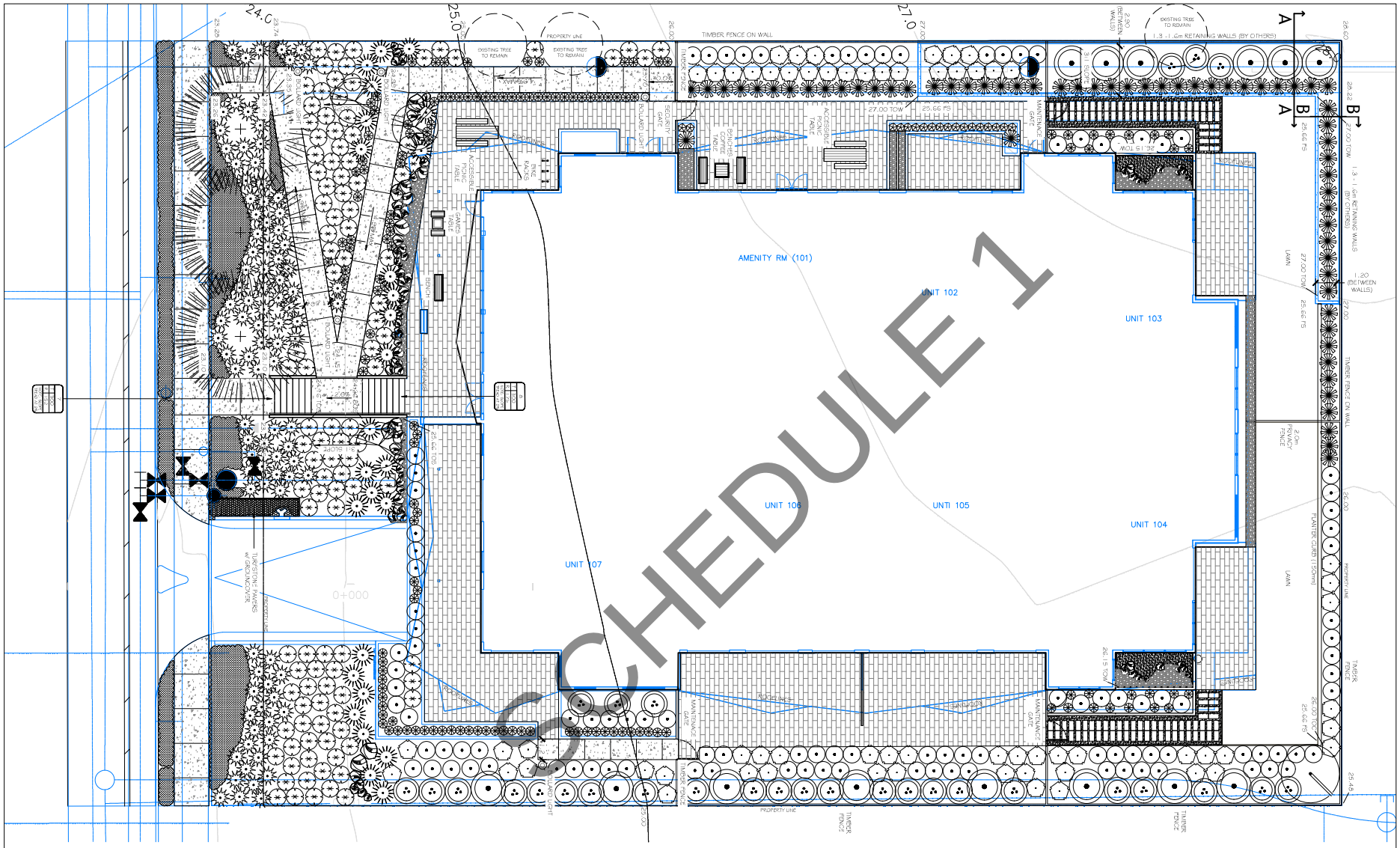

LAYOUT LEGEND

SYMBOL	DESCRIPTION	NOTES
	PROPERTY LINE	
	BOLLARD LIGHT DISTRIBUTOR: SIGNIFY (800-555-0050) MAKE: HADCO STYLE: LANDSCAPE BOLLARD MODEL: D830 (OR EQUAL) COLOUR: BRONZE	ALL SITE LIGHTING LOCATIONS, MAKES, MODELS, QUANTITIES AND PHOTOMETRIC ANALYSIS SHALL BE BY THE PROJECT ELECTRICAL ENGINEER AT BUILDING PERMIT STAGE OF DESIGN.
FENCE GATE	PRIVATE YARD FENCE AND GATES - 2.0m SOLID TIMBER FENCE (150X150mm POSTS	REFER TO PLAN.

SYMBOL	DESCRIPTION
	SITE FURNITURE: MANUFACTURER: WISHBONE SITE FURNISHINGS (PH: 866-626-0476) 2-STALL BIKE RACK - 6 STALLS TOTAL STYLE: SURF BIKE RACK MODEL: SFBRP-3 BAYVIEW BENCH MODEL: BVNA-5 QTY: 3
	BAYVIEW 2 SEAT GAMES TABLE SET MODEL: BVGT-24 QTY: 1 BAYVIEW ACCESSIBLE PICNIC TABLE MODEL: BVPTWC-6 QTY: 2 URBAN FORM COFFEE TABLE MODEL: UFCT-32 QTY: 1
	LANDSCAPE BOULDERS BROOM FINISH CONCRETE SPECIALTY UNIT PAVING BEACH SAND 38MM (1.5") ROUND WASHED DRAIN ROCK

macdonald gray
814 Shorewood Drive, Parksville, BC V9P 1S1
TEL: 250 248-3889 EMAIL: info@macdonaldgray.ca
www.macdonaldgray.ca

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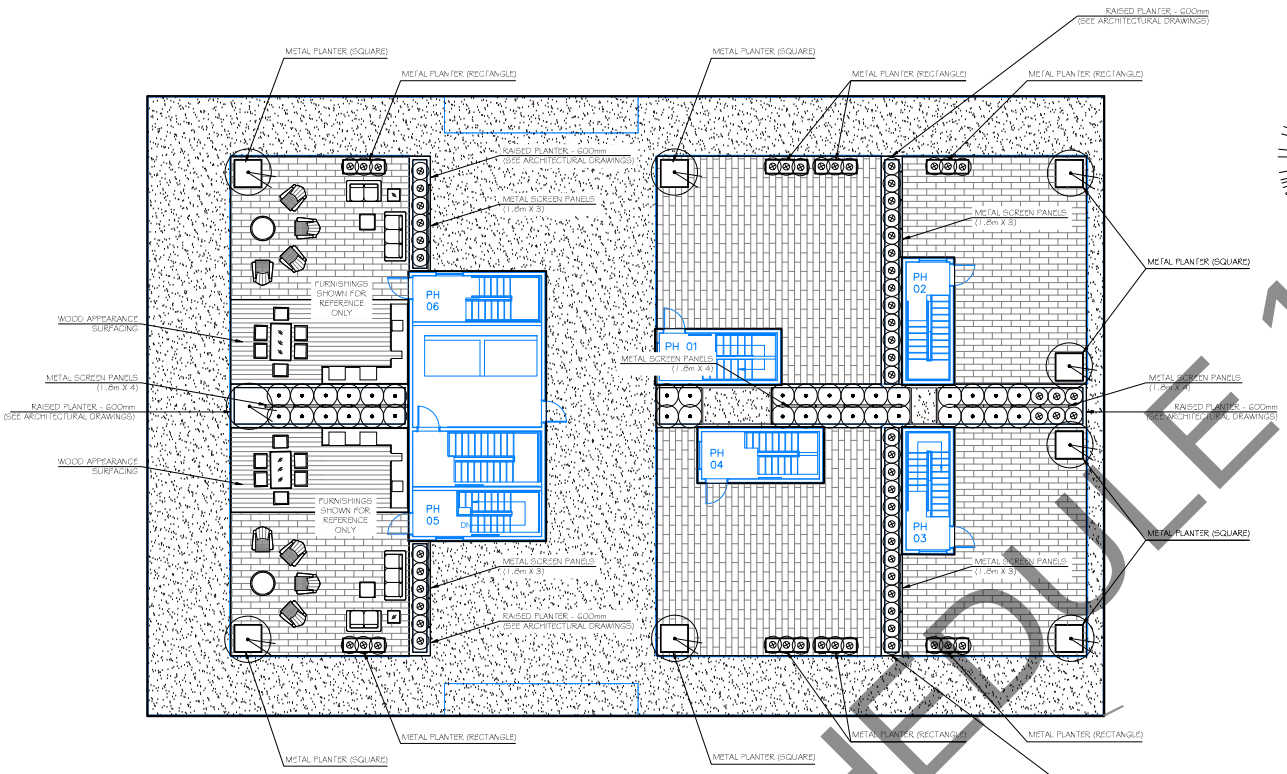
1890 Comox Avenue
Three Dog Ventues
Comox, BC

LANDSCAPE ARCHITECTURE PLAN

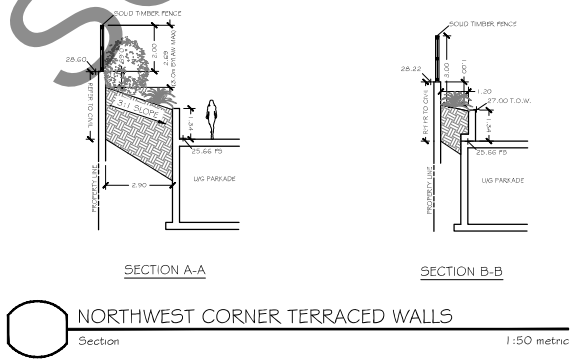
Date:	October 8, 2026
Drawn:	STAFF
Checked:	NG
Scale:	1:100
Project Number:	24-0186
DRAWING NUMBER:	L1 of 3

REVISION SCHEDULE

#	Date	NOTES
0	29JULY2026	DP SUBMISSION
1	22OCT2026	DP RESUBMISSION



ROOF TOP PATIOS EXHIBIT
Plan 1:100 metric



NORTHWEST CORNER TERRACED WALLS
Section 1:50 metric

PLANT LEGEND (INDIGENOUS, NON-INDIGENOUS DROUGHT TOLERANT AND DEER RESISTANT)

SYMBOL	BOTANICAL / COMMON NAME	SIZE	SPACING	QTY.	NOTES
STREET TREES					
	PINUS CONTORTA VAR. CONTORTA SHORE PINE	1.4m	SEE PLAN	3	INDIGENOUS SPECIES CLIMATE RESILIENT SMALL -MEDIUM SIZE (8-14m) 19.26cu.m. SOIL VOLUME PER TREE
	EXISTING TREE TO REMAIN			3	REFER TO ARBORIST REPORT, PREPARED BY OTHERS
GARDEN TREES					
	AMELANCHIER ALNIFOLIA SASKATOON BERRY	#7 POT	SEE PLAN	3	INDIGENOUS SPECIES
	ACER CIRCINATUM VINE MAPLE	#7 POT	SEE PLAN	1	INDIGENOUS SPECIES
SHRUBS					
	ARBUTUS UNEDO STRAWBERRY TREE	#5 POT (MIN)	SEE PLAN	9	INDIGENOUS SPECIES
	GAUTHERIA SHALON 'CASCADE SUNRISE' SALAL	#2 POT	SEE PLAN	145	INDIGENOUS SPECIES
	HOLODISCUS DISCOLOR OCEAN SPRAY	#5 POT	SEE PLAN	14	INDIGENOUS SPECIES
	MAHONIA AQUIFOLIUM OREGON GRAPE	#2 POT	SEE PLAN	29	DISEASE RESISTANT (INDIGENOUS LOOK)
	MAHONIA NERVOSA OREGON GRAPE	#2 POT	SEE PLAN	64	INDIGENOUS SPECIES
	PINUS CONTORTA VAR. CONTORTA 'SPANS DWARF' SHORE PINE	#5 POT	SEE PLAN	26	INDIGENOUS SPECIES
	ROSA RUGOSA 'WHITE PAVEMENT' WHITE PAVEMENT ROSE	#2 POT	SEE PLAN	111	INDIGENOUS SPECIES
	VACCINIUM OVATUM EVERGREEN HUCKLEBERRY	#2 POT	SEE PLAN	68	DROUGHT TOLERANT (INDIGENOUS LOOK)
SMALL SHRUBS/ GROUNDCOVER/ PERENNIALS					
	ARCTOSTAPHYLOS UVA URSI 'POINT REYES' KINNIKINNIK	#1 POT	SEE PLAN	145	INDIGENOUS SPECIES
	FRAGARIA CHILOENSIS COASTAL STRAWBERRY	#1 POT	SEE PLAN	100	INDIGENOUS SPECIES
	PACHISTIMA MYRSINITES FALSE BOXWOOD	#1 POT	SEE PLAN	18	INDIGENOUS SPECIES
FERNS & GRASSES					
	POLYSTICHUM MUNITUM SWORDFERN	#2 POT	SEE PLAN	62	INDIGENOUS SPECIES
	ELYMUS MOLLIS COASTAL DUNEGRASS	#2 POT	SEE PLAN	100	INDIGENOUS SPECIES
LAWN					
TURF	CANADA #1		SOD	140m2	

IRRIGATION NOTES

1. ALL COMMON LANDSCAPE AREAS SHALL BE IRRIGATED VIA AN AUTOMATIC IRRIGATION SYSTEM. THE IRRIGATION SYSTEM SHALL BE DESIGN-BUILD BY THE DEVELOPER/ LANDSCAPE CONTRACTOR AS PART OF THE DEVELOPMENT PERMIT APPLICATION AND SHALL MEET THE MINIMUM REQUIREMENTS OUTLINED BELOW.
2. IRRIGATION WITHIN PRIVATE YARD ALLOWANCES:
   AN IRRIGATION CONNECTION WILL BE PROVIDED FOR EACH UNIT.
3. ALL IRRIGATION INSTALLATION AND MAINTENANCE SHOULD MEET OR EXCEED THE MOST RECENT STANDARDS SET OUT BY THE CANADIAN NURSERY LANDSCAPE ASSOCIATION (CNLA) / CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS (CSLA) CANADIAN LANDSCAPE STANDARD PER THE IRRIGATION INDUSTRY ASSOCIATION OF BC (IIABC) SPECIFICATIONS.
4. THE IRRIGATION SYSTEM SHOULD BE CONTROLLED AUTOMATICALLY WITH A 'SMART' IRRIGATION CONTROLLER.
5. ALL IRRIGATION EMISSION DEVICES SHALL BE MATCHED PRECIPITATION RATE LOW VOLUME ROTARY OR SPRAY NOZZLES OR DRIP EQUIPMENT. OVERHEAD MICROSPRAY DEVICES ARE NOT PERMITTED. LAWN AND SHRUBS SHALL BE ON SEPARATE IRRIGATION CONTROL ZONES. ZONES SHALL BE DESIGNED TO SEPARATE NORTH & EAST AND SOUTH & WEST FACING LANDSCAPE AREAS WHEREVER PRACTICAL.
6. ADJUST THE PLACEMENT AND RADIUS OF SPRINKLERS AS REQUIRED BY FIELD CONDITIONS TO ACHIEVE FULL COVERAGE OF ALL PLANTED AREAS AND TO MINIMIZE OVER-SPRAY ONTO ADJACENT HARD SURFACES, FENCES AND PROPERTY LINES.
7. ALL PIPING UNDER PAVING SHOULD BE INSTALLED IN SEPARATE SCHEDULE 40 SLEEVES AT A MINIMUM DEPTH OF 600mm WITH 150mm OF SAND BACKFILL ABOVE AND BELOW PIPE. ALL WIRING UNDER PAVING SHALL BE INSTALLED IN SEPARATE SCHEDULE 40 PVC CONDUIT. ALL SLEEVES AND CONDUIT SHALL BE INSTALLED PRIOR TO PAVEMENT INSTALLATION AND SHALL EXTEND 150mm BEYOND EDGE OF PAVEMENT OR CURB. BACKFILL FOR SLEEVES SHALL BE COMPACTED TO THE SPECIFIED DENSITY FOR THE SUBGRADE.
8. OPERATE IRRIGATION CONTROLLERS WITHIN THE TOWN OF COMOX WATER RESTRICTION SCHEDULE.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING OR REPLACING ALL EXISTING SPRINKLER EQUIPMENT OR PROPERTY TO REMAIN DAMAGED BY CONSTRUCTION OPERATIONS.
10. THE LANDSCAPE ARCHITECT CANNOT PROVIDE ASSURANCES FOR WORK WITHOUT FIELD REVIEW ATTENDANCE.

PLANTING NOTES

1. ALL LANDSCAPE INSTALLATION AND MAINTENANCE SHALL MEET OR EXCEED THE MOST RECENT STANDARDS SET OUT BY THE CANADIAN LANDSCAPE NURSERY ASSOCIATION (CNLA) / CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS (CSLA) CANADIAN LANDSCAPE STANDARD.
2. ALL TREES SHALL BE PLANTED WITH 300mm OF TOPSOIL OR AMENDED ORGANIC SOILS AROUND AND BELOW ROOTBALL.
3. SOIL DEPTHS: SHRUBS 450mm; LAWN 100mm; TREES 300mm BELOW AND AROUND ROOTBALL
4. MULCH SHALL BE COMPOST PER SECTION 110 MULCHING OF THE CANADIAN LANDSCAPE STANDARD. MULCH DEPTH SHALL BE 75mm MINIMUM OVER ALL TREE AND SHRUB PLANTING AREAS.
5. PLANT MATERIAL QUALITY, TRANSPORT AND HANDLING SHALL COMPLY WITH CNLA STANDARDS FOR NURSERY STOCK.
6. PLANT QUANTITIES ARE FOR INFORMATION ONLY. IN CASE OF ANY DISCREPANCY THE PLAN SHALL GOVERN.
7. ALL PLANT MATERIAL SHALL MATCH SPECIES AS INDICATED ON THE PLANTING LEGEND. CONTACT THE LANDSCAPE ARCHITECT FOR APPROVAL OF ANY SUBSTITUTIONS. NO SUBSTITUTIONS WILL BE ACCEPTED WITHOUT PRIOR WRITTEN APPROVAL OF THE OWNER.
8. CHECK FOR LOCATIONS OF WATER LINES AND OTHER UNDERGROUND SERVICES PRIOR TO DIGGING TREE PITS. EXCAVATED PLANT PITS SHALL HAVE POSITIVE DRAINAGE. PLANT PITS WHEN FULLY FLOODED WITH WATER SHALL DRAIN WITHIN ONE HOUR AFTER FILLING.
9. NO PLANTS REQUIRING PRUNING OF MAJOR BRANCHES DUE TO DISEASE, DAMAGE OR POOR FORM WILL BE ACCEPTED.
10. ALL CALIPRE-STOCK TREES SHALL BE B & B IN WIRE BASKETS.
11. THE LANDSCAPE ARCHITECT OF RECORD MAY MAKE CHANGES TO PLANT SPECIES AND LAYOUT BASED ON FIELD CONDITIONS, PLANT AVAILABILITY AND OTHER UNFORESEEN CONDITIONS WITHOUT AFFECTING THE VALIDITY OF THESE GENERAL FORM AND CHARACTER PERMIT DRAWINGS.

SCHEDULE 1

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814 Shorewood Drive, Parksville, BC V9P 1S1
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www.macdonaldgray.ca

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1890 Comox Avenue
Three Dog Ventues
Comox, BC

NOTES & DETAILS

Date:	October 8, 2026
Drawn:	STAFF
Checked:	NG
Scale:	AS NOTED
Project Number:	24-0386
DRAWING NUMBER:	L2 of 3

REVISION SCHEDULE

#	Date	NOTES
0	29JULY2026	DP SUBMISSION
1	22OCT2026	DP RESUBMISSION

A 2.0m Solid Timber Fence
Section /Elevation 1:25 metric

B Timber Gate
Plan/ Section/ Elevation 1:25 metric

C Turfstone Paving
Section 1:10 metric

SCHEDULE 1

macdonald gray
814 Shorewood Drive, Parksville, BC V9P 1S1
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1890 Comox Avenue
Three Dog Ventures
Comox, BC

DETAILS

Date: October 8, 2026
Drawn: STAFF
Checked: NG
Scale: AS NOTED
Project Number: 25-1386

DRAWING NUMBER: L3 of 3

REVISION SCHEDULE

#	Date	NOTES
0	29JULY2026	DP SUBMISSION
1	22OCT2026	DP RESUBMISSION

Comox Avenue October-26
SCHEDULE OF QUANTITIES MacDonald Gray Consultants Inc.

ITEM	UNIT	QUANTITY	UNIT-COST	TOTALS
Utilities				
Irrigation system	sq.m.	757	25.00	18,925.00
SUBTOTAL, Utilities				**18,925.00**
Site Furnishings				
Picnic table	each	2	4,000.00	8,000.00
Games table	each	1	2,500.00	2,500.00
Bench	each	5	2,000.00	10,000.00
Bike rack	each	3	750.00	2,250.00
Solid Timber Fence	l.m.	146	100.00	14,600.00
Timber Gate	each	4	250.00	1,000.00
SUB-TOTAL, Hard Landscape				**38,350.00**
Hard Landscape				
200mm minus round washed river rock	cu.m.	40	100.00	4,000.00
Landscape boulders	each	56	50.00	2,800.00
SUB-TOTAL, Hard Landscape				**6,800.00**
Soft Landscape				
Growing medium (100mm lawn areas)	cu.m.	14.2	100.00	1,420.00
Growing medium (450mm depth shrub are	cu.m.	276	100.00	27,600.00
Compost / Mulch, in place, 75mm depth	cu.m.	46.2	100.00	4,620.00
Tree, 1.4m	each	3	200.00	600.00
Tree, #7 pot	each	4	120.00	480.00
Shrub, #5 pots	each	9	130.00	1,170.00
Shrub, #3 pots	each	16	60.00	960.00
Shrub, #2 pots	each	579	40.00	23,160.00
Shrub, #1 pots	each	263	20.00	5,260.00
Seed	sq.m.	110	5.00	550.00
SUB-TOTAL, Soft Landscape				**65,820.00**
TOTAL				**$129,895.00**

SCHEDULE 2

Attachment D: Economic Analysis for 2026 DCC/ACC rates

URBAN SYSTEMS MEMORANDUM

DATE: August 18, 2025
FILE: 3791.0023.08
SUBJECT: Development Financial Feasibility Analysis for Town of Comox Development Cost Charge (DCC) Bylaw Update and Amenity Cost Charge (ACC) Bylaw Development

1.0 INTRODUCTION

The Town of Comox are currently in the process of updating its Development Cost Charge (DCC) Bylaw and developing an Amenity Cost Charge (ACC) Bylaw, in concurrence with the ongoing DCC update of the Comox Valley Regional District (CVRD). The development cost charges (DCCs and Amenity Cost Charges (ACCs) are applied to new development to help the community pay for new infrastructure as well as amenities that provide social, cultural, heritage, recreational, or environmental benefits to support community growth.

To understand the impacts of the new set of DCCs and new (draft) ACCs on development in the Town, the City has retained Urban Systems to complete financial feasibility analysis for potential development under current and proposed DCC/ACC regimes. Case study pro forma analysis for multiple residential typologies have been prepared to evaluate the broad impact of new rates on development financial viability.

2.0 PROPOSED NEW DCC AND ACC RATES

The Town of Comox and the Comox Valley Regional District (CVRD) are concurrently updating their development finance programs. The impact of the proposed financing fees is evaluated based on the comparison of development viability under the following two scenarios:

- Current Rates: Current Development Cost Charge (DCC) rates for Town of Comox and CVRD
- Proposed Rates: Proposed Development Cost Charge (DCC) rates for Town of Comox and CVRD, and the Draft Amenity Cost Charge (ACC) rates for Town of Comox.

Table 1 summarizes the original and proposed Development Cost Charge (DCC) rates for both Town of Comox and Comox Valley Regional District (CVRD).

Table 1 Current and Proposed Development Cost Charge (DCC) Rates for Town of Comox and Comox Valley Regional District

	Current DCC Rates		***Proposed DCC Rates***	
	Town of Comox	CVRD	*Town of Comox*	*CVRD*
Low Density Residential	$6,000 / lot	$10,300 / lot or dwelling unit	*$24,514 / lot*	*$18,042 / lot or dwelling unit*
Medium Density Residential[1]	$3,800 / dwelling unit	$8,500 / dwelling unit	*$11,517 / dwelling unit*	*$9,826 / dwelling unit*

[1] For Small Scale Multi-Family Housing (SSMFH) and townhouse redevelopment, credit for existing low-density unit is netted out from the development cost (DCC) charge calculation. For example, for townhouse development, the DCC rate is calculated as: *(Number of new townhouse units x Medium density residential DCC unit rate) – Low density residential DCC rate* for *single lot*.

High Density Residential	$3843.81 / dwelling unit[2]	$8,500 / dwelling unit	*$127.72 / m² GFA*	*$88.57 / m² GFA*
Commercial	$47.65 / m² GFA	$37.6 / m² GFA	*$37.97 / m² GFA*	*$37.6 / m² GFA*

Table 2 summarizes the proposed Amenity Cost Charge (ACC) rates for Town of Comox.

Table 2 Proposed Amenity Cost Charge (ACC) Rates for Town of Comox

	Town of Comox - Proposed ACC Rates
Low Density Residential	*$7,921 / lot*
Medium Density Residential	*$3,703 / dwelling unit*
High Density Residential	*$44.07 / m² GFA*

3.0 APPROACH

Case study pro forma analyses were prepared for the typologies in the following sub-areas. The table below notes the number of individual pro formas that were prepared.

- Low-Rise Apartment (4-storey) Official Community Plan (OCP) designation area, Guthrie-Anderton Corridor
    - 4-storey wood frame apartment (rental and condo) at 1.6 FSR, with full underground parking
    - 4-storey wood frame apartment (rental and condo) at 1.6 FSR, with combined surface parking and one-level underground parking
- Mid-Rise Apartment (6-storey) OCP designation area, Harbour View Corridor
    - 6-storey wood frame apartment (rental and condo) at 2.4 FSR, with full underground parking
    - 6-storey wood frame apartment (rental and condo) at 2 FSR, with combined surface parking and one-level underground parking
    - 4-storey wood frame apartment (rental and condo) at 1.6 FSR, with full underground parking
    - 4-storey wood frame apartment (rental and condo) at 1.6 FSR, with combined surface parking and one-level underground parking
- Mid-Rise Mixed-Use Apartment (6-storey) OCP designation area, Downtown

[2] Based on original DCC rates applicable to downtown area.

  - 6-storey wood frame mixed-use apartment (rental and condo) at 2.6 FSR, with full underground parking
  - 6-storey wood frame mixed-use apartment (rental and condo) at 2.15 FSR, with combined surface parking and one-level underground parking
  - 4-storey wood frame mixed-use apartment (rental and condo) at 1.6 FSR, with full underground parking
  - 4-storey wood frame mixed-use apartment (rental and condo) at 1.6 FSR, with combined surface parking and one-level underground parking
- Townhouse (Strata) at 1.2 FSR
- Small Scale Multi-Family Housing (SSMFH), assuming existing single-detached homeowner to carry out the development
  - New duplex with existing single-detached home retained, where one of the duplex units including a secondary suite that could be rented.
  - New quadplex, removing the existing single-detached home structure. One of the units is assumed to be occupied by the owner.

Table 3: Typologies tested

Area	Low-Rise Apartment Designation	Mid-Rise Apartment Designation	Mid-Rise Mixed-Use Apartment Designation	Townhouse	SSMFH	Total Pro Forma Analyses
Strata	2	4	4	1	2	13
Rental	2	4	4	0	0	10
					Total	23

3.1 SITE SELECTION APPROACH

For each typology and designation, all the lots in the Town under the land use designations in the studied areas were reviewed, and representative sites selected, based on a methodical process combining both quantitative and qualitative criteria. This included review of variables such as improvement-to-land-value-ratios, existing building structure and use, and other variables, to determine potential for redevelopment for the corresponding typology. A more detailed explanation of the case study site selection process can be found in the **Appendix**.

The details of the case study sites are illustrated in table 4.

Table 4 Case Study Test Site Parameters

Land Use Designation	Typology tested	Address	Size (sq. m.)	Land price per BC Assessment	Land price per acre
Low-Rise Apartment Designation	• 4-storey apartment	566 Anderton Road	2,013	$666,000	$1,339,387
Mid-Rise Apartment Designation	• 6-storey apartment • 4-storey apartment	1946-1950 Comox Ave	11,736	$3,975,000	$1,370,690
Mid-Rise Mixed-Use Apartment Designation	• 6-storey mixed-use apartment • 4-storey mixed-use apartment	1754 and 1758 Beaufort Ave	1,290	$903,000	$2,832,721
Townhouse	Townhouse	1601 Cedar Street	3,205	$873,000	$1,102,300
Small Scale Multi-Family Housing (SSMFH)	• Duplex (one unit with secondary suite) • Quadplex	2145 Mckenzie Ave	1,132	$690,000 Note: Analysis based on homeowner undertaking redevelopment. No land cost incurred.	$2,466,723

3.2 FINANCIAL MODEL ASSUMPTIONS

3.2.1 Construction Costs

Hard construction costs have been broken out by above vs below grade components. The figures quoted below are inclusive of all hard cost components exclusive of construction management fees, including:

- Above and below grade on-site hard costs
- Landscaping
- Site servicing
- Demolition

- Contingency

Costs are based on interviews with selected developers. The hard cost for each of the residential typologies are listed as follows:

- Multi-plexes (Duplex/Quadplex): $285 per square foot
- Townhouse: $285 per square foot
- Wood frame apartment[3]:
    - All underground parking: $339 to $350 per square foot
    - Combination of one level of underground parking and surface parking: $295 to $320 per square foot

Soft costs are captured as follows:

- Architects, engineers, consultants and construction management: 8.5% of hard costs
- Development management: 4.0% of hard costs
- Marketing and commission of strata sale: 3%
- Municipal fees and charges per current bylaws[4]

3.2.2 Construction Financing Rates

All projects are assumed to require financing, with a 75% loan-to-cost ratio.

- For townhouse and apartment development, annual percentage rate on construction financing is assumed to be 6.2%.
- For Small-Scale Multi-Family Housing (SSMFH) development carried out by individual homeowners, the annual percentage rate on construction financing is assumed to be 6.95% based on prevailing rates for financing programs accessible to homeowners.

Financing initiation charges equal to 1% of the loan principal is also assumed.

3.2.3 Prices and Rents

Unit price and rent information has been gathered through market research of recent transactions and new development projects in the Comox Valley region. Based on data gathered, our interpretation of market dynamics, we have assumed the following pricing:

- Multiplex units:
    - Duplex unit with rentable secondary suite: $809,600 / unit

[3] Per square foot hard cost varies based on floor levels allowed. In general, 4-storey building with lower gross floor area results in higher cost per square foot.
[4] The contribution rates of Affordable Housing Amenity Contribution applies only under the current DCC/ACC rate scenarios, and is rescinded under the adoption of the new Amenity Cost Charge (ACC) bylaw.

  - Quadplex unit / Duplex unit without secondary suite: $704,000 / unit
- Townhouse: $616,000 / unit (or $440 per square foot, assuming unit size of 1,400 square feet)
- Wood frame apartment condo
  - Guthrie-Anderton Corridor: $560 / sq. ft. (assuming average unit size of 850 sq. ft.)
  - Harbour View Corridor: $580 / sq. ft. (assuming average unit size of 850 sq. ft.)
  - Downtown Mixed-use: $630 / sq.ft. (assuming average unit size of 750 sq. ft.)
- Wood frame apartment rental (per-square foot rents per month)
  - Guthrie-Anderton Corridor: $2.65 / sq.ft. (assuming average unit size of 850 sq. ft.)
  - Harbour View Corridor: $2.65 / sq.ft. (assuming average unit size of 850 sq. ft.)
  - Downtown Mixed-use: $3.00 / sq.ft. (assuming average unit size of 750 sq. ft.)
- Commercial lease rates, mixed-use projects: $23 / sq.ft., cap rate of 5.8%

Apartment rents are assumed to see no rate escalation for the next 2 years, after which rents escalate at 1% per year, and rental operating costs escalates at 1.5% per year. Market rental projects are valued based on the capitalized value of the projected net operating in the year of completion, using a cap rate of 4%.

Condo sale prices are assumed to remain constant throughout development timeframe.

4.0 FINANCIAL FEASIBILITY ANALYSIS RESULTS FOR APARTMENT AND TOWNHOUSE

4.1 PROJECT VIABILITY MEASUREMENT

From a developer perspective, to measure project viability, we consider the following:

- Any scenario that generates a land value under redevelopment that is higher than the land value supported by the existing use and a profit on cost margin of **at least 15%** is categorized as being **viable**. These projects would have capacity to pass at least some additional costs back to the landowner of a development site (if the site has not been purchased already), thus having no impact on profits or unit prices.
- Any scenario that generates a project profit on cost of **less than 15% but above 10%** is considered as "**potentially viable**". While these scenarios may be viable in some cases, these projects would have no financial capacity to pass new costs back to the landowner, because they are already supporting land values that are equal to or lower than the 'floor' value set by the site's existing use conditions.
- Any scenario generating a profit on cost margin of **less than 10%** is categorized as **not likely viable**. In these scenarios, there is no financial capacity to pass new costs back to the landowner, but also few of these projects would be likely to go forward even under the *current* rates within the context of current market conditions. In these cases, the new/ higher rates themselves are not the factor that makes these projects not likely viable, however they are deepening the extent to which that is the case.

4.2 ANALYSIS RESULTS FOR MULTI-FAMILY APARTMENT AND MIXED-USE APARTMENT

For apartment and mixed-use apartments, development for both strata and rental tenure are tested. Also, two different parking scenarios are tested to demonstrate the difference in viability under different parking and development forms, which includes:

- All underground parking, where the maximum allowable density under the OCP designation is achieved;
- Combination of surface parking and one-level underground parking. Achievable density is re-calculated based on estimated land area for required surface parking[5].

Table 5 summarizes the analysis results for the apartment and mixed-use case studies.

- The analysis indicates that the viability for development with all parking being underground while achieving the maximum density per OCP designation is **unlikely** for all 4-storey, 6-storey apartment and mixed-use apartment scenarios for both strata and rental tenure. The profit-on-cost metrics under the proposed DCC/ACC regimes are around 1-2% lower than the original DCC rate regime in all scenarios.
- Under scenarios with a combination of one level of underground parking and surface parking,
    - The profit-on-cost for development scenarios under the combination of underground parking and surface parking is generally 8% to 10% higher than the counterpart with all underground parking due to cost savings from underground parking construction.
    - For 4-storey apartment or mixed-use apartments, the analysis results indicate that the development is **unlikely** to be viable under the current DCC regime, except the 4-storey strata apartment development scenario in the Harbour View Corridor scenario with a **potentially positive viability** achieved at an estimated profit-on-cost of 11.1%. Under the proposed DCC/ACC regime, the return metrics indicates that 4-storey development for the selected case studies are **unlikely viable**.
    - For 6-storey apartment in Harbour View Corridor and 6-storey mixed-use apartment scenarios in Downtown, analysis results indicate that test site in Harbour View Corridor achieves a **viable** development, and a **potentially viable** development in Downtown under the current DCC regime for both strata and rental tenures. Under the new DCC/ACC regime, test sites in both Harbour View Corridor and Downtown are expected to attain **potential viability** for both tenures.

5 The achievable density is calculated based on assumption of the one-level underground parking space has the same area as the size of floorplate, and surface parking area would cater other parking stalls that require space exceeding the floorplate.

Table 5 Summary of Financial Analysis for Apartment and Mixed-Use Case Studies

		All Underground Parking for Maximum Density							Combination of One-level Underground Parking and Surface Parking						
Typology	**Tenure**	**FSR**	**Profit-on-cost at existing DCC rates**	**Profit-on-cost at proposed DCC/ACC rates**	**Decrease in profit margin**	**Project viability at existing DCC Rates**	**Project viability under proposed DCC/ACC Rates**	**Decrease in supportable land value due to change in DCC/ACC rates**	**FSR**	**Profit-on-cost at existing DCC rates**	**Profit-on-cost at proposed DCC/ACC rates**	**Decrease in profit margin**	**Project viability at existing DCC Rates**	**Project viability under proposed DCC/ACC Rates**	**Decrease in supportable land value due to change in DCC/ACC rates**
Low-Rise Apartment (4-storey) OCP designation area, Guthrie-Anderton Corridor															
Apartment (4-storey)	Strata	1.6	-2.2%	-3.5%	-1.3%	Not likely	Not likely	-$254,723	1.6	6.9%	5.4%	-1.5%	Not likely	Not likely	-$254,061
	Rental	1.6	-0.6%	-2.4%	-1.8%	Not likely	Not likely	-$359,177	1.6	8.8%	6.7%	-2.2%	Not likely	Not likely	-$359,177
Mid-Rise Apartment (6-storey) OCP designation area, Harbour View Corridor															
Apartment (6-storey)	Strata	2.4	3.9%	2.5%	-1.4%	Not likely	Not likely	-$2,218,128	2.0	16.5%	14.7%	-1.7%	Viable	Potentially viable	-$1,777,088
	Rental	2.4	2.5%	0.6%	-1.9%	Not likely	Not likely	-$3,142,167	2.0	15.0%	12.6%	-2.4%	Viable	Potentially viable	-$2,515,787
Apartment (4-storey)	Strata	1.6	1.6%	0.3%	-1.3%	Not likely	Not likely	-$1,480,802	1.6	11.1%	9.6%	-1.6%	Potentially viable	Not likely	-$1,422,731
	Rental	1.6	0.1%	-1.7%	-1.8%	Not likely	Not likely	-$2,095,630	1.6	9.6%	7.4%	-2.2%	Not likely	Not likely	-$2,088,788
Mid-Rise Mixed-Use Apartment (6-storey) OCP designation area, Downtown															
Mixed-use (6-storey)	Strata	2.6	2.2%	1.5%	-0.7%	Not likely	Not likely	-$142,104	2.15	10.9%	10.1%	-0.8%	Potentially viable	Potentially viable	-$113,022
	Rental	2.6	4.7%	3.5%	-1.2%	Not likely	Not likely	-$232,109	2.15	13.6%	12.3%	-1.4%	Potentially viable	Potentially viable	-$184,483
Mixed-use (4-storey)	Strata	1.8	-5.5%	-6.0%	-0.5%	Not likely	Not likely	-$83,520	1.8	-1.9%	-2.5%	-0.6%	Not likely	Not likely	-$83,520
	Rental	1.8	-3.4%	-4.3%	-0.9%	Not likely	Not likely	-$140,257	1.8	4.1%	3.1%	-1.0%	Not likely	Not likely	-$140,103

4.3 ANALYSIS RESULTS FOR TOWNHOUSE

Table 6 summarizes the analysis results for the townhouse case studies.

Table 6 Summary of Financial Analysis for Townhouse Case Studies

Typology	Tenure	FSR	Profit-on-cost at existing DCC rates	Profit-on-cost at proposed DCC/ACC rates	Decrease in profit margin	Project viability at existing DCC Rates	Project viability under proposed DCC/ACC Rates	Decrease in supportable land value due to change in DCC/ACC rates
Townhouse	Strata	1.2	15.9%	13.0%	-2.9%	Viable	Potentially viable	-$458,092

- The analysis indicates that the townhouse development could be **viable** under the current DCC regime for both strata and rental tenures; and attain **potentially viable** under proposed DCC/ACC regime.

5.0 FINANCIAL FEASIBILITY ANALYSIS RESULTS FOR SMALL SCALE MULTI-FAMILY HOUSING (SSMFH)

5.1 PROJECT VIABILITY MEASUREMENT

The criteria for determining whether to carry out single-lot small scale multi-family housing development could vary significantly across individual homeowners depending on the purpose of the redevelopment intended. For example, if the primary intention of the redevelopment is to provide additional housing units for the next generation or other family members, the return metric requirement could be lower, or may proceed even if a project shows very low or negative returns. Alternately, if this form is pursued by a more traditional homebuilder looking to buy a lot, build SSMUH and sell all units or hold for cash flow purposes, then more typical return thresholds would apply.

For the financial case studies developed for this analysis, it is assumed that a homeowner pursuing SSMUH development would retain one unit for their own use (the original single-family home under the duplex scenario while retaining the original single-family home), or one of the four new units for new quadplex redevelopment. For simplicity, it is assumed that any scenario generating a profit on cost margin of less than 10% is categorized as **not likely viable**, while scenarios with a profit on cost margin of 10% or above is classified as **potentially viable**, while noting that the evaluation criteria for the decision-making process could vary dramatically across individual homeowners depending on the investment objectives.

5.2 ANALYSIS RESULTS FOR SMALL SCALE MULTI-FAMILY HOUSING (SSMFH)

Table 7 summarizes the analysis results for small scale multi-family housing (SSMFH).

Table 7 Summary of Financial Analysis for Small Scale Multi-Family Housing (SSMFH) Case Studies

Typology	Profit-on-cost at existing DCC rates	Profit-on-cost at proposed DCC/ACC rates	Decrease in profit margin	Profit at existing DCC rates	Profit at proposed DCC/ACC rates	Project viability at existing DCC Rates	Project viability under proposed DCC/ACC Rates
Duplex • Retain existing single-detached home, occupied by owner • One of the duplex units include rentable secondary suite	-1.1%	-1.0%	0.1%	-$16,000	-$15,000	Not likely	Not likely
Quadplex • Removing existing single-detached home • One of the units assumed to be owner-occupied	-11.6%	-12.6%	-1.0%	-$269,000	-$296,000	Not likely	Not likely

- Under both the current and proposed DCC/ACC regimes, both duplex and quadplex development are expected to be **unlikely viable** with negative profit-on-cost return metrics.
- For the duplex scenario, the profit-on-cost metric slightly improved by 0.1% since the increase in DCC/ACC rates for the medium residential units is offset by the increase by the credit deducted under the increase in low residential DCC/ACC rates.
- For the quadplex scenario, profit-on-cost metrics decreased by 1% with the increase in DCC/ACC rates.

6.0 SUMMARY OF IMPACTS

- For **4-storey apartment or mixed-use** apartment development, the analysis results demonstrate **unviability** under the current and proposed DCC/ACC regimes.
- For **townhouse and 6-storey apartment** or mixed-use apartment development, there remains some degree of **potential viability** under the new DCC/ACC regime.
- For **small scale multi-family housing** development, the analysis results demonstrate **unviability** under the current and proposed DCC/ACC regimes.

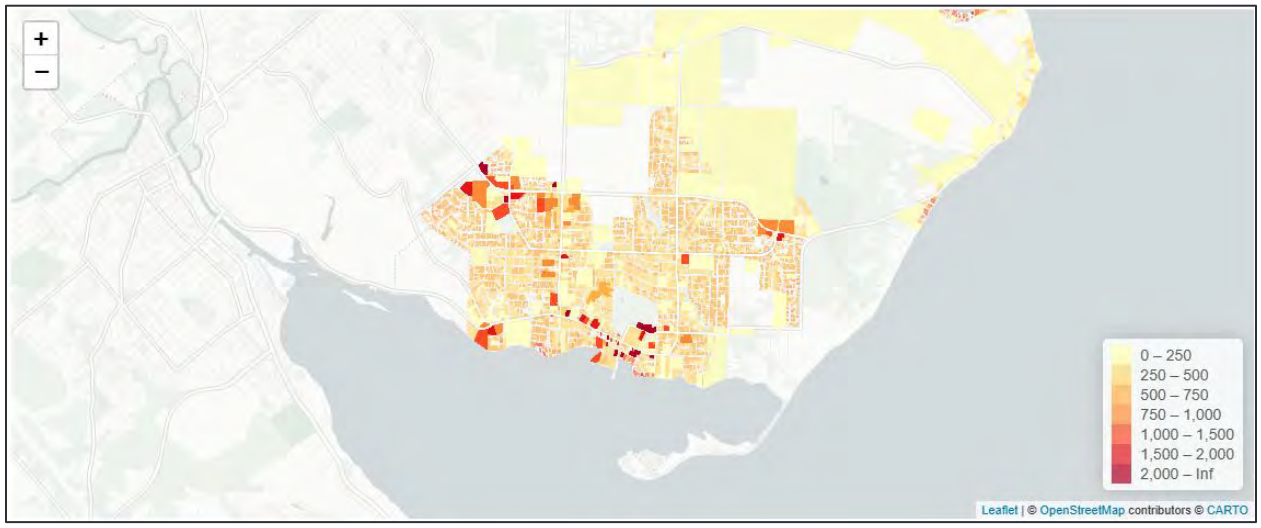
APPENDIX: SITE SELECTION FOR FINANCIAL FEASIBILITY TESTING

OVERVIEW

To develop case studies assessing the financial feasibility of development or redevelopment, representative potential sites are selected for each typology and Official Community Plan (OCP) designation area. This selection is based on an iterative filtering process that applies specific criteria to candidate sites under the relevant OCP designations. A shortlist of sites is then created and further refined using local contextual knowledge to identify the final candidate sites for the case study pro forma analyses.

Our team uses interactive maps to support site selection through iterative filtering. We begin with BC Assessment data, enriched with additional information relating to land use, physical characteristics, etc.

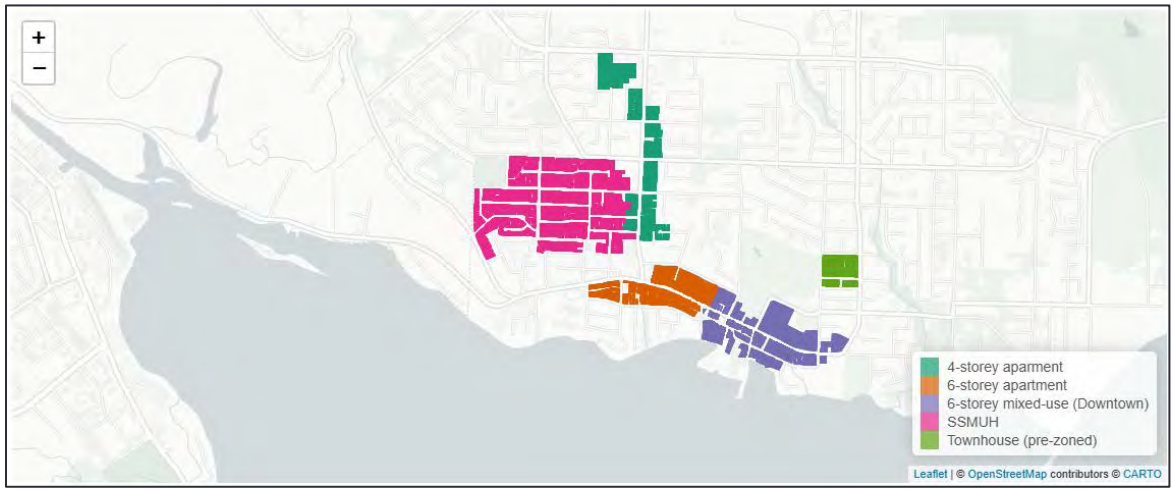
Figure 1: A starting point (all parcels) - land value per square metre



PRELIMINARY FILTERING

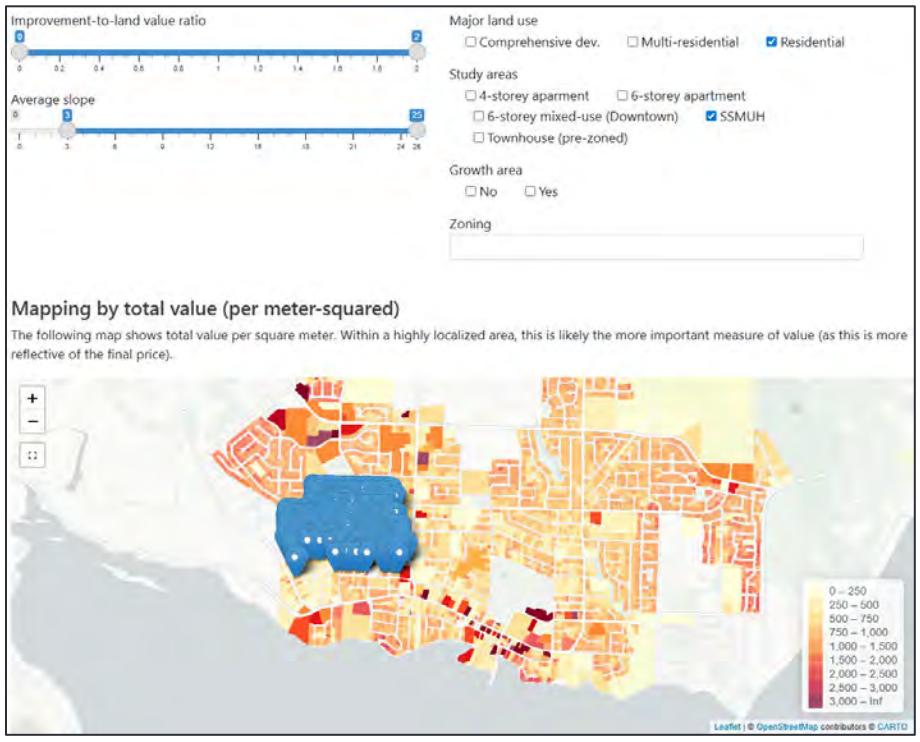
Preliminary filtering steps begin with the study area, and potentially land use or zoning designations. For Comox, we began with a set of study areas, within each of which we would select specific sites.

Figure 2: Overview of Study Areas



The iterative mapping process starts with all sites in any site area, as seen in the figure above. During the preliminary filter stage, the filtering is carried out for land use designation/study area. An example of filtering for the Small Scale Multi-Unit Housing (SSMUH in the figure) form is applied as illustrated in Figure 3.

Figure 3: Filter for Study Area and Major Land use



QUANTITATIVE FILTERING

The next step of filtering involves narrowing down the pool of sites based on quantitative metrics, which includes slope and improvement ratio. The sliders are used to filter out both excessive slope (which might impact construction cost), and the improvement-to-land value ratio is constrained to be less than 0.4.

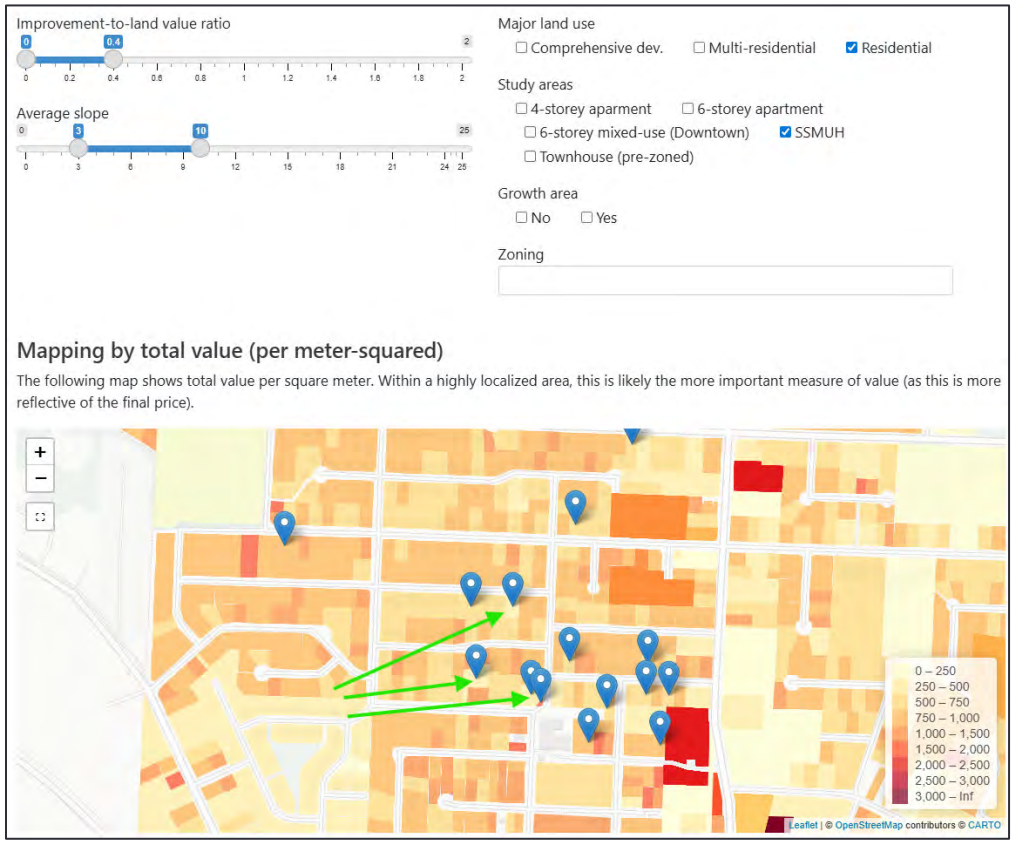
Why improvement-to-land value ratio?

Total cost per square metre is ultimately what a buyer pays, but improvement-to-land value ratio can be a useful metric for good sites. The reason for this is that the buyer has to pay for both the land and the improvement on it – ***even if the improvement is of no value for the purposes of redevelopment.*** As a result, more attractive parcels are those for which the developer doesn't need to pay for as much in the way of existing improvements. These are typically sites with no existing improvements (buildings), or where the building is very old and depreciated (in poor condition).

As illustrated in the map in

Figure 4, this results in only 15 potential sites. There are 3 highlighted sites with lower value (cost) per square metre than the parcels immediately adjacent to them.

Figure 4: Filter for slope and improvement-to-land value ratio



The shortlisted sites is then reviewed by the planning team based on local contextual understanding of development to determine the suitable candidate test site for financial viability testing.

Attachment E: Zoning Amendment Bylaw 2056.04 (1890 Comox Avenue)

TOWN OF COMOX
BYLAW 2056.04 (1890 Comox Avenue)

A BYLAW TO AMEND COMOX ZONING BYLAW

WHEREAS Council has the authority under the provisions of the *Local Government Act* to amend the Zoning Bylaw;

NOW THEREFORE the Council of the Town of Comox, in open meeting assembled, enacts as follows:

1. Title

This bylaw may be cited for all purposes as the "Comox Zoning Amendment Bylaw 2056.04 (1890 Comox Avenue)"

2. Amendments

a. Comox Zoning Bylaw 2056, Schedule A – Zoning Map is hereby amended by rezoning LOT A SECTION 53 COMOX DISTRICT PLAN 13070 (1890 Comox Avenue) as shown shaded in Schedule 1, which is attached to and forms a part of this bylaw, from RM-3 (Mid-Rise Residential) to RM-2 (Low-Rise Residential).

3. Adoption

(1)	ADVERTISED from this	day of, 2026
	until this	day of, 2026
(2)	READ A FIRST time this	day of, 2026
(3)	READ A SECOND time this	day of, 2026
(4)	READ A THIRD time this	day of, 2026
(5)	ADOPTED this	day of , 2026

_____

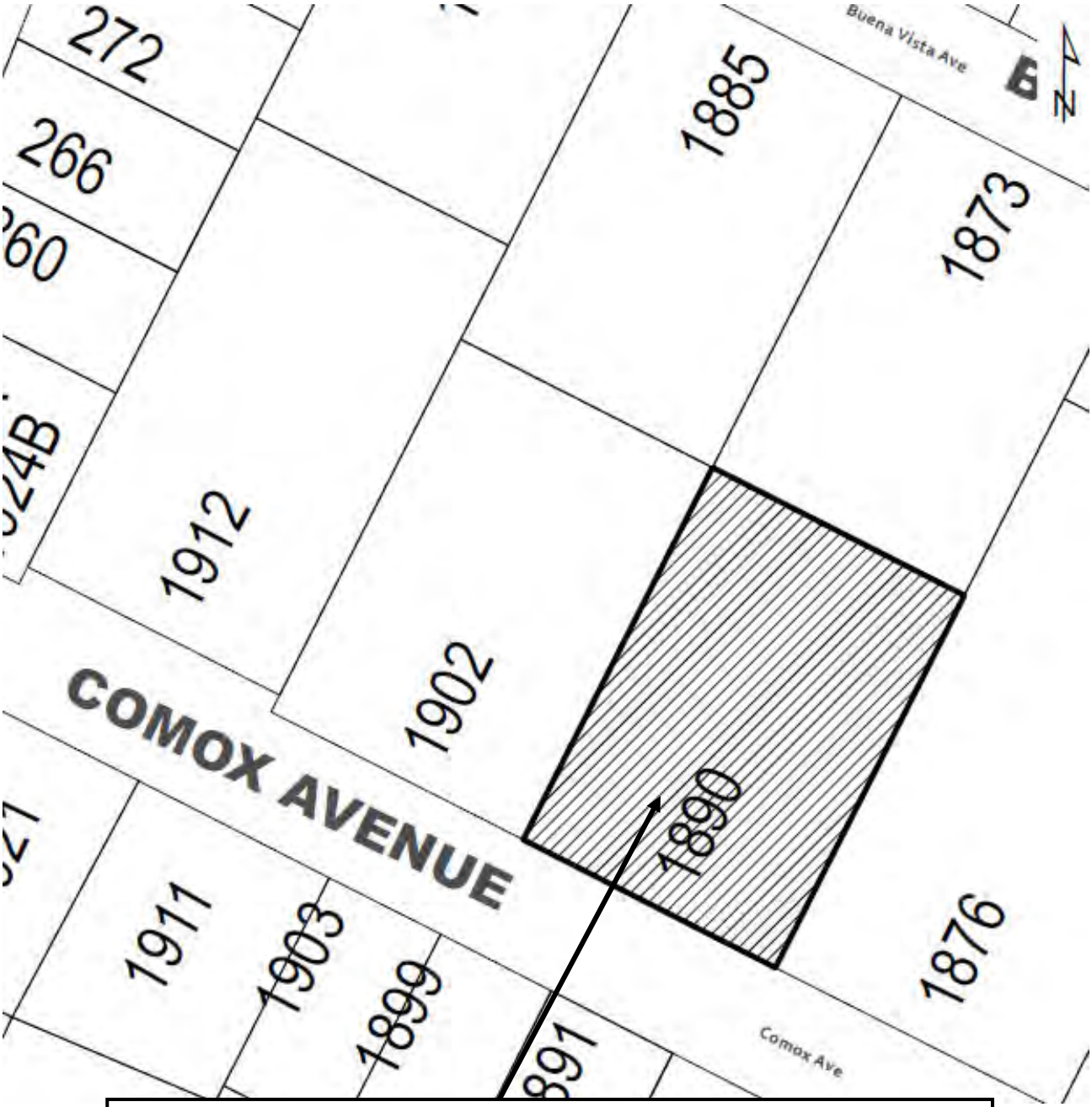
Mayor

_____

Corporate Officer

BYLAW 2056.04 (1890 Comox Avenue)

SCHEDULE "1"



Subject Property:
1890 Comox Avenue
LOT A SECTION 53 COMOX DISTRICT PLAN 13070

Attachment F: Draft Traffic Impact Assessment

1890 COMOX AVENUE

Traffic Impact Assessment

DRAFT

Cameron Wheeler
Transportation Technologist
Author

Kristen Machina
Senior Transportation Engineer
Reviewer

Prepared For: Newcastle Engineering LTD
Date: November 10, 2026
Our File No: RE262085

WATT VICTORIA
302 – 740 Hillside Ave
Victoria, BC V8T 1Z4
250-388-9877

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1.0 INTRODUCTION

WATT Consulting Group has been retained by Newcastle Engineering Ltd. to prepare a Transportation Impact Assessment (TIA) for a 44-unit mid-rise residential building at 1890 Comox Avenue in the Town of Comox.

The Town of Comox has requested a TIA to address the impact of densification of the site leading to increased traffic along Comox Avenue. The arterial road is part of multiple transit and truck routes, with proximity to the intersections with Ellis Road, Church Street, and Anderton Road. The Town has also requested evaluation of a full movement access versus restriction to right-in / right-out only.

1.1 The Site Today

The parcel is formerly the site of a single-family home, located, on the edge of Downtown Comox, with proximity to the Marina, see **Figure 1**.The parcel is zoned as RM-3 Mid-Rise Residential, allowing heights up to 6 stories.

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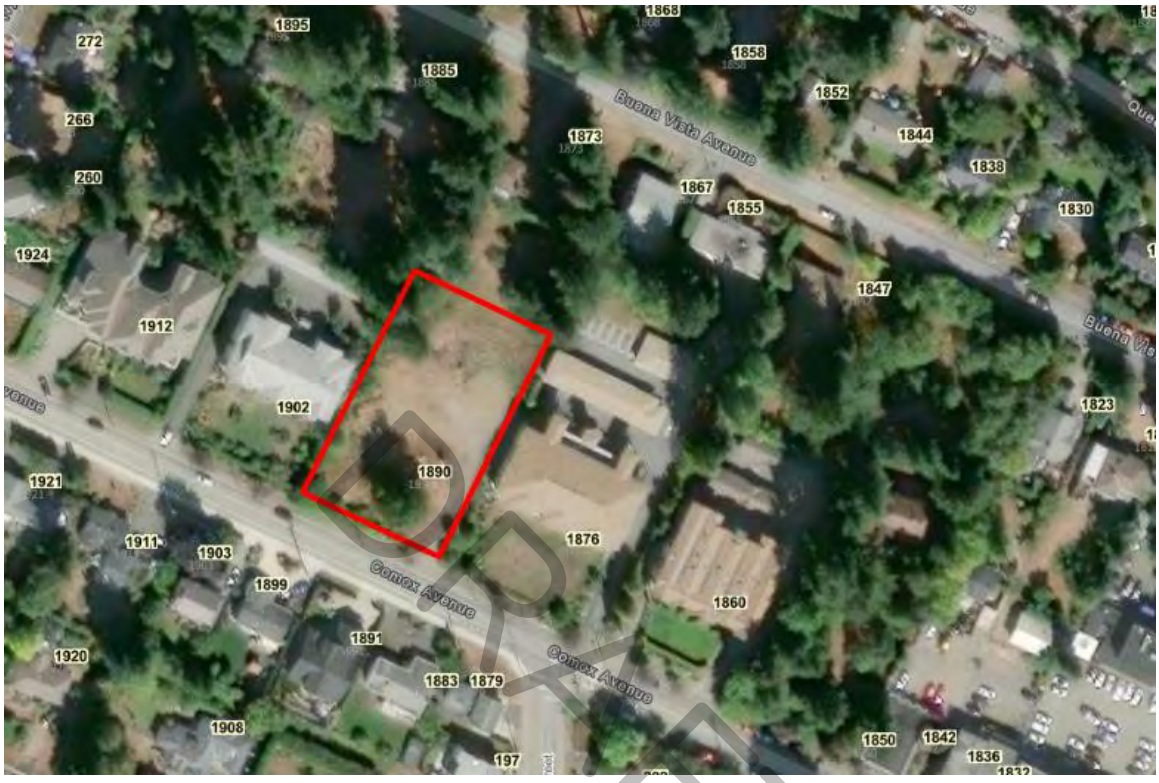
Figure 1 Site Location



1.2 Proposed Development

The proposed development will have 44 units and a proposed 51 parking spaces, including visitor and EV, with vehicular access to the site from Comox Avenue through a proposed 6m wide driveway on the southeast corner of the lot. Cyclists will share access to site through driveway, with pedestrian access through a pathway and stairs in the middle of site frontage with Comox Ave and accessible ramp on the West side of the site frontage.

The site will also support active transportation through providing short and long-term bike storage.

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1.3 This Report

This report is provided as part of the Development Permit application to the Town of Comox. In this report the following considerations will be addressed.

- Overview of the current transportation conditions including active and public transportation such as bikes and buses.
- Overview of transportation related conditions post development (opening year and 5-year horizon).
- Projected trip generation potential.
- Site access and sight distance assessment.
- Potential mitigation requirements and recommendation

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2.0 TRANSPORTATION CONTEXT

2.1 Road Network

2.1.1 Road Classifications

The road network around 1890 Comox Avenue has four roads of concern to the Town of Comox. Figure 2the major road network of the Town in the vicinity of the site. **Table 1** summarizes the roads of concern.

Figure 2 Road Network Near Site

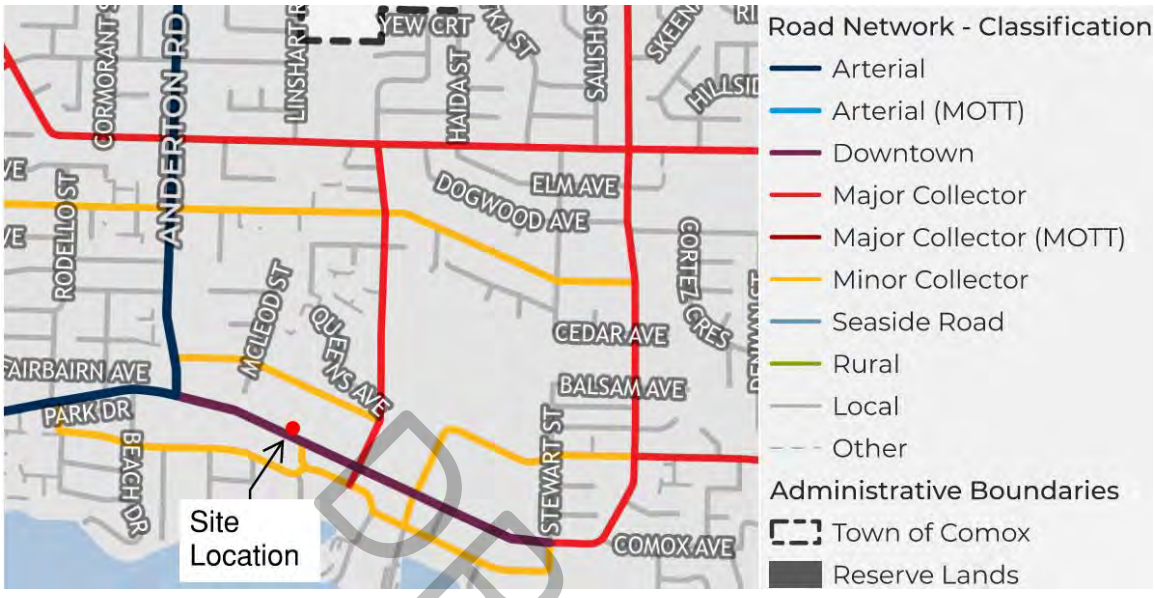

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Table 1 Road Network Near Site

Road Name	Ownership	Classification	Cross Section	Posted Speed limit	Features
Comox Avenue	Town of Comox	Arterial	Urban	50 km/h	Painted centerline, buffered bike lanes on both sides of the road between Anderton Road and Ellis Street. On-street parking on both sides of the road between Ellis Street and Church Street. Sidewalks provided on both sides of the road.
Anderton Road	Town of Comox	Arterial	Urban	50 km/h	Painted centerline. Non-separated bike lane on both sides of the street (with a short gap in the southbound direction at the Comox Avenue intersection). No street parking. Sidewalks provided on both sides of the road.
Church Street	Town of Comox	Major Collector	Urban	40 km/h	Painted centerline, no bike lanes, on street parking on both sides. Sidewalks provided on both sides between Beaufort Avenue and Beuna Vista Avenue. Sidewalks extend north of Buena Vista on the West side only, with off street parking on East.
Ellis Street	Town of Comox	Minor Collector	Urban	40 km/h	Painted centerline, sharrows, no on street parking, sidewalks provided on both sides of the road.

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2.1.2 Intersection Control

There are three intersections near the proposed site, their characteristics and proximity are summarized in **Table 2.**

Table 2 Intersections Near Site

Intersection	Control Type	Features	Proximity (approx.)
Comox Avenue / Anderton Road	Signalized	T-intersection with Anderton Road forming the stem. Protected-permissive left turn phase for eastbound left.	325m
Comox Avenue / Church Street	4-way stop-controlled	Eastbound and Westbound Comox Avenue lanes has left turn and through lanes. Northbound and Southbound Church Street has thorough lanes.	230m
Comox Avenue / Ellis Street	Stop-controlled on Ellis Street	Flashing pedestrian crossing on East side of Ellis Street.	50m

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2.2 Transit Network

The site has several nearby access to public transit, see **Figure 3**, with the closest stop 50m away. There are a total of 5 bus stops within 400m of the site.

Bus frequency and major stops, headways and proximity to site are summarized in **Table 3.**

There are future plans to expand the Downtown Comox Bus Exchange to accommodate 4 bus bays.

Table 3 Active Transit Network Near Site

Route # and Name	Key Destinations	Headways	Stops within 400m
Route #1 Comox Mall / Anfield Center	Comox Mall North island College Anfield Center Driftwood Mall	Weekdays: 20-40 minutes Saturday: 30-60 minutes Sunday:40-60 minutes	Comox Ave / Ellis St Anderton Rd / Beuna Vista Ave
Route # 3 Comox Local	Comox Mall Highland Secondary School Mark Isfeld Secondary School	Weekdays: approx. 70 minutes Saturday: 60-90 minutes Sunday:60-120 minutes	Beaufort Avenue / Church St
Route #4 Driftwood Mall / Comox Mall via Comox Rd	Driftwood Mall St. Joseph's Hospital Comox Mall	Weekdays: Hourly Saturday: 60-120 minutes Sunday: 171-224 minutes	Comox Ave / Ellis St
Route 15 Comox Mall / Aquatic Center via Back	Comox Mall Aquatic Center	Wednesday and Friday only Every 40 minutes	Comox Ave / Ellis St

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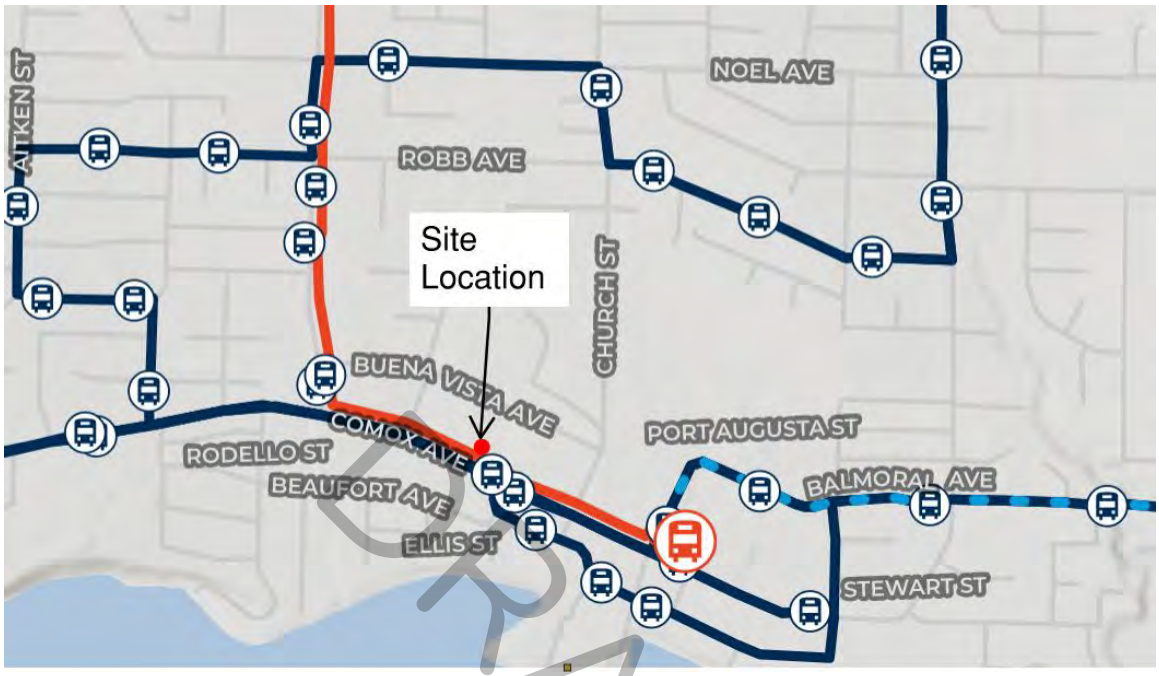
Figure 3 Transit Network



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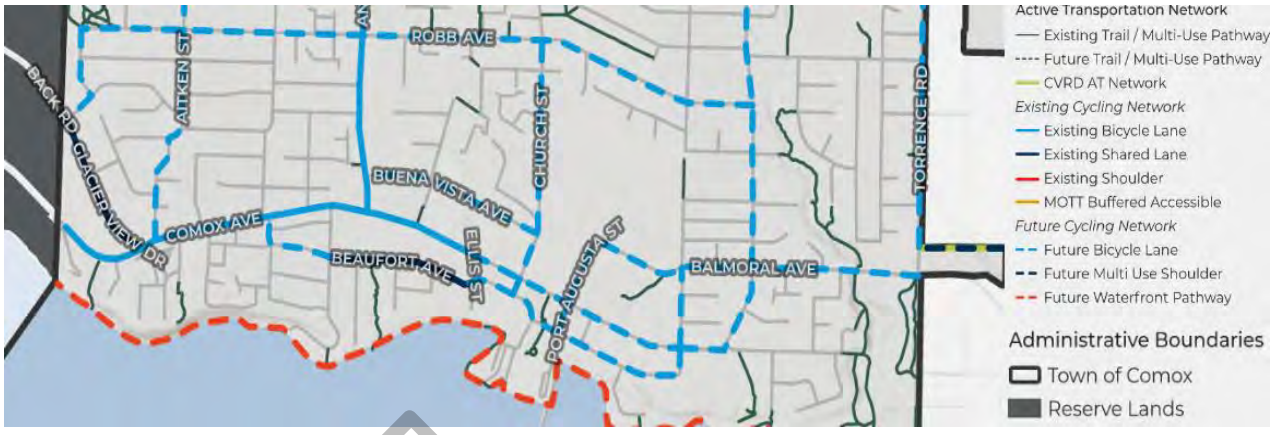
2.3 Active Transportation Network

There are active transit facilities, see **Figure 4**, located near the site with painted / buffered bike lanes and sidewalks on both sides of Comox Avenue (between Anderton Road and Church Street). The bike lane is discontinuous in the vicinity of the Comox Avenue / Anderton Road intersection. In the Town Response letter dated August 28 2026, BC Transit makes recommendations to the developer to work with the Ministry of Transportation and the Town of Comox to continue to improve facilities near the site, including the intersection of Comox Ave and Ellis Road; safety improvements for cyclists; and connections to Ivy Place that would shorten travel from 550m to 380m if connected to Comox Avenue.

Figure 4 Active Transportation Network



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3.0 PROPOSED DEVELOPMENT

3.1 Site Access

Proposed access to the site will have a single 6m wide driveway that fronts Comox Avenue from the East side of the lot. It is recommended that entry and exit be right-in and right-out preventing turns that cross the centerline of Comox Ave. Sight lines and stopping distances under TAC guidelines are shown in **Figure 5** and summarized in **Table 4**.

Table 4 Sight Distance

Direction	Speed Limit	Required Stopping Sight Distance	Required Turning Sight Distance	Stopping Sight Distance Achieved?	Turning Sight Distance Achieved?
Comox Avenue					
Looking Left	50 km/h	65m	105m	Yes	Yes
Looking right	50 km/h	65m	105m	Yes	Yes

Figure 5 Sight Distance

Considering the above assessment using a right-in / right-out access the proposed driveway has acceptable sightlines.

4.0 TRAFFIC OPERATIONS ANALYSIS

4.1 Traffic Analysis Scenarios

Analysis is conducted to consider opening day and 5-year post-development horizon years. Baseline traffic volumes incorporate factors for growth, additional trips generated by the proposed development, and additional trips generated from concurrent developments within considered horizons. Access type (i.e. right in right out or full movement) also influences future service conditions.

4.2 Existing Conditions

Existing traffic volumes at the site access were estimated using traffic counts at the intersection of Anderton Road and Comox Avenue collected at 15:00 – 18:00 on October 7, 2026 and 7:00 – 10:00 on October 8, 2026.

4.3 Concurrent Developments

Analysis of future horizons includes the addition of three buildings of multi-family mid-rise development with day care facility located at 1950 Comox Avenue. The trip generation forecast for the 1950 Comox Avenue site is summarized in **Table 5**.

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Table 5 Concurrent Development Trip Generation

	IN	OUT	2-Way
Rate / Distribution AM **Multi-Family Mid-Rise**	0.38 / 23%	0.38 / 77%	0.38 / 100%
Rate/Distribution AM **Day Care Center**	0.79 / 53%	0.79 / 47%	0.79 / 100%
Current AM	0	0	0
Future AM (ITE LU 221) **Multi-Family Mid-Rise**	20	65	85
Future AM (ITE LU 565) **Day Care Center**	12	11	23
New Trips Generated	32	76	108
Rate / Distribution PM **Multi-Family Mid-Rise**	0.38 / 64%	0.38 / 36%	0.38 / 100%
Rate/Distribution PM **Day Care Center**	0.79 / 47%	0.79 / 53%	0.79 / 100%
Current PM	0	0	0
Future PM (ITE LU 221) **Multi-Family Mid-Rise**	54	31	85
Future AM (ITE LU 565) **Day Care Center**	11	12	23
New Trips Generated	65	43	108

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4.4 Model Input and Parameters

Intersection capacity analysis for the existing and proposed conditions was completed using the Vistro software package, which uses the Highway Capacity Manual (HCM) evaluation methodology.

Results are measured in volume-to-capacity ratio, delay (seconds), level of service (LOS), and 95th percentile queue length (meters).

The volume-to-capacity ratio (v/c) is an indicator of the capacity utilization for the key movements in the intersection. A v/c of 1.0 indicates that certain governing traffic movements through the intersection are operating at maximum capacity.

The LOS for unsignalized (stop-controlled and roundabout) intersections is determined by the calculated delay for each critical movement. The LOS for a signalized intersection includes additional factors such as geometry, traffic and pedestrian volumes, and signal phasing / timing. LOS is broken down into six letter grades, with LOS A being excellent operation, and LOS F being unstable / failing operations. **Table 6** summarizes the delay per vehicle with the corresponding LOS for both signalized and unsignalized intersections.

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Table 6 Level of Service Criteria

Level of Service (LOS)	Unsignalized Intersections: Average Vehicle Delay (sec / veh)	Signalized Intersections: Average Vehicle Delay (sec / veh)
A	0-10	0-10
B	> 10-15	>10-20
C	>15-25	>20-35
D	>25-35	>35-55
E	>35-50	>55-80
F	>50	>80

The following values have been selected as the threshold between acceptable and unacceptable performance at the study area intersections:

- v/c: 0.85 or greater
- Delay: greater than 25 seconds on any given lane for unsignalized intersections, and greater than 55 seconds on any given lane for signalized intersections
- LOS: E or F
- Queue lengths: exceeding existing storage capacity

4.5 Trip Generation Forecast

Vehicle trips generated into and out of the proposed site were forecasted using the Institute of Transportation Engineers (ITE) Trip Generation Manual (12th edition).

Current site conditions have a trip generation rate of zero as the site is currently vacant. The trips generated by the proposed development are found in Table 7The proposed development is forecasted to generate 17 two-way trips in both the AM and PM peak hours.

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Table 7 Trip Generation

	IN	OUT	2-Way
Rate / Distribution AM	0.38 / 23%	0.38 / 77%	0.38 / 100%
Current AM	0	0	0
Future AM (ITE LU 221) Multi-Family Mid-Rise	4	13	17
New Trips Generated	4	13	17
Rate / Distribution PM	0.38 / 64%	0.38 / 36%	0.38 / 100%
Current PM	0	0	0
Future PM (ITE LU 221) Multi-Family Mid-Rise	11	6	17
New Trips Generated	11	6	17

4.6 Traffic Operations Assessment

4.6.1 Year 1 / Opening Day LOS

Opening day conditions were assessed for both a full movement and right in right out limited movement. Both access options allow for acceptable LOS and are summarized inTable 8.

Table 8 Opening Day Traffic Operations Analysis

Intersection / Movement			Future AM Peak			Future PM Peak		
			v/c	LOS	Delay (s)	v/c	LOS	Delay (s)
Comox Avenue / Site Access (Left and Right Turn)	SB	Left	0.03	C	19	0.03	C	23
		Right	0.01	B	11	0.01	B	13
	EB	Left	0.00	A	8	0.00	A	9
		Through	0.01	A	0	0.01	A	0
	WB	Through	0.00	A	0	0,.01	A	0
		Right	0.00	A	0	0.00	A	0
Comox Avenue / Site Access (Right In Right Out)	SB	Right	0.01	B	11	0.01	C	13
	EB	Through	0.00	A	0	0.00	A	0
	WB	Through	0.00	A	0	0.00	A	0
		Right	0.00	A	0	0.00	A	0

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4.6.2 Year 5 Horizon

The 5-year horizon applies a corridor growth rate of 1.5% base volumes of traffic along Comox Avenue. Traffic operations analysis results at the 5-year horizon are summarized in **Table 9**Table 9 5-Year Horizon Traffic Operations Analysis . While service level drops to level D for left turns out of site in the 5-year horizon, the v/c ratio remains low and is only 1 second over the threshold for level C. With this only effecting movement out of the site and not along Comox Avenue it is considered acceptable.

Table 9 5-Year Horizon Traffic Operations Analysis

Intersection / Movement			Future AM Peak			Future PM Peak		
			v/c	LOS	Delay (s)	v/c	LOS	Delay (s)
Comox Avenue / Site Access (Left and Right Turn)	SB	Left	0.03	C	21	0.04	D	26
		Right	0.01	B	12	0.01	B	14
	EB	Left	0.00	A	8	0.00	A	9
		Through	0.01	A	0	0.01	A	0
	WB	Through	0.00	A	0	0,.01	A	0
		Right	0.00	A	0	0.00	A	0
Comox Avenue / Site Access (Right In Right Out)	SB	Right	0.01	B	11	0.01	C	14
	EB	Through	0.00	A	0	0.00	A	0
	WB	Through	0.00	A	0	0.00	A	0
		Right	0.00	A	0	0.00	A	0

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5.0 CONCLUSION

The proposed site access on opening day maintains a minimum LOS of level C with a full movement into and out of the site and a LOS of B with a right in right out movements. At horizon year 5 the left turn drops to a LOS of level D while maintaining full movement from the site access, while maintaining service levels of A or B for all other movements. Due to the limited number of anticipated left turn movements from the site access and the maintained service level of A in both directions along Comox Avenue, we find the adequate service in maintained for both current and future conditions along Comox Avenue.

While a right-in / right-out movement has the least impact on the roadway, allowing for a left turn would allow for easier access for vehicles to head East towards downtown without the need to detour North up Anderton Road, go East along Buena Vista Avenue, and then South along Church Street before being able to travel East along Comox Avenue. Permitting left turns in and out of the site access reduces the impact of

the site on the surrounding road network, and eliminates detours up to 1 km in length, reducing the carbon footprint of the site.

6.0 RECOMMENDATIONS

The following recommendations are made to the developer:

- Provide a full-movement driveway access to the site
- Implement green paint across the driveway in the bike lane to highlight the conflict zone
- Consider a cost contribution towards an upgraded bus shelter at the Comox Ave at Ellis St bus stop. See recommendations from BC Transit.

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Attachment G: Tree Management Plan

NEWCASTLE ENGINEERING LTD.

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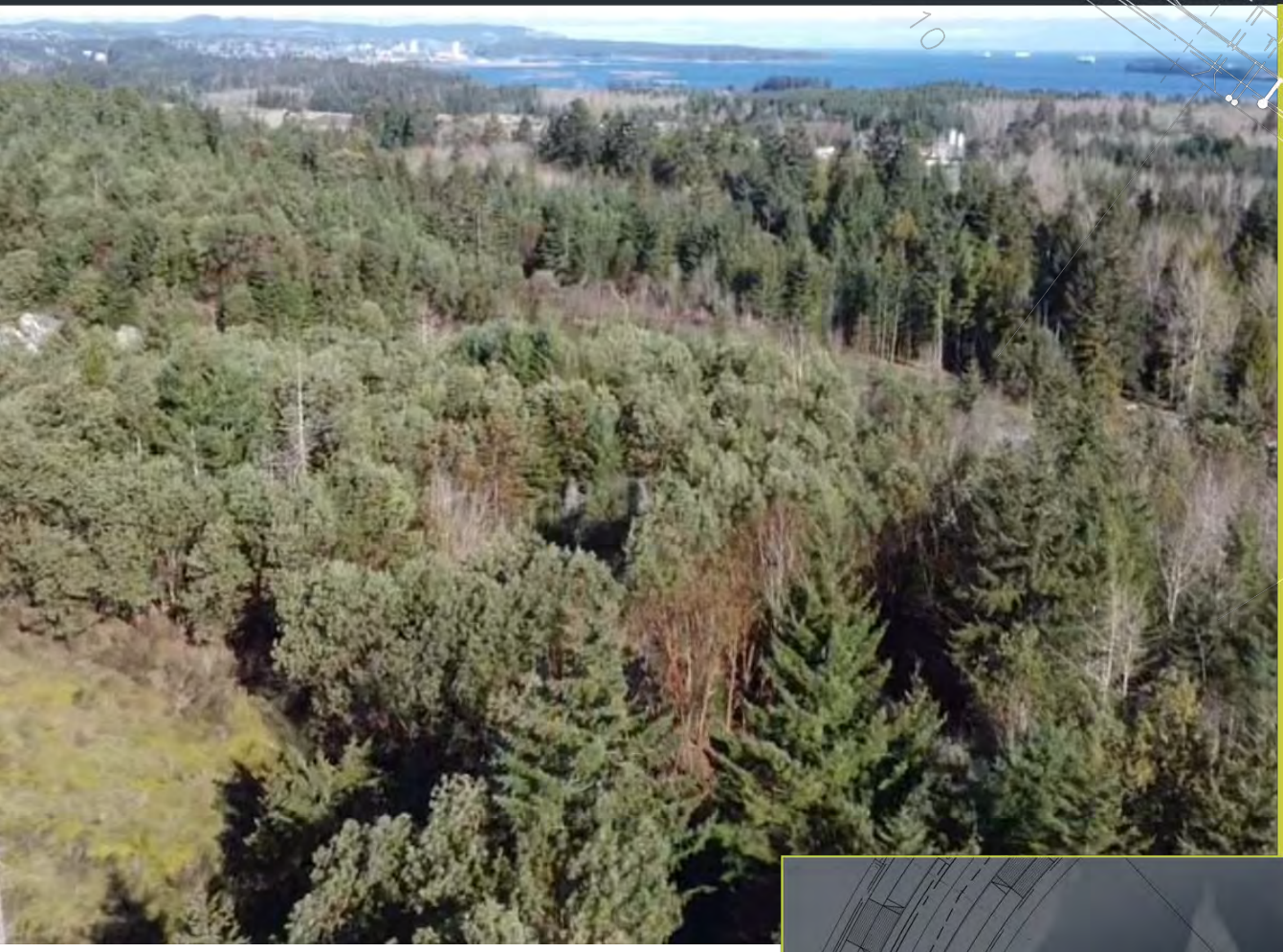

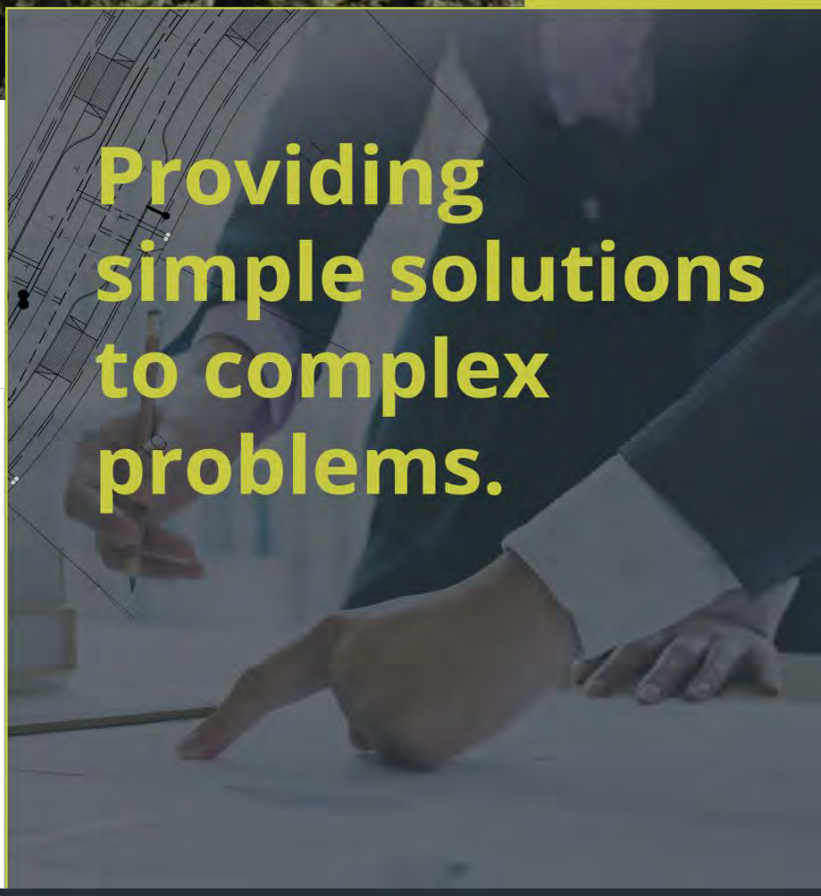

TOWN OF COMOX

TREE MANAGEMENT PLAN FOR 1890 COMOX AVENUE

Completed By:
Walter Ernst, Newcastle Engineering

October 21, 2026

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Appendices

Appendix A Tree Management Plan Map / Tree Inventory Data
Appendix B Select Photos of the Site and Trees Assessed

1 Introduction & Background

The development site is located at 1890 Comox Avenue within the Town of Comox and is 0.29 – hectares in size. The future development site is bound by the Comox Avenue to the South and by three private residential lots and Winchester Ave to the North, West, and East. A 44-unit condo building structure is planned for the site.

At the request of Three Dog Ventures Ltd., a tree management plan (TMP) assessment was completed by Walter Ernst (RPF and ISA Cert. Arb.) of Newcastle Engineering Ltd. (Newcastle) to address the above-mentioned development works on September 11, 2026. The TMP was carried out to identify all 'Regulated' trees located on and directly adjacent to the site (as well as non-regulated trees located on neighbouring properties and Town road dedication), which trees required removal (based on conflicts with the planned construction works) and which trees could effectively be retained. The TMP provides important details required for the tree removal permit application submission. The TMP requirements and obligations are directed by the Town of Comox's Tree Protection Bylaw No. 2063 (Tree Bylaw). The land parcel is identified as LOT A SECTION 53 COMOX DISTRICT PLAN 13070. Refer to Figure 1 for an overview map showing the location of the development site.

The existing documents and maps intended to be reviewed in conjunction with this report are:

- Appendix A – Tree Management Plan Map / Tree Inventory Data
- Appendix B – Select Photos of the Site and Trees Assessed

Figure 1: Overview map showing the 1890 Comox Avenue development site.

2 Methodology

To support the TMP, a full tree inventory for onsite and immediately adjacent 'Regulated' live trees (as well as for live non-regulated trees located on adjacent properties) was conducted. Species, diameter at breast height (DBH), health / condition, tree protection zone (TPZ), 'Regulated Tree type', and location details were collected. 'Regulated trees' are specified under the Tree Bylaw Section 2 – Definitions (including priority species with a DBH of at least 20cm, non-priority species with a DBH of at least 30cm, and protected trees with a DBH of at least 50cm). All tree diameters were measured at breast height (point along the trunk of a tree 1.4m above the high ground at the base of the tree) with a diameter tape. The TPZ distances were determined utilizing a distance equating to 6 X the DBH of the tree stems which contains the bulk of the tree critical root zones (CRZs).

Tree marking standards utilized were as follows:

- All on-site 'Regulated Trees' were marked with pink ribbon (with the Tree # written down).
- All 'Regulated' or Non-regulated trees located on neighbouring properties were marked with blue ribbon (with the Tree # written down).

Equipment utilized for the field assessment included a GPS unit, camera, mallet, and diameter tape.

Refer to Appendix A for the tree management plan map / tree inventory data and Appendix B for select photos of the site and trees assessed.

3 Results & Discussion

3.1 Site Description & Tree Inventory

3.1.1 Topography:

The aspect is Southeast. The slopes range from 10-15%.

3.1.2 Soils & Morphology:

Soils on the properties are considered anthropomorphic (previously altered) and are well drained with sandy loam to silty loam texture.

3.1.3 Water (lakes, streams, wetlands):

There are no streams, lakes, or wetlands associated with this property.

3.1.4 Wildlife Habitat:

Minor resident bird activity was observed, and deer sign was moderate to high (scat).

3.1.5 Development Permit Areas (DPAs) / Environmental Sensitive Areas (ESAs):

The property does not overlap with any DPAs or ESAs.

3.1.6 Vegetation (understory / overstory):

Native understory vegetation species is very minimal over the site due to localized invasive species takeover. Common native vegetation includes grass species and bracken fern. Introduced invasive plant species consist primarily of Himalayan blackberry, spurge laurel, English holly, and thistle species.

Tree Inventory:

Refer to Table 1 for a summary of the of the planned removal trees (Refer to the full table within Appendix 1). Of the nine trees inventoried, 5 are 'Regulated' trees (Tree #s 1, 3, 7, 10, and 12). One tree is located on City property (Tree # 18) and 3 trees are non-regulated. Trees 10, 12, and 13 are to be retained while the remaining trees require removal as part of the development works (due to conflicts with the planned construction). Of the trees being removed, only 4 trees (3 'Regulated' trees and 1 City tree) require a tree removal permit application. Refer to Appendix A – Tree Inventory Table for removal rationales.

Table 1: Summary of Planned Tree Removals (on and offsite):

Tree #	Spp.	DBH (cm)	Health	Location	Action	Regulated Tree Categories		
						Non-priority (Y/N)	Priority (Y/N)	Protected Tree >=50cm DBH (Y / N)
1	English oak	75.2	Mod to Good	Onsite	Remove	Y	N	Y

**3	Sweet cherry	43.0	Poor	Close to property line with 1873 Buena Vista Ave	Remove	Y	N	N
7	Douglas -fir	99.0	Mod	Onsite	Remove	N	Y	Y
**10	Cypress variety	46.5	Mod to Good	Offsite - 1902 Comox Ave	Retain	Y	N	N
**12	Bitter cherry	42.0	Poor	Close to property line with 1902 Comox Ave	Retain	Y	N	N
**13	English walnut	25.0	Poor	Close to property line with 1902 Comox Ave	Retain	N	N	N
**14	English holly	20.0	Good	Close to property line with 1902 Comox Ave	Remove	N	N	N
**16	English holly	9.5	Mod	Close to property line with 1902 Comox Ave	Remove	N	N	N
**18	Cherry plum	15.0	Poor	ToC Rd Ded.	Remove	N	N	N
					TOTALS:	**4**	**1**	**2**

****Note:** Two trees are confirmed to be located onsite (Tree #s 1 and 7). Two trees are confirmed to be located off-site (Tree #s 10 and 18) and 5 trees are located close to the property line (Tree #s 3, 12 to 14, and 16). For Tree # 18, Town of Comox permissions will be required prior to removal. For Tree #s 3, 14, and 16, location is to be confirmed prior to commencement of falling / construction works. If located on the property line or on the adjacent property, then neighbour permissions will be required prior to removal. For Retain Trees 10, 12, and 13, pruning of limb overhang may be required to facilitate the development works. All pruning is to be conducted to ISA Pruning Standards.

Additionally, a mixed species hedge is located along the Western property line (associated with 1902 Comox Avenue strata; refer to tree management plan map for location). This hedge will be retained; however, pruning of limb overhang may be required to facilitate the development works. All pruning is to be conducted to ISA Pruning Standards.

Refer to Appendix A for the Tree Management Plan Map (for tree and hedge locations) and Tree Inventory Data and Appendix B for select photos of the site and trees assessed.

3.2 Tree Replacement Requirements

Refer to Table 2 for the replacement tree requirements associated with the planned tree removals (as per Section 10 (2) (a) of the Tree Bylaw). Four of the removal trees require replacements which result in a total replacement requirement of 15 trees.

Tree #	Species	DBH (cm)	Replacement Trees Required (as per Section 10(2)(a) of the Tree Bylaw)
1	English oak	75.2	4
3	Sweet cherry	43.0	2
7	Douglas-fir	99.0	8
14	English holly	20.0	N/A
16	English holly	9.5	N/A
18	Cherry plum	15.0	1
		TOTALS:	**15**

3.3 Tree Retention, Protection, & Monitoring

Tree protection fencing (acceptable to the Town of Comox) is to be installed adjacent Tree #s 10, 12, and 13, and along the mixed species hedge. Tree protection fencing is to be installed prior to the commencement of the planned falling and construction works and is to be installed at a distance equal to 6 X diameter at breast height (DBH) from the tree stems. The tree protection fencing is to be well maintained and remain in good condition through the duration of the project. No machinery, equipment, grade changes, or any construction materials are permitted behind the fencing.

Refer to Appendix A – Tree Management Plan map for the tree protection fencing locations.

The Project Arborist will be onsite to guide the tree protection fencing establishment (prior to the commencement of construction works) and to ensure that the fencing is installed properly and at the correct locations. The Project Arborist is to monitor / guide all major construction works located in direct proximity to the trees for the duration of the project to ensure that minimal root damage occurs.

If for unforeseen circumstances, tree protection fencing requires removal or adjustment for operational reasons or root conflicts occur, ensure to contact the Project Arborist (Walter Ernst of Newcastle, 250-667-8507) immediately for a review prior to additional tree removals, relocation of the fencing, or commencement of any work within the area bounded by the original fence location.

Fencing is also recommended to seal off the development works along the Northern property line (refer to Appendix A – Tree Management Plan Map for the location of the recommended fencing). Fencing could either be in the form of 2X4 structure with snow fencing or metal mod-u-lock fencing. The main purpose is to act as a visual barrier of the property line for various contractors working on the site.

4 Limitations

The tree management plan field review, results, and recommendations provided were based on the most current schematic for the proposed strata development provided by Newcastle Engineering (Drawing #100). Additionally, the tree management plan field review was completed under the site conditions (weather, natural / unnatural disturbances etc.) present at the time of the assessment and with the tools available (GPS unit, diameter tape, mallet, and camera).

If there are significant variances to the development plans or if the site conditions have changed significantly, it is recommended that Walter Ernst of Newcastle (Project Arborist) be consulted to review the site further.

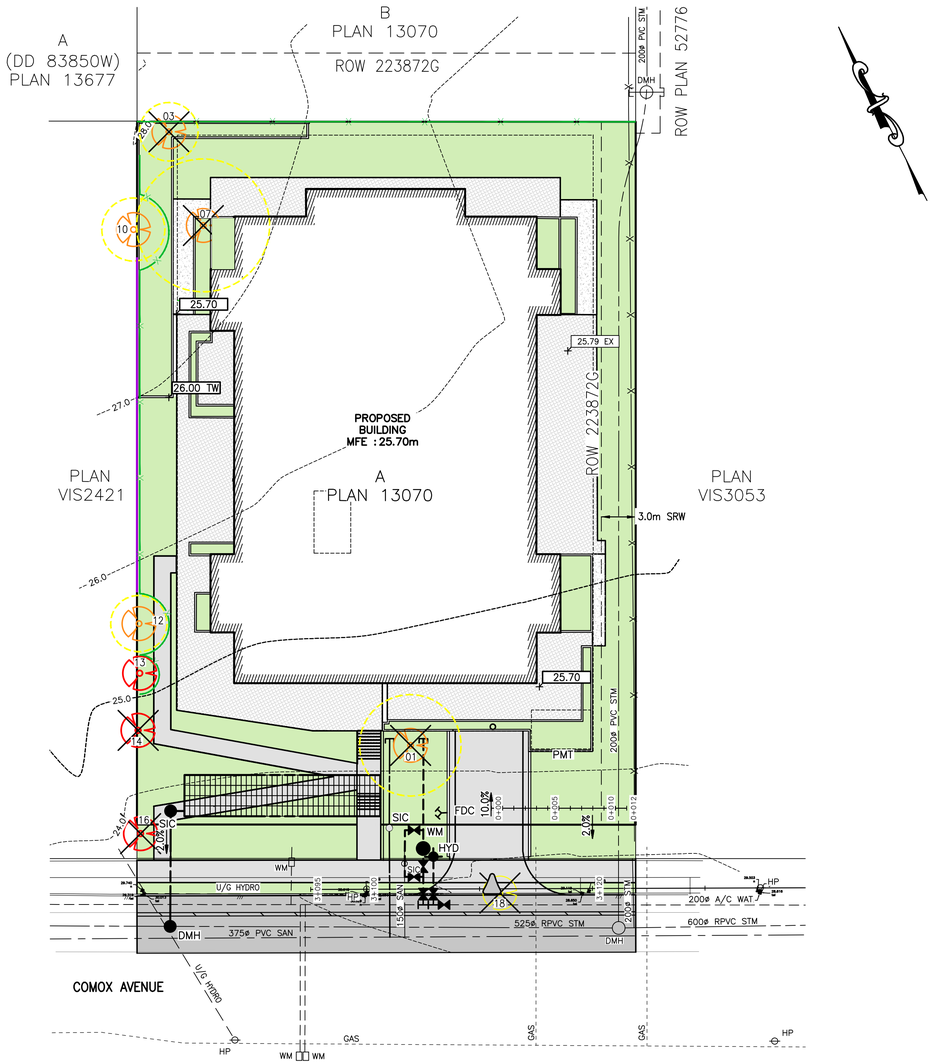
5 Signature & Professional Seal

Field work and report completed by:

Walter Ernst, RPF (4071) and ISA Cert. UFP. (#PN-7288AM)

Signature and Seal
Date (dd/mm/yy) **21/10/26**

APPENDIX A – Tree Management Plan Map / Tree Inventory Data



Tree Inventory Data: 1890 Comox Ave

Tree #	Species	DBH (cm)	Tree Protection Zone at 6 X the DBH (m)	Health	Location	Remove or Retain	Regulated Tree Categories: Non-priority Species >=30cm DBH (Y/N)	Regulated Tree Categories: Priority Species >=20cm DBH (Y/N)	Regulated Tree Categories: Protected Tree >=50cm DBH (Y / N)	Tree Bylaw Applicable (Y/N)	Replacement Trees Required (Section 10(2)(a) of the Tree Bylaw)	Rationale / Notes
1	English oak	75.2	4.5	Moderate to Good	Onsite	Remove	Y	N	Y	Y	4	Metal tag previously affixed (#7223). Tree has predominantly English oak characteristics with the leaves but acorn attachments not as characteristic. Possible some hybridization with Garry oak. Scattered deadwood (mostly smaller branches). Larger scar on one side but still seems sound. **Removal required as this tree conflicts with onsite pathways, the building envelope, the access driveway, and underground utilities.**
3	Sweet cherry	43.0	2.6	Poor	Close to property line with 1873 Buena Vista Ave	Remove	Y	N	N	Y	2	Metal tag previously affixed (#7215). Heavy rot at base with open scars and flaking bark. Lean towards neighbouring property to the North. **Removal is required as this tree conflicts with planned development works. To confirm location prior to commencment of falling / construction works. If located on the property line or on the adjacent property, then neighbour permissions will be required prior to removal.**
7	Douglas-fir	99.0	5.9	Moderate	Onsite	Remove	N	Y	Y	Y	8	Metal tag previously affixed (#7214). Pitching at stem base from an older wound / scar. Minor woodpecker feeding sign on the outer bark. Close to dead leader. Hollow pockets at base of stem. **Removal is required as the tree conflicts with the proposed building envelope.**
10	Cypress variety	46.5	2.8	Moderate to Good	Offsite - 1902 Comox Ave	Retain	Y	N	N	Y	N/A	**Retain and protect. Tree Protection fencing to Town of Comox standards is required to protect the critical root zone (as defined by the tree protection zone). Pruning of limb overhang may be required to facilitate the development works. All pruning is to be conducted to ISA Pruning Standards.**
12	Bitter cherry	42.0	2.5	Poor	Close to property line with 1902 Comox Ave	Retain	Y	N	N	Y	N/A	Metal tag previously affixed (#7212). **Retain and protect. Tree Protection fencing to Town of Comox standards is required to protect the critical root zone (as defined by the tree protection zone). Pruning of limb overhang may be required to facilitate the development works. All pruning is to be conducted to ISA Pruning Standards.**
13	English walnut	25.0	1.5	Poor	Close to property line with 1902 Comox Ave	Retain	N	N	N	N	N/A	Metal tag previously affixed (#7211). **Retain and protect. Tree Protection fencing to Town of Comox standards is required to protect the critical root zone (as defined by the tree protection zone). Pruning of limb overhang may be required to facilitate the development works. All pruning is to be conducted to ISA Pruning Standards.**
14	English holly	20.0	1.2	Good	Close to property line with 1902 Comox Ave	Remove	N	N	N	N	N/A	**Removal is required as this tree is considered an invasive species. To confirm location prior to commencment of falling / construction works. If located on the property line or on the adjacent property, then neighbour permissions will be required prior to removal.**
16	English holly	9.5	0.6	Moderate	Close to property line with 1902 Comox Ave	Remove	N	N	N	N	N/A	**Removal is required as this tree is considered an invasive species. To confirm location prior to commencment of falling / construction works. If located on the property line or on the adjacent property, then neighbour permissions will be required prior to removal.**
18	Cherry plum	15.0	0.9	Poor	ToC Road Dedication	Remove	N	N	N	Y (as owned by Town)	1	**Removal is required as the tree conflicts with planned road frontage works. Town of Comox permissions will be required prior to removal.**
						TOTALS:	4	1	2	6	15	

**Note: The mixed species hedge is to be retained (refer to TMP map for location). Pruning of limb overhang may be required to facilitate the development works. All pruning is to be conducted to ISA Pruning Standards.

TREE LEGEND

- TREE TO BE REMOVED (NON-REGULATED TREES)
- TREE TO BE RETAINED (NON-REGULATED TREES)
- TREE TO BE REMOVED (REGULATED TREES)
- TREE TO BE RETAINED (REGULATED TREES)
- TREE TO BE REMOVED (CITY TREES)
- MIXED SPECIES HEDGE (RETAIN)
- TREE PROTECTION ZONE
- FENCING

0 5 15m
1:250

NOTES:

THE LOCATIONS OF EXISTING SERVICES ARE SHOWN APPROXIMATELY AND SHALL BE CONFIRMED IN THE FIELD BY THE CONTRACTOR PRIOR TO THE COMMENCEMENT OF WORK. EXISTING & PROPOSED SERVICES MAY REQUIRE ADJUSTMENT WHERE A CONFLICT OCCURS. THE ENGINEER SHALL BE NOTIFIED OF ANY CONFLICT.

Rev. No.	DATE	BY	REVISION DESCRIPTION	ENG
00	07/29/26	TW	ISSUED FOR REVIEW – NOT FOR CONSTRUCTION	BH

LEGEND

PROP.	EXIST.	PROP.	EXIST.
WATERMAIN		HYDRANT	
STORM SEWER		ABOVE GROUND FLUSHOUT	
SANITARY SEWER		BELOW GROUND FLUSHOUT	
GAS MAIN		CATCHBASIN	
ELECTRICAL DUCT		DITCH INLET CB	
INLET/OUTLET HEADWALL		MANHOLE	
DITCH INLET/OUTLET		CLEANOUT	
SWALE		HYDRO POLE	
EDGE OF PAVEMENT		CAP	
VALVE BOX		STREETLIGHT	
LIMIT OF CONSTRUCTION		FENCE	

SITE LEGAL DESCRIPTION: LOT A, SECTION 53, COMOX DISTRICT, PLAN 13070

BENCHMARK DESCRIPTION: ELEVATIONS ARE GEODETIC AND BASED ON GNSS/PPP SURVEY CONTROL PROVIDED BY WILLIAMSON & ASSOCIATES

ENGINEER'S SEAL

EGBC PERMIT TO PRACTICE NUMBER: 1000856

DESIGN	BH
DRAWN	TW
CHECKED	
PLOT DATE	10-21-26
PRINT DATE	
HORIZONTAL SCALE	1:250
VERTICAL SCALE	

CLIENT NAME: THREE DOG VENTURES LTD.

PROJECT NAME: 1890 COMOX AVENUE, COMOX, BC

DRAWING TITLE: TREE MANAGEMENT PLAN

NEWCASTLE ENGINEERING LTD.
4–3179 BARONS ROAD
NANAIMO, B.C. V9T 5W5
PHONE (250) 756–9553

PROJECT No.	DRAWING No.	REVISION No.	CITY PLAN FILE No.
0772–011	TMP	00	

10.21.2026 \\NC-FS\PROJECTS\10000 - PROJECTS\10000 - PROJECT FILES\0700-0799\0772-011 - 1890 COMOX AVENUE\AUTOCAD\0772-011 DP REV01

A1 A2 A3 A4 A5

Tree Inventory Data: 1890 Comox Ave

							Regulated Tree Categories					
Tree #	**Species**	**DBH (cm)**	**Tree Protection Zone at 6 X the DBH (m)**	**Health**	**Location**	**Remove or Retain**	**Non-priority Species >=30cm DBH (Y/N)**	**Priority Species >=20cm DBH (Y/N)**	**Protected Tree >=50cm DBH (Y / N)**	**Tree Bylaw Applicable (Y/N)**	**Replacement Trees Required (Section 10(2)(a) of the Tree Bylaw)**	**Rationale / Notes**
1	English oak	75.2	4.5	Moderate to Good	Onsite	Remove	Y	N	Y	Y	4	Metal tag previously affixed (#7223). Tree has predominantly English oak characteristics with the leaves but acorn attachments not as characteristic. Possible some hybridization with Garry oak. Scattered deadwood (mostly smaller branches). Larger scar on one side but still seems sound. **Removal required as this tree conflicts with onsite pathways, the building envelope, the access driveway, and underground utilities.**
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18	Cherry plum	15.0	0.9	Poor	ToC Road Dedication	Remove	N	N	N	Y (as owned by Town)	1	**Removal is required as the tree conflicts with planned road frontage works. Town of Comox permissions will be required prior to removal.**
						TOTALS:	**4**	**1**	**2**	**6**	**15**	

****Note: The mixed species hedge is to be retained (refer to TMP map for location). Pruning of limb overhang may be required to facilitate the development works. All pruning is to be conducted to ISA Pruning Standards.**

APPENDIX B – Select Photos of the Site and Trees Assessed

(additional photos available upon request)

Tree #1 – English oak

Tree #1 – English oak

Tree #3 – Sweet cherry

Tree #3 – Sweet cherry

Tree #7 – Douglas-fir

Tree #7 – Douglas-fir

Tree #10 – Cypress variety

Tree #10 – Cypress variety

Tree #12 – Bitter cherry

Tree #12 – Bitter cherry

Tree #13 – English walnut

Tree #14 – English holly

Tree #16 – English holly

View of the site from the Southeast.

Attachment H: BC Energy Step Code Pre-Construction Compliance Report

BC ENERGY STEP CODE & ZERO CARBON STEP CODE CHECKLIST SUMMARY

This page summarizes information provided on the Part 3 Energy Checklist tab.

Project Information	
Project Name	1890 Comox Ave
Project Address	1890 Comox Ave, Comox, BC
Project Stage	Building Permit
Project Identifier	
Building Permit Date	2026-11-10
Building Height (storeys)	6
Total Modelled Floor Area (m²)	7,154
BCBC Version	BCBC 2024 Revision 5
Jurisdiction	Comox (Town of Comox)
Heating Degree Days below 18°C	2930
Climate Zone	4

Checklist Completed By	
Company	Noah Lunn
Name	Avalon Mechanical Consultants Ltd.
Phone Number	(250) 828-7245
Email	nlunn@avalonmechanical.com
Date	2026-11-10

Step Code Summary

Occupancy: Group C - Other Residential

Energy Step Code	
Step Required	Step 2
Step Achieved	Step 3

Zero Carbon Step Code	
Level Required	EL-1
Level Achieved	EL-2

Summary for Mixed-Use Buildings

Section not relevant for this project, collapse rows to the left.

BC Energy Step Code - Part 3 Energy Design Checklist v3.0.2

BC ENERGY STEP CODE & ZERO CARBON STEP CODE
PART 3 BUILDINGS ENERGY DESIGN CHECKLIST - v3.0.2

This Energy Design Checklist v3.0.2 is endorsed by: Architectural Institute of British Columbia, and Engineers and Geoscientists BC

This reporting form is for buildings that contain major occupancies complying with Subsection 10.2.3. and 10.3.1 of Division B of the BC Building Code 2018 Revision 5 and the BC Building Code 2024. This is intended to capture the reporting requirements of Articles 2.2.2.1. and 2.2.9.2. of Division C of the BC Building Code, as well as local government bylaw requirements related to energy and emissions reductions in buildings. Portions of the building that are subject to Clause 10.2.2.1.(1)(a) or (b) of Division B of the BC Building Code should also be included in this report.
This form should **not** be used for projects complying exclusively under Clauses 10.2.2.1.(1)(a) and (b) of Division B of the BC Building Code or for earlier revisions of the Code.

All sections of this form are to be completed. Complete all fields that apply to the project, using information that represents the current stage of design or construction. For fields that do not apply or for which there is no information yet, please leave blank, indicate "n/a" or provide comment. Additional explanation or instruction is provided for some cells by hovering over the cell - these are indicated by a red note symbol in the upper right corner of the cell.

SECTION A: Project Information

Project Name (if applicable)	1890 Comox Ave
Project Address	1890 Comox Ave, Comox, BC
Project Stage	Building Permit
Project Identifier (e.g. Building Permit No.)	
Building Permit Date (YYYY-MM-DD)	2026-11-10
Building Height (storeys)	6
Total Modelled Floor Area (m²)	7,154
Applicable Version of the BC Building Code	BCBC 2024 Revision 5
Jurisdiction	Comox (Town of Comox)
Heating Degree Days below 18°C	2,930
Climate Zone	4

SECTION B: Building Information and Performance Requirements - Buildings with a Baseline/Reference

Only complete if applicable

Occupancy Classification(s)	Modelled Floor Area (m²)	Performance Requirement	% Better Requirement	Optional: Source of Performance Requirement
Total Modelled Floor Area (m^2)	0			

Baseline/ Reference Energy Model Performance

Total Annual Thermal Energy Demand (kWh)

	Annual Energy (kWh)	Emissions Factor ($kgCO_2e/kWh$)	Emissions ($kgCO_2e$)
Total Electricity		0.011	0
Total Natural Gas		0.180	0
Total District Energy		0.000	0
Total Other 1		0.000	0
Total Other 2		0.000	0
Total Other 3		0.000	0
Total Annual Energy	0	Total Annual Emissions	0

BASELINE PERFORMANCE REQUIREMENTS		
TEUI	TEDI	GHGI
kWh/m²/year	kWh/m²/year	$kgCO_2e/m^2/year$
0	0	0.0

SECTION C: Building Information and Performance Requirements - Steps 2 through 4

Only complete if applicable

Occupancy Classification(s)	Modelled Floor Area (m²)	Step Required	GHG Emissions Level	Optional: Source of Step Requirement	STEP CODE PERFORMANCE REQUIREMENTS TEUI kWh/m²/year	TEDI kWh/m²/year	GHGI $kgCO_2e/m^2/year$
Group C - Other Residential	7,154	Step 2	EL-1		130	45	Measure Only
Total Modelled Floor Area (m^2)	7,154			Area Weighted Totals	130	45	-

SECTION D: Total Building Performance Requirements from SECTION B and SECTION C

WHOLE BLDG PERFORMANCE REQUIREMENTS		
TEUI	TEDI	GHGI
kWh/m²/year	kWh/m²/year	kg $CO_2e/m^2/year$
130	45	-

SECTION E: Modelled Building Performance

Compliance indicators in Section E are determined using an area weighted average of all entered occupancies and requirements from Sections B and C.

Modelled Outputs for Entire Building

	Annual Energy (kWh)	Fuel Type	Emissions Factor ($kgCO_2e/kWh$)	Emissions ($kgCO_2e$)
Interior Lighting	100,651	Electricity	0.011	1,107
Exterior Lighting	0	Electricity	0.011	0
Heating	117,210	Electricity	0.011	1,289
Cooling	10,408	Electricity	0.011	114
Pumps	2,190	Electricity	0.011	24
Fans	41,812	Electricity	0.011	460
Domestic Hot Water	132,777	Natural Gas	0.180	23,900
Plug Loads	116,214	Electricity	0.011	1,278
Elevator	23,221	Electricity	0.011	255
Makeup Air Heating	49,092	Natural Gas	0.180	8,837
Enter other end use here			-	0
Enter other end use here			-	0
Enter other end use here			-	0
Enter other end use here			-	0
Enter other end use here			-	0
Enter other end use here			-	0
Enter other end use here			-	0
Enter other end use here			-	0
Total Electricity	411,705		0.011	4,529
Total Natural Gas	181,869		0.180	32,736
Total District Energy	0		0.000	0
Total Other 1	0		0.000	0
Total Other 2	0		0.000	0
Total Other 3	0		0.000	0
Total Annual Energy	**593,574**		**Total Annual Emissions**	**37,265**

Whole Building - Annual Energy for Calculations

Annual Thermal Energy Demand for TEDI (kWh)	210,222	29.4 kWh/m²
Annual Cooling Energy Demand for CEDI (kWh)		0.0 kWh/m²

Step Code Building Portions

Annual Thermal Energy Demand for TEDI (kWh)	210,222
(kWh/(m²·year))	29.4

Emissions Factors & Renewable Energy

Description	Emissions Factor ($kgCO_2e/kWh$)	Reference/ Source
Electricity	0.011	BCBC Division B Article 10.3.1.3
Natural Gas	0.180	BCBC Division B Article 10.3.1.3
District Energy System		
Other 1		
Other 2		
Other 3		

Make-up Air Unit (MUA) Fuel Mixture Calculation for GHGI Corridor Adjustment		Emissions Factor ($kgCO_2e/kWh$)	% of Annual Load
MUA Fuel 1	Natural Gas	0.180	100%
MUA Fuel 2			
MUA Fuel 3			
	MUA Fuel Mixture	**0.180**	

If project includes on-site generated renewable electricity for compliance, use this section to determine the applicable adjusted Emissions Factor. Other fuels are to be entered as "Other" fuel types above with corresponding emissions factors and results entries for associated end uses.

Total Electricity Generated On-Site (kWh)		% of Use	0%
Adjusted Electricity Emissions Factor ($kgCO_2e/kWh$)	0.011		

Overheating Requirements

Is Project Subject to Overheating Limits	No
Overheating Hours Limit	
Overheating Hours for Worst Case Suite/Zone	
Building Complies with Overheating Criteria?	-

Residential Project Adjustments

Corridor Pressurization Adjustment

Heating Degree Days	2930
Number of Suite Doors Pressurized	44
Airflow for Pressurization per Door (L/s/door)	9.9
Area of Corridors Pressurized (m²)	424.23
Make-Up Air Fuel Type	Natural Gas
Make-Up Air Emissions Factor	0.180
Whole Building Adjustment (kWh/m²/yr)	3.9
Step Code Portion Adjustment (kWh/m²/yr)	3.9

Suite Sub-Metering Adjustment

Is Suite Hydronic Heating Sub-Metered?	N/A
Residential Occupancies Heating Energy (kWh)	

WHOLE BUILDING PERFORMANCE RESULTS

	TEUI kWh/m²/year	TEDI kWh/m²/year	GHGI kg CO_2e/m^2/year
Requirements	130	45	-
Results as Modelled	83	29	5.2
Corridor Pressurization Adjustment	3.9	3.9	0.7
Suite Sub-Metering Adjustment	0	N/A	N/A
Adjusted Whole-Building Performance for Compliance	**79**	**25**	**4.5**
Does Building Comply?	**YES**	**YES**	**N/A**

Step Code TEDI Requirement	45.0
Step Code TEDI Results as Modelled	29.4
Step Code Building Portion Corridor Adjustment	3.9
Adjusted Step Code Performance for Compliance	25.5
Do Step Code Portions Comply with TEDI Requirements	**YES**

SECTION F: Summary of Building Performance Characteristics / Modelled Inputs

Software Used	IES-VE
Simulation Weather File	Comox Valley CWEC 2016

Document References	Document(s) Name and Issued For	Date Issued	Prepared By (Company)
Architectural Drawing Set	Issued for building permit	2026-11-10	Joyce Reid Troost Architecture
Mechanical Drawing Set	Issued for building permit	2026-11-10	Avalon Mechanical Consultants Lt
Electrictrial Drawing Set			
Other			
Other			

Modelled Above-Ground Wall Area (m²)	3,631	Vertical facade-to-Floor Area Ratio (VFAR)	0.508
Window-to-Wall Area Ratio (WWR)	36%	Window-to-Floor Area Ratio	0.183
Assumed Design Airtightness (L/s·m² @ 75 Pa)	1.25	Tested Airtightness (L/s·m² enclosure @ 75 Pa)	
Modelled Infiltration Rate (L/s/m² facade)	0.23	As-Built Modelled Infiltration Rate (L/s/m² facade)	

Average Wall **Clear Field** R-Value (m²K/W)	3.9	22.0 (ft²hr°F/Btu)	Average Wall **Effective** R-Value (m²K/W)	2.5
Average Roof **Clear Field** R-Value (m²K/W)	7.0	40.0 (ft²hr°F/Btu)	Average Roof **Effective** R-Value (m²K/W)	6.9
Average Window **Effective** U-Value (W/m²K)	1.51	0.27 (Btu/ft²hr°F)	Average Window Solar Heat Gain Coefficient	0.26

Average Occupant Density (m²/pers)	47.01		Average Lighting Power Density (W/m²)	5.26
Average Ventilation Rate (L/s/m²)	0.26		Total Building DHW Low-Flow Savings (%)	0%
Is demand control ventilation used?	No		Average HRV/ERV Sensible Efficiency	75%

	Plant	System Type
Heating System Type	None, No Central Plant	Air Source Heat Pump
Heating System Description	Suites and Amenity - Ducted fan coil heat pumps, other space - Electric baseboards	
Cooling System Type	None	Other
Cooling System Description	Suites and Amenity - Ducted fan coil heat pumps	
DHW System Type	Dedicated Gas	
DHW System Description	Central gas hot water tanks, total of 1350 L	

SECTION G: Contact Information for Individual Who Completed Form

Name	Noah Lunn
Title	Building Performance EIT
Phone Number	(250) 828-7245
Email	nlunn@avalonmechanical.com
Organization Name	Avalon Mechanical Consultants Ltd.
Energy Checklist Submission Date (YYYY-MM-DD)	2026-11-10

BC Energy Step Code - Part 3 Energy Design Checklist v3.0.2

A1 A2 A3 A4 A5

Energy Modelling Report

1890 Comox Ave

1890 Comox Avenue, Comox, BC

Project No.: 260516
November 10, 2026

Prepared for:

1890 Comox Holdings Ltd.

[redacted]

Prepared by:

AVALON MECHANICAL
#200 – 1245 Esquimalt Road
Victoria, BC V9A 3P2
info@avalonmechanical.com

REVISION	DESCRIPTION	DATE
0.1	Issued for project team review and coordination	September 3, 2026
1.0	Issued for building permit	November 10, 2026

Report Prepared by:

AVALON MECHANICAL CONSULTANTS LTD.

Noah Lunn, E.I.T.
Building Performance Engineer
File: 260516 1890 Comox Ave - Energy Model Report V1.0.Docx

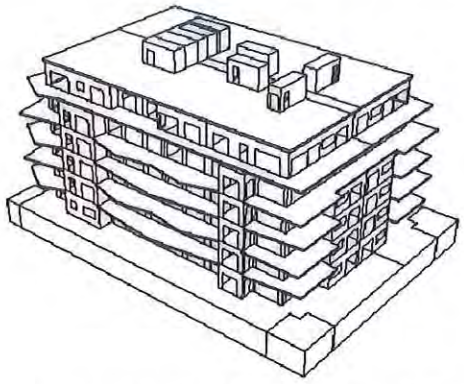
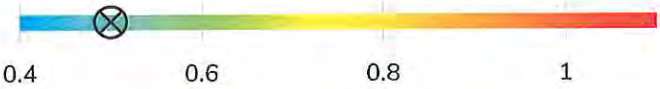
Report Reviewed by:

AVALON MECHANICAL CONSULTANTS LTD.

PROFESSIONAL ENGINEER
PROVINCE OF BRITISH COLUMBIA
A. J. M. MELVILLE
56813
2026-11-10

Andrew Melville, P.Eng., CPHD
Technical Lead

SUMMARY

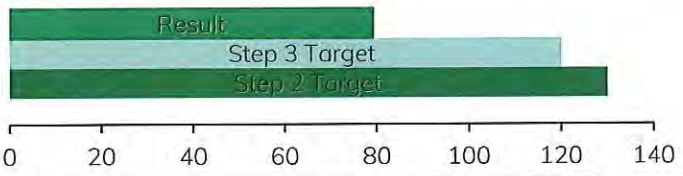
Project	260516 1890 Comox Ave	 VFAR Rating (Vertical Surface Area to Floor Area Ratio) 
Address	1890 Comox Avenue, Comox, BC	
Architect	Joyce Reid Troost Architecture	
Project Energy Target	BC Energy Step Code –Step 2 Zero Carbon Step Code – EL-1	
Weather File	Comox Valley Cs CWEC 2016	
Step 2 Targets	TEUI: 130 kWh/m² per year TEDI: 45 kWh/m² per year	
Emissions Level Target	GHGI: Measure only (EL-1)	
BP Model Results	TEUI: 79.1 kWh/m² per year TEDI: 25.5 kWh/m² per year GHGI: 4.5 kg-CO_2/m²/year	
Building Envelope	Exterior Wall	2"x6" Wood stud wall with R-22 cavity insulation
	Roof	Low-slope roof with R-40 insulation above deck
	Balcony Over Conditioned Space	Wood joist balcony with R-40 insulation in cavity
	Suspended Slab	Concrete slab with R-20 spray insulation
	Vinyl Frame Windows	U-1.5, SHGC-0.26 Double glazed windows
	Storefront Glazing	U-2.0, SHGC-0.30 Double glazed windows
	Airtightness	1.25 L/s/m² of envelope area at 75Pa

TEDI Breakdown

TEUI Breakdown

TEDI Performance (kWh/m² per year)

TEUI Performance (kWh/m² per year)



TEDI Step Achieved?	Step 3
TEUI Step Achieved?	Step 3

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PROJECT BACKGROUND AND BUILDING DESCRIPTION

Overview	
Building Type	Multi-Unit Residential Building
Project Location	1890 Comox Avenue, Comox, BC
Project Energy Target	BC Energy Step Code –Step 2 Zero Carbon Step Code – EL-1
Space Distribution	Five one-bedroom suites, thirty-nine two-bedroom suites, amenity and lounge spaces, multiple storage and utility spaces, and one parking level below grade.
Number of Storeys	6
Building Envelope	
Exterior Wall	2"x6" Wood stud wall with R-22 cavity insulation
Roof	Low-slope roof with R-40 insulation above deck
Balcony Over Conditioned Space	Wood joist balcony with R-40 insulation in cavity
Suspended Slab	Concrete slab with R-20 spray insulation
Vinyl Frame Windows	U-1.5, SHGC-0.26 Double glazed windows
Storefront Glazing	U-2.0, SHGC-0.30 Double glazed windows
Airtightness	1.25 L/s/m^2 of envelope area at 75Pa
Mechanical Systems	
Suite Ventilation	Energy Recovery Ventilators (ERVs)
Suite Conditioning	Ducted air source heat pumps
Corridor Ventilation	Gas-fired make-up air unit with electric cooling
Corridor Conditioning	Electric baseboards
Misc Space Ventilation	Energy Recovery Ventilators (ERVs)
Misc Space Conditioning	Air-to-air heat pumps, electric baseboards
Domestic Hot Water	Central gas hot water system with storage and recirculation

REFERENCES

Codes and Standards

- British Columbia Building Code – 2024 Edition
- National Energy Code of Canada for Buildings (NECB) – 2020 Edition
- ASHRAE 62.1 – Ventilation for Acceptable Indoor Air Quality – 2016 Edition
- City of Vancouver Energy Modelling Guidelines, V2.0 – July 11, 2018
- Building Envelope Thermal Bridging Guide (BETBG) – Version 1.6, 2021

Design Drawings

- Architectural: Issued Building Permit November 10, 2026 by Joyce Reid Troost Architecture
- Mechanical: Issued for Building Permit November 10, 2026 by Avalon Mechanical Consultants

TERMS AND DEFINITIONS

BCBC – BC Building Code

BC Energy Step Code – This is the generally used term for Subsection 10.2.3 of the BC Building Code. The Step Code is a performance-based method for satisfying Section 10.2 (Energy Efficiency) of the BCBC.

ERV – Energy recovery ventilator. This equipment packages ventilation fans with a heat exchange core to transfer both sensible and latent heat between the outgoing (exhaust) air and incoming (outdoor air) air.

FDW Ratio – Fenestration and door area to gross wall area ratio.

GHGI – Greenhouse Gas Intensity. This is a measure of CO_2 emissions, expressed as a unit of mass per unit time divided by the building area. This is usually reported as $kgCO_2/year/m^2$.

Internal Gains – Heat gains generated within the space due to lighting power, equipment, occupants, etc.

LPD – Lighting power density. The lighting power per unit of area expressed as W/m^2.

NECB – National Energy Code of Canada for Buildings.

SHGC – Solar Heat Gain Coefficient. The fraction of solar radiation admitted by a window.

TEUI – Total Energy Use Intensity, measured in kWh/m^2-year. This is the annual energy demand per square meter of the modelled floor area. This includes energy for space heating/cooling, fans, lighting, water heating, pumps, HVAC equipment, receptacle and miscellaneous loads, appliances, and elevators.

TEDI – Thermal Energy Demand Intensity, measured in kWh/m^2-year. This is the annual heating energy demand per square meter of modelled floor area.

U-value – Thermal transmittance of a material or construction assembly expressed in W/m^2-k.

R-value – Thermal resistance of a material or construction assembly expressed in m^2-k/W.

VFAR – Vertical surface area to floor area ratio. Ratio of building wall and fenestration area to floor area.

VRF – Variable refrigerant flow. A type of heat pump system able to provide refrigerant to several indoor units at varying rates. Some VRF systems (heat recovery systems) can simultaneously provide heating to some zones while cooling other zones.

PROJECT TARGETS

The project energy targets are as defined by **Step 2** of the BC Energy Step Code.

Step	Total Energy Use Intensity (TEUI) (kWh/m² per year)	Thermal Energy Demand Intensity (TEDI) (kWh/m² per year)
1	Conform to Part 8 of the NECB	
2	**130**	**45**
3	120	35
4	110	22

Table 1 - BC Energy Step Code Targets for residential occupancy

GHG Emission Level	Maximum GHGI of the *Building*, Expressed in $kgCO_{2e}/m^2/year$			
	Residential Major Occupancy		*Business and Personal Services and Mercantile Major Occupancies*	
	Hotel and Motels	Other Residential Occupancies	Offices	Other Business and Personal Servies and Mercantile Occupancies
EL-1	**measure only**			
EL-2	9.0	7.0	5.0	6.0
EL-3	4.0	3.0	3.0	3.0
EL-4	2.0	1.8	1.5	2.0

Table 2 – BC Energy Zero Carbon Step Code Targets

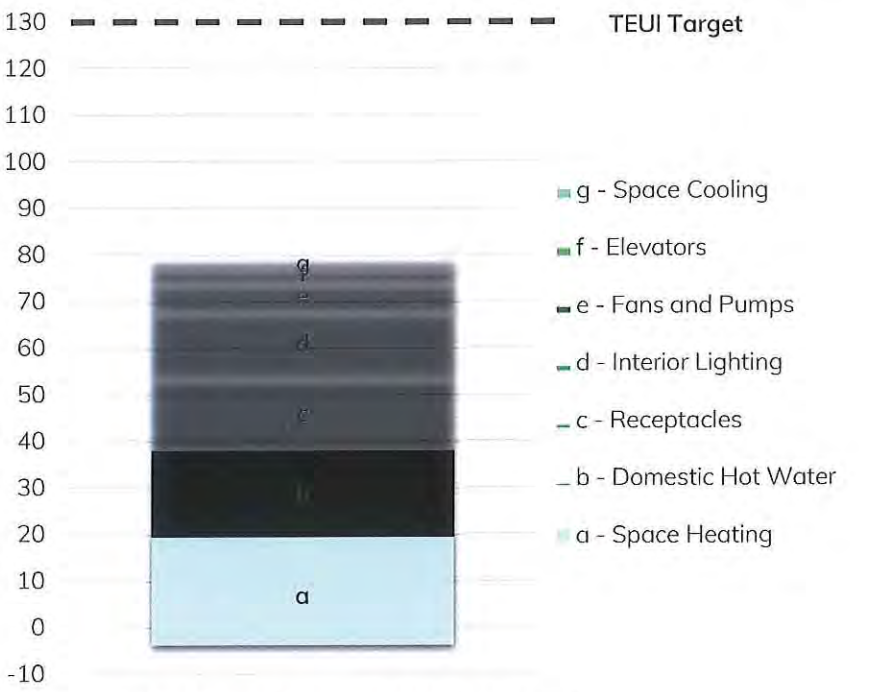
MODEL INPUTS AND PARAMETERS

The model input values and parameters are determined based on the project's building permit design intent and the applicable codes listed above. A complete space-by-space breakdown of model inputs and parameters can be found in Appendix B. The software used for the simulation is IESVE. Envelope thermal bridging calculations, according to the Building Envelope Thermal Bridging Guide (BETBG), are shown in Appendix C.

RESULTS – TEUI AND TEDI

	Proposed Model Results	
TEUI (kWh/m²/year)	79.1	Target 130 (kWh/m²/year)
TEDI (kWh/m²/year)	25.5	Target 45 (kWh/m²/year)
TEDI / TEUI Adjustment	3.9	kWh/m²

TEUI Breakdown (kWh/m²/year)	
Interior Lighting	14.1
Elevators	3.2
Receptacles	16.2
Heating	23.2
Cooling	1.5
Domestic Hot Water	18.6
Interior Fans	5.9
Pumps	0.3
Unadjusted TEUI (kWh/m²/yr)	83.0



TEDI Breakdown (kWh/m²/year)	
Windows and Doors	10.2
Infiltration	6.7
Exterior Wall	5.2
Corridor Ventilation	2.9
Suspended Slab	1.8
Suite Ventilation	1.7
Roofs	0.8
Amenities Ventilation	0.2

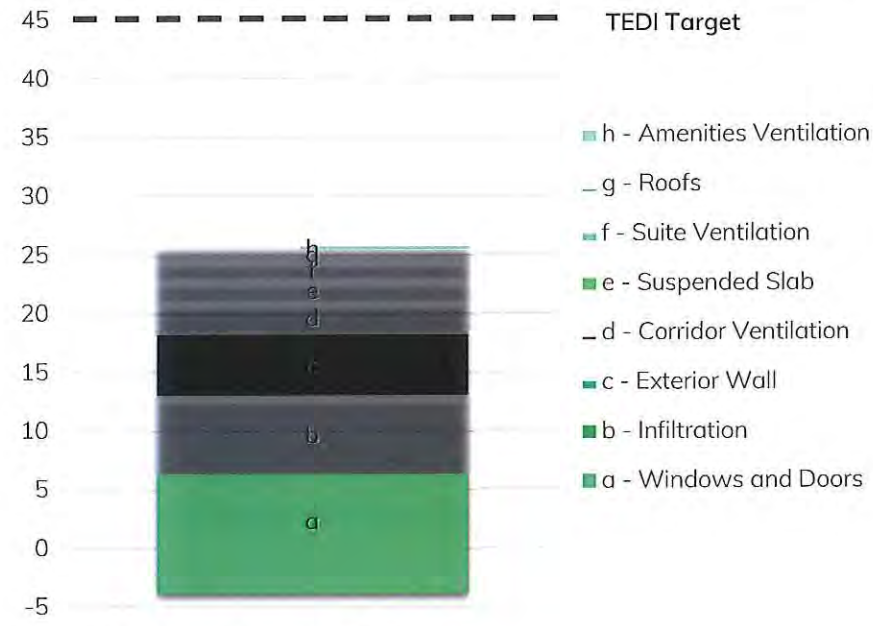


Table 3 – TEUI and TEDI Breakdown by Category

CORRIDOR PRESSURIZATION ADJUSTMENT (TEDI & TEUI)

The corridor pressurization adjustment is 3.9 **kWh/m²**, calculated according to the methods described in the City of Vancouver Energy Modelling Guidelines. Calculations and additional information are available in Appendix D.

GREENHOUSE GAS INTENSITY (GHGI)

The GHGI is calculated according to the emissions factors provided in Sentence 10.3.1.3.2 of the BC Building code.

Energy Source	Emissions Factor
Electricity	0.011 kg CO_{2e}/kWh
Natural Gas	0.180 kg CO_{2e}/kWh
Propane	0.2155 kg CO_{2e}/kWh
Light Fuel Oil	0.2579 kg CO_{2e}/kWh
Heavy Fuel Oil	0.2689 kg CO_{2e}/kWh
Diesel Fuel	0.2581 kg CO_{2e}/kWh
Wood Fuel	0.0786 kg CO_{2e}/kWh

Table 4 – Energy Source Emissions Factor

ANALYSIS AND RECOMMENDATIONS

Highest Energy Consumption Categories	Heating (28%)			
	Domestic Hot Water (22%)			
Highest Heat Loss Categories	Windows and Doors (35%)			
	Infiltration (23%)			
BP Building Model Results	TEUI	79.1 kWh/m² per year	Target	130 kWh/m² per year
	TEDI	25.5 kWh/m² per year	Target	45 kWh/m² per year
	GHGI	4.5 kg-CO_2/m² per year		
Project Targets met?	Yes			
NECB Unmet Hours requirements met?	Yes, see Appendix E.			

The model inputs and assumptions found in Appendix B shall be reviewed prior to preparation of construction documents to ensure that the project energy targets are met and maintained. Window and mechanical equipment submittals, along with any changes that may affect energy performance shall be reviewed by Avalon Mechanical Consultants to ensure they meet the energy efficiency requirements for the project.

CLOSURE

This report was prepared by Avalon Mechanical Consultants Ltd. for 1890 Comox Holdings Ltd. The contents are a result of our opinions, based on information provided to us by several parties, and prepared in a method consistent with good engineering practice. Without express written permission from Avalon, use of this report by a third party is the responsibility of any such third party. Avalon Mechanical Consultants Ltd. accepts no liability for damages, if any, to a third party which results from use of this report.

APPENDIX A – SUNPATH DIAGRAM

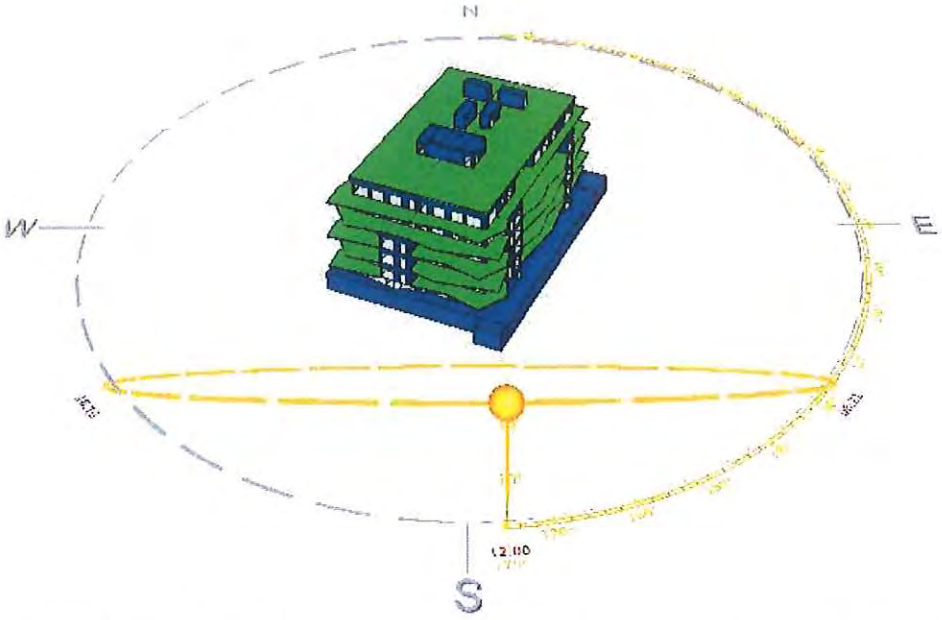


Figure 1 – Building Orientation and Sunpath Diagram – December 21

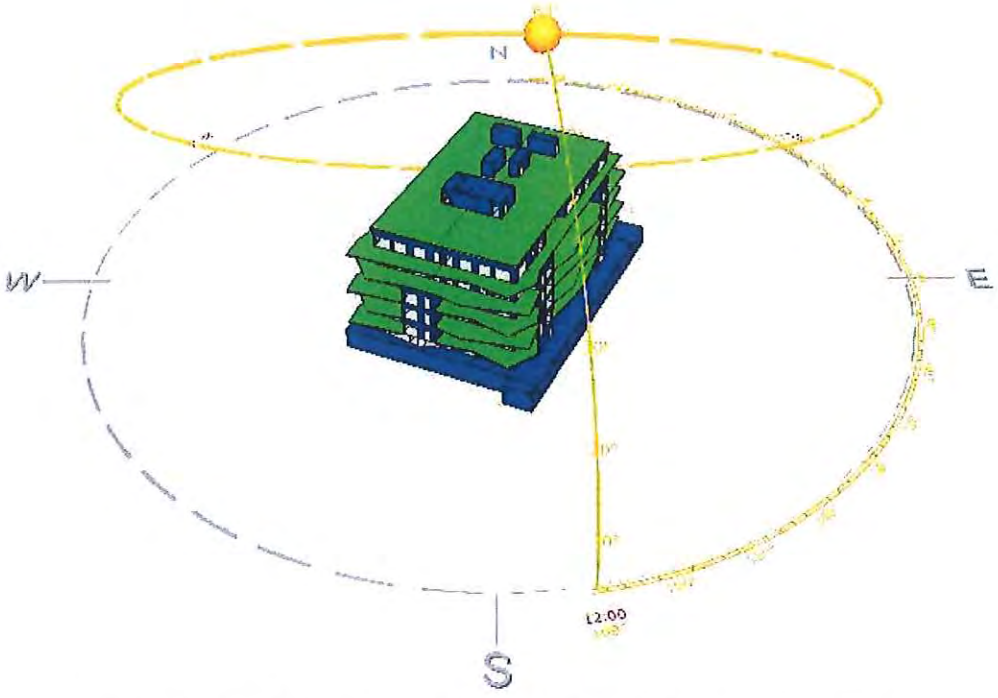


Figure 2 – Building Orientation and Sunpath Diagram – June 21

APPENDIX B – MODEL INPUTS AND PARAMETERS

Project Information

Project Number	260516
Project Name	1890 Comox Ave
Project Address	1890 Comox Avenue, Comox, BC
Energy Modeller	Noah Lunn
Jurisdiction	Town of Comox
Climate zone	4
Modelled Floor Area (m^2)	7163.8

Project Energy Target

Major Occupancy #1 Classification	C
Major Occupancy #1 TEUI	130
Major Occupancy #1 TEDI	45
Major Occupancy #1 Area (m^2)	7,154
Project TEUI Target	**130**
Project TEDI Target	**45**

Building Geometry

Modelled Floor Area (MFA) (m^2)	7153.54
Above Grade Facade Area (m^2)	3631.29
VFAR	0.51
North Glazing Percentage	36.2%
East Glazing Percentage	39.1%
South Glazing Percentage	33.3%
West Glazing Percentage	35.3%
Total Glazing Percentage	36.1%

Schedules & Set Points

Space or Group	Ventilation Schedule	Heating Schedule	Cooling Schedule	Notes
One-Bedroom Suites	Continuous	NECB G	NECB G	
Two-Bedroom Suites	Continuous	NECB G	NECB G	
Amenity	NECB B Fans	NECB B	NECB B	
Lounge	Continuous	NECB G	NECB G	
Lobby	Continuous	NECB G	NECB G	
Corridors	Continuous	NECB G	N/A	No mechanical cooling
Stairs	N/A	NECB G	N/A	No mechanical cooling
Storage Rooms	N/A	Constant 15°C	N/A	No mechanical cooling
Utility Rooms	N/A	Constant 5°C	N/A	No mechanical cooling
Garbage Room	N/A	Constant 15°C	N/A	No mechanical cooling

Internal Gains

Space or Group	Lighting	Equipment	People	Occupant Density	Schedule
One-Bedroom Suites	5 W/m^2	5 W/m^2	73.27 W/person	2 people	NECB G
Two-Bedroom Suites	5 W/m^2	5 W/m^2	73.27 W/person	3 people	NECB G
Amenity	6.3 W/m^2	1 W/m^2	90 W/person	10 m^2/person	NECB B
Lounge	6.3 W/m^2	1 W/m^2	90 W/person	10 m^2/person	NECB G
Lobby	4.4 W/m^2	N/A	90 W/person	100 m^2/person	NECB G
Corridors	4.4 W/m^2	N/A	90 W/person	100 m^2/person	NECB G
Stairs	5.3 W/m^2	N/A	73.27 W/person	200 m^2/person	NECB G
Storage Rooms	4.1 W/m^2	1 W/m^2	90 W/person	100 m^2/person	NECB G
Utility Rooms	4.6 W/m^2	1 W/m^2	90 W/person	200 m^2/person	NECB G
Garbage Room	4.1 W/m^2	1 W/m^2	73.27 W/person	100 m^2/person	NECB G

Notes

Internal gains have been included according to the space-by-space method. This method attributes power use densities, equipment, and occupant gains to building space according to its type.

Building Envelope

Assembly	U-value (SI)	SHGC	Area (m^2)	Notes
Exterior Walls	U-0.404 $W/m^2 \cdot K$	N/A	2301.99	2"x6" Wood frame wall with R-22 mineral wool insulation. See BETBG calculations
Parkade Separations	U-0.500 $W/m^2 \cdot K$	N/A	192.4	Concrete wall with R-10 insulation
Roof	U-0.142 $W/m^2 \cdot K$	N/A	1062.45	Low-slope roof with R-40 insulation above deck
Balcony Over Conditioned Space	U-0.154 $W/m^2 \cdot K$	N/A	124.58	Wood joist balcony roof with R-40 insulation in cavity
Suspended Slab	U-0.309 $W/m^2 \cdot K$	N/A	1187.03	Concrete slab with R-20 spray insulation. See BETBG calculations
Vinyl Frame Windows	U-1.5 $W/m^2 \cdot K$	0.26	1277.31	Double glazed vinyl frame windows
Windows	U-2.0 $W/m^2 \cdot K$	0.3	35	Double glazed aluminum frame windows
Opaque Doors	U-2.12 $W/m^2 \cdot K$	N/A	16.98	Opaque doors

Outdoor Air

Space or Group	Outdoor Air (L/s)	Number of Spaces	Sensible Recovery	Heating Efficiency	Cooling Efficiency	Notes
One-Bedroom Suites	21	9	78%	N/A	N/A	Ventilation rates are according to mechanical plans
Two-Bedroom Suites (Including Dens)	28	35	75%	N/A	N/A	
Amenity	155.7	1	73%	N/A	N/A	
Lounge	14.16	1	75%	N/A	N/A	
Lobby	33.04	1	75%	N/A	N/A	
Corridors	471.86 (total)	9	N/A	92%	EER: 15.48	

Heating Systems

Zone or Zone Group	Energy Source	Efficiency	Forced Air?	Notes
Suites 101, 201, 301, 401, 501	Electric	HSPF2: 8.8	Yes	Ducted fan coil
Suites 102, 202, 302, 402, 502	Electric	HSPF2: 9.0	Yes	Ducted fan coil
Suites 103, 203, 303, 403, 503	Electric	HSPF2: 9.0	Yes	Ducted fan coil
Suites 104, 204, 304, 404, 504	Electric	HSPF2: 9.0	Yes	Ducted fan coil
Suite 105, 205, 305, 405, 505	Electric	HSPF2: 8.8	Yes	Ducted fan coil
Suites 106, 206, 306, 406, 506	Electric	HSPF2: 9.0	Yes	Ducted fan coil
Suites 207, 307, 407, 507	Electric	HSPF2: 8.8	Yes	Ducted fan coil
Suites 208, 308, 408, 508	Electric	HSPF2: 8.8	Yes	Ducted fan coil
Penthouse 01 and 04	Electric	HSPF2: 8.8	Yes	Ducted fan coil
Penthouse 02 and 03	Electric	HSPF2: 9.0	Yes	Ducted fan coil
Penthoues 05 and 06	Electric	HSPF2: 8.7	Yes	Ducted fan coil
Amenity	Electric	HSPF2: 8.8	Yes	Ducted fan coil
Lounge	Electric	100%	Yes	Electric baseboard heater
Lobby	Electric	100%	Yes	Electric baseboard heater

Heating Systems

Zone or Zone Group	Energy Source	Efficiency	Forced Air?	Notes
Corridors	Electric	100%	No	Electric baseboard heater
Stairs	Electric	100%	No	Electric baseboard heater
Storage Rooms	Electric	100%	No	Electric baseboard heater
Utility Rooms	Electric	100%	No	Electric baseboard heater
Garbage Room	Electric	100%	No	Electric baseboard heater

Cooling Systems

Zone or Zone Group	Energy Source	Efficiency	Forced Air?	Notes
Suites 101, 201, 301, 401, 501	Electric	EER2: 9.5	Yes	Ducted fan coil
Suites 102, 202, 302, 402, 502	Electric	EER2: 11.0	Yes	Ducted fan coil
Suites 103, 203, 303, 403, 503	Electric	EER2: 11.0	Yes	Ducted fan coil
Suites 104, 204, 304, 404, 504	Electric	EER2: 11.0	Yes	Ducted fan coil
Suite 105, 205, 305, 405, 505	Electric	EER2: 9.5	Yes	Ducted fan coil
Suites 106, 206, 306, 406, 506	Electric	EER2: 11.0	Yes	Ducted fan coil
Suites 207, 307, 407, 507	Electric	EER2: 9.5	Yes	Ducted fan coil
Suites 208, 308, 408, 508	Electric	EER2: 9.5	Yes	Ducted fan coil
Penthouse 01 and 04	Electric	EER2: 9.5	Yes	Ducted fan coil
Penthouse 02 and 03	Electric	EER2: 11.0	Yes	Ducted fan coil
Penthoues 05 and 06	Electric	EER2: 8.7	Yes	Ducted fan coil
Amenity	Electric	EER2: 9.5	Yes	Ducted fan coil

Fans

Fan or Fan Group	Fan Type	Efficiency (W/L/s)	Flow Rate (L/s)	Number in Group	Fan Schedule
One-Bedroom Suite ERV	Outdoor air	0.79	21	9	On continuously
One-Bedroom Suite ERV	Exhaust	0.79	21	9	On continuously
Two-Bedroom Suite ERV (Including Dens)	Outdoor air	0.76	28	35	On continuously
Two-Bedroom Suite ERV (Including Dens)	Exhaust	0.76	25	35	On continuously
Kitchen Range Hoods	Exhaust	0.67	75	44	2 hrs/day
Bathroom Exhaust Fans	Exhaust	0.68	23.6	39	2 hrs/day
Utility Room Fans	Exhaust	0.32	51.9	3	2 hrs/day
Storage Room Fans	Exhaust	0.32	51.9	2	2 hrs/day
Bike Storage 1	Exhaust	0.32	51.9	1	2 hrs/day
Bike Storage 2	Exhaust	0.31	23.6	1	2 hrs/day
Garbage Room Fan	Exhaust	0.29	70.8	1	2 hrs/day
Elevator Shaft	Upblast	0.61	283.2	1	2 hrs/day
Parkade Transfer Fan	Jet	0.62	1793.4	4	4 hrs/day
Parkade Exhaust Fan	Wall Mounted	0.34	6371.3	1	4 hrs/day

Domestic Hot Water

Parameter	Input	Reference	Notes
Hot Water Demand	0.0016 L/s/person	City of Vancouver Energy Modelling Guidelines	NECB G Domestic Hot Water Schedule
Amenity Hot Water Demand	60 W/occupant	NECB 2020 Table A-8.4.3.2.(2)-B	NECB B Domestic Hot Water Schedule
Water Heating Equipment	Central gas DHW heater, 97% efficient	Mechanical design	
Water Temperatures	5°C inlet temperature. 55°C delivery temperature	City of Vancouver Energy Modelling Guidelines	
Storage Volume	1350 L	Mechanical design	
Storage Losses	0.0079 kWh(L · day)	Sample product literature	
Reciculation Loop Length	100 m	Assumed mechanical design	
Recirculation Losses	8 W/m	Engineering calculations	
Recirculation Pump	0.25 kW	Mechanical design	

Miscellaneous Consumption

Type	Input	Reference	Schedule
Elevator Motor	3.0 kW per elevator	City of Vancouver Energy Modelling Guidelines	NECB G Equipment

APPENDIX C – THERMAL BRIDGING (BETBG) CALCULATION

BC hydro powersmart FORTIS BC

Scenario Description: Exterior Walls

Enhanced Thermal Performance Spread Sheet SI Units

Clear Field Area Method

Select Area Calculation (Choose One)	Area	Units
◉ Sum of Active Clear Field Areas (Default)	2301.99	m^2
○ User Defined Area		

Overall Opaque Wall Thermal Performance Values

Base Building		Proposed Building		% Below Baseline
Opaque USI-Value (W/m^2K)	Enter Base Building U-Value	Opaque USI-Value (W/m^2K)	0.404	-
Effective RSI-Value (m^2K/W)	-	Effective RSI-Value (m^2K/W)	2.5	

Workspace

Proposed Building Entries

								Totals	929.0	100%
Add/Remove Detail	Transmittance Type	Include	Transmittance Description	Area, Length or Amount Takeoff	Units	Transmittance Value	Units	Source Reference	Heat Flow (W/K)	%Total Heat Flow
Add Clear Field	Clear Field	☑	2"x6" Wood stud wall with R-22 mineral wool insulation	2301.99	m^2	0.260	W/m^2K	BCBC 8.1.2	598.5	64%
Add Linear Interface Detail	Linear Interface Detail	☑	Intermediate floor joist and wall intersection	82.65	m	0.122	W/mK	BCBC 8.2.1	10.1	1%
	Linear Interface Detail	☑	Balcony Wall Intersection	709.74	m	0.125	W/mK	BCBC 8.2.3	88.7	10%
	Linear Interface Detail	☑	Wood stud wall at suspended slab intersection	158.54	m	0.554	W/mK	BCBC 8.6.1	87.8	9%
	Linear Interface Detail	☑	Roof parapet intersection	238.09	m	0.054	W/mK	BCBC 8.4.1	12.9	1%
	Linear Interface Detail	☑	Vinyl window frame transition	2196.00	m	0.055	W/mK	BCBC 8.3.1	120.8	13%
	Linear Interface Detail	☑	Wood stud exterior wall corners	287.94	m	0.035	W/mK	BCBC 8.5.1	10.1	1%
	Linear Interface Detail	☑	Storefront window frame transition	101.40	m	0.001	W/mK	BCBC 8.3.2	0.1	0%
Add Point Interface Detail	Point Interface Detail	☑	Enter Description Here	Enter Amount Here	#	Enter Chi-Value Here	W/K	Enter Source Here	-	-

Notes

BC hydro powersmart FORTIS BC

Scenario Description: Suspended Slab

Enhanced Thermal Performance Spread Sheet SI Units

Clear Field Area Method

Select Area Calculation (Choose One)	Area	Units
◉ Sum of Active Clear Field Areas (Default)	1200.70	m^2
○ User Defined Area		

Overall Opaque Wall Thermal Performance Values

Base Building		Proposed Building		% Below Baseline
Opaque USI-Value (W/m^2K)	Enter Base Building U-Value	Opaque USI-Value (W/m^2K)	0.309	-
Effective RSI-Value (m^2K/W)	-	Effective RSI-Value (m^2K/W)	3.2	

Workspace

Proposed Building Entries

								Totals	371.3	100%
Add/Remove Detail	Transmittance Type	Include	Transmittance Description	Area, Length or Amount Takeoff	Units	Transmittance Value	Units	Source Reference	Heat Flow (W/K)	%Total Heat Flow
Add Clear Field	Clear Field	☑	Concrete slab with R-20 spray insulation	1200.70	m^2	0.244	W/m^2K	ASHRAE 90.1	293.0	79%
Add Linear Interface Detail	Linear Interface Detail	☑	Interior walls into slab	104.09	m	0.674	W/mK	BETBG 7.7.1	70.2	19%
Add Point Interface Detail	Point Interface Detail	☑	Concrete columns into slab	11	#	0.740	W/K	BETBG 7.7.2	8.1	2%

Notes

APPENDIX D - CORRIDOR PRESSURIZATION ADJUSTMENT (TEDI & TEUI)

The results of the corridor pressurization adjustment are shown below according to the methods described in the City of Vancouver Energy Modelling Guidelines. The Guidelines state that the result of the adjustment calculation shall be taken to a maximum of 10.

$$\text{TEDI Adjustment} = \frac{\text{HDD} \times [(0.029 \times \#\text{Suites} \times (\text{L/s/door})) - (0.0073 \times \text{Corridor Area})]}{\text{MFA}}$$

Parameter	Input
HDD18	2930
# Suites	44
L/s/door	9.87
Corridor Area (m^2)	424.23
MFA (m^2)	7153.54
Adjustment	3.9

Table 5 – Corridor Pressurization Adjustment

GHGI Adjustment = TEDI/TEUI Adjustment x Corridor Pressurization Emissions Factor

Parameter	Input
TEUI Adjustment (kWh/m^2)	3.9
Emissions Factor ($kgCO_2/kWh$)	0.180
GHGI Adjustment ($kgCO_2/m^2yr$)	**0.70**

Table 6 – GHGI Adjustment Inputs and Result

$$Adjusted\ GHGI\ = 5.27\ \frac{kgCO_2}{m^2yr} - 0.70\ \frac{kgCO_2}{m^2yr} = 4.57\ \frac{kgCO_2}{m^2yr}$$

APPENDIX E – UNMET HOURS ANALYSIS

The unmet hours analysis was performed to ensure that the model is compliant with NECB 2020 Section 8.4.1.2. The analysis showed that the **model satisfies the 100 unmet hour maximum.** A full breakdown of the number of unmet hours in each suite is shown in the pages below.

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Project File: 260516 Comox Condo.mit
Sim File: 260516 Comox Condo.aps 09/Nov/2026
Weather File: CAN_BC_Comox.Valley.AP.718930_CWEC2016.epw

		Cooling UMLH - hours in range
File	Location	< -1.00
260516 Comox Condo.aps	1: AMENITY	0.0
260516 Comox Condo.aps	1: UNIT 102 - 1BR	0.0
260516 Comox Condo.aps	1: UNIT 103 - 2BR	6.0
260516 Comox Condo.aps	1: UNIT 104 - 2BR	0.0
260516 Comox Condo.aps	1: UNIT 105 - 2BR	0.0
260516 Comox Condo.aps	1: UNIT 106 - 2BR	0.0
260516 Comox Condo.aps	1: UNIT 107 - 2BR	0.0
260516 Comox Condo.aps	2: UNIT 201 - 2BR	0.0
260516 Comox Condo.aps	2: UNIT 202 - 1BR	0.0
260516 Comox Condo.aps	2: UNIT 203 - 2BR	4.0
260516 Comox Condo.aps	2: UNIT 204 - 2BR	0.0
260516 Comox Condo.aps	2: UNIT 205 - 2BR	0.0
260516 Comox Condo.aps	2: UNIT 206 - 2BR	0.0
260516 Comox Condo.aps	2: UNIT 207 - 2BR	0.0
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260516 Comox Condo.aps	4: UNIT 407 - 2BR	0.0
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260516 Comox Condo.aps	5: UNIT 502 - 1BR	1.0
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260516 Comox Condo.aps	5: UNIT 505 - 2BR	0.0
260516 Comox Condo.aps	5: UNIT 506 - 2BR	0.0
260516 Comox Condo.aps	5: UNIT 507 - 2BR	0.0
260516 Comox Condo.aps	5: UNIT 508 - 2BR	4.0
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260516 Comox Condo.aps	6: PH 02 - 2BR	17.0
260516 Comox Condo.aps	6: PH 03 - 2BR	0.0
260516 Comox Condo.aps	6: PH 04 - 2BR	0.0
260516 Comox Condo.aps	6: PH 05 - 2BR	8.0
260516 Comox Condo.aps	6: PH 06 - 2BR	48.0
260516 Comox Condo.aps	Total unique hours	53.0

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Project File: 260516 Comox Condo.mit
Sim File: 260516 Comox Condo.aps 06/Nov/2026
Weather File: CAN_BC_Comox.Valley.AP.718930_CWEC2016.epw

		Heating UMLH - hours in range
File	Location	< -1.00
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260516 Comox Condo.aps	0: STORAGE 1	0.0
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260516 Comox Condo.aps	1: AMENITY	0.0
260516 Comox Condo.aps	1: BIKE ROOM	0.0
260516 Comox Condo.aps	1: LOBBY	0.0
260516 Comox Condo.aps	1: LOUNGE	0.0
260516 Comox Condo.aps	1: MAIL	0.0
260516 Comox Condo.aps	1: STAIR 1	0.0
260516 Comox Condo.aps	1: STAIR 2	0.0
260516 Comox Condo.aps	1: STORAGE	0.0
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260516 Comox Condo.aps	1: UNIT 107 - 2BR	0.0
260516 Comox Condo.aps	2: CORRIDOR	0.0
260516 Comox Condo.aps	2: STAIR 1	0.0
260516 Comox Condo.aps	2: STAIR 2	0.0
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260516 Comox Condo.aps	2: UNIT 206 - 2BR	0.0
260516 Comox Condo.aps	2: UNIT 207 - 2BR	0.0
260516 Comox Condo.aps	2: UNIT 208 - 2BR	0.0
260516 Comox Condo.aps	3: CORRIDOR	0.0
260516 Comox Condo.aps	3: STAIR 1	0.0
260516 Comox Condo.aps	3: STAIR 2	0.0
260516 Comox Condo.aps	3: UNIT 301 - 2BR	0.0
260516 Comox Condo.aps	3: UNIT 302 - 1BR	0.0
260516 Comox Condo.aps	3: UNIT 303 - 2BR	0.0
260516 Comox Condo.aps	3: UNIT 304 - 2BR	0.0
260516 Comox Condo.aps	3: UNIT 305 - 2BR	0.0
260516 Comox Condo.aps	3: UNIT 306 - 2BR	0.0
260516 Comox Condo.aps	3: UNIT 307 - 2BR	0.0
260516 Comox Condo.aps	3: UNIT 308 - 2BR	0.0
260516 Comox Condo.aps	4: CORRIDOR	0.0
260516 Comox Condo.aps	4: STAIR 1	0.0
260516 Comox Condo.aps	4: STAIR 2	0.0
260516 Comox Condo.aps	4: UNIT 401 - 2BR	0.0
260516 Comox Condo.aps	4: UNIT 402 - 1BR	0.0
260516 Comox Condo.aps	4: UNIT 403 - 2BR	0.0
260516 Comox Condo.aps	4: UNIT 404 - 2BR	0.0
260516 Comox Condo.aps	4: UNIT 405 - 2BR	0.0
260516 Comox Condo.aps	4: UNIT 406 - 2BR	0.0
260516 Comox Condo.aps	4: UNIT 407 - 2BR	0.0
260516 Comox Condo.aps	4: UNIT 408 - 2BR	0.0

260516 Comox Condo.aps	5: CORRIDOR	0.0
260516 Comox Condo.aps	5: STAIR 1	0.0
260516 Comox Condo.aps	5: STAIR 2	0.0
260516 Comox Condo.aps	5: UNIT 501 - 2BR	0.0
260516 Comox Condo.aps	5: UNIT 502 - 1BR	0.0
260516 Comox Condo.aps	5: UNIT 503 - 2BR	0.0
260516 Comox Condo.aps	5: UNIT 504 - 2BR	0.0
260516 Comox Condo.aps	5: UNIT 505 - 2BR	0.0
260516 Comox Condo.aps	5: UNIT 506 - 2BR	0.0
260516 Comox Condo.aps	5: UNIT 507 - 2BR	0.0
260516 Comox Condo.aps	5: UNIT 508 - 2BR	0.0
260516 Comox Condo.aps	6: CORRIDOR	0.0
260516 Comox Condo.aps	6: PH 01 - 2BR	0.0
260516 Comox Condo.aps	6: PH 02 - 2BR	9.0
260516 Comox Condo.aps	6: PH 03 - 2BR	9.0
260516 Comox Condo.aps	6: PH 04 - 2BR	0.0
260516 Comox Condo.aps	6: PH 05 - 2BR	18.0
260516 Comox Condo.aps	6: PH 06 - 2BR	21.0
260516 Comox Condo.aps	6: STAIR 1	0.0
260516 Comox Condo.aps	6: STAIR 2	0.0
260516 Comox Condo.aps	6: VOID	0.0
260516 Comox Condo.aps	ROOF: LOBBY	0.0
260516 Comox Condo.aps	ROOF: STAIR 1	0.0
260516 Comox Condo.aps	1: HALLWAY	0.0
260516 Comox Condo.aps	1: CORRIDOR	0.0
260516 Comox Condo.aps	Total unique hours	21.0

TOWN OF COMOX

STAFF REPORT

Meeting: 11-25-2026

TO: Mayor and Council	**FILE:** RZ 24-4
FROM: Robin Pallett, Planner II	**DATE:** November 20, 2026
SUBJECT: Rezoning Application RZ 24-4 (1946 & 1950 Comox Avenue)	

Prepared by:	Supervisor:	Report Approved:
Robin Pallett, Planner II	*Randy Houle, Director of Development Services*	*Jordan Wall, CAO*

RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER:

THAT Council direct staff to bring forward a zoning amendment bylaw for Rezoning Application RZ 24-4 (1946 & 1950 Comox Ave) for consideration of first and second readings.

ALTERNATIVES TO THE RECOMMENDATIONS

1) THAT Rezoning Application RZ 24-4 be rejected; or
2) THAT the Rezoning Application RZ 24-4 be referred to another round of Public Information Meetings prior to consideration of first and second readings.

PURPOSE

The purpose of this report is to seek direction from Council regarding the proposed rezoning application prior to the amendment bylaw being considered by Council. The applicant is proposing to rezone the subject property from E-1 (Corridor Commercial) to RM-3 (Mid-Rise Residential), to facilitate the construction of a six storey residential apartment complex consisting of three buildings containing a total of 223 dwelling units and a partially underground parking structure. The proposed development

also includes a child-care facility and an enhanced boulevard treatment along the Ivy Place frontage to serve as a component of the Town's active transportation network.

The proposal is generally supported by the Mid-Rise Residential (6-storey) land use designation of the subject site in the Official Community Plan (OCP). A detailed staff analysis of the zoning amendment bylaw will be presented for Council's consideration if the bylaw is brought forward for readings at a future Council meeting.

The subject property is located within the Low and Mid-Rise Residential form and character development permit area and staff have identified several variances, to both Zoning Bylaw 2056 and Subdivision and Development Services Bylaw 2065, that would be required in order to facilitate the proposed development. These variances include reducing the building setback (on the east side of Buildings A and C), as well as reduction to parking standards and road standards along Ivy Place.

The associated development variance permit and the development permit are required to be issued prior to building permit approval and will be brought forward to Council for consideration alongside the zoning amendment bylaw readings.

PROCESSING

The following outlines the development approval process:

1. **Council consideration of proposed zoning amendment application.**
2. Public Information Meeting arranged by the applicant (if applicable)
3. First and Second Reading of proposed Zoning Amendment Bylaw
4. Third Reading of proposed bylaw
5. Resolution of any outstanding items
6. Adoption of proposed bylaw
7. Approval of Development Permit and Development Variance Permit
8. Approval of Demolition and Building Permits

The proposed development is prohibited from being subject to a Public Hearing, in accordance with Section 464(3) of the *Local Government Act* as the development is consistent with the OCP, and the sole purpose is to facilitate the construction of a residential development.

STRATEGIC PLAN LINKAGE

Strategic Priority	Areas of Focus
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.

BACKGROUND

Subject Property:

Zoning Designation: E-1 Corridor Commercial **OCP Designation:** Mid-Rise Residential (6-storey)

Property Size: 11,226.7 m^2

Property Contains: 14 existing residential buildings containing 21 dwelling units (removal proposed).

Surrounding Land Uses: Single-family and apartment (condominium) development to the west; Single-family development across Buena Vista Avenue to the north, across Ivy Place to the east and across Comox Avenue to the south.

Application History: At the July 16, 2025 Regular Council Meeting (RCM), Council moved to direct staff to bring forward a zoning amendment bylaw for RZ 24-4, incorporating the conditions identified in the first introductory staff report (dated July 16, 2025, provided in **Attachment F**), except to a) not require additional road dedication that would accommodate a future extension of Ivy Place to Comox Ave, and b) allow direct vehicle access from Comox Avenue (right in, right out). Because staff had not yet received a complete application from the applicant at the time, Council also moved to indicate support for an application to be received for a 6-storey residential development, with daycare and outdoor amenity space, in accordance with the OCP[1].

[1] At the time of the July 16, 2025 RCM, Comox Official Community Plan Bylaw 1685 was in effect, which has since been replaced by Official Community Plan Bylaw 2054.

OCP LAND USE DESIGNATION: MID-RISE RESIDENTIAL (6-STOREY)

The Mid-Rise Residential (6-Storey) designation supports apartment development up to six storeys in height, close to existing and planned mixed-use areas, transit routes, and the active transportation network[2]. The proposed development is aligned with this designation.

ANALYSIS/ISSUES/IMPLICATIONS

The site consists of two lots, which would be consolidated before issuance of a building permit, and fronting public roads on three sides: Comox Avenue to the south, Buena Vista Avenue to the north and Ivy Place to the east. Road dedication would be taken from all three sides in accordance with Subdivision and Development Services Bylaw 2065. Vehicle access is proposed from Comox Avenue and Buena Vista Avenue, in both cases leading into the parking structure, which is underground at the north end of the site (under Building A, as shown on the submitted development drawings on **Attachment E**).

The proposed development includes two residential buildings fronting Comox Avenue (Buildings B & C) and one fronting onto Buena Vista Avenue (Building A). Each of three proposed residential buildings are proposed to be six storeys high, with the Buildings B & C stepping back above the third storey (for a terraced effect) and Building A stepped back above the fifth storey.

After initial review of the most recent resubmission package for the rezoning application, staff consider that the rezoning application has merit for Council consideration, given that:

- The proposal is consistent with OCP 2048, and Building A is set back far enough from 1963 Buena Vista Avenue to satisfy the requirement to be stepped back above the fourth storey[3].
- Building A is stepped back above the fourth storey along its north elevation (facing Buena Vista Avenue) to mitigate the building's height and massing.
- The design and siting of Buildings B and C (fronting Comox Avenue) demonstrate a voluntary sensitivity to building mass. The increased front setback and terraced front portions of the buildings create a lower massing profile as seen from Comox Avenue.
- The majority of required parking is enclosed in the parkade.

[2] OCP Section 11: Low-Rise and Mid-Rise Residential
[3] OCP Policy 11.8

- The construction of a commercial child care facility (open to public enrolment for up to 28 children).
- The proximity to downtown, nearby services and Ecole Robb Road Elementary School.
- The proximity to the Town's Active Transportation Network, which encourages more walking and active forms of transportation and reduces reliance on personal automobiles.
- The proximity to transit stops encourages more transit use and reduces reliance on personal automobiles.
- A landscaped multi-use active transportation path is proposed along the municipal boulevard along Ivy Place, which connects to the Town's Active Transportation Network and would contribute to an active transportation connection to École Robb Road Elementary School.
- Two courtyards (upper and lower) providing robust semi-private open space (for shared use by residents of the development, but not the public) are proposed, including a play structure and open green space.
- Retention of four existing trees along the west portion of the Buena Vista frontage, including a mature fir tree (#71) in good condition and a Town-owned mature maple tree (#67), for which the parkade footprint was adjusted to accommodate.

SUPPORTING DOCUMENTS

Several supporting documents will be finalized and reported on by Staff as the project moves forward to bylaw readings, which include:

1) An updated Traffic Impact Assessment;
2) An updated tenant relocation plan, including provisions and timeframes for tenant relocation;
3) An updated letter of rationale for the proposed development;
4) A sewer capacity analysis based on the current sanitary model;
5) A fire flow capacity analysis based on the current water model; and
6) A storm sewer capacity analysis.

FINANCIAL IMPLICATIONS

- This project would be anticipated upon occupancy to generate a net benefit to general municipal revenue including the infrastructure levy (tax revenue minus infrastructure replacement savings) of over $400,000 per year.
- As per section 568 of the Local Government Act, new Development Cost Charge (DCC) bylaws have no effect for 12 months after adoption if there is a precursor instream rezoning or development permit application. The Town adopted DCC Bylaw 2053 on June 10, 2026, at which time rezoning application RZ 24-4 was and remains 'in-stream'.
    - Therefore, unless a building permit for the proposed development is applied for after June 10, 2027, DCC Bylaw 1830 would apply to the proposed development at a rate of $4,000.03 per dwelling unit and $100.90 per m^2 of) the child care facility's gross floor area (GFA) for a total of **$907,787**; however
    - If the building permit is applied for after June 10, 2027, DCC Bylaw 2053 would apply to the proposed development at a rate of $117.14 per m^2 of residential GFA and $49.54 per m^2 of the child care facility's GFA for a total of **$1,888,267**.
- The project is also considered to be 'in-stream' in relation to Amenity Cost Charges (ACCs). This means that section 5.01 of the Affordable Housing Amenity Contribution Policy (CCL-069.04) would apply in this case, which requires an affordable housing contribution equal to the cost of ACCs as per Schedule "A" of Amenity Cost Charges Bylaw No. 2052. In this case, the land use would be High Density Residential, and the total charge would come to **$710,040**.

PUBLIC PROCESS

Public Information Meeting:

Community consultation was originally conducted by the applicant in 2023, prior to submission of an application. The applicant's summary report of the meeting is provided in **Attachment H**, which includes the number of attendees, a copy of the applicant's slideshow presentation to the public, questions raised, major discussion points, and changes made to the proposed development as a result of the comments and concerns received at the meeting.

Council may require the applicant to conduct additional public consultation for the proposed zoning amendment to seek additional community engagement regarding the proposal. If so, the applicant would submit a new meeting summary report.

Public Notification:

As the proposal is consistent with the OCP and is for a development that is at least 50% residential, a public hearing is prohibited from being held. Prior to Council's consideration of first reading, notices will be sent to adjacent neighbours within 150.0m of the subject property.

GOVERNANCE CONSIDERATIONS

Administration's recent practice has been to bring larger development proposals before Council early in the application process to seek initial direction, prior to advancing the associated bylaw amendments for consideration of readings. This allows Council to have input into the project earlier and potentially saves significant time and money for both the Town and developer.

This project was originally brought to Council on July 16, 2025, where Council directed that additional road dedication on Ivy Place would not be required. Although this is an introductory report, this project has been in development for multiple years, has been through numerous revisions, and is advanced in its planning and development.

ATTACHMENTS:

Attachment A: Property Location Map

Attachment B: Official Community Plan Map

Attachment C: Zoning Map

Attachment D: Photos of Subject Property

Attachment E: Applicant's Drawings (site plan, floor plans, shadow study, elevations, cross-sections, landscape plan & perspective renderings)

Attachment F: July 16, 2025 RCM Introductory Staff Report for Rezoning Application RZ 24-4

Attachment G: July 16, 2025 RCM Council Resolutions for Rezoning Application RZ 24-4

Attachment H: Applicant's Pre-Application Public Consultation (2023) Presentation and Meeting Summary

TOWN OF COMOX

1946 & 1960 Comox Avenue

Property Location Map

Disclaimer: This map is for reference only. It is not intended to be used for description, conveyance, authoritative definition of legal boundary, or property title. It is not a survey product.

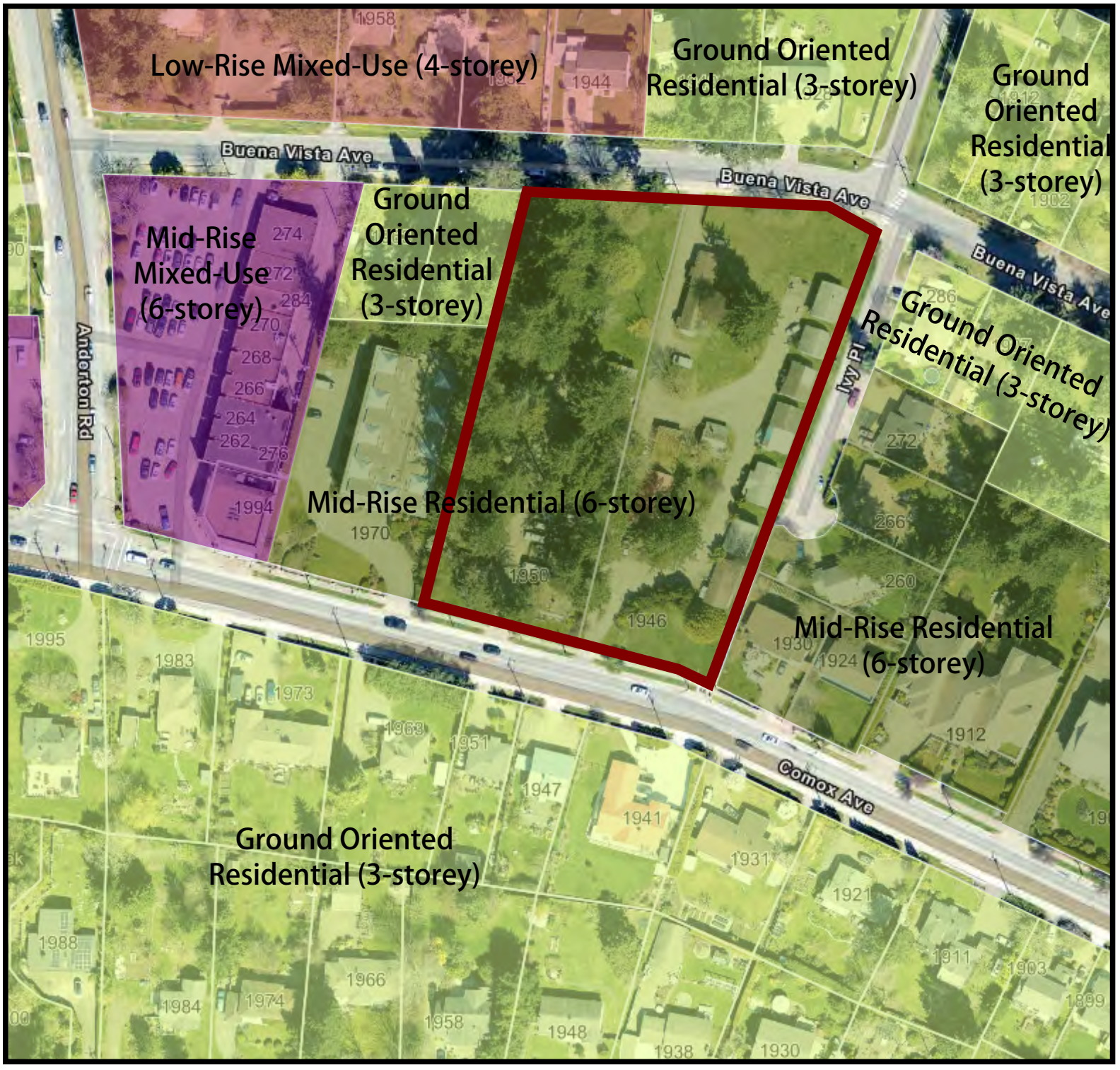
0 5 10 20 30 40 Meters

1:1,750

TOWN OF COMOX

1946 & 1960 Comox Avenue

Property OCP Map

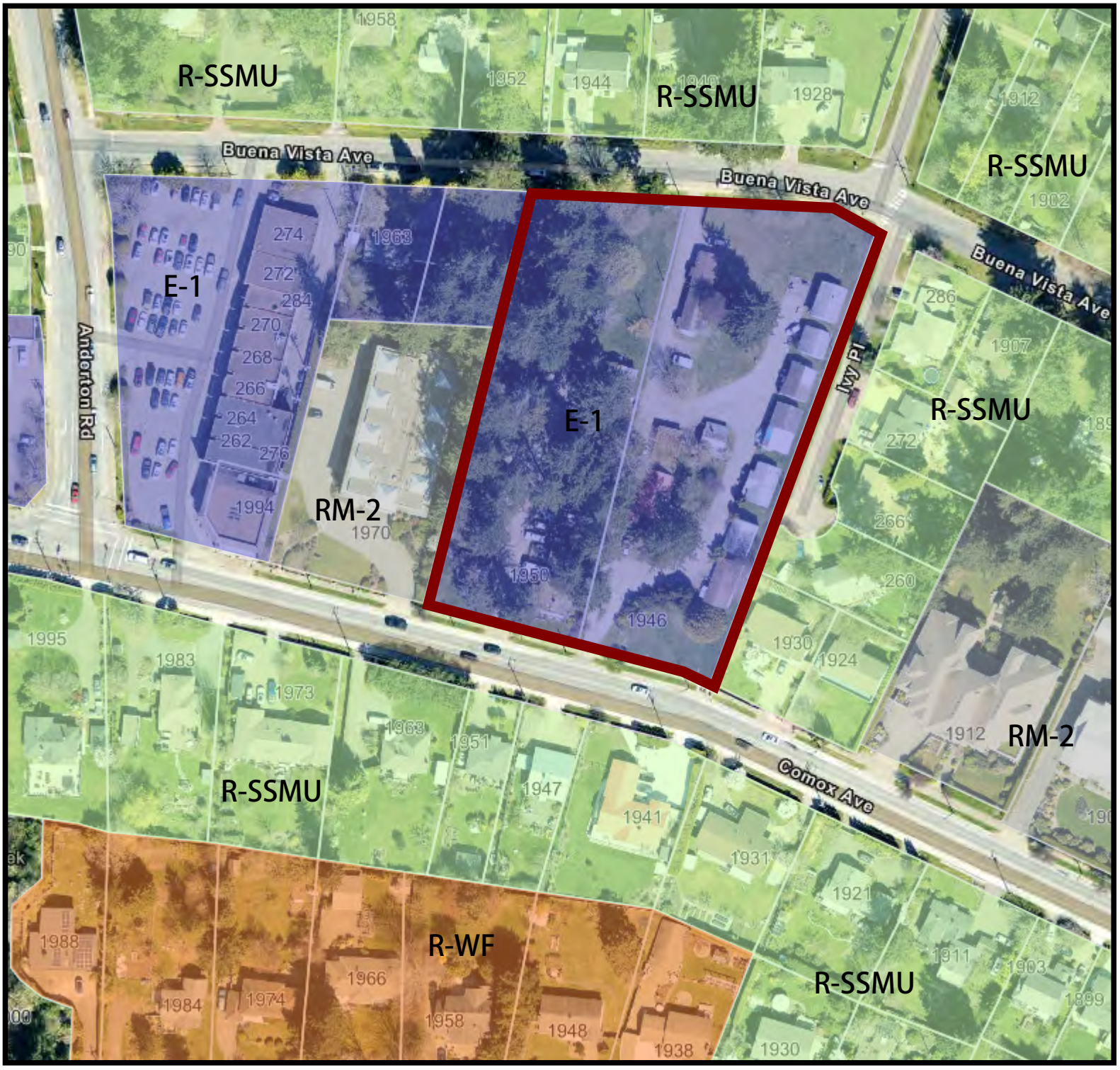


Disclaimer: This map is for reference only. It is not intended to be used for description, conveyance, authoritative definition of legal boundary, or property title. It is not a survey product.

TOWN OF COMOX

1946 & 1960 Comox Avenue

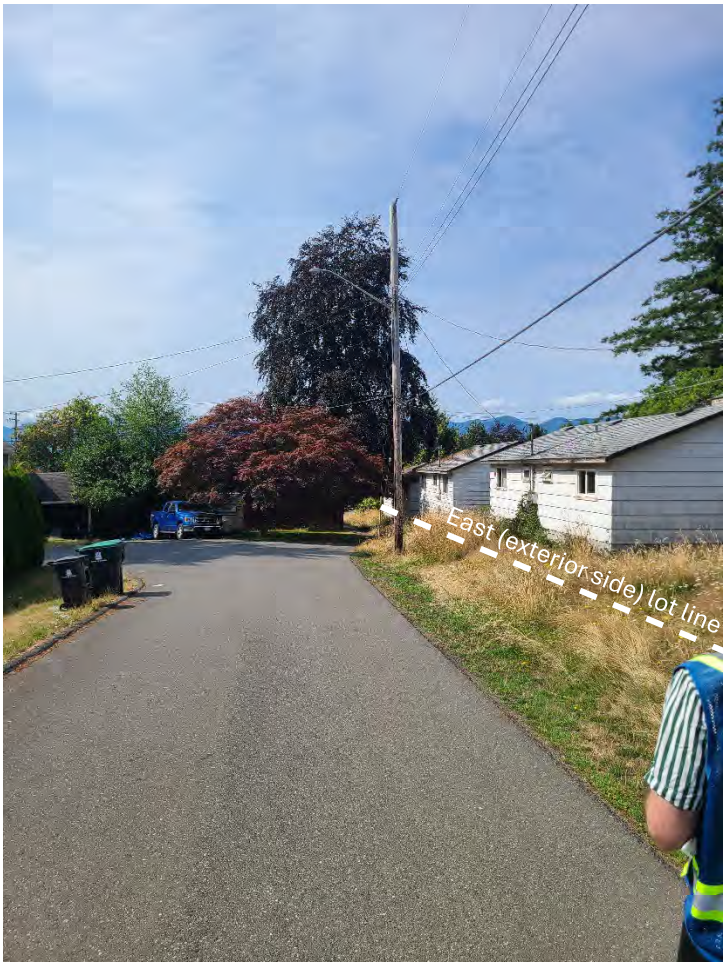
Property Zoning Map



Disclaimer: This map is for reference only. It is not intended to be used for description, conveyance, authoritative definition of legal boundary, or property title. It is not a survey product.

N

PHOTOS OF THE SUBJECT SITE



North (rear) lot line

N
Buena Vista Ave
Ivy Pl
1952
1944
1940
1928
1963
286
272
266
260
1970
1950
1946
1930
1924
1969
1951
1912

N
1952
1944
1940
1928
Buena Vista Ave
1963
Ivy Pl
286
272
266
260
1970
1946
1930
1924
1912
1951

South (front) lot line

N
1952
1944
1940
1928
Buena Vista Ave
1963
Ivy Pl
286
272
266
260
1970
1946
1930
1924
1912
1951

Retained
tree #71

N
Buena Vista Ave
1952
1944
1940
1928
1963
286
272
266
260
1970
1950
1946
1930
1924
1969
1951
1912
Ivy Pl

Retained
off-site
tree #67
North (rear) lot line

N
Buena Vista Ave
1952
1944
1940
1928
1963
286
272
266
260
1970
1950
1946
1930
1924
1912
1951
Ivy Pl

N
Buena Vista Ave
1952
1944
1940
1928
1963
286
272
266
260
1970
1950
1946
1930
1924
1912
1951

North (rear) lot line

N
Buena Vista Ave
1952
1944
1940
1928
1963
286
272
266
260
1970
1956
1946
1930
1924
1969
1951
1912

N
1952
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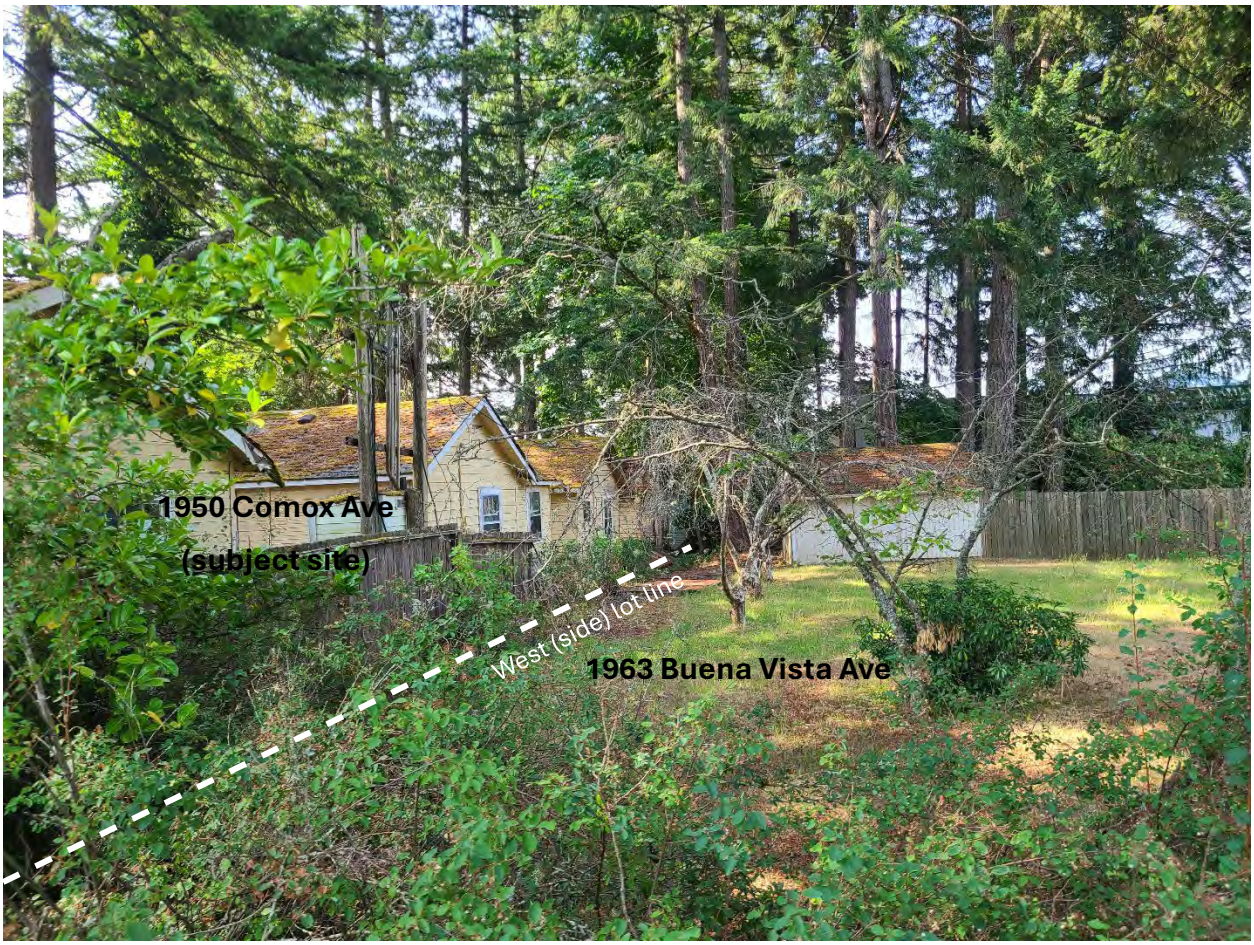
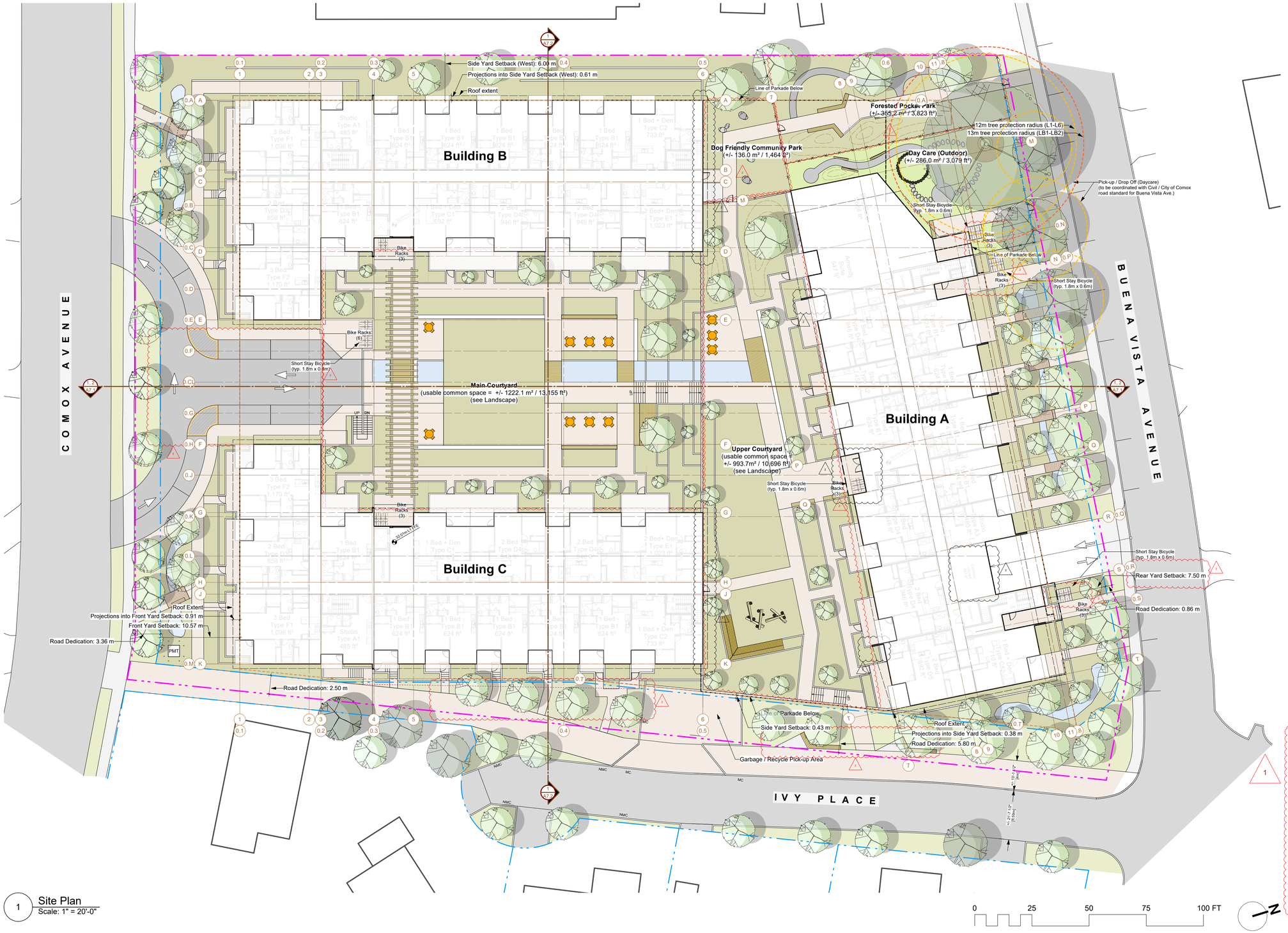
1924
1969
1951
1912


1950 Comox Ave
(subject site)
West (side) lot line
1963 Buena Vista Ave

N
Buena Vista Ave
Ivy Pl
1963
1970
1950
1946
1930
1924
1912
1928
1944
1952

ATTACHMENT E
(SITE/BUILDING PLANS)



1 Site Plan
Scale: 1" = 20'-0"

0 25 50 75 100 FT

LEGEND:

- Property Line (After Road Dedication)
- Building Setback (Proposed)
- Property Line (Before Road Dedication)
- Tree Protection Radii
- Tree (existing)
- Tree (proposed)
- Landscape (outside of property)
- Landscape (inside of property)
- Landscape (childcare - inside of property)
- Bioswale / Water body
- Boardwalks / Wood benches
- Concrete Pavers / Paved walkways / Decks
- Concrete walkways

PARKADE LEGEND:

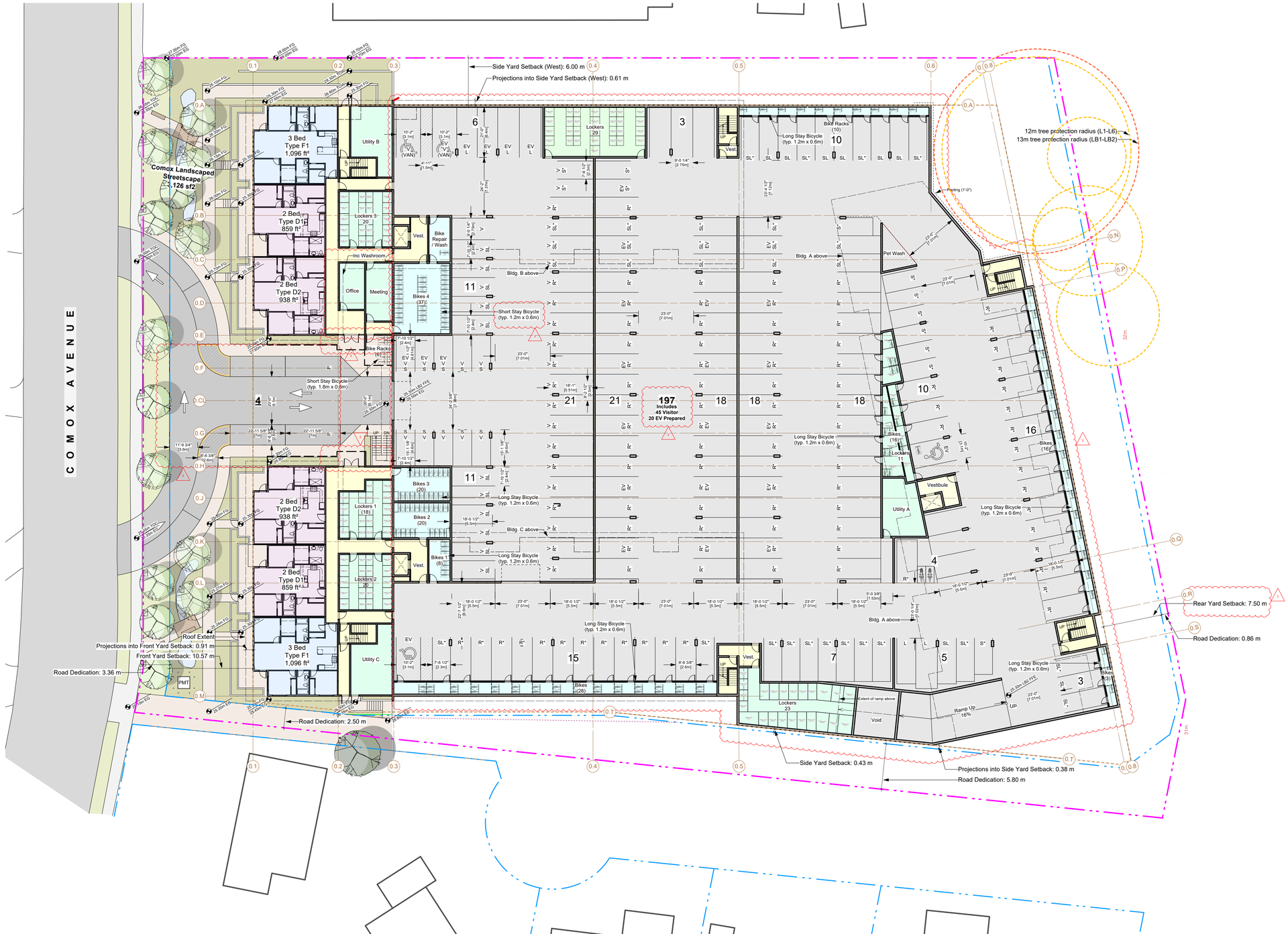
Parking Stalls:

Unlabled - Regular: 2.75m x 5.50m (9'-0.5" x 18'-1")
R* - (Bylaw Regular): 2.60m x 5.50m (8'-6.5" x 18'-1")
PR - Parallel Regular: 2.60m x 7.0m (8'-6.5" x 22'-12")
S - Small: 2.40m x 4.60m (7'-10.5" x 15'1.5")
S* - (Bylaw Small): 2.30m x 4.50m (7'-7" x 14'-9.2")
SL - Small Long: 2.40m x 5.50m (7'-10.5" x 18'-1")
SL* - Small Long (Bylaw width): 2.30m x 5.50m (7'-7" x 18'-1")
SW* - Small Wide (Bylaw length): 2.60m x 4.50m (8'-6.5" × 14'-9.2")
L - Long: ≥2.50m x ≥5.80m (≥9'-0.5" x ≥19'-1")
PS - Parallel Small: 2.60m x 7.00m (8'-6.5" x 22'-12")
Accessible (logo) (Bylaw): 3.1m x 5.5m (10'-2.0"x 18'-1")

Note: Loading spaces to be designated by Owner
(eg. near elevators, or exterior parallel parking)

Drive aisles:

Double sided parking: min. 22'-5" (6.83m) max. 23'-7.5" (7.2m)
Ramps: min. 22'-0" (6.1m)



1 LB2 Floor Plan / Lower Site Plan
Scale: 1" = 20'-0"

0 25 50 75 100 FT

LEGEND:

- Property Line (After Road Dedication)
- Building Setback (Proposed)
- Property Line (Before Road Dedication)
- Tree Protection Radii
- Tree (existing)
- Tree (proposed)
- Landscape (outside of property)
- Landscape (inside of property)
- Landscape (childcare - inside of property)
- Bioswale / Water body
- Boardwalks / Wood benches
- Concrete Pavers / Paved walkways / Decks
- Concrete walkways

1

PARKADE LEGEND:

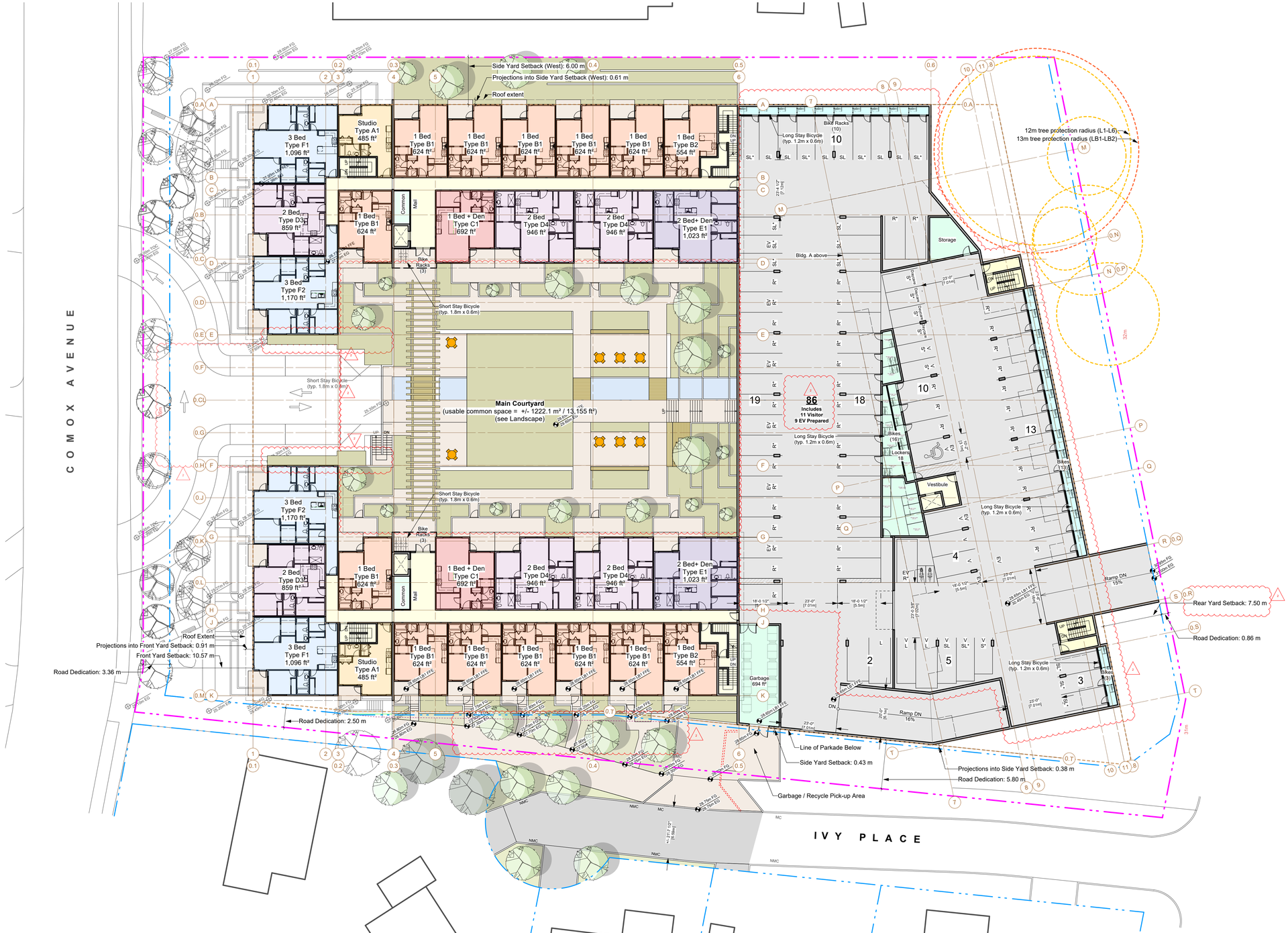
Parking Stalls:

Unlabled - Regular: 2.75m x 5.50m (9'-0.5" x 18'-1")
R* - (Bylaw Regular): 2.60m x 5.50m (8'-6.5" x 18'-1")
PR - Parallel Regular: 2.60m x 7.0m (8'-6.5" x 22'-12")
S - Small: 2.40m x 4.60m (7'-10.5" x 15'1.5")
S* - (Bylaw Small): 2.30m x 4.50m (7'-7" x 14'-9.2")
SL - Small Long: 2.40m x 5.50m (7'-10.5" x 18'-1")
SL* - Small Long (Bylaw width): 2.30m x 5.50m (7'-7" x 18'-1")
SW* - Small Wide (Bylaw length): 2.60m x 4.50m (8'-6.5" × 14'-9.2")
L - Long: ≥2.50m x ≥5.80m (≥9'-0.5" x ≥19'-1")
PS - Parallel Small: 2.60m x 7.00m (8'-6.5" x 22'-12")
Accessible (logo) (Bylaw): 3.1m x 5.5m (10'-2.0"x 18'-1")

Note: Loading spaces to be designated by Owner
(eg. near elevators, or exterior parallel parking)

Drive aisles:

Double sided parking: min. 22'-5" (6.83m) max. 23'-7.5" (7.2m)
Ramps: min. 22'-0" (6.1m)



1 LB1 Floor Plan / Middle Site Plan
Scale: 1" = 20'-0"

0 25 50 75 100 FT

LEGEND:

- Property Line (After Road Dedication)
- Building Setback (Proposed)
- Property Line (Before Road Dedication)
- Tree Protection Radii
- Tree (existing)
- Tree (proposed)
- Landscape (outside of property)
- Landscape (inside of property)
- Landscape (childcare - inside of property)
- Bioswale / Water body
- Boardwalks / Wood benches
- Concrete Pavers / Paved walkways / Decks
- Concrete walkways

PARKADE LEGEND:

Parking Stalls:

Unlabled - Regular: 2.75m x 5.50m (9'-0.5" x 18'-1")
R* - (Bylaw Regular): 2.60m x 5.50m (8'-6.5" x 18'-1")
PR - Parallel Regular: 2.60m x 7.0m (8'-6.5" x 22'-12")
S - Small: 2.40m x 4.60m (7'-10.5" x 15'1.5")
S* - (Bylaw Small): 2.30m x 4.50m (7'-7" x 14'-9.2")
SL - Small Long: 2.40m x 5.50m (7'-10.5" x 18'-1")
SL* - Small Long (Bylaw width): 2.30m x 5.50m (7'-7" x 18'-1")
SW* - Small Wide (Bylaw length): 2.60m x 4.50m (8'-6.5" × 14'-9.2")
L - Long: ≥2.50m x ≥5.80m (≥9'-0.5" x ≥19'-1")
PS - Parallel Small: 2.60m x 7.00m (8'-6.5" x 22'-12")
Accessible (logo) (Bylaw): 3.1m x 5.5m (10'-2.0"x 18'-1")

Note: Loading spaces to be designated by Owner
(eg. near elevators, or exterior parallel parking)

Drive aisles:

Double sided parking: min. 22'-5" (6.83m) max. 23'-7.5" (7.2m)
Ramps: min. 22'-0" (6.1m)

1 L1 Floor Plan / Upper Site Plan
Scale: 1" = 20'-0"

LEGEND:

- Property Line (After Road Dedication)
- Building Setback (Proposed)
- Property Line (Before Road Dedication)
- Tree Protection Radii
- Tree (existing)
- Tree (proposed)
- Landscape (outside of property)
- Landscape (inside of property)
- Landscape (childcare - inside of property)
- Bioswale / Water body
- Boardwalks / Wood benches
- Concrete Pavers / Paved walkways / Decks
- Concrete walkways

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CASCADIA VIEWS

1946 & 1950 Comox Ave., Comox, B.C.

L1 Floor Plan / Upper Site Plan

Issued for: Rezoning
Development Permit - R2

Project #: 2202
Date: 2026-10-23

A2.3

1 L2 Floor Plan
Scale: 1" = 20'-0"

0 25 50 75 100 FT

LEGEND:

- Property Line (After Road Dedication)
- Building Setback (Proposed)
- Property Line (Before Road Dedication)
- Tree Protection Radii
- Tree (existing)
- Tree (proposed)
- Landscape (outside of property)
- Landscape (inside of property)
- Landscape (childcare - inside of property)
- Bioswale / Water body
- Boardwalks / Wood benches
- Concrete Pavers / Paved walkways / Decks
- Concrete walkways

LEGEND:

- Property Line (After Road Dedication)
- Building Setback (Proposed)
- Property Line (Before Road Dedication)
- Tree Protection Radii
- Tree (existing)
- Tree (proposed)
- Landscape (outside of property)
- Landscape (inside of property)
- Landscape (childcare - inside of property)
- Bioswale / Water body
- Boardwalks / Wood benches
- Concrete Pavers / Paved walkways / Decks
- Concrete walkways

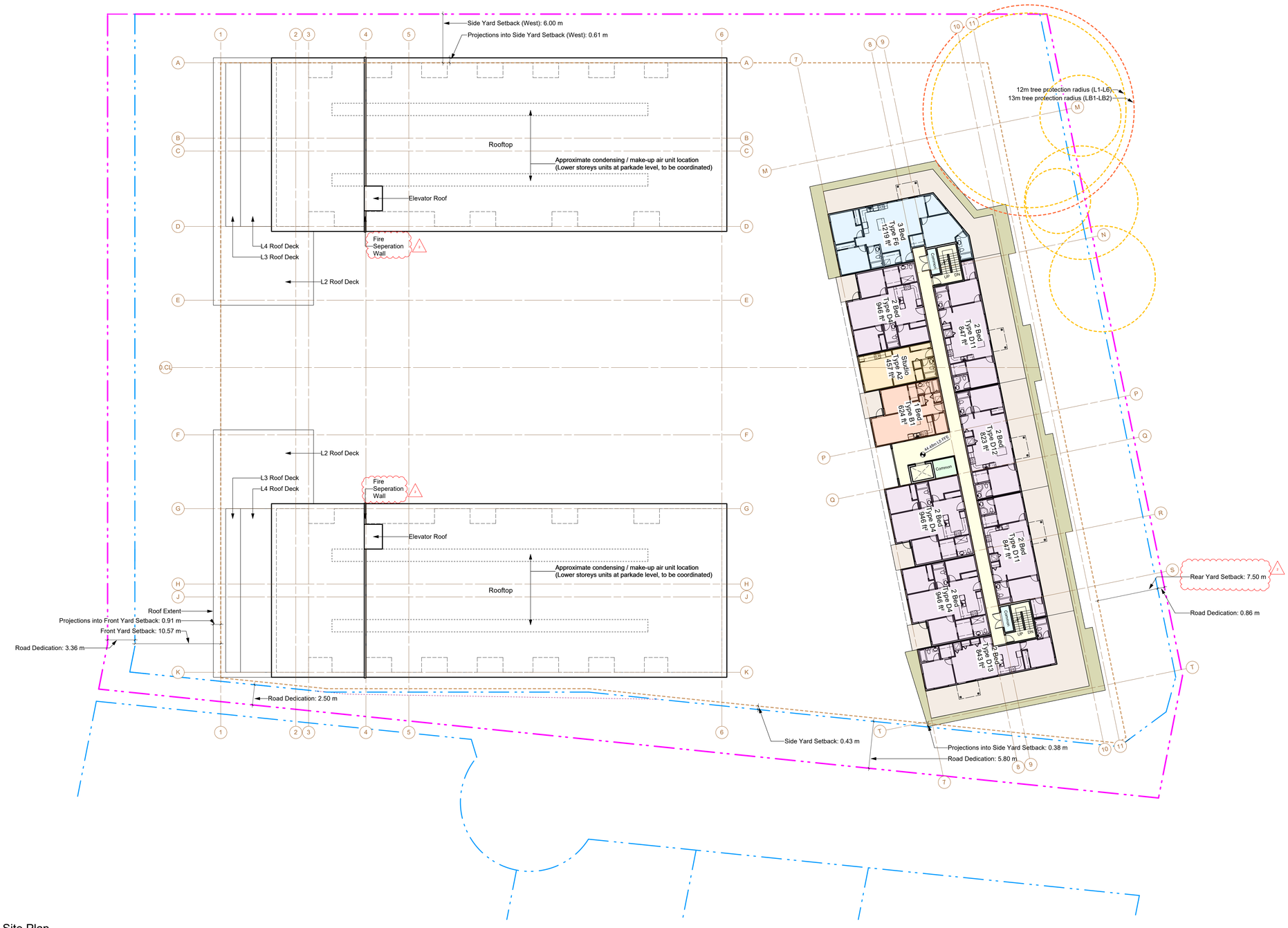
1 L3 Floor Plan
Scale: 1" = 20'-0"

1 L4 Floor Plan
Scale: 1" = 20'-0"

0 25 50 75 100 FT

LEGEND:

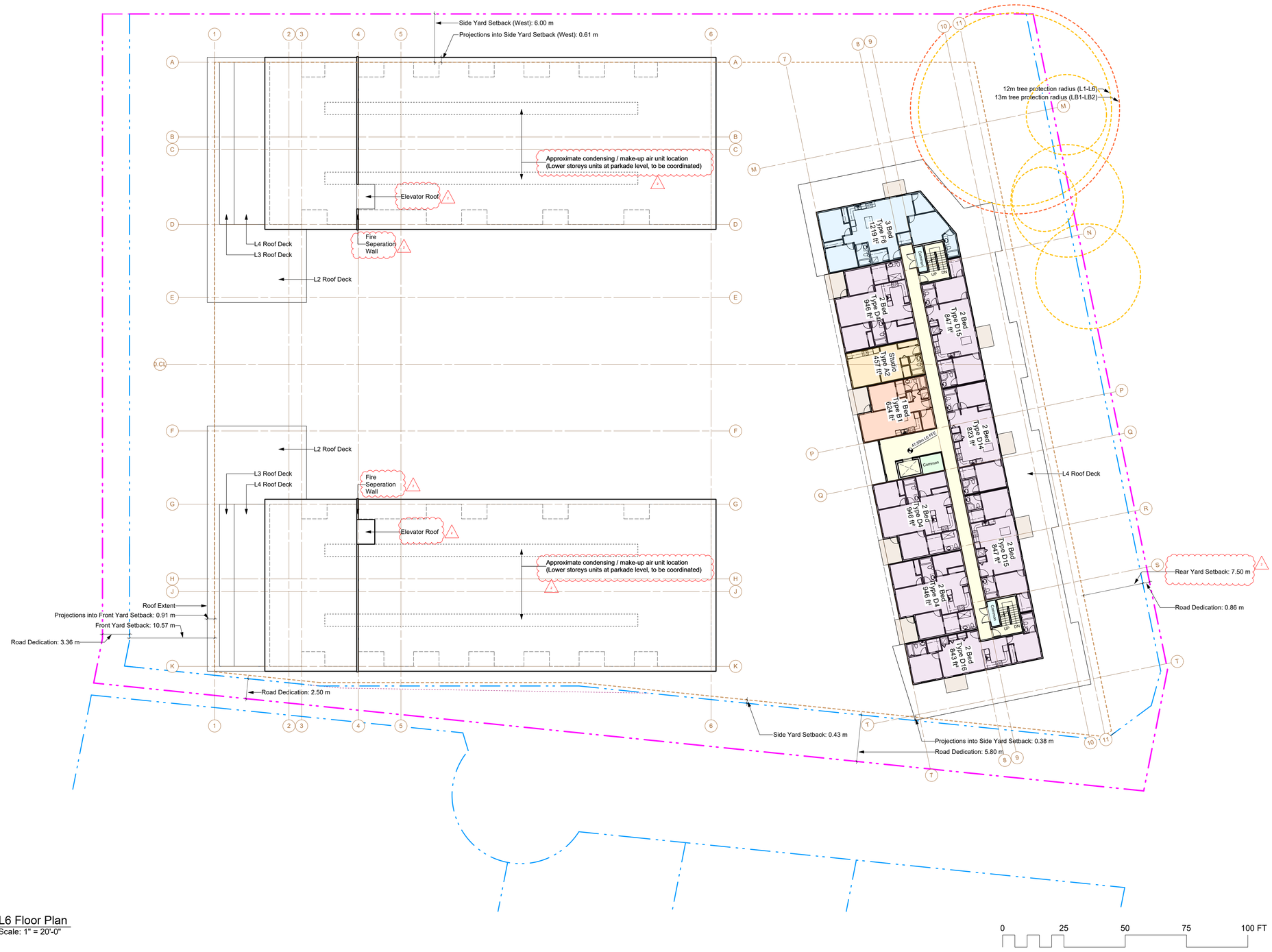
- Property Line (After Road Dedication)
- Building Setback (Proposed)
- Property Line (Before Road Dedication)
- Tree Protection Radii
- Tree (existing)
- Tree (proposed)
- Landscape (outside of property)
- Landscape (inside of property)
- Landscape (childcare - inside of property)
- Bioswale / Water body
- Boardwalks / Wood benches
- Concrete Pavers / Paved walkways / Decks
- Concrete walkways



LEGEND:

- Property Line (After Road Dedication)
- Building Setback (Proposed)
- Property Line (Before Road Dedication)
- Tree Protection Radii
- Tree (existing)
- Tree (proposed)
- Landscape (outside of property)
- Landscape (inside of property)
- Landscape (childcare - inside of property)
- Bioswale / Water body
- Boardwalks / Wood benches
- Concrete Pavers / Paved walkways / Decks
- Concrete walkways

1 Site Plan
Scale: 1" = 20'-0"



1 L6 Floor Plan
Scale: 1" = 20'-0"

LEGEND:

- Property Line (After Road Dedication)
- Building Setback (Proposed)
- Property Line (Before Road Dedication)
- Tree Protection Radii
- Tree (existing)
- Tree (proposed)
- Landscape (outside of property)
- Landscape (inside of property)
- Landscape (childcare - inside of property)
- Bioswale / Water body
- Boardwalks / Wood benches
- Concrete Pavers / Paved walkways / Decks
- Concrete walkways

Raymond de Beeld ARCHITECT Inc.

CASCADIA VIEWS

1946 & 1950 Comox Ave., Comox, B.C.

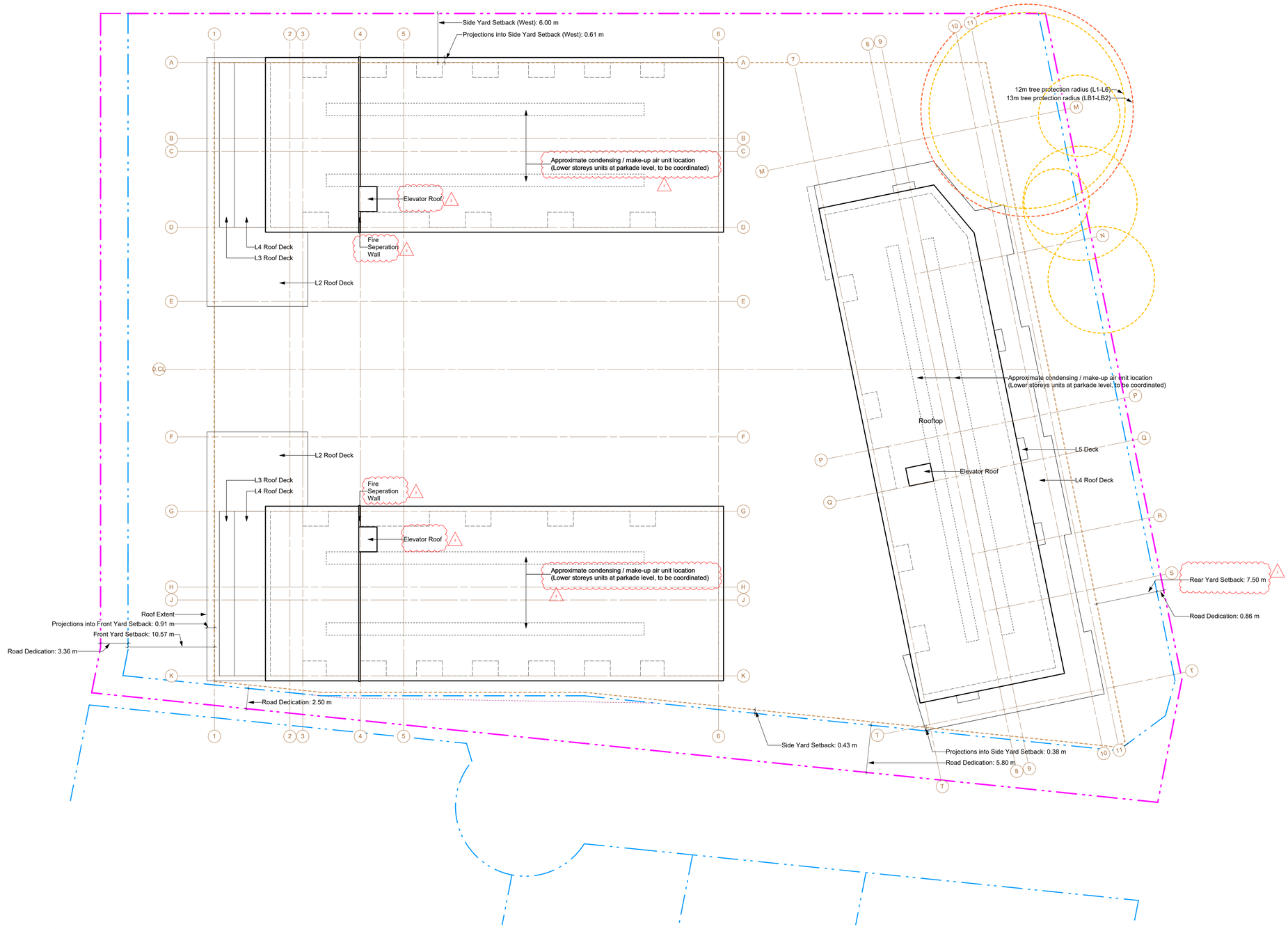
L6 Floor Plan

REGISTERED ARCHITECT RAYMOND DE BEELD 2026-10-27 BRITISH COLUMBIA

Issued for: Rezoning
Development Permit - R2

Project #: 2202
Date: 2026-10-23

A2.8



1 L6 Floor Plan
Scale: 1" = 20'-0"

LEGEND:

- Property Line (After Road Dedication)
- Building Setback (Proposed)
- Property Line (Before Road Dedication)
- Tree Protection Radii
- Tree (existing)
- Tree (proposed)
- Landscape (outside of property)
- Landscape (inside of property)
- Landscape (childcare - inside of property)
- Bioswale / Water body
- Boardwalks / Wood benches
- Concrete Pavers / Paved walkways / Decks
- Concrete walkways

Raymond de Beeld ARCHITECT Inc.

CASCADIA VIEWS

1946 & 1950 Comox Ave., Comox, B.C.

Roof Plan

REGISTERED ARCHITECT RAYMOND DE BEELD 2026-10-27 BRITISH COLUMBIA

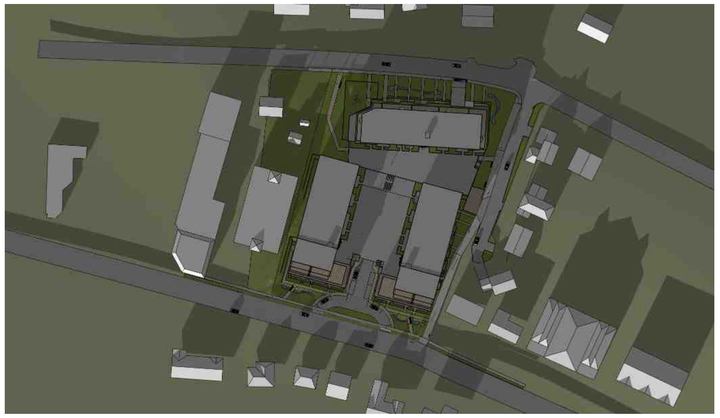
Issued for: Rezoning
Development Permit - R2

Project #: 2202
Date: 2026-10-23

A2.9

01 December 21
Time: 10:00 am

02 December 21
Time: 1:00 pm



03 December 21
Time: 4:00 pm

04 March 21 / September 21
Time: 10:00 am

05 March 21 / September 21
Time: 1:00 pm

06 March 21 / September 21
Time: 4:00 pm

07 June 21
Time: 10:00 am

08 June 21
Time: 1:00 pm

09 June 21
Time: 4:00 pm

ATTACHMENT E
(ELEVATIONS)

1 Comox Ave. (Bldgs B & C South Elevations)
Scale: 3/32" = 1'-0"

2 Buena Vista Ave. (Bldg. A North Elevation)
Scale: 3/32" = 1'-0"

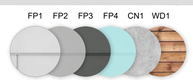
MATERIAL LEGEND:

FP1 Hardie Panel Smooth w/ matching surround trim (White)
FP2 Hardie Panel Smooth w/ matching surround trim (Light Grey)
FP3 Hardie Panel Smooth w/ matching surround trim (Dark Grey)
FP4 Hardie Panel Smooth w/ matching surround trim (Blue / Green tones)

CN1 Concrete (Elastomeric Paint - Grey)
WD1 Wood / Metal (Wood Appearance) Siding
VW1 Vinyl Windows
AL1 Translucent Glass Guard

1 Ivy Place (Bldg A East Elevation)
Scale: 3/32" = 1'-0"

2 Ivy Place (Bldg C East Elevation)
Scale: 3/32" = 1'-0"



MATERIAL LEGEND:

FP1 Hardie Panel Smooth w/ matching surround trim (White)
FP2 Hardie Panel Smooth w/ matching surround trim (Light Grey)
FP3 Hardie Panel Smooth w/ matching surround trim (Dark Grey)
FP4 Hardie Panel Smooth w/ matching surround trim (Blue / Green tones)

CN1 Concrete (Elastomeric Paint - Grey)
WD1 Wood / Metal (Wood Appearance) Siding
VW1 Vinyl Windows
AL1 Translucent Glass Guard

1 West Property Line (Bldg A West Elevation)
Scale: 3/32" = 1'-0"

2 West Property Line (Bldg B West Elevation)
Scale: 3/32" = 1'-0"

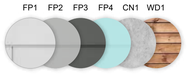
FP1 FP2 FP3 FP4 CN1 WD1

MATERIAL LEGEND:

FP1 Hardie Panel Smooth w/ matching surround trim (White)
FP2 Hardie Panel Smooth w/ matching surround trim (Light Grey)
FP3 Hardie Panel Smooth w/ matching surround trim (Dark Grey)
FP4 Hardie Panel Smooth w/ matching surround trim (Blue / Green tones)

CN1 Concrete (Elastomeric Paint - Grey)
WD1 Wood / Metal (Wood Appearance) Siding
VW1 Vinyl Windows
AL1 Translucent Glass Guard

1 Bldg. A South Elevation
Scale: 3/32" = 1'-0"

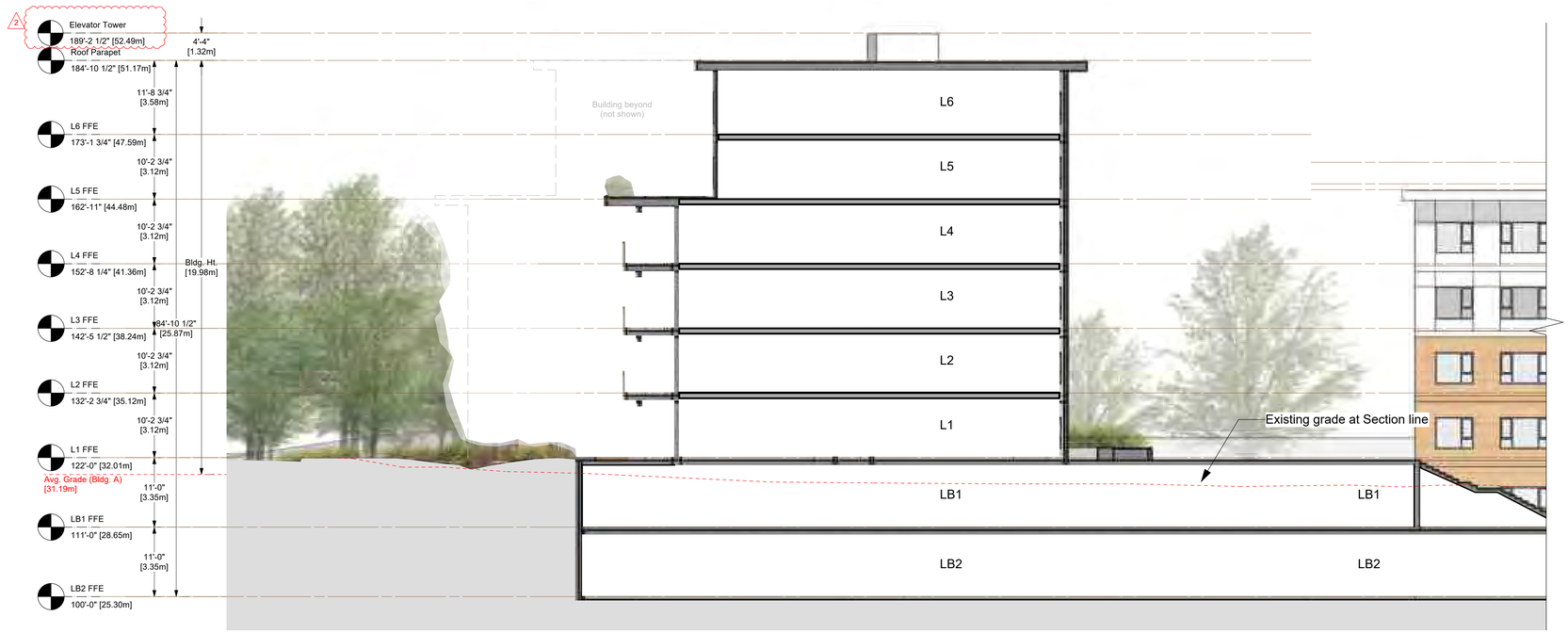


MATERIAL LEGEND:

FP1 Hardie Panel Smooth w/ matching surround trim (White)
FP2 Hardie Panel Smooth w/ matching surround trim (Light Grey)
FP3 Hardie Panel Smooth w/ matching surround trim (Dark Grey)
FP4 Hardie Panel Smooth w/ matching surround trim (Blue / Green tones)

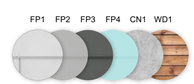
CN1 Concrete (Elastomeric Paint - Grey)
WD1 Wood / Metal (Wood Appearance) Siding
VW1 Vinyl Windows
AL1 Translucent Glass Guard

ATTACHMENT E (CROSS-SECTIONS)



1 Section (North South through Parkade, Bldg A)
Scale: 3/32" = 1'-0"

2 West Property Line (Bldg B West Elevation)
Scale: 3/32" = 1'-0"



MATERIAL LEGEND:

FP1 Hardie Panel Smooth w/ matching surround trim (White)
FP2 Hardie Panel Smooth w/ matching surround trim (Light Grey)
FP3 Hardie Panel Smooth w/ matching surround trim (Dark Grey)
FP4 Hardie Panel Smooth w/ matching surround trim (Blue / Green tones)

CN1 Concrete (Elastomeric Paint - Grey)
WD1 Wood / Metal (Wood Appearance) Siding
VW1 Vinyl Windows
AL1 Translucent Glass Guard

Raymond de Beeld ARCHITECT Inc.

CASCADIA VIEWS

1946 & 1950 Comox Ave., Comox, B.C.

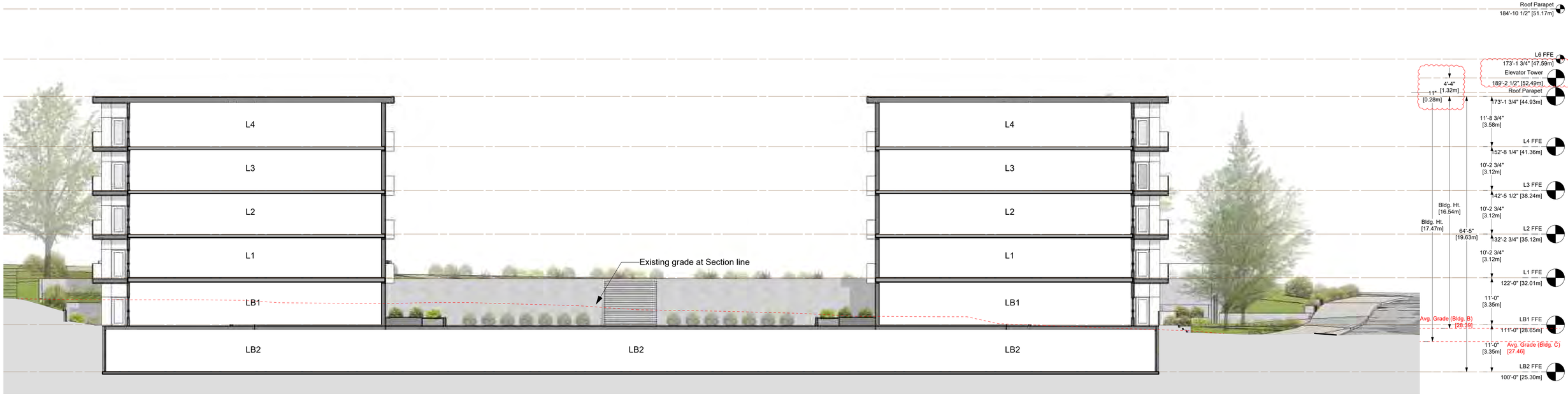
Sections 1 (North South, includes Bldg. C West Elevation)

REGISTERED ARCHITECT PROFESSIONAL DE BEELD 2026-10-27 BRITISH COLUMBIA

Issued for: Rezoning
Development Permit - R2

Project #: 2202
Date: 2026-10-23

A7.1



1 Section (East West through Parkade, Bldg B, C)
Scale: 3/32" = 1'-0"

ATTACHMENT E
LANDSCAPE PLAN)

LANDSCAPE LEGEND

- BENCH TYPE 01 - STRAIGHT — Quantity: 10 — See detail 8, sheet L3.02
- BENCH TYPE 02 - ANGLED — Quantity: 4 — See detail 9, sheet L3.02
- BICYCLE RACK — Quantity: 15 (30 bike capacity) — See detail 06, sheet L3.02
- BOULDER — Quantity: 25
- FENCE TYPE 01 - 1.80m BLACK METAL PICKET — See detail 1, sheet L3.01
- FENCE TYPE 02 - 1.80m CEDAR SLATTED — See detail 4, sheet L3.01
- GATE — See detail 2 & 3, sheet L3.01
- LIGHTING TYPE 01 - BOLLARD — Quantity: 42 — See detail 5, sheet L3.02
- PLAY LOG - BALANCE FEATURE — Quantity: 5
- PLAY LOG - VERTICAL FEATURE — Quantity: 17
- TABLES AND CHAIRS
- BUILDING ENTRANCE
- BUILDING EXIT
- CONCRETE — Area: 1280m²
- GARRY OAK MEADOW AREA — Area: 344m² — Parcel Area: 340m² — ROW Area: 4m²
- GRASS AREA — Total Area: 627m² — Parcel Area: 503m² — ROW Area: 124m²
- GRAVEL CHIP PATH — Area: 28m²
- FALL SURFACE AREA — Area: 68m²
- PAVERS TYPE 01 - CONCRETE UNIT PAVERS — Area: 154m²
- PAVERS TYPE 02 - CONCRETE UNIT PAVERS — Area: 145m²
- PAVERS TYPE 03 - CONCRETE UNIT PAVERS — Area: 615m²
- PLANTED AREA — Total Area: 3270m² (including raingarden & bioswale) — Parcel Area: 2836m² — ROW Area: 434m²
- RAINGARDEN & BIOSWALE — Area: 179m²

LANDSCAPE NOTES

1. It is the Contractor's responsibility to contact the Landscape Architect if the information in this drawing package requires further clarification.
2. All landscape construction to meet the current edition of the **Canadian Landscape Standards** as a minimal acceptable standard.
3. Contractor shall refer to the contract specifications for additional requirements.
4. Contractor to confirm layout of landscape plan on site with the Landscape Architect.
5. Irrigation to be designed and built by Contractor. As-built drawings required.

LANDSCAPE PLAN
SCALE 1:250

NOT FOR CONSTRUCTION

kinship
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1070 Nelson Street, Nanaimo BC, V9S 2K2
250-753-8093
kate.stefiuk@kinshipdesign.ca
chris.midgley@kinshipdesign.ca

KATE STEFIUK — 624 — REGISTERED MEMBER — BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS

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CLIENT
PLATINUM PROPERTIES GROUP

NO.	DATE	ISSUE
1	2026-02-17	DP SUBMISSION
2	2026-03-03	DP RESUBMISSION
3	2026-10-23	DP RESUBMISSION

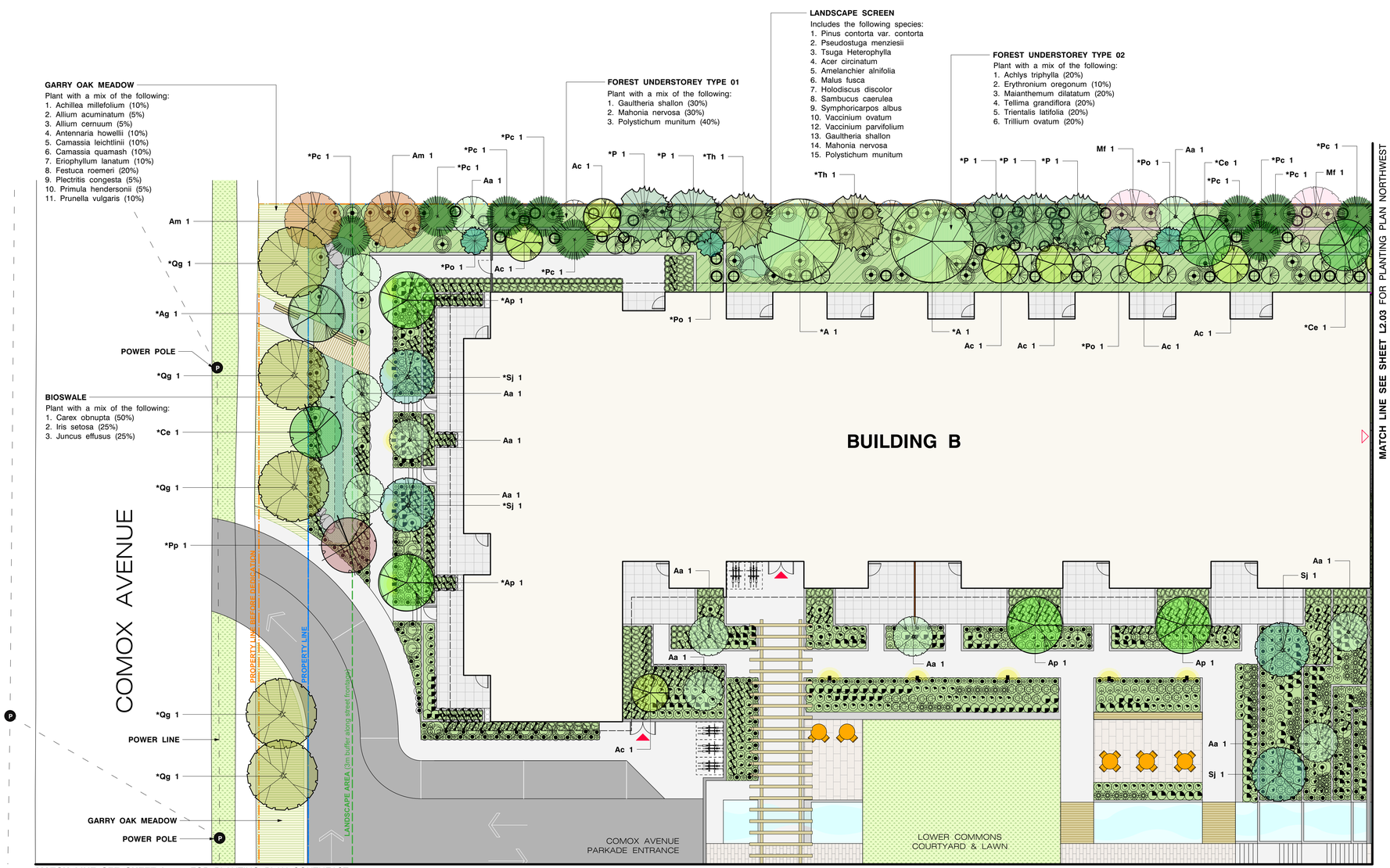
NO.	DATE	REVISION

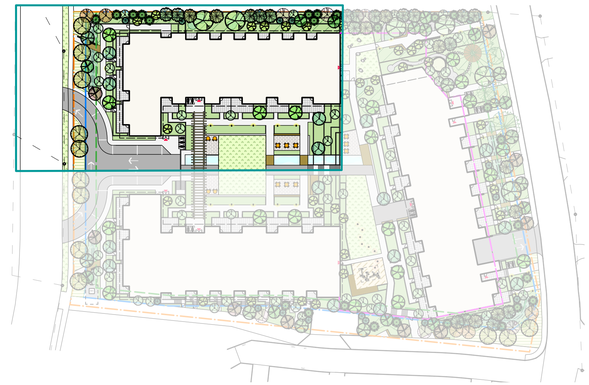
PROJECT 23010
CASCADIA VIEWS
1946 & 1950 COMOX AVENUE
COMOX, BC

LANDSCAPE PLAN

CITY FILE NO.
SCALE 1:250
START DATE 2026-06-26
DB CM **CB** KS

L1.01





KEY PLAN
NTS

Refer to **Sheet L2.02** for Planting Plan Southeast
Refer to **Sheet L2.03** for Planting Plan Northwest
Refer to **Sheet L2.04** for Planting Plan Northeast
Refer to **Sheet L2.05** for Plant Legend, List & Notes
Refer to **Sheet L2.06** for Planting Plan - Soil Depths

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250-753-8093
kate.stefiuk@kinshipdesign.ca
chris.midgley@kinshipdesign.ca

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3	2026-10-23	DP RESUBMISSION

NO.	DATE	REVISION

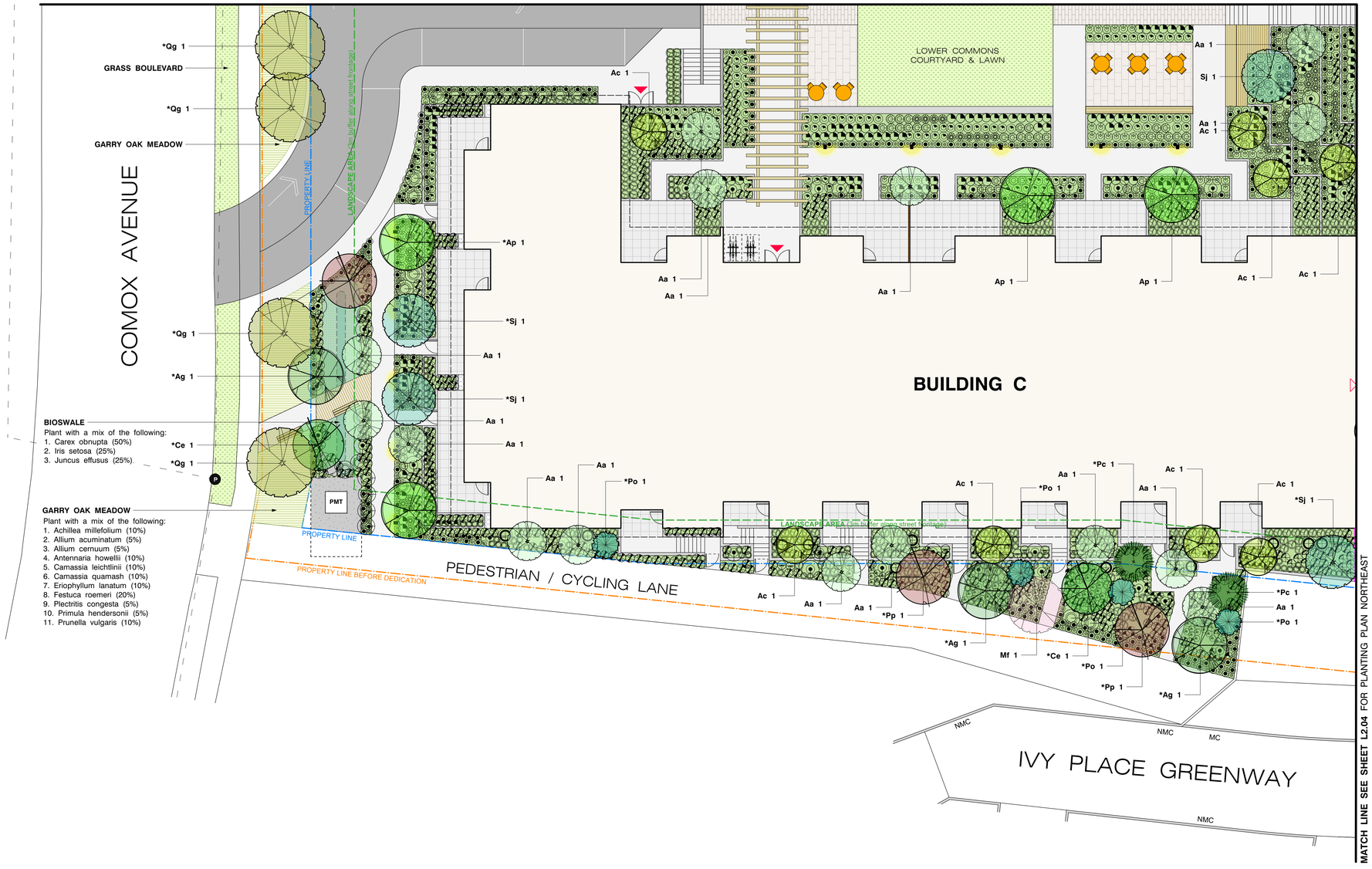
PROJECT 23010
CASCADIA VIEWS
1946 & 1950 COMOX AVENUE
COMOX, BC

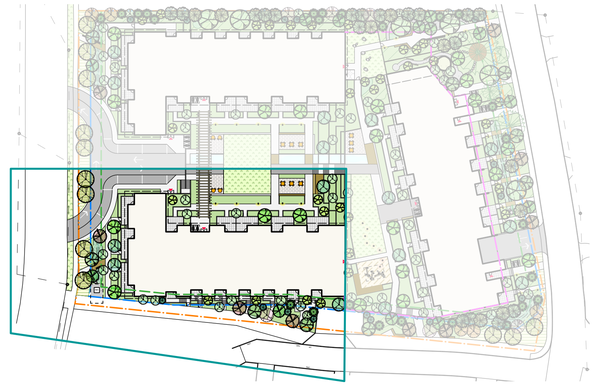
PLANTING PLAN SOUTHWEST

CITY FILE NO.
SCALE 1:150
START DATE 2026-06-26
DB CM **CB** KS

L2.01

MATCH LINE SEE SHEET L2.01 FOR PLANTING PLAN SOUTHWEST





KEY PLAN
NTS

Refer to **Sheet L2.01** for Planting Plan Southwest
Refer to **Sheet L2.03** for Planting Plan Northwest
Refer to **Sheet L2.04** for Planting Plan Northeast
Refer to **Sheet L2.05** for Plant Legend, List & Notes
Refer to **Sheet L2.06** for Planting Plan - Soil Depths

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BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS
REGISTERED MEMBER
KATE STEFIUK
624
LANDSCAPE ARCHITECT

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PLATINUM PROPERTIES GROUP

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3	2026-10-23	DP RESUBMISSION

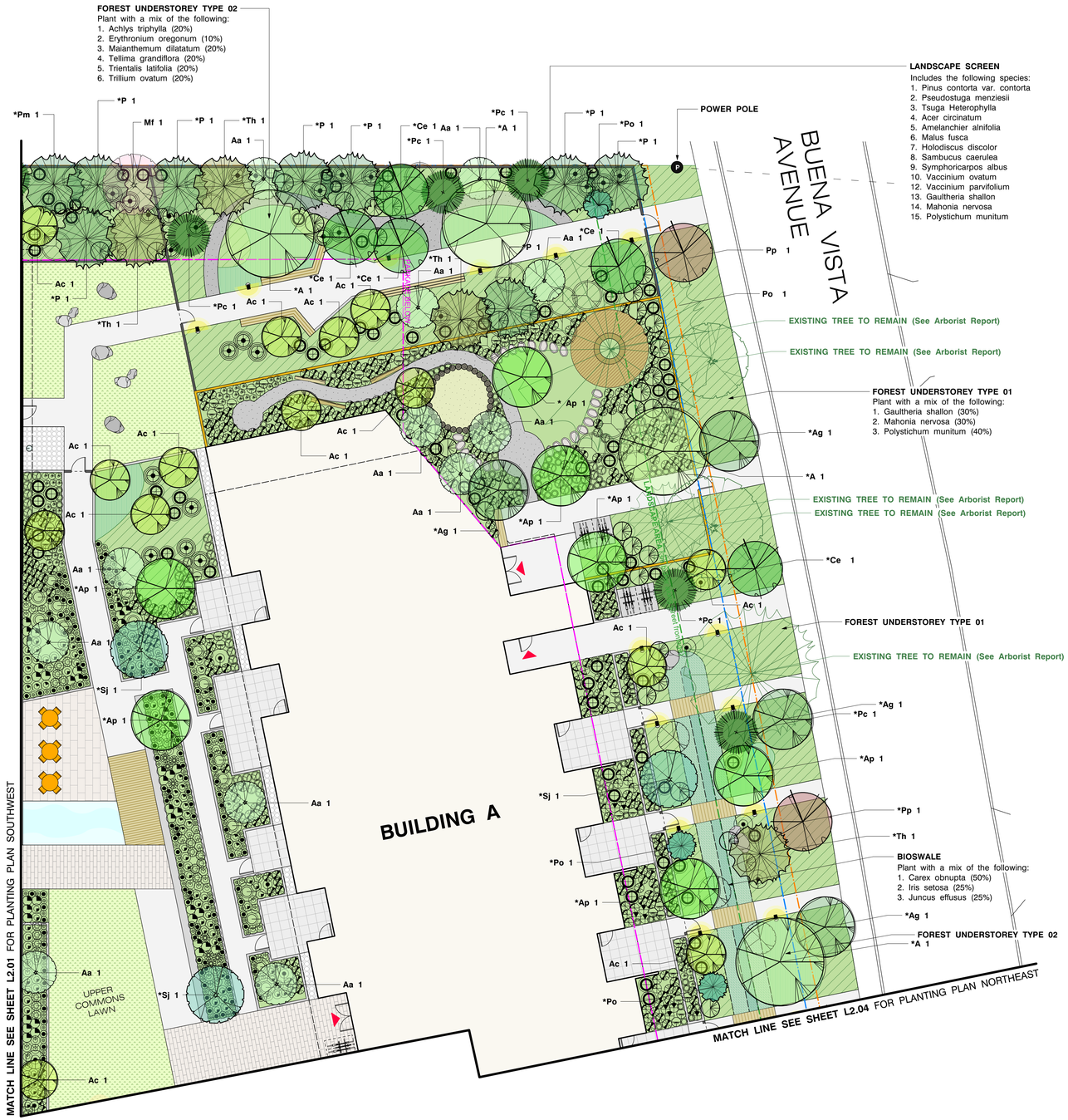
NO.	DATE	REVISION

PROJECT 23010
CASCADIA VIEWS
1946 & 1950 COMOX AVENUE
COMOX, BC

PLANTING PLAN SOUTHEAST

CITY FILE NO.
SCALE 1:150
START DATE 2026-06-26
DB CM **CB** KS

L2.02



KEY PLAN
NTS

Refer to **Sheet L2.01** for Planting Plan Southwest
Refer to **Sheet L2.02** for Planting Plan Southeast
Refer to **Sheet L2.04** for Planting Plan Northeast
Refer to **Sheet L2.05** for Plant Legend, List & Notes
Refer to **Sheet L2.06** for Planting Plan - Soil Depths

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BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS REGISTERED MEMBER KATE STEFIUK 624 LANDSCAPE ARCHITECT

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CLIENT
PLATINUM PROPERTIES GROUP

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2	2026-03-03	DP RESUBMISSION
3	2026-10-23	DP RESUBMISSION

NO.	DATE	REVISION

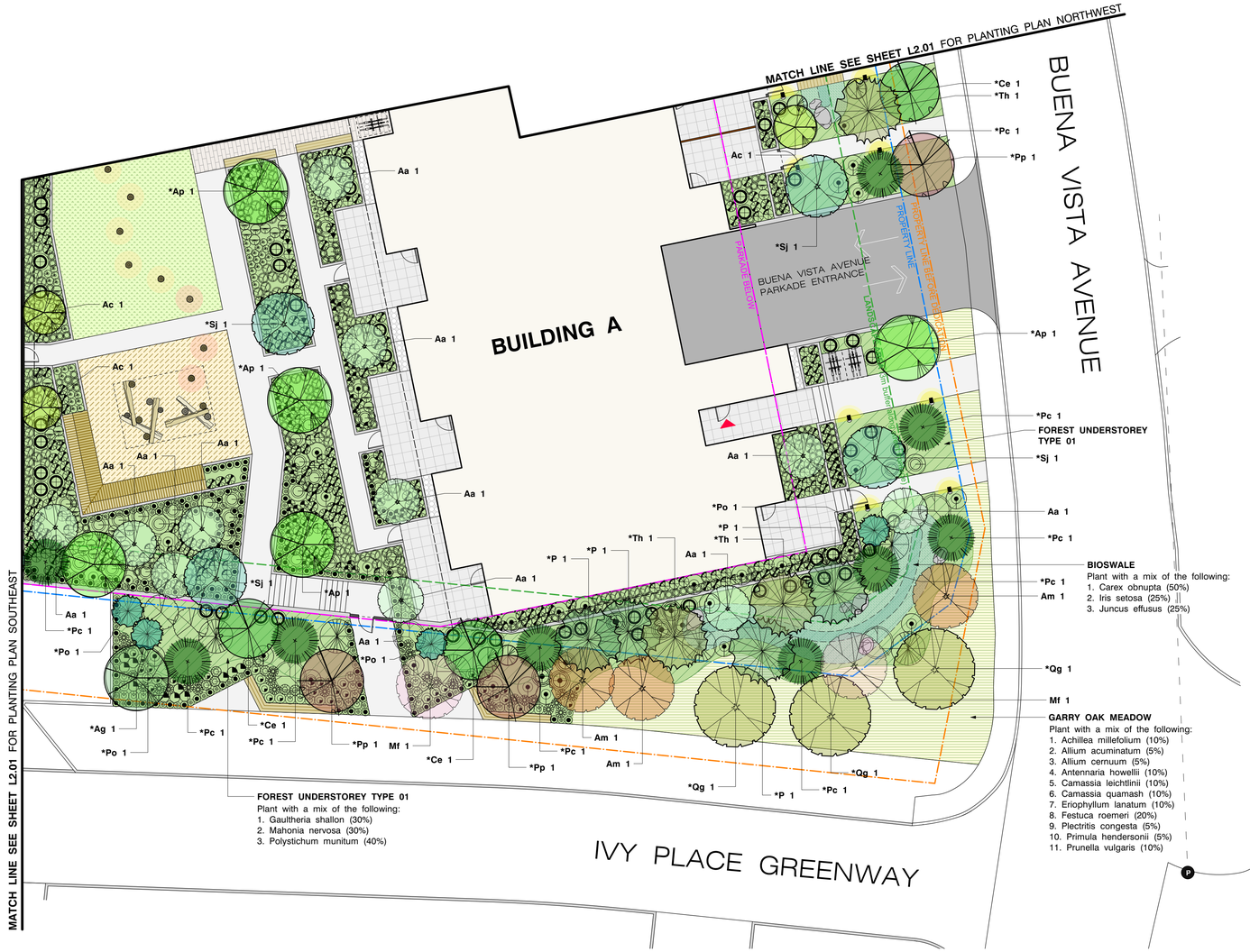
PROJECT 23010
CASCADIA VIEWS
1946 & 1950 COMOX AVENUE
COMOX, BC

PLANTING PLAN NORTHWEST

CITY FILE NO.
SCALE 1:150
START DATE 2026-06-26
DB CM **CB** KS

L2.03

A1 A2 A3 A4 A5



KEY PLAN
NTS

Refer to **Sheet L2.01** for Planting Plan Southwest
Refer to **Sheet L2.02** for Planting Plan Southeast
Refer to **Sheet L2.03** for Planting Plan Northwest
Refer to **Sheet L2.05** for Plant Legend, List & Notes
Refer to **Sheet L2.06** for Planting Plan - Soil Depths

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BCSLA REGISTERED MEMBER KATE STEFIUK 624 LANDSCAPE ARCHITECT

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CLIENT
PLATINUM PROPERTIES GROUP

NO.	DATE	ISSUE
1	2026-02-17	DP SUBMISSION
2	2026-03-03	DP RESUBMISSION
3	2026-10-23	DP RESUBMISSION

NO.	DATE	REVISION

PROJECT 23010
CASCADIA VIEWS
1946 & 1950 COMOX AVENUE
COMOX, BC

PLANTING PLAN NORTHEAST

CITY FILE NO.
SCALE 1:150
START DATE 2026-06-26
DB CM **CB** KS

L2.04

PLANT & TREE LEGEND

Existing Trees to Remain (5)

Existing Trees to Remain
(Refer to tree inventory completed by Mumby's Arboriculture Consulting Division of Mumby's Tree Services Ltd. for species, size and location)

Broadleaf Evergreen Trees (5)

Am (5) Arbutus menziesii

Coniferous & Evergreen Trees (67)

Po (15) Picea Omorika Bruns

Pc (25) Pinus contorta var. contorta

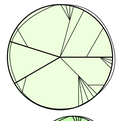
P (18) Pseudotsuga menziesii

Tp (9) Tsuga heterophylla

Deciduous Trees (122)

Ac (32) Acer circinatum

Ap (9) Acer griseum



Am (6) Acer macrophyllum

Ap (20) Acer palmatum 'Osakazuki'

Ce (13) Cornus 'Eddies White Wonder'

Mf (6) Malus fusca

Pp (9) Parrotia persica 'Vanessa'

Qg (12) Quercus garryana

S (15) Styrax japonica

Deciduous Shrubs

A (49) Amelanchier grandiflora

H Holodiscus discolor

Rs Ribes sanguineum

Sc Sambucus caerulea

Sy Symphoricarpos albus

V Vaccinium (mix varieties)

Vp Vaccinium parvifolium

Evergreen Shrubs

Gs Gaultheria shallon

Mn Mahonia nervosa

Mg Morella californica

Vo Vaccinium ovatum

Ferns & Groundcovers

Ap Adiantum pedatum

Au Arctostaphylos uva-ursa

Fc Fragaria chiloensis

Fv Fragaria vesca

Pg Polypodium glycyrrhiza

Pm Polystichum munitum

Perennials & Others

Af Aquilegia formosa

Df Dicentra formosa

Gl Gaura lindheimeri

Ls Liatris spicata 'Floristan White'

Np Nepeta x faassenii 'Dropmore'

Se Sedum 'Autumn Joy'

Sc Solidago canadensis

FOREST UNDERSTOREY TYPE 01
Total Area: 1232m²
Parcel Area: 955m²
ROW Area: 277m²
Soil Depth: 450mm (min)
Plant with a mix of:
1. Gaultheria shallon (30%)
2. Mahonia nervosa (30%)
3. Polystichum munitum (40%)

FOREST UNDERSTOREY TYPE 02
Total Area: 90m²
Parcel Area: 80m²
ROW Area: 10m²
Soil Depth: 450mm (min)
Plant with a mix of:
1. Achlys triphylla (20%)
2. Erythronium oredonum (10%)
3. Maianthemum dilatatum (20%)
4. Tellima grandiflora (20%)
5. Trientalis latifolia (20%)
6. Trillium ovatum (20%)

GARRY OAK MEADOW
Total Area: 344m²
Parcel Area: 340m²
ROW Area: 4m²
Soil Depth: 300mm
Plant with a mix of:
1. Achillea millefolium (10%)
2. Allium acuminatum (5%)
3. Allium cernuum (5%)
4. Camassia leichtlinii (10%)
5. Camassia quamash (10%)
6. Cerastium arvense (10%)
7. Eriophyllum lanatum (10%)
8. Festuca roemeri (20%)
9. Plectritis congesta (5%)
10. Primula hendersonii (5%)
11. Prunella vulgaris (10%)

GRASS
Total Area: 627m²
Parcel Area: 503m²
ROW Area: 124m²
Soil Depth: 150mm
Pickseed Coastal Native Sodgrass Mix or equivalent.

RAINGARDEN & BIOSWALE
Area: 179m²
Soil Depth: 450mm (min)
Plant with a mix of:
1. Carex obnupta (50%)
2. Iris setosa (25%)
3. Juncus effusus (25%)

TREE REPLACEMENT REQUIREMENT: 144
Refer to Arborist reports completed by Mumby's Arboriculture Consulting Division of Mumby's Tree Services Ltd.

PROPOSED TREE REPLACEMENTS: 144
***Indicates replacement trees**
Coniferous: 67
Deciduous: 77

TOTAL NUMBER OF PROPOSED TREES: 194
Broadleaf Evergreen: 5
Coniferous: 67
Deciduous: 122

PROPOSED TREES ON PROPERTY: 151
PROPOSED TREES ON ROW: 43

PROPOSED TREES IN LANDSCAPE AREA: 38
(3m Buffer Along Street Frontages)
Comox Avenue: 8
Ivy Place: 15
Beuna Vista Avenue: 15

PLANT & TREE LIST

Key	Qty	Botanical Name	Common Name	Pot Size	Height	Notes
Broadleaf Evergreen Trees (5)						
Am	5	Arbutus menziesii	Arbutus	#5		Native
Coniferous Trees (67)						
*Po	15	Picea Omorika Bruns	Serbian Spruce	#25	1.5m	Non-native
*Pc	25	Pinus contorta var.contorta	Shore Pine	#20	2m	Native
*P	18	Pseudotsuga menziesii	Douglas Fir	#25	2.25m+	Native
*Th	9	Tsuga Heterophylla	Western Hemlock	#20	2m+	Native
Deciduous Trees (122)						
Ac	32	Acer circinatum	Vine Maple	B&B	Multistem	Native
*Ag	9	Acer griseum	Paperbark Maple	#25	6cm cal	Non-native
*A	6	Acer macrophyllum	Big Leaf Maple	#25	5cm cal	Native
*Ap	16	Acer palmatum 'Osakazuki'	Japanese Maple	#25	2m+	Non-native
Ap	4	Acer palmatum 'Osakazuki'	Japanese Maple	#20	1.75m	Non-native
*Ce	13	Cornus 'Edilies White Wonder'	White Flowering Dogwood	B&B	6cm cal	Hybrid- native
Mf	6	Malus fusca	Pacific Crabapple	#15	1.5m+	Native
*Pp	9	Parrotia persica 'Vanessa'	Persian Ironwood	B&B	5cm cal	Non-native
*Qg	12	Quercus garryana	Garry Oak	B&B	3m	Native
*Sj	12	Styrax japonicus	Japanese Snowbell	B&B	5cm cal	Non-native
Sj	3	Styrax japonicus	Japanese Snowbell	B&B	5cm cal	Non-native

Key	Qty	Botanical Name	Common Name	Pot Size	Spacing	Notes
Deciduous Shrubs						
Aa	49	Amelanchier alnifolia	Service Berry	#15	Multistem	Native
Hd	21	Holodiscus discolor	Oceanspray	#2	2m o.c.	Native
Rs	104	Ribes sanguineum	Red Flowering Currant	#2	1.2m o.c.	Native
Sc	9	Sambucus caerulea	Blue Elderberry	#2	2m o.c.	Native
Sy	59	Symphoricarpos albus	Snowberry	#1	1.2m o.c.	Native
V	89	Vaccinium (mix varieties)	Blueberry	#2	1.2m o.c.	Non-native
Vp	56	Vaccinium parvifolium	Red Huckleberry	#2	1.2m o.c.	Native
Evergreen Shrubs						
Gs	1528	Gaultheria shallon	Salal	#1	60cm o.c.	Native
Mn	1178	Mahonia nervosa	Dull Oregon Grape	#1	60cm o.c.	Native
Mg	6	Morella californica	California Wax-myrtle	#1	2m o.c.	Native
Vo	183	Vaccinium ovatum	Evergreen Huckleberry	#2	1m o.c.	Native
Ferns & Groundcovers						
Ap	17	Adiantum pedatum	Maidenhair Fern	#1	60cm o.c.	Native
Au	700	Arctostaphylos uva-ursi	Kinnikinnick	10cm	45cm o.c.	Native
Fc	780	Fragaria chiloensis	Coastal Strawberry	10cm	45cm o.c.	Native
Fv	390	Fragaria vesca	Woodland Strawberry	10cm	45cm o.c.	Native
Pg	159	Polypodium glycyrrhiza	Licorice Fern	10cm	45cm o.c.	Native
Pm	2600	Polystichum munitum	Sword fern	#1	60cm o.c.	Native
Perennials & Other						
Am	166	Achillea millefolium	Yarrow	10cm	45cm o.c.	Native
At	76	Achlys triphylla	Vanilla Leaf	#1	45cm o.c.	Native
Af	141	Aquilegia formosa	Red Columbine	#1	45cm o.c.	Native
Ca	166	Cerastium arvense	Field Chickweed	10cm	30cm o.c.	Native
Df	127	Dicentra formosa	Pacific Bleeding Heart	10cm	60cm o.c.	Native
El	166	Eriophyllum lanatum	Woolly Sunflower	10cm	60cm o.c.	Native
Fr	358	Festuca roemeri	Roemer's Fescue	10cm	45cm o.c.	Native
Gl	543	Gaura lindheimeri	Bee blossom	#1	45cm o.c.	Non-native
Lp	371	Liatris spicata 'Floristan White'	Blazing Star	#1	60cm o.c.	Non-native
Md	126	Maianthemum dilatatum	False Lily of the Valley	10cm	45cm o.c.	Native
Np	219	Nepeta x faassenii ' Dropmore'	Cat Mint	#1	60cm o.c.	Non-native
Pc	83	Plectritis congesta	Sea Blush	10cm	30cm o.c.	Native
Ph	83	Primula hendersonii	Broad-leaved Shootingstar	10cm	30cm o.c.	Native
Pv	96	Prunella vulgaris	Self-heal	#1	60cm o.c	Native
Se	169	Sedum 'Autumn Joy'	Sedum	#1	60cm o.c.	Non-native
So	186	Solidago canadensis	Canada Goldenrod	10cm	60cm o.c.	Native
Tg	126	Tellima grandiflora	Fringecup	10cm	45cm o.c.	Native
Tl	126	Trientalis latifolia	Broad-leaved Starflower	10cm	45cm o.c.	Native
To	76	Trillium ovatum	Western Trillium	#1	45cm o.c.	Native
Raingarden & Bioswale						
Co	440	Carex obnupta	Slough Sedge	10cm	60cm o.c.	Native
Im	119	Iris missouriensis	Western Blue Flag Iris	#1	60cm o.c.	Native
Je	220	Juncus ensifolius	Dagger-Leaf Rush	10cm	60cm o.c.	Native
Bulbs						
Alc	83	Allium cernuum	Nodding Onion	10cm	45cm o.c.	Native
Aa	83	Allium acuminatum	Hookers Onion	10cm	30cm o.c.	Native
Cl	96	Camassia leichtlinii	Great Camas	#1	45cm o.c.	Native
Cq	96	Camassia quamash	Common Camas	#1	45cm o.c.	Native
Eo	126	Erythronium oregonum	White Fawn Lily	#1	45cm o.c.	Native

***INDICATES REPLACEMENT TREES**

Please contact the Landscape Architect for approval of any plant substitutions:

KINSHIP DESIGN ART ECOLOGY
Kate Stefiuk BCSLA
t: 250-753-8093 e: kate.stefiuk@kinshipdesign.ca

No substitutions will be accepted without prior written approval of the Landscape Architect.

PLANTING NOTES

1. All landscape construction to be in accordance with the **Town of Comox Standards and Specifications**.
2. All landscape installation and maintenance to meet or exceed the current edition of the **Canadian Landscape Standards** as a minimal acceptable standard.
3. Growing medium to meet or exceed the properties outlined in the Canadian Landscape Standard per Section 6 Growing Medium, Table T-6.3.5.3. Properties of Growing Media Level 2 "Groomed" - 2P.
4. Growing Medium Depths (unless otherwise specified):
   Tree Planting Areas: 10 cu. m. per tree
   Shrub & Ground Cover Areas: 450mm (18") depth
   Meadow Area: 300mm (12") depth
   Seeded Area: 150mm (6") depth
   Tree Planting Areas on Structure: 600 mm - 800mm max depth
   Planted Areas on Structure: 300mm (min.) - 600mm depth
5. Mulch to be Compost per Section 10 Mulching of the Canadian Landscape Standard. Mulch depth to be 50mm minimum depth over all tree, shrub, and groundcover planted areas.
6. Plant material quality, transport and handling shall comply with the CNLA standards for Nursery Stock.
7. All plant material shall match type and species as indicated on the planting plan. **Contact the Landscape Architect for approval of substitutions.** No substitutions will be accepted without prior written approval of the Landscape Architect.
8. Check for locations of water lines and other underground services prior to digging tree pits. Excavated plant pits shall have positive drainage. Plant pits when fully flooded with water shall drain within one hour after filling.
9. No plants requiring pruning or major branches due to disease, damage or poor form will be accepted.

IRRIGATION NOTES

1. All proposed planted areas including all trees, shrubs, groundcovers, meadow area, and grass areas shall be watered via an underground automatic irrigation system utilizing 'Smart' (ET/Weather-based) irrigation control. Irrigation emission devices to be high efficiency low volume rotary nozzles or drip irrigation equipment.
2. Irrigation system shall be designed, programmed, and maintained to address all applicable water restrictions.
3. Irrigation system serving off-site trees will be connected directly to the Town of Comox's water system.
4. Irrigation to be designed and built by Contractor. As-built drawings required.

Refer to **Sheet L2.01** for Planting Plan Southwest
Refer to **Sheet L2.02** for Planting Plan Southeast
Refer to **Sheet L2.03** for Planting Plan Northwest
Refer to **Sheet L2.04** for Planting Plan Northeast
Refer to **Sheet L2.06** for Planting Plan - Soil Depths

NOT FOR CONSTRUCTION

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CLIENT
PLATINUM PROPERTIES GROUP

NO.	DATE	ISSUE
1	2026-02-17	DP SUBMISSION
2	2026-03-03	DP RESUBMISSION
3	2026-10-23	DP RESUBMISSION

NO.	DATE	REVISION

PROJECT 23010
CASCADIA VIEWS
1946 & 1950 COMOX AVENUE
COMOX, BC

PLANT LIST, LEGEND & NOTES

CITY FILE NO.
SCALE NTS
START DATE 2026-06-26
DB CM **CB** KS

L2.05

ATTACHMENT E
(RENDERINGS)

Consultant List:

Owner:	Architect:	Civil:	Landscape:	Traffic:	Arborist:	Surveyor:
Westway Center Corp. Suite 707-777 West Broadway, Vancouver, BC V5Z 4J7 Tel: 778-945-1811 Martin Jirout Cell: 604-809-8750 martin@ppgcorp.ca Vanya Koshti Cell: 514-659-1806 vanya@ppgcorp.ca	Raymond de Beeld Architect Inc. 755 Terminal Ave. N Nanaimo, BC V9S 4K1 Tel: 250-754-2108 Raymond de Beeld Cell: 250-729-1349 raymond@rdbarchitect.ca Tom Pitcher thomas@rdbarchitect.ca	McElhanney 1211 Ryan Road, Courtenay, B.C. V9N 3R6 Neil Penner Tel: 250-338-5495 npenner@mcelhanney.com	Kinship, Design Art Ecology 1070 Nelson Street, Nanaimo, B.C. V9S 2K2 Kate Stefiuk Cell: 250-753-8093 kate.stefiuk@kinshipdesign.ca	Watt Consulting Group 302-740 Hillside Avenue, Victoria, B.C. V8T 1Z4 Nadine King Tel: 250-388-9877 nking@wattconsultinggroup.com	Mumby's Tree Service Ltd. Verna Mumby Tel: 250-218-6951 treeladyconsulting@gmail.com	Underhill 347 4th Street Courtenay, B.C V9N 1G9 Evan Wind 250-871-499 ewind@underhill.ca

Drawing List:

ARCHITECTURAL	
Drg. No.	**Drawing Name**
A0.0	Coversheet
A0.1	Renderings 1
A0.2	Renderings 2
A0.3	Renderings 3
A0.4	Renderings 4
A0.5	Renderings 5
A0.6	Renderings 6
A0.7	Context Map / Project Data
A1.1	Site Plan
A2.1	LB2 Floor Plan
A2.2	LB1 Floor Plan
A2.3	L1 Floor Plan
A2.4	L2 Floor Plan
A2.5	L3 Floor Plan
A2.6	L4 Floor Plan
A2.7	L5 Floor Plan
A2.8	L6 Floor Plan
A2.9	Roof Plan
A5.0	Shadow Study
A6.1	Elevations 1
A6.2	Elevations 2
A6.3	Elevations 3
A6.4	Elevations 4
A7.1	Sections 1
A7.2	Sections 2

2

Raymond de Beeld ARCHITECT Inc.

CASCADIA VIEWS

1946 & 1950 Comox Ave., Comox, B.C.

Coversheet

REGISTERED ARCHITECT PROVINCE OF BRITISH COLUMBIA 2026-10-27

Issued for: Rezoning
Development Permit - R2

Project #: 2202
Date: 2026-10-23

A0.0

Childcar

A1 A2 A3 A4 A5

TOWN OF COMOX

STAFF REPORT

Meeting: 07-16-2025

TO: Mayor and Council	**FILE:** RZ 24-4
FROM: Robin Pallett, Planner II	**DATE:** July 10, 2025
SUBJECT: Rezoning Application RZ 24-4 (1946 & 1950 Comox Avenue)	

Prepared by:	Supervisor:	Operations Approved:	Report Approved:
Robin Pallett, Planner II	*Randy Houle, Director of Development Services*	*Shelley Ashfield, Director of Operations*	*Jordan Wall, CAO*

RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER:

1) THAT Council direct staff to work with the applicant to bring forward a zoning amendment bylaw with conditions identified in the July 16, 2025 Regular Council Meeting staff report for RZ 24-4 including a road dedication to allow for Ivy Place to connect to Comox ave and the development's road access from either Ivy Place or Buena Vista.

2) THAT Council supports an application to be received for a 6 story building under the current OCP with inclusion of daycare and outdoor amenity space.

ALTERNATIVES TO THE RECOMMENDATION

THAT Council direct staff to work with the applicant to bring forward a zoning amendment bylaw with conditions identified by Council at the July 16, 2025 Regular Council Meeting.

PURPOSE

The Development Application Review of the Town's approval process recommended that when an applicant and Town Staff reach an impasse on an aspect of a development application that the reason for this impasse, in certain circumstances, should be brought to Council for direction. As described below, the applicant and staff are seeking Council direction to resolve issues where agreement can not be found. The two main issues are:

1) Ivy Place currently does not connect to Comox Ave. As part of this development and according to the Town's Subdivision and Servicing Bylaw, the developer should provide road dedication on Ivy Place which allows for a future connection to Comox Ave.
2) The developer proposes a right-in and right-out access on Comox Ave directly from their development but the Highway Use Bylaw indicates that driveway access should be off of Beuna Vista or Ivy Place.
3) Whether or not Council feel the proposed amenities are sufficient to allow for additional height on the site (this is supported by staff and included in recommendation #2).

The applicant is proposing to construct a residential apartment complex containing 228 dwelling units on the subject property, over a partially underground parking structure. Two of the buildings (A & C, per the applicant's submission in Attachment D) are proposed to be six storeys high, and one (building B) would be five storeys. Since the proposed use is not permitted in the current zone, a rezoning to a new comprehensive development zone is required as proposed by the applicant. The proposed development would replace the existing 21 low-income rental dwelling units located on the subject site.

STRATEGIC PLAN LINKAGE

Strategic Priority	Areas of Focus
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.

BACKGROUND

Subject Property:

Zoning Designation: C3.1 zone

OCP Designation: Residential: Low Rise Apartments, Townhouses & Ground Oriented Infill

Site Size: 11,226.7 m^2

Property Contains: 14 existing residential buildings containing 21 dwelling units (removal proposed)

Surrounding Land Uses: Single-family and apartment development to the west; Single-family development across Buena Vista Avenue to the north, across Ivy Place to the east and across Comox Avenue to the south.

ANALYSIS/ ISSUES/ IMPLICATIONS

There are several key aspects about the proposed development that are inconsistent with Town bylaws, for which staff do not support variances (in certain cases) or otherwise accommodating the proposal as shown. The applicant has indicated that they wish to proceed with their current development proposal; as such, staff are seeking Council direction regarding the following issues prior to consideration of a formal zoning amendment bylaw:

1. Ivy Place Road Dedication & Standards

   The table below outlines how the developer's proposal compares to the road standards required in the draft Subdivision and Development Services Bylaw:

	Current Construction	Required Standard (via draft Bylaw)	Proposed
Min. Road Right of Way width	12.2 m	20.0 m	18 m
Min. Pavement Width	Approx. 5.0 m	8.4 m	6.6 m
Number of Sidewalks	No sidewalks	1.5 m – 1.8 m sidewalk on 1 side)	A 4.0 m-wide multi-use path on the west side of Ivy Place

Staff consider that the proposed reduction in the right of way width of Ivy Place from 20.0m to 18.0m to be minimal and unlikely to impact the future build out of the road to Town standards. Staff are concerned, however, with the proposed reduction in road dedication (shown in red Figure 1) along the remaining portion of the east property line that connects to Comox Avenue as it will not allow for a vehicle connection from Ivy Place to Comox Avenue. This connection would alleviate future traffic along Buena Vista Avenue (from increased density in the neighbourhood according to Land Use Designations in the draft OCP) and would be restricted to right-in, right-out vehicle traffic. For the build out of Ivy Place, the developer is proposing a narrower road pavement width and a 4.0m multi-use path which does not adhere to Town standards and will eliminate the possibility of on-street parking in the future.

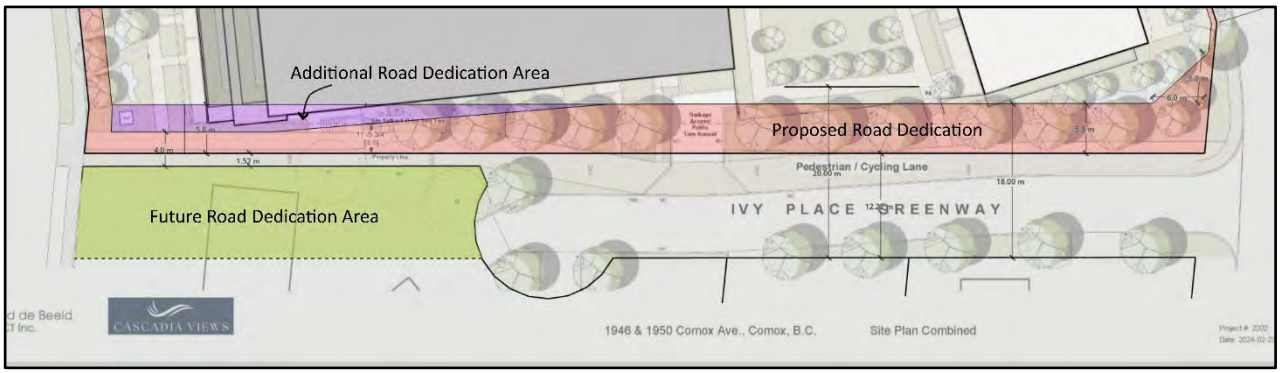


Figure 1: Recommended road dedication plan.

Based on the above, Staff are recommending that the applicant's proposal be revised to accommodate the road dedication necessary to allow for a future vehicle connection to Comox

Avenue from Ivy place (shown in purple in Figure 1), while also ensuring that Ivy Place is built to Town standards.

2. Driveway access from Comox Avenue;

   The proposed site plan demonstrates a U-shaped driveway access from Comox Ave that conflicts with section 10(d) of the Highway Use Bylaw, which requires that a lot that fronting an arterial road be accessed by vehicle from a lower-tier road when available, which in this case is Ivy Place or Buena Vista Avenue. This is to help reduce conflicts and interactions along arterial roads that slow down traffic that would increase the risk of collisions or pedestrian/vehicle conflicts along sidewalks. The Traffic Management Plan estimates that by 2044, peak times traffic will back up from the Comox/Anderton intersection past this development.

   Based on the above, Staff are recommending that the proposed development be revised to eliminate the access from Comox Avenue and accommodate on a lower tier road as per the Highway Use Bylaw.

3. OCP Conformance - Building Height (Number of Storeys)

   The proposed development includes a six-storey high building, located at the north end of the site, whereas OCP policy 2.1.1.3[g] limits development on the subject site to four storeys but accommodates consideration of additional height where a) the site contains a significant slope and b) satisfactory amenities are provided. The subject site is sloped roughly 1:20 (forming a 2.86° incline), with Buena Vista Avenue being roughly 6 m above Comox Avenue in that location. The applicant has proposed a suite of amenities as part of the proposed development which includes a private day care facility for 25 children and a 442.0 m^2 green space in the northwest corner of the site. The draft OCP identifies this site as within lands designated as *Mid-Rise Residential* land use, which would support multi-unit housing up to six storeys, without the slope and amenity provision. Therefore, if the applicant wishes to proceed immediately with the rezoning application, Council will need to consider whether the slope is 'significant', and the amenities package 'satisfactory' to justify the proposed building height.

   Given that the draft OCP includes this area as 6 stories staff feel securing the proposed daycare and outdoor amenities at this time would be beneficial through zoning due to the height bonusing

provisions in the current OCP. However, if Council does not plan on keeping this site at 6 stories in the final draft of the OCP it may be prudent to require an OCP amendment for the application.

4. Various Outstanding Items:
   - Creation of a Comprehensive Development (CD) zone.
   - Accommodation plan for existing tenants.
   - Sewer capacity analysis update.
   - Traffic assessment update.
   - Affordable housing contribution.
   - Arborist report update.

ATTACHMENTS:

Attachment A: Property Location Map

Attachment B: Official Community Plan Map

Attachment C: Zoning Map

Attachment D: Drawings of the Proposed Development

TOWN OF COMOX
Council Meeting Decision

MEMORANDUM

TO:	Planning	**DATE:**	July 22, 2025
FROM:	Shelly Russwurm, Corporate Officer	**FILE:**	RZ 24-4
SUBJECT:	Rezoning Application RZ 24-4 (1946 & 1950 Comox Avenue)		

Shelly Russwurm

MESSAGE: Resolution(s) passed at July 16, 2025 Regular Council Meeting:

THAT Council direct Administration to work with the applicant to bring forward a zoning amendment bylaw for RZ 24-4, incorporating the conditions identified in the July 16, 2025 Regular Council Meeting staff report titled, "Rezoning Application RZ 24-4 (1946 & 1950 Comox Avenue)," from the Planning Department with the amendments as follows:

1. No additional road dedication required from Ivy Place to allow for a future vehicle connection to Comox Avenue,

2. Access permitted from Comox Avenue (right in, right out).

(2025.295) -- CARRIED

THAT Council supports an application to be received for a six story building under the current OCP with inclusion of daycare and outdoor amenity space.

(2025.296) -- CARRIED

TOWN OF COMOX

PRE-APPLICATION
COMMUNITY CONSULTATION GUIDE

For 1946-1950 Comox Avenue

CONSULTATION SUMMARY TEMPLATE

Pre-Application Consultation	Stage 1	Stage 2
Date of Invitation mailing or hand delivery	May 01, 2023	June 21-22, 2023
Date of Newspaper Advertisement	May 03, 2023	June 14, 2023
Cut-off date for comment submission	May 24, 2023	July 13, 2023
Open House Date and time span (i.e. 4 pm to 7 pm)	Not Applicable	June 29, 2023
Number of invitations mailed or hand delivered	92	92
Number of written submissions received	41	57
Number of members of the public attending the Open House	Not Applicable	76

As a result of Stage 1 Consultation, concerns and comments included the following

- Please refer to memo provided by Cascadia Views

The development's design:

- < addresses ____ concern by _____ > Please refer to memo provided by Cascadia Views

As a result of Stage 2 Open House Consultation, concerns and comments included the following:

- <summarize the concerns> Please refer to memo provided by Cascadia Views

The development application, as submitted for town consideration:

- < addresses ____ concern by _____ >
- **Describe any additional adjustments to the proposal as a result of community comments**

Please refer to memo provided by Cascadia Views

Similar buildings in the neighborhood

Ballantyne Place

Balmoral Place

Cascadia Views

The Curry Cottage -Tap & Grill

Comox Valley Unitarian Fellowship

Comox Centre Mall

Aspen View

Cambria Gardens

Similar buildings in the neighborhood

CASCADIA VIEWS

Walk, Run & Bike!

- 5 minute walk to downtown businesses
- Ivy Place Greenway connecting the neighborhood
- High walkability & bikeability reducing traffic & emissions
- Close to schools and many other essential services

CASCADIA VIEWS

Designed by Locals, for Locals

- Designed by local Architect & Engineers
- Created to meet local community needs
- Materials from local suppliers & built by local trades
- Serviced by local businesses
- Over $90M investment in Comox

CASCADIA VIEWS

More Homes for Comox Residents

- Built for all. Seniors, young families couples & pets
- Great mix offering Studios, One, Two & Three-Bedroom Homes
- 235 homes for the Comox community
- Convenient on-site amenities - daycare, greenway, parks & more

CASCADIA VIEWS

Fueling the Comox Economy

- Built Local. Maintained Local
- Creating new jobs for Comox residents
- More homes to alleviate the housing shortage
- $15M to $20M in new tax revenue
- New tax revenue keeps your property taxes low
- Secure potential federal funds for Comox
- More residents to walk & shop downtown

CASCADIA VIEWS

Community of Well-Designed Homes

- Thoughtfully designed, high-quality homes for your Family
- Environmentally friendly & energy-efficient
- Lush & beautiful landscaping designed by our local team
- Pet-friendly indoors & outdoor pet park
- On-site daycare for families

CASCADIA VIEWS

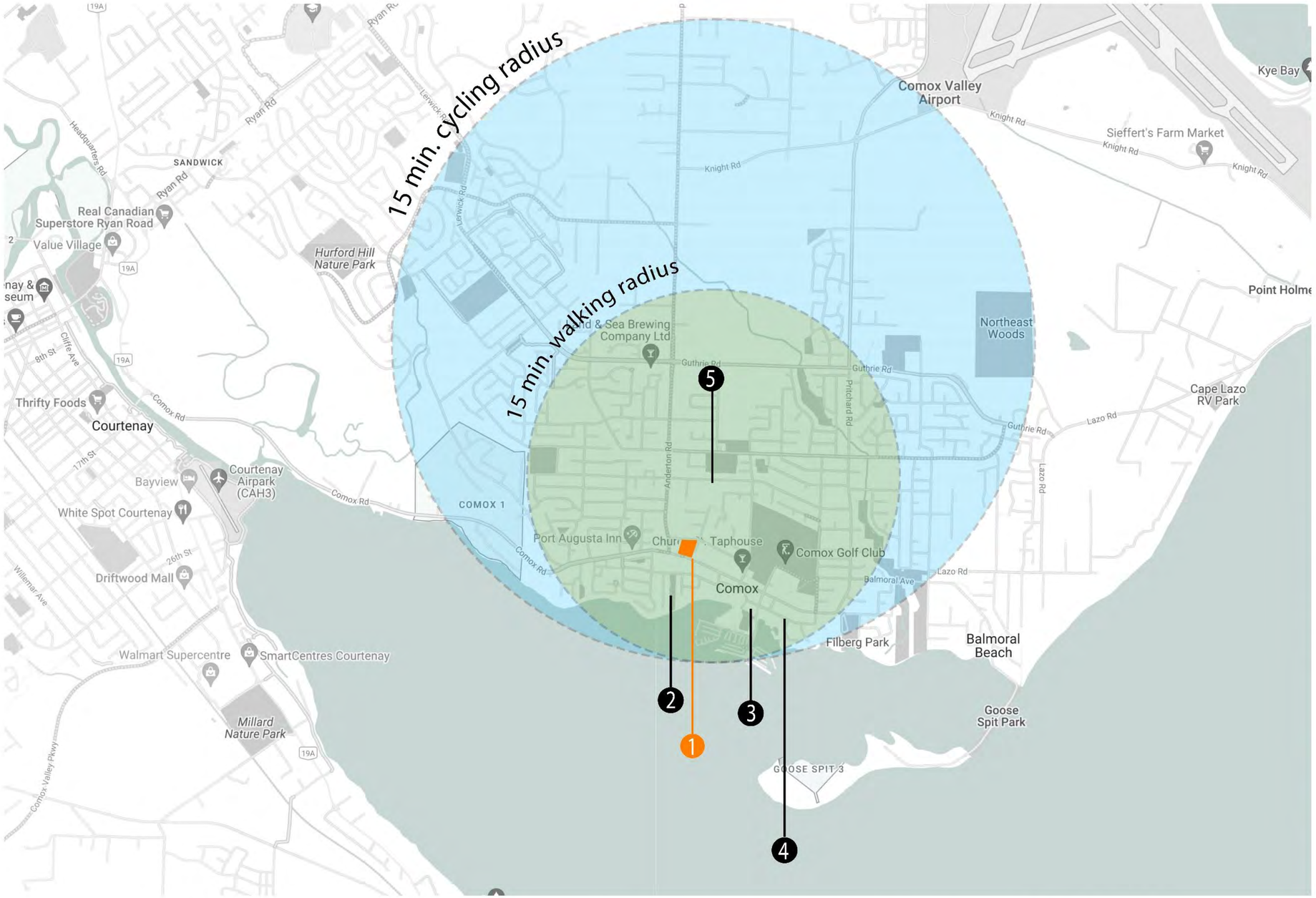
Tenant Housing Support Plan

- Comprehensive plan ensuring every tenant has a new home
- Finding new homes via BC Housing & other programs
- Personalized one-on-one assistance for every tenant
- Led by our Housing Support Coordinator – Mr. Bradyn Bortoluzzi
- Committed to supporting the tenants through multi-year process
- Providing financial support for moving and relocation
- Ongoing communication & updates with Tenants & BC Housing

Mr. Bradyn Bortoluzzi
Housing Support Coordinator

CASCADIA VIEWS

NEIGHBOURHOOD CONTEXT



1 - SUBJECT SITE 2 - PORT AUGUSTA PARK 3 - COMOX DOWNTOWN 4 - VANCOUVER ISLAND REGIONAL LIBRARY 5 - ECOLE ROBB ELEMENTARY SCHOOL

Artist Rendering – View from Comox Avenue

A1 A2 A3 A4 A5

Artist Rendering – View from Buena Vista

Artist Rendering – View from Ivy Place Greenway looking towards Comox Avenue

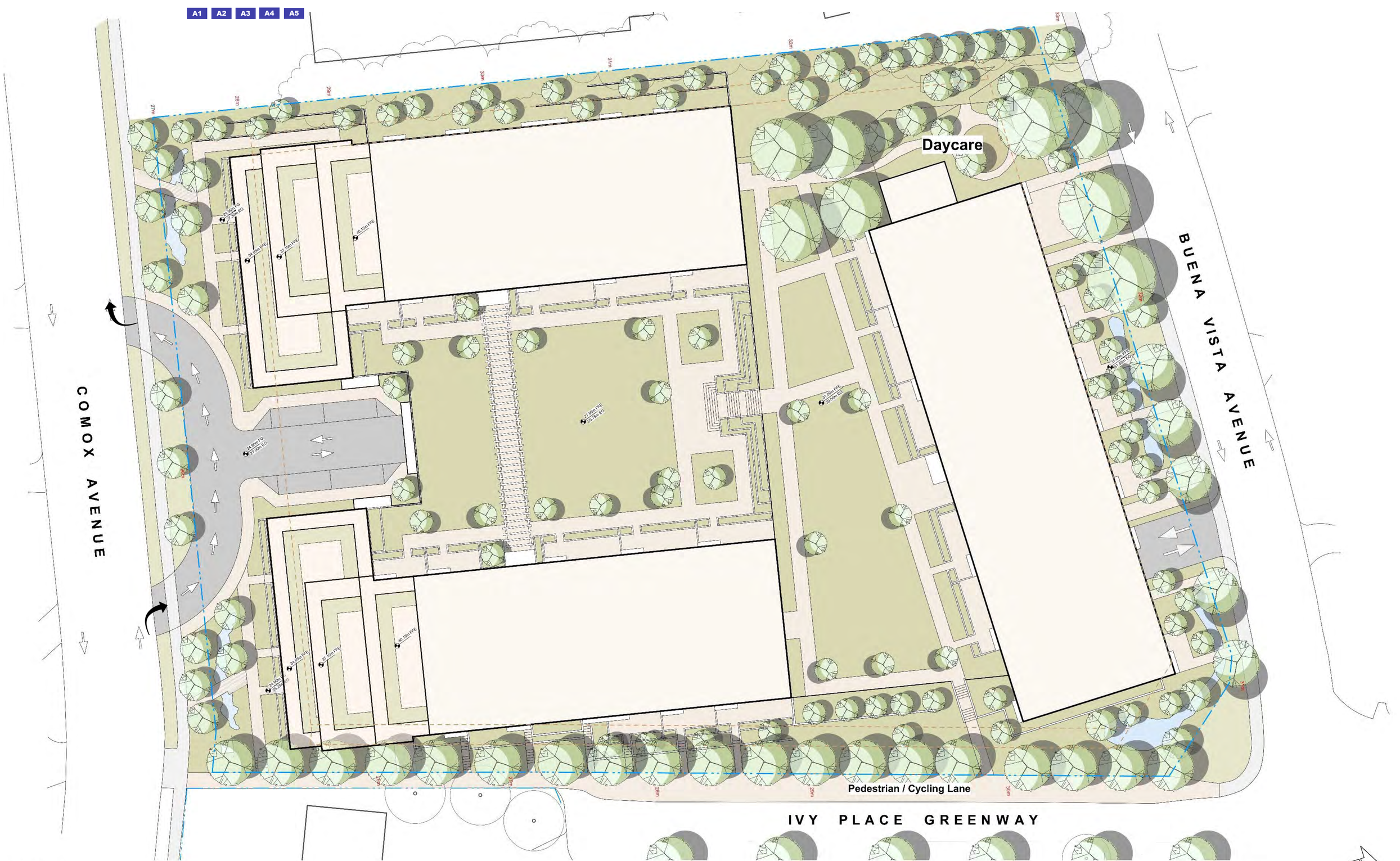
CASCADIA VIEWS

Artist Rendering – Ivy Place Greenway

CASCADIA VIEWS

Comox Avenue Elevation

Buena Vista Elevation



1 Site Plan
Scale: 1:200

Raymond de Beeld ARCHITECT Inc.

CASCADIA VIEWS

1946 & 1950 Comox Ave., Comox, B.C.

Site Plan Combined

Project #: 2202
Date: 2023-06-27 (Issued for Public Open House)

A1.1

CASCADIA VIEWS
LANDSCAPE CONCEPT

COMOX AVENUE
VIEW EAST ALONG COMOX AVENUE

DESIGN PRECEDENTS

01 Forest pocket: Douglas Fir, understorey of small deciduous trees, shrubs & perennials

02 Indigenous evergreen understorey: sword fern, evergreen huckleberry, mahonia

03 Natural play: stepping logs, willow tunnels

04 Natural play: climbing logs

05 Bioswale crossing with seating

06 Bioswale entry crossing

07 Perennial pollinators

08 Bench

09 Platform bench

kinship
design • art • ecology
1070 Nelson Street Nanaimo BC V9S 2K2
250-753-8093
hello@kinshipdesign.ca

CASCADIA VIEWS

PROJECT
CASCADIA VIEWS
1946 & 1950 Comox Avenue
Comox, BC

DESIGN RATIONALE

PROJECT 23010
DB KS **CB** KS
SCALE VARIES
DATE JUNE 26, 2023

L1.01

COMOX AVENUE STREET SECTION A

NTS

COMOX AVENUE
LANDSCAPE CONCEPT PLAN

SCALE 1:200

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CASCADIA VIEWS

PROJECT
CASCADIA VIEWS
1946 & 1950 Comox Avenue
Comox, BC

COMOX AVENUE

PROJECT 23010
DB KS **CB** KS
SCALE VARIES
DATE JUNE 26, 2023

L1.02

BUENA VISTA AVENUE
LANDSCAPE CONCEPT PLAN
SCALE 1:200

BUENA VISTA AVENUE
VIEW TO CHILDCARE & PARK ENTRANCE

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hello@kinshipdesign.ca

CASCADIA VIEWS

PROJECT
CASCADIA VIEWS
1946 & 1950 Comox Avenue
Comox, BC

BUENA VISTA AVENUE

PROJECT 23010
DB KS **CB** KS
SCALE VARIES
DATE JUNE 26, 2023

L1.03

A1 A2 A3 A4 A5

Development Application Review Process

Step 1

1. Community Notification

- Proponent notifies neighbourhood and community about the land use change, so that concerns can be considered in the initial development design.
- Notification methods: Local paper and mailouts

Step 2 YOU'RE HERE

2. Open House

- Proponent shares details of development with the community and advises how concerns have been addressed. The open house is an opportunity to receive additional feedback.
- Notification methods: Local paper and mailouts

Step 3

3. Application is submitted

- Town staff reviews the project for completeness.
- Staff prepares reports with recommendations for Council.

At steps 1 through 3 the application has NOT been received by Town Council.

Step 4

4. Council Receives Application

- Town Council reviews the proposal for the first time and application is considered for 1st and 2nd reading.
- Notification method: In Council agenda

Step 5

5. Public Hearing

- This is a meeting that allows the public to speak directly to Council.
- Notification method: In local paper and mailouts

Step 6

6. Adoption

- This is the final stage where the application is given 3rd and final reading.
- Notification method: In Council agenda

At steps 4 and 6, Council has the ability to seek changes to the development.

» The Town uses this enhanced process to allow the voices and concerns of citizens to be heard prior to the development being received by Council.

TOWN OF COMOX

Cypress Gardens
1582 Balmoral Ave, Comox

Cypress Gardens
1582 Balmoral Ave,
General Delivery
Comox, BC, V9M 8A1

How to Apply:

Apply to The Housing Registry

Bedrooms:	# of Units
1 bedroom	52

Eligible clients:

- Seniors
- Persons with disabilities

Housing type:

- Subsidized housing (rent geared to income)

Building notes:

Quadra Gardens
1742 Beaufort Ave, Comox

Quadra Gardens
1742 Beaufort Ave
Comox, BC, V9M 1R7

How to Apply:

Apply to The Housing Registry

Eligible clients:

- Seniors
- Persons with disabilities

Housing type:

Building notes:

Wheelchair : Yes

Bedrooms:	# of Units
1 bedroom	28
2 bedrooms	1

BC Housing properties

A1 A2 A3 A4 A5

The Junction
988 8th St, Courtenay

The Junction
988 8th St
Courtenay, BC, V9N 9G1

How to Apply:

The Supportive Housing Registry

Bedrooms:	# of Units
Studio	43
Studio wheelchair	3

Eligible clients:

- Persons with disabilities
- Supportive Housing

Housing type:

- Subsidized housing (rent geared to income)

Building notes:

Wheelchair : Yes
Support staff on duty : Yes

BC Housing properties

A1 A2 A3 A4 A5

Laketrail
1- 15, 2060 Lake Trail Rd, Courtenay

Laketrail
1 - 15, 2060 Lake Trail Rd
Courtenay, BC, V9N 9E8

How to Apply:

Apply to The Housing Registry

Eligible clients:

- Seniors
- Couples
- Families
- Persons with disabilities

Housing type:

Building notes:

Pets allowed : Yes
Wheelchair : Yes

Bedrooms:	# of Units
1 bedroom wheelchair	5
2 bedrooms	12
3 bedrooms	17
3 bedrooms wheelchair	2
4 bedrooms	3

Centennial Place
2594 Penrith Ave, Cumberland

Centennial Place
2594 Penrith Ave
Cumberland, BC, V0R 1S0

How to Apply:

Apply to housing provider: Cumberland Senior Citizens' Housing Society, In Person/By Mail: 16 - 2594 Penrith Avenue, Cumberland, BC V0R 1S0. Office Hours: By appointment only.

Eligible clients:

- Seniors

Housing type:

- Below market rental
- Subsidized housing (rent geared to income)

Building notes:

Wheelchair : Yes

Bedrooms:	# of Units
1 bedroom	14
1 bedroom wheelchair	1

CASCADIA VIEWS

Cascadia Views Memo:

Addressing comments from Community consultation

1946 and 1950 Comox Ave

February 23, 2024

CASCADIA VIEWS

Introduction

The team at Cascadia Views has invested substantial effort and diligence to ensure that the project remains in harmony with the objectives outlined in the Official Community Plan (OCP) and Housing Needs Assessment Report. Recognizing that this is an ongoing endeavor, the team is consistently and proactively engaged in enhancing the project. Cascadia Views acknowledges and addresses the questions and comments raised during the public consultation in the categorized responses provided below.

1. Existing residents

It is important to note that this is a long and ongoing process, and Cascadia Views would like to assure everyone that active steps are being taken to ensure the well-being of each tenant. As mentioned during the open house event, Cascadia Views is determined to assist the current tenants in finding new housing arrangements in collaboration with BC Housing and other relevant programs. Each tenant will receive personalized, one-on-one support throughout this transition, with Mr. Bradyn Bortoluzzi serving as the dedicated Housing Support Coordinator, overseeing the process. The monthly rent for current residents varies, ranging from $300 to $1,000, with an average rent of $650. BC Housing rents fall within a similar range, offering affordable options for those in need. Referrals to additional resources will also be made available to assist tenants in this transition. Cascadia Views will provide a more detailed plan as they move further in the process. In conclusion, the unwavering commitment at Cascadia Views is for no tenant to be left behind, and a determined effort will be made to find a suitable and welcoming new home for the tenants affected by this transition. The well-being and security of the tenants remain top priorities throughout this process, and continuous efforts are being made to ensure a smooth and supportive relocation experience for all.

2. Environmental:

Mitigating the carbon footprint of heating and cooling in buildings is crucial for reducing greenhouse gas emissions and combatting climate change. Consistent with past projects, Cascadia views is dedicated to establishing an energy-efficient community. This includes - optimized energy modeling, selecting high-efficiency energy-saving appliances, quality windows and doors, efficient building envelope design and much more. All open surfaces above the underground parking area will be transformed into green roofs that will be landscaped with beautiful trees which will be up to 4 storeys tall upon maturation. These green roofs will not only enhance the visual appeal of the area but also contribute to environmental sustainability, providing serene spaces for relaxation and leisure. An Arborist report has been submitted in the rezoning application, demonstrating a strong commitment to preserving healthy trees as advised by the Arborist's recommendations. Cascadia Views will undertake extensive tree planting to exceed the current tree count resulting in more usable and well-designed green spaces. It was recognized that some existing trees are not in good shape and could be a safety risk. The replacement of unhealthy trees with new ones, combined with the retention of healthy trees, not only ensures safety but also enhances public spaces. Residents will benefit from thoughtfully designed shaded areas in the park, promoting better utilization. The idea of a public park on top of the underground parkade acting as a green roof is a way to support the environment while creating peaceful spaces for relaxation and enhancing the area. Furthermore, Cascadia Views will plant numerous trees, along Buena Vista and Ivy Place. This deliberate effort is a step in beautifying the community and fostering a sense of pride among residents. The aim is to create a beautiful and continuous tree canopy along the three adjacent streets. In essence, this comprehensive approach blends ecological responsibility with a commitment to community well-being, transforming Cascadia Views into a sustainable and serene community. More details about the designs are in the attached landscape plan. A Heron assessment was conducted which concluded that Douglas Fir trees on the site are used for perching but not nesting. The tree removal will be scheduled when there are no herons on the trees.

CASCADIA VIEWS

3. Project type, density & sizing

Canada is struggling with a nationwide housing crisis, marked by an escalating demand that surpasses the available supply. This has resulted in soaring home prices, increased rental costs, and a growing affordability crisis, impacting individuals and families across the country. The housing shortage is not exclusive to the national or provincial level; it is a pressing concern in the town of Comox as well. The Housing Needs Assessment report and the Town of Comox OCP set guidelines and targets to achieve densification. Beyond affecting residents' access to homes, the shortage has broader implications for essential services within the community. As people struggle to secure housing, attracting and retaining professionals in fields such as nursing, teaching, and healthcare becomes increasingly challenging. A thriving community with adequate housing is crucial in drawing and retaining these essential professionals, ensuring the continued provision of vital services that benefit everyone in the town of Comox.

Addressing the housing shortage extends beyond providing homes; it is about sustaining and enhancing the quality of life for all community members. In response to this pressing need, Cascadia Views is positioned to make a substantial contribution by introducing 228 new homes to the local housing supply. Our team received feedback both in favor of maintaining similar or even higher density and, conversely, advocating for a reduction in density. Responding to these considerations, the decision was made to implement cascading and terracing elements along Buena Vista Ave, resulting in an overall reduction in the number of homes from 235 to 228. The introduction of terracing on the Buena Vista building led to a reduction in the footprints of individual floors. To ensure the overall feasibility of the project, an additional floor with a significantly reduced footprint, level 6, was **exclusively** added to the Buena Vista building. This addition was executed with sensitivity to the neighborhood, as level 6 is terraced to remain unobtrusive and hidden from street level. The impact on the neighborhood was meticulously assessed through a shadow study to ensure seamless integration and harmony within the community.

There were some questions regarding comparing this proposal with 80 townhouses. A multifamily project stands out for its efficiency, particularly when compared to single-family homes, which tend to be less land-use efficient, serving fewer people and being a more costly option. Acknowledging the severity of the housing crisis, several municipalities in British Columbia have implemented measures to curb single-family zoning, allowing for increased residential development on traditional single-family lots. Single-family homes not only come with a high upfront cost but also entail significant maintenance expenses, rendering them unaffordable for many individuals. In contrast, multifamily housing emerges as a more accessible and cost-effective solution, offering built-in community dynamics and shared amenities that foster social interaction and security. Moreover, multifamily projects, align with environmentally conscious practices, boasting a reduced carbon footprint according to various studies. This comprehensive approach not only addresses immediate housing needs but also promotes affordability, interaction, and sustainability, contributing to the overall well-being and resilience of the community. Moreover, the project's advantageous proximity to downtown will decrease reliance on cars, encouraging more people to walk or cycle instead. This not only promotes a healthier lifestyle but also contributes to reducing harmful emissions, making the project an ideal fit for the site and aligning with sustainable urban development goals.

Comox faces geographical constraints limiting its potential for expansion, making its potential for growth very challenging. With the ocean to the south and east, height restrictions due to the airport to the north, and the presence of Courtenay to the west. The most viable solution to achieving density and increasing housing supply is through vertical development. The downtown and nearby areas prove to be optimal locations for higher structures, as opposed to the outskirts or rural parts of Comox. The proximity to downtown not only makes it a

convenient location for residents to access nearby shops and services but also benefits local businesses by providing them with a larger customer base. Conversations with local businesses reveal strong support for a project of this density, as it addresses their need for increased customers, aligning with the community's overall growth and development objectives.

A preliminary breakdown of apartment sizes in the project data has been provided. The team studied the market, consulted the official housing assessment report, and engaged in conversations with locals to determine unit breakdown. Cascadia Views offers a diverse range of housing options, including studios, one-bedroom, two-bedroom, and three-bedroom homes, designed to accommodate residents of all age groups. A portion of the overall housing will be specifically designed as accessible and adaptable homes, ensuring they remain senior-friendly. Though a decision has not yet been reached regarding whether the apartments will be offered as rentals or condominiums, the aim is to create an inclusive and accessible housing community that benefits residents of all ages.

In conclusion, increasing the housing supply in the town of Comox to deal with the housing crisis presents a win-win opportunity for people of all ages. For the older residents, it offers the option to downsize from their current homes to more manageable and age-friendly accommodations, while remaining in the community they love. Simultaneously, it opens doors for younger people who aspire to enter the housing market, providing them with a broader range of housing options that are more aligned with their needs. Increasing the housing supply is crucial, as it not only enhances affordability but also provides a broader range of apartment types to cater to the diverse needs of young families, couples, and individuals, ultimately offering more choices and opportunities for the community.

4. Design considerations:

The question that came up most often was how the building design would blend with the neighborhood's overall look. While the cascading/terraced design on Comox Ave buildings (B & C) received very positive feedback from the neighbors, there were some comments that ‘building A’ didn't blend well. There were suggestions to introduce terracing, similar to the other side on Comox Ave., to break up the continuous wall effect. The team has incorporated these comments to enhance the appearance of the buildings to look and fit better in the neighborhood.

Transforming the aesthetic of Building A on the Buena Vista side, the first three floors now replicate the look and feel of townhouses, with the ground floor featuring private access and a front porch. Elevating the architectural allure, floors 4 and 5 boast remarkable terracing, ingeniously minimizing visual impact while seamlessly aligning with the Cascades design concept. The carefully designed terraced structure breaks down the facade, mitigating the imposing mass effect. Moving upward to floor 6, substantial terracing and reduction of the footprint takes center stage, strategically mitigating shadows and building height. This renders the floor unobtrusive from street level ensuring a harmonious integration with the surroundings. Beyond the aesthetics, the terracing serves a dual purpose. Residents of these homes are treated to an abundance of usable open spaces. This thoughtful design not only enhances the quality of living but also adds a layer of visual interest, creating an environment that is both aesthetically pleasing and functionally enriching. Additionally, the selection of materials and colours

CASCADIA VIEWS

features lighter and timeless shades that present visual lightness while unifying the overall scale of the buildings. Emphasizing a crucial point, it's noteworthy that the team is actively refining the design of the façade to achieve additional enhancements as the project progresses through the rezoning and development permit stages.

Landscape design and features are important because they contribute significantly to everyone’s well-being and quality of life. Cascadia Views features amenities such as landscaped green roofs that are designed as stepped courtyards as well as a community park. These thoughtfully created spaces, equipped with seating areas, actively encourage social interactions, and cultivate a strong sense of belonging among neighbors. The green roof (central courtyard) is divided into three stepped courtyards, each with a range of amenities such as a children's play area, shaded seating spots, and a community park. Additionally, there is a designated dog-friendly pocket park accessible to the public, offering residents and visitors alike the opportunity to enjoy leisurely walks with their pets.

There were comments received about the Town of Comox facing a significant demand for daycare facilities. As a response to this need, Cascadia Views is introducing a daycare center within Buena Vista (building A) on the northwest corner of the site, featuring a capacity to accommodate up to 28 children. It will also have a well-designed and secure outdoor play area dedicated to the well-being and recreational needs of the children. The two underground floors will have ample parking, storage facilities, and bike rooms. Additionally, some parking spaces will include an attached bike/storage room for added convenience. Furthermore, parking stalls will come equipped with rough-ins, allowing residents for an easier installation of chargers for their electric vehicles (EVs). The garbage room on underground level 1 will be enclosed and secured, ensuring easy access for residents and efficient garbage pick-up services.

5. Site plan:

To align with the proposed density outlined and supported by the town's Official Community Plan (OCP) and housing needs assessment report, the Architect has confirmed that no alternative design with fewer than three buildings is viable. Following the open house meeting, Cascadia Views performed an additional review of the unit mix and total number of homes. The team subsequently revised the design, successfully reducing the overall number of homes while maintaining project feasibility. Initially proposed 235 homes during the open house, were now through revised design reduced to 228 homes. This site layout also maximizes usable open space. Adhering to the maximum permitted lot coverage of 70%, this design achieves a lot coverage of only 35%, leaving 65% of the site area as open space.

Driven by the Cascadia Views team's commitment to design buildings that harmonize with the surrounding neighborhood and its architectural context, the project's location on Comox Ave and Buena Vista Ave played a pivotal role in shaping the design approach. The team carefully conducted shadow studies to ensure that the development cast no disruptive new shadows on the community, prioritizing its well-being. Community feedback resonated with the team's desire to introduce the buildings with a townhouse-like character, notably appreciating the cascading façade on Comox Ave during an Open House meeting. Responding to this input, the team adapted the design for Buena Vista Ave, incorporating a cascading façade and townhouse-style aesthetics on the lower floors. To further reinforce the neighborhood connection, ground-level units were equipped with patios and street-level accessibility, enhancing the overall townhouse feel. This comprehensive approach aims to seamlessly integrate the project into the local context, promoting visual harmony and a sense of community while respecting the unique character of the area.

Once completed, the Cascadia Views community will be accessible and will welcome the public, featuring numerous inviting seating areas for the residents of Comox to gather and relax. A significant feature of this project is the introduction of a publicly accessible park located in the northwest corner of the site, complete with dog-friendly amenities and an accessible playground. In a conscious effort to preserve the existing trees identified by an arborist, an underground parking structure will be constructed with utmost respect for these natural assets. Some neighbors suggested reducing the size of the underground parkade to preserve and incorporate more trees. Despite the common practice of seeking parking variances, Cascadia Views does not support such approach for this project, as it could lead to overwhelmed on-street parking. The proposed design aligns with the town's parking requirement of 1.25 parking stalls per unit. The innovative design of the underground parking structure not only safeguards the trees but also allows for the planting of new ones atop the structure, some of which have the potential to reach heights equivalent to four-story buildings upon maturity. Ensuring the parkade's waterproofing is up to par is a priority, preventing any occurrence of flooding and keeping the parkade secure.

Cascadia Views has been designed as a community with two access points, a deliberate compromise aimed at addressing concerns from neighboring residents while considering the broader traffic situation in the Town of Comox. The experienced team of professionals recognized the significance of this design decision, driven by safety considerations and data gleaned from a comprehensive Traffic Study conducted by an experienced Traffic Engineer. Among the available options, opting for two access points surfaced as the most practical, despite the added expenses and space needed for two underground parkade entrances. This choice was made regardless of the negative impact on feasibility as it is essential to creating a successful project, even though it is not common in residential multifamily projects. The team's commitment to creating a safe community outweighed the project's feasibility concerns. These two access points enhance resident safety and minimize the traffic impact on both Comox and Buena Vista Avenue. The first access, for residents coming from downtown Comox, provides

a right-in/right-out configuration, facilitating westbound travel for residents. The second entrance, accessible from Buena Vista, has no restrictions.

The team received some recommendations from the Town of Comox about having access to the underground parking from Ivy Place and the potential to connect Ivy Place to Comox Ave for cars. This suggestion from the Town underwent thorough examination by the project's professionals, including the Traffic Engineer, Architect, Urban Planner, and Civil Engineer. The entire team was involved in evaluating this option, and their collective recommendation strongly leans towards designing Ivy Place as a pedestrian and biking-friendly greenway instead of accommodating all traffic on Ivy Place, which is more suitable for pedestrians. Not only the consultant team, but the neighbors also supported and welcomed this greenway design. Our team of professionals supports the idea of having two accesses instead of relying on a single access point on Buena Vista, Comox Ave, or Ivy Place, based on safety and traffic data. Additionally, the Cascadia Views community incorporates Ivy Place greenway, promoting pedestrian and cycling-friendly spaces while ensuring access to nearby single-family houses. The team's vision for Ivy Place envisions an elevated road compared to Buena Vista Ave, lined with trees and ample seating areas, fostering a welcoming environment for neighborhood residents to walk, cycle, socialize, and enjoy their surroundings. Ivy Place also serves as the access point for garbage collection. It is the team's view that the proposed alternative design standard is well aligned with the Town's General Multi-Family Development Permit Guidelines, which prioritize multi-modal travel such as cycling and pedestrian access, which would be achieved under the proposed design. Further, the OCP recognizes the prominent location of multi-family designated lands, particularly those located proximal to Downtown, and requires higher-density residential forms to provide strong pedestrian orientation, fit in with the overall urban fabric and support alternative forms of transportation.

After exploring commercial retail options, it was determined that the area already boasted numerous businesses due to its proximity to downtown Comox and the nearby shopping mall on Aderton and Buena Vista. In response to feedback from the council and community, a daycare facility for 28 children was incorporated into the project, facing Cascadia Park within the site. It will also include both visitors' and employee parking, along with adequate EV charging stations. The project's proximity to downtown Comox is expected to reduce residents' reliance on cars and boost downtown businesses, thereby enhancing the vibrancy of Comox's downtown area, making Cascadia Views ideally suited for its location.

6. Infrastructure & Public services:

Cascadia Views is part of the Town of Comox Official Community Plan's densification strategy, adding 228 new residential units to the housing market. Its advantageous location near downtown Comox and at the junction of Comox Ave and Anderton Ave ensures minimal disruption compared to similar-sized projects. Prioritizing safety and traffic flow, the consultant team has incorporated two parkade access points, significantly mitigating vehicle congestion.

Buena Vista Ave, designated as a collector road, typically does not feature speed bumps for traffic calming purposes. However, alternative measures are being considered following a thorough assessment by our traffic engineers. Potential solutions may include the creation of landscape bays at the intersection of Buena Vista Ave and McLeod St., or elevating the intersection surface. These options harmonize with our envisioned Ivy Place Greenway design, where elevated surfaces match sidewalk elevations. A combination of these strategies could offer the most effective traffic-calming solution for the neighborhood. Such design will be reviewed and finalized together with the Town of Comox Engineering department. Additionally, the new Buena Vista design will incorporate a sidewalk between the property and the road.

The distance between 1970 Comox Ave and the Cascadia Views building significantly exceeds the minimum safe distance required for construction. The team at Cascadia Views comprises experienced and knowledgeable professionals, including Geotechnical Engineers, Structural Engineers, Architects, and other experts. Collaboratively, the team ensures the design and construction process prioritizes safety, with thorough attention to mitigating any potential negative impact on the neighborhood and adjacent buildings. Through regular field reviews conducted by Geotechnical and Structural Engineers, we guarantee adherence to the approved design plans. Before commencing construction, there will be a comprehensive assessment of the condition of neighborhood buildings and roads, documenting any existing concerns to monitor and evaluate the potential impact of the construction process on the surrounding area. This proactive approach enables us to effectively manage and minimize any disruptions to the neighborhood during the construction phase.

The integration of greywater recycling and rainwater utilization for landscaping purposes will undergo further review and design refinement in subsequent project stages. Cascadia Views is committed to achieving environmental sustainability through these methods. Initial assessment of the existing infrastructure by a Civil Engineer and other qualified professionals at the project's inception concluded that it adequately supports the development of Cascadia Views' magnitude. However, an approximately 30-meter segment of the stormwater line presents only one exception. This will be resolved through the installation of a stormwater detention system or the upgrade of the identified section, as addressed in subsequent detailed design phases.

CASCADIA VIEWS

Conclusion

The demand for housing in Comox mirrors the population growth, a trend consistent with many other municipalities in British Columbia where demand surpasses available supply. Cascadia Views aims to address this issue by offering additional housing options. Furthermore, alongside residential units, Cascadia Views will provide community amenities such as daycare facilities, parks, a public courtyard with relaxation areas, and the Ivy Place Greenway. This aligns with the Town of Comox's densification strategy outlined in its Official Community Plan, which aims to meet the growing need for housing within Downtown Comox. Additionally, as per the recommendation of the Council and community, the inclusion of a daycare facility will contribute to enhancing the capacity of childcare in the area.

TOWN OF COMOX

STAFF REPORT
Meeting: 11-25-2026

TO: Mayor and Council	**FILE:** APPN-2026-0020
FROM: Regina Bożerocka, Planner II	**DATE:** November 20, 2026
SUBJECT: Development Variance Permit APPN-2026-0020 (890 Aspen Road)	

Prepared by:	*Supervisor:*	*Report Approved:*
Regina Bożerocka *Planner II*	*Randy Houle, Director of Development Services*	*Jordan Wall, CAO*

RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER:

That Development Variance Permit APPN-2026-0020 (890 Aspen Road) be approved; and

That Staff be directed to issue the permit.

PURPOSE

The applicant is constructing an 84-unit townhouse development on the subject property and has applied for a phased strata subdivision. The lot lines between the various phases will temporarily create non-compliant interior setbacks for several buildings as described further in this report, which requires a variance to Zoning Bylaw No. 2056.

STRATEGIC PLAN LINKAGE

Strategic Priority	Areas of Focus
Balanced Community Planning	**Housing** - We will create the conditions for a diversity of housing options in our unique seaside Town.

BACKGROUND

Subject Property:

OCP Designation: Low-Rise Residential (4-storey)

Zoning Designation: CD25 - Townhouses

Property Size: 17,600 m^2

Property Contains: Townhouses under construction

Surrounding Land Uses: vacant property to the east, Hector Greenway to the north, single-family and multi-family properties on all other sides

Application History:

The parent property (2123 Hector Rd) was rezoned in 2025 to facilitate a townhouse development under the RM7.1 zone. Council concurrently approved a form & character development permit for its northern portion, which is the subject property under this application. The applicant also applied for a phased strata subdivision, which allows phased construction, occupancy and sales of townhouse units on the subject property. The previous reports to Council with more details are available here:

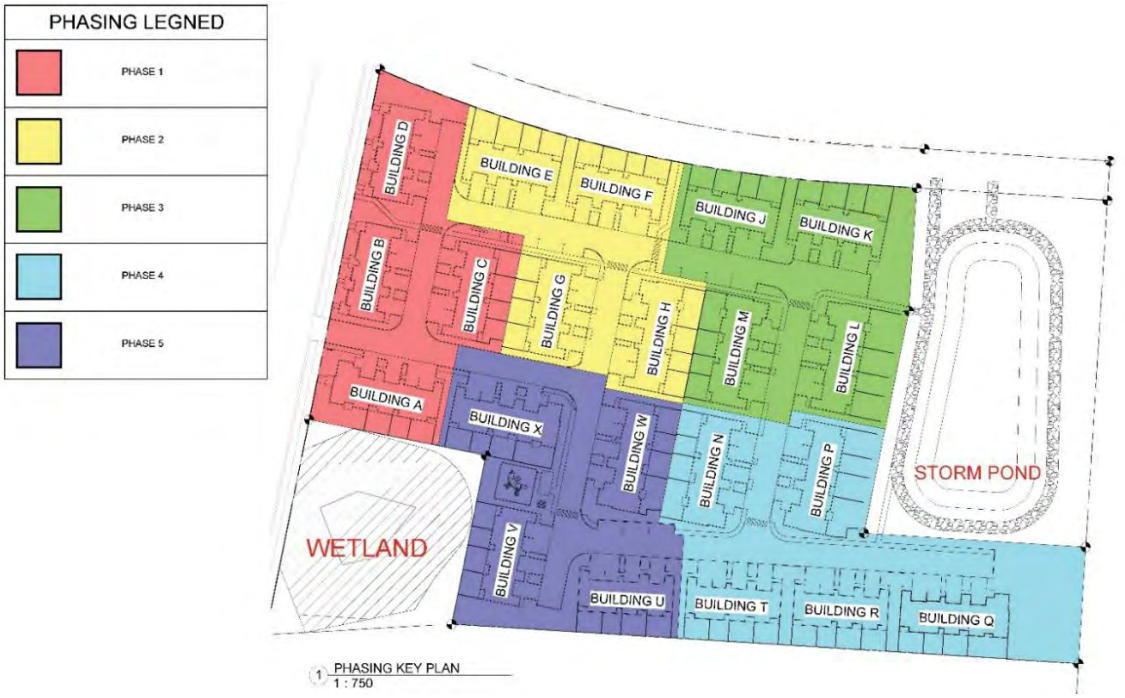
- First and Second Reading, page 57 of the May 21, 2025 Agenda;
- Third Reading, page 36 of the June 4th 2025 Agenda;
- Adoption report, page 86 of the October 1, 2025 Agenda

OCP IMPLICATIONS

The current OCP land use designation is Low Rise Residential (4-storey), which supports multi-unit residential building forms. The proposed townhouse development and setback variances required to facilitate its phasing meet the intent of this land use designation and have no further OCP implications.

ZONING IMPLICATIONS

Under Zoning Bylaw No. 2056 the subject property is zoned CD25 - Townhouses. The proposed 84-unit townhouse development meets zoning regulations. The developer has applied for a phased strata subdivision as shown in Figure A; subsequent phases are in different colours. Due to the lot lines between proposed phases, several buildings will temporarily not be able to meet setbacks until their respective phase is consolidated with the previous one. Sections CD25.7(3) and (4) Minimum Rear and Side Setback are proposed to be varied from 5.0 metres to distances ranging from 1.47 metres to 4.59 m, as shown in Figure B diagrams below.



ANALYSIS/ISSUES/IMPLICATIONS

Phased strata plans allow creation and sales of strata lots or units while remaining ones are still being constructed, which helps with development schedules and financing. Each of the Phased Strata plans are approved and registered at the Land Tile Office in a similar manner to subdivision plans, and considerations for their approval are similar, ensuring that they stand on their own: comply with municipal bylaws for servicing, access and zoning regulations, including with setbacks for the interim property lines. Even though non-compliances are intended to be temporary, formal variances are required.

If the variance application is not approved, then the result will be that all 21 townhouse buildings (84 units) will have to be constructed before they can be sold and occupied.

The setbacks variances proposed due to phasing lot lines create no implications for the neighbours. All setbacks in question are internal and will become compliant as each phase is completed. The developer has already applied for all townhouses building permits, with several permits issued and units under construction.

Figure B illustrates in colour the lot lines between phases that result in temporary setbacks. The non-compliance will be resolved when a next phase consolidates with the previous one, as the development

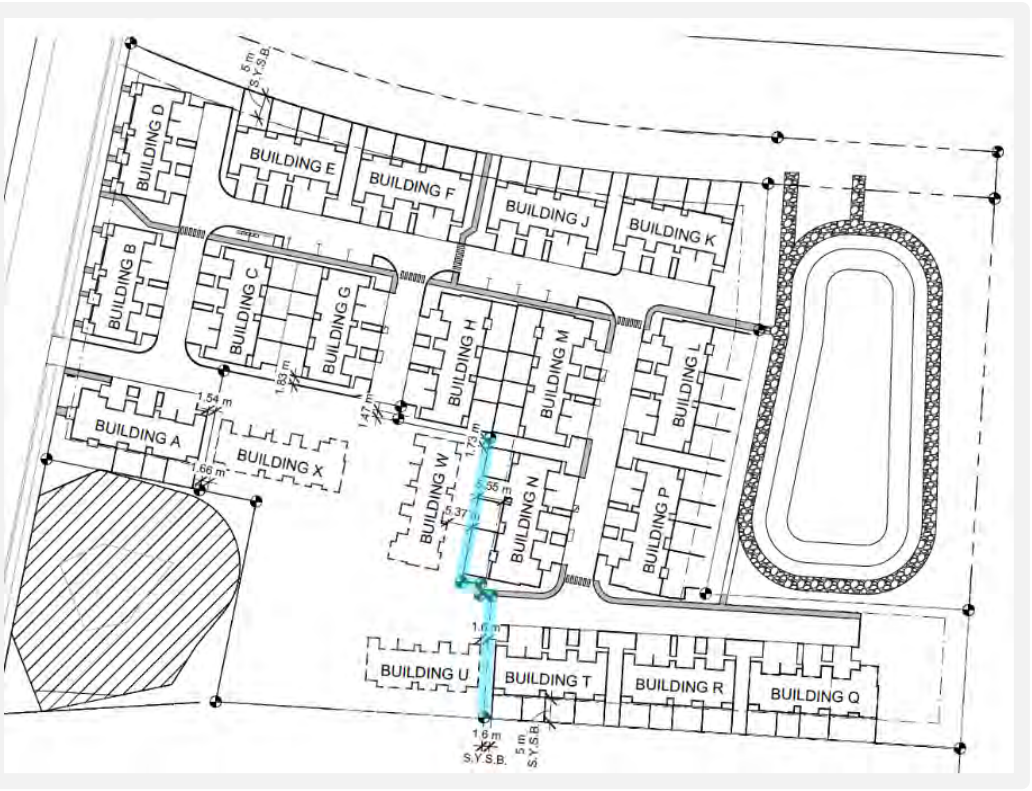
progresses. Figure C further below shows a complete development layout after phase 5, meeting all required zoning setback regulations.

Figure B

1 phase

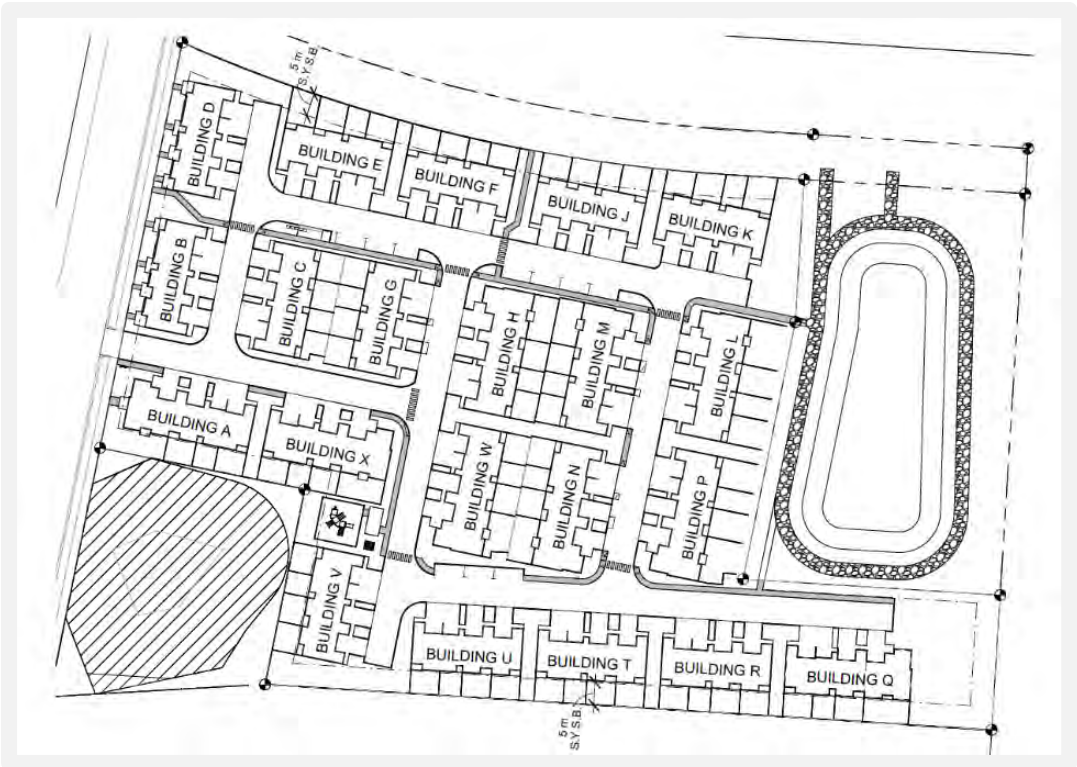
2 phase

3 phase



4 phase

Figure C, complete development



FINANCIAL IMPLICATIONS

N/A

REFERRALS

The development variance application was reviewed by Town departments. Previous applications for Rezoning, Development Permit, and Subdivision were referred to various internal and external agencies, including CVRD, Ministry of Transportation, KFN, School District in 2024 and 2025. The internal setback variance application includes no new information requiring those agencies' review.

PUBLIC PROCESS

Adjacent property owners within 75 metres will have received notification of the development variance permit application in accordance with Town processing procedures. Written comments regarding the proposal are being accepted until 12:00 pm on the day of Council's consideration of this application.

ATTACHMENTS:

Attachment A: Property Location Map

Attachment B: Official Community Plan, Land Use Designation Map

Attachment C: Zoning Map

Attachment D: Applicant's Rationale Letter

Attachment E: Draft Development Variance Permit APPN-2026-0020

Attachment A

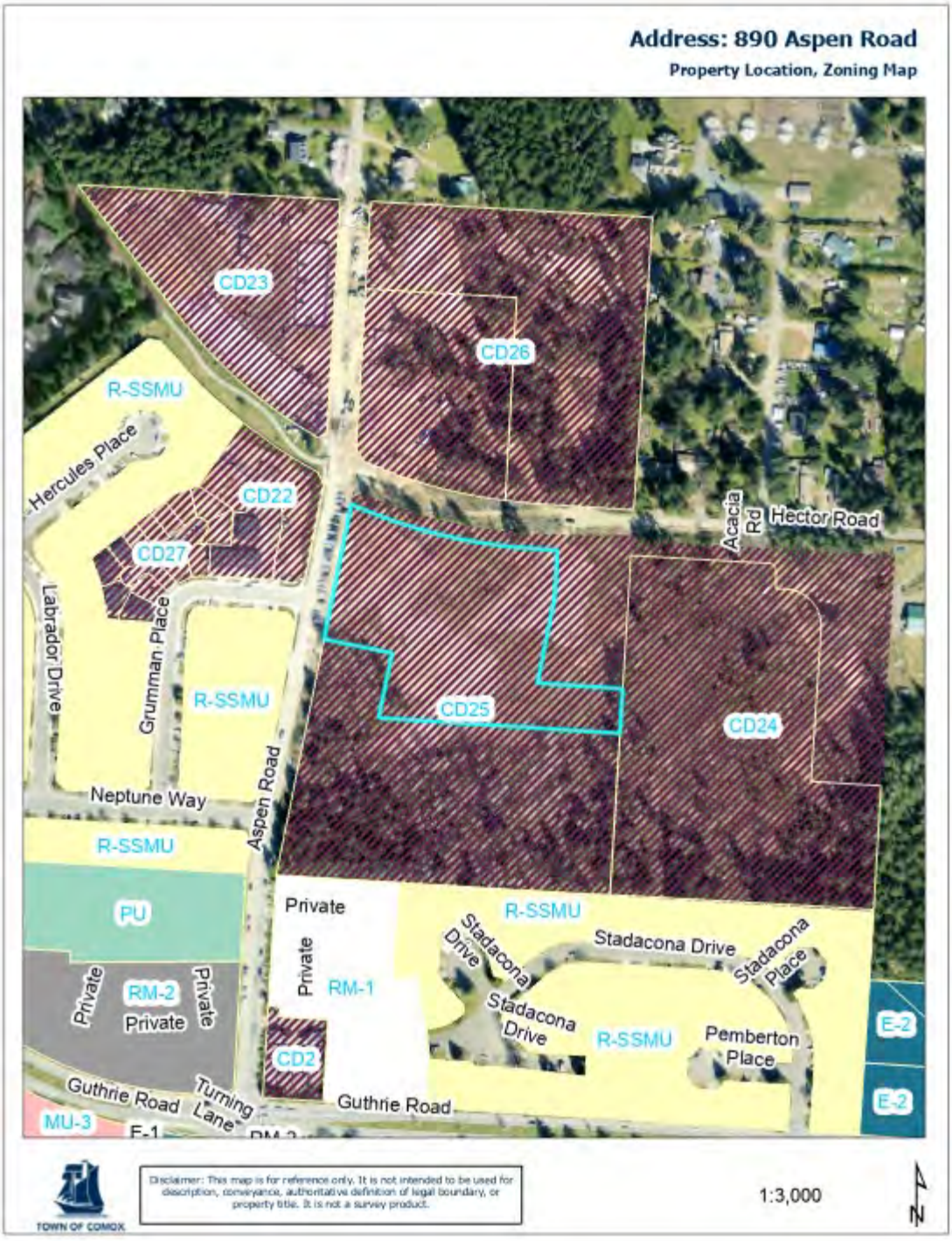
Property Location Map

Attachment B

Official Community Plan, Land Use Designation

Attachment C

Zoning Map



Attachment D

Applicant's Rationale Letter

Seymour Pacific
HOMES

October 27, 2026

Town of Comox
Development Services Department
1809 Beaufort Avenue
Comox, BC
V9M 1R9

RE: DEVELOPMENT VARIANCE PERMIT APPLICATION; 890 ASPEN ROAD

Seymour Pacific Homes is submitting this Development Variance Permit application to support the phased strata development at 890 Aspen Road.

Seymour Homes' townhouse development, Glacier Reach, is proposed to be built out in 5 phases; as construction for each phase is completed and registered at land titles, a number of buildings will temporarily encroach into required building setbacks. This variance application seeks a relaxation of the building setbacks until full buildout of the project.

The requested variances to the building setbacks vary and are highlighted in the attached drawings. As per CD-25 zoning the building setback from all lot lines is 5m and the specific setback variances required at each phase are listed below.

Phase 1:

Building A – rear yard reduced to 1.54m
Building C – interior side yards reduced to 1.83m and 4.59m
Building E – interior side yard reduced to 1.69m

Phase 2:

Building A – rear yard reduced to 1.54m
Building C – interior side yard reduced to 1.83m
Building G – interior side yard reduced to 1.83m
Building F – interior side yard reduced to 3.2m
Building H – interior side yards reduced to 1.47m and 2.09m
Building J – interior side yard reduced to 1.99m

100 St. Ann's Road, Campbell River, BC V9W 4C4
T: 250-850-3230 | F: 250-286-8047
seymourpacifichomes.ca

Seymour Pacific
HOMES

Phase 3:

Building A – rear yard reduced to 1.54m
Building C – interior side yard reduced to 1.83m
Building G – interior side yard reduced to 1.83m
Building H – interior side yard reduced to 1.47m
Building M – interior side yard reduced to 1.6m
Building L – interior side yard reduced to 1.6m
Building N – interior side yard reduced to 1.6m
Building P – interior side yard reduced to 1.6m

Phase 4:

Building A – interior side yard reduced to 1.54m
Building C – interior side yard reduced to 1.83m
Building G – interior side yard reduced to 1.83m
Building H – interior side yard reduced to 1.47m
Building T – interior side yard reduced to 1.6m
Building U – interior side yard reduced to 1.6m
Building W – interior side yards reduced to 1.73m and 5.37m
Building X – interior side yard reduced to 1.66m

Thank you in advance for you review of this application.

Sincerely,

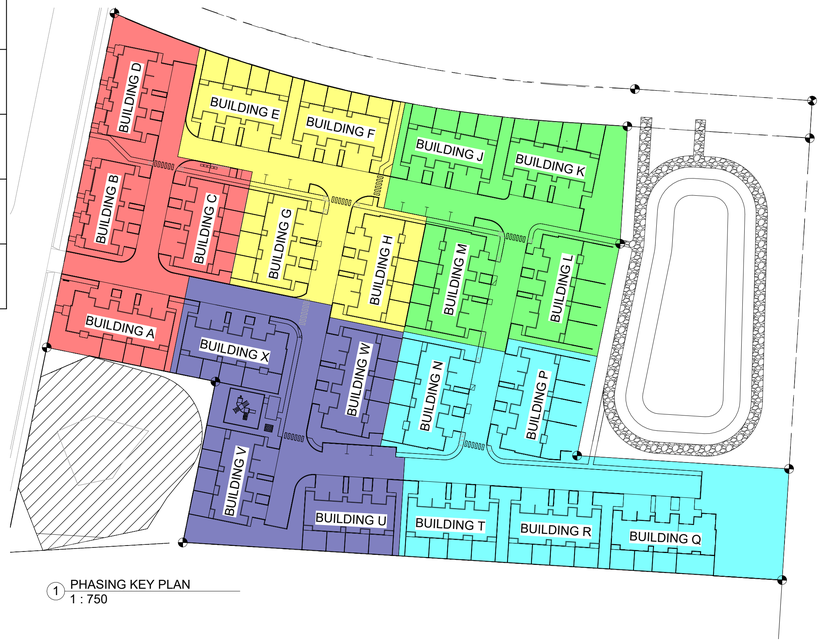
Rachel Ricard

Director of Land Development

100 St. Ann's Road, Campbell River, BC V9W 4C4
T: 250-850-3230 | F: 250-286-8047
seymourpacifichomes.ca

PHASING LEGNED

- PHASE 1
- PHASE 2
- PHASE 3
- PHASE 4
- PHASE 5



1 PHASING KEY PLAN
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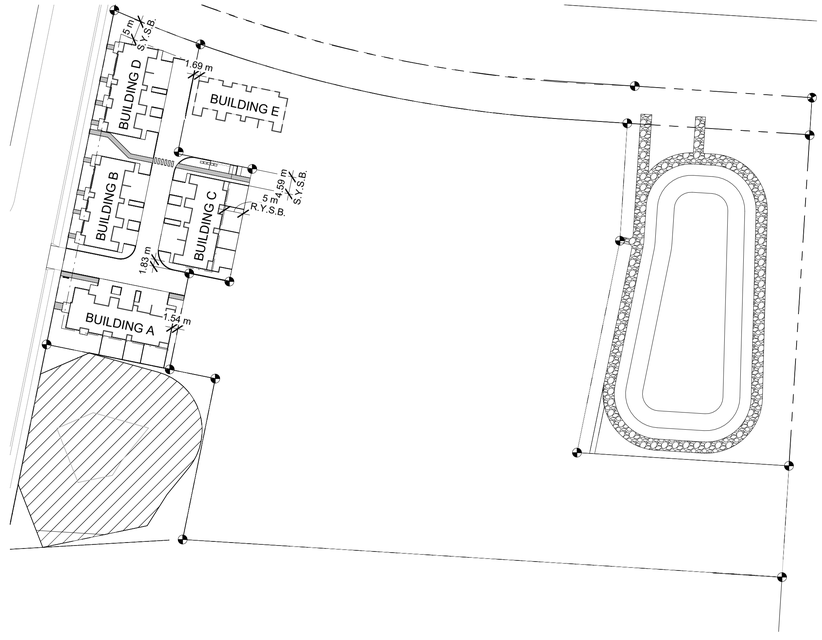

2 PHASE 1
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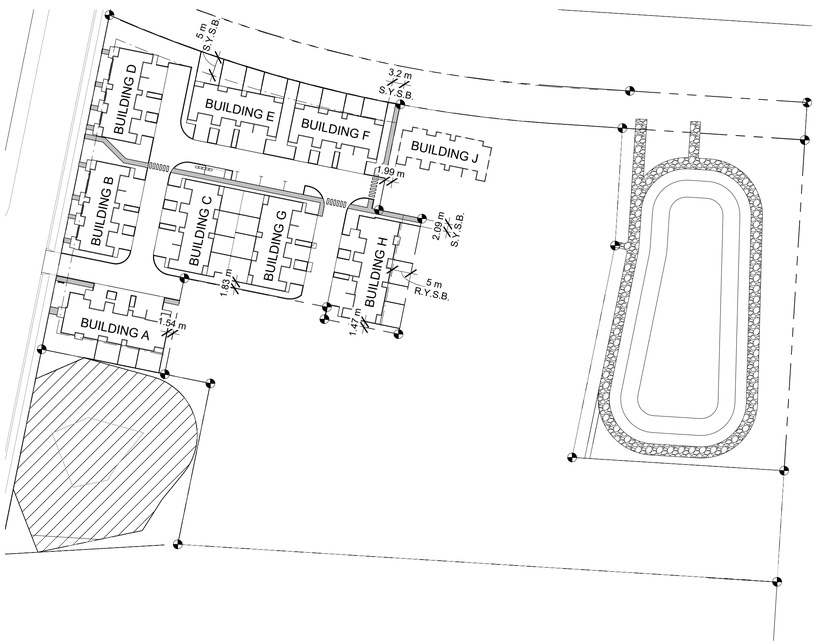

3 PHASE 2
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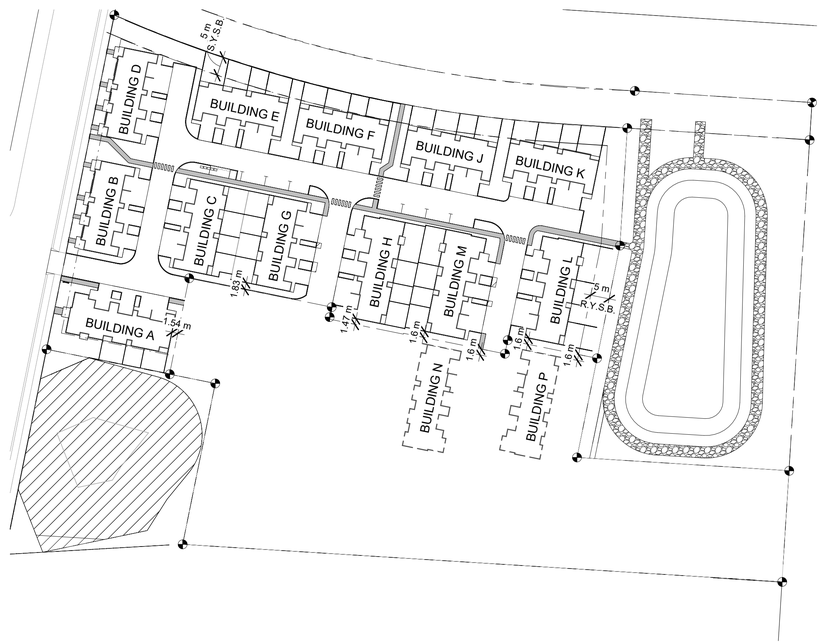

4 PHASE 3
1 : 750

TRUE NORTH

PROJECT NORTH

Seymour Pacific HOMES
100 St Anns Street, Campbell River, B.C.
(T)250.286.8045 (F)250.286.8046
www.seymourpacific.ca
CONTACT: DAVE GOSNELL, GENERAL MANAGER
T. 250.850.3388 | C. 250.287.6937
Dave.Gosnell@seymourhomes.ca

GLACIER REACH TOWNHOMES

SITE MAP:

PROJECT STATUS:

ISSUED FOR DEVELOPMENT PERMIT

Revision Schedule

No.	Description	Revision Date
A	ISSUED FOR REVIEW	02/25/2025
B	ISSUED FOR REVIEW	06/03/2025
C	ISSUED FOR REVIEW	06/05/2025
D	ISSUED FOR REVIEW	06/11/2025
E	ISSUED FOR DP	06/16/2025
F	RE-ISSUE FOR DP	08/25/2025
G	RE-ISSUE FOR DP	09/02/2025
H	RE-ISSUE FOR DP	09/16/2025
I	ISSUE FOR REVIEW	03/24/2026
J	ISSUED FOR COORDINATION	04/27/2026
K	RE-ISSUE FOR DP	05/05/2026
1	ISSUED FOR VARIANCE	10/15/2026
2	RE-ISSUE FOR VARIANCE	10/27/2026

TRADE CONTRACTORS SHALL VERIFY ALL DIMENSIONS AND REPORT ANY DISCREPANCIES OR INCONSISTENCIES TO SEYMOUR PACIFIC DEVELOPMENTS LTD.,WITHOUT DELAY, FOR CLARIFICATION AND/OR CONFIRMATION. DO NOT SCALE DRAWINGS. DESIGNS REPRESENTED AND DRAWINGS USED AS INSTRUMENTS OF SERVICE SHALL REMAIN THE COPYRIGHT AND PROPERTY OF SEYMOUR PACIFIC DEVELOPMENTS LTD.
ANY REPRODUCTION OR USE FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY SEYMOUR PACIFIC DEVELOPMENTS LTD. IS PROHIBITED.

CONTRACTORS SHALL REMAIN FAMILIAR WITH, SHALL REFER TO, AND SHALLPERFORM IN ACCORDANCE WITH LOCAL LAWS, REGULATIONS AND BUILDING CODES. CONTRACTORS SHALL MAINTAIN GOOD INDUSTRY BUILDING AND SAFETY PRACTICES CONSISTENT WITH THE CONTRACT INTENT AND THE REQUIREMENTS OF JURISDICTIONAL AUTHORITIES.

ADDITIONAL CLAIMS AND COSTS RELATED TO NON-MATERIAL CHANGES WILL NOT BE ACCEPTED BY SEYMOUR PACIFIC DEVELOPMENTS LTD. NON-MATERIAL CHANGES ARE DEEMED TO BE PLAN CHANGES OR SPECIFICATION ADJUSTMENTS THAT DO NOT SUBSTANTIALLY AFFECT THE VALUE, TIME, COST AND QUALITY OF CONSTRUCTION.

CONTRACTORS SHALL MAKE EVERY REASONABLE EFFORT TO MAINTAIN
SCHEDULE TARGETS AND PROVIDE GOOD EFFICIENCY, PROGRESS, WORKMANSHIP AND QUALITY TOWARD DEFICIENCY-FREE RESULTS.

PROJECT NAME:

GLACIER REACH TOWNHOMES

ADDRESS:

890 ASPEN RD.
COMOX, B.C.

DRAWING TITLE:

PHASED STRATA PLAN 1 OF 2

DRAWN BY:	JQ
CHECKED BY:	RR / TH
PROJECT NO.:	VP 2117
SCALE:	As indicated
DRAWING #:	A1.05
REV #:	2

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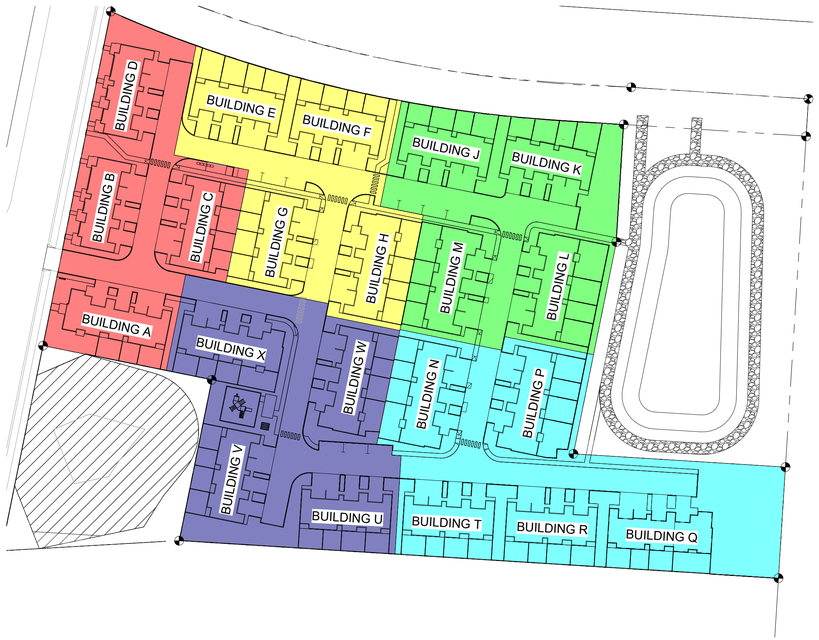
PHASING LEGNED

- PHASE 1
- PHASE 2
- PHASE 3
- PHASE 4
- PHASE 5



1 PHASING KEY PLAN
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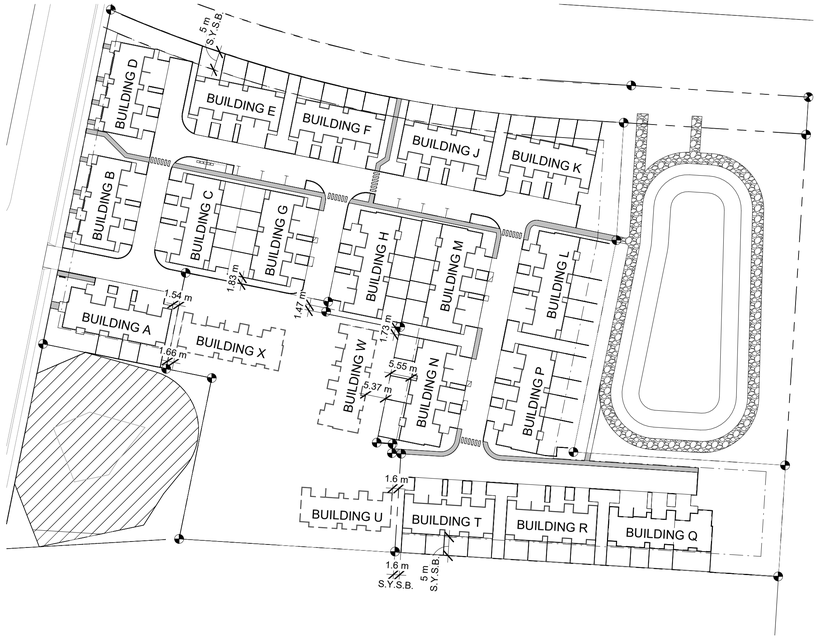

2 PHASE 4
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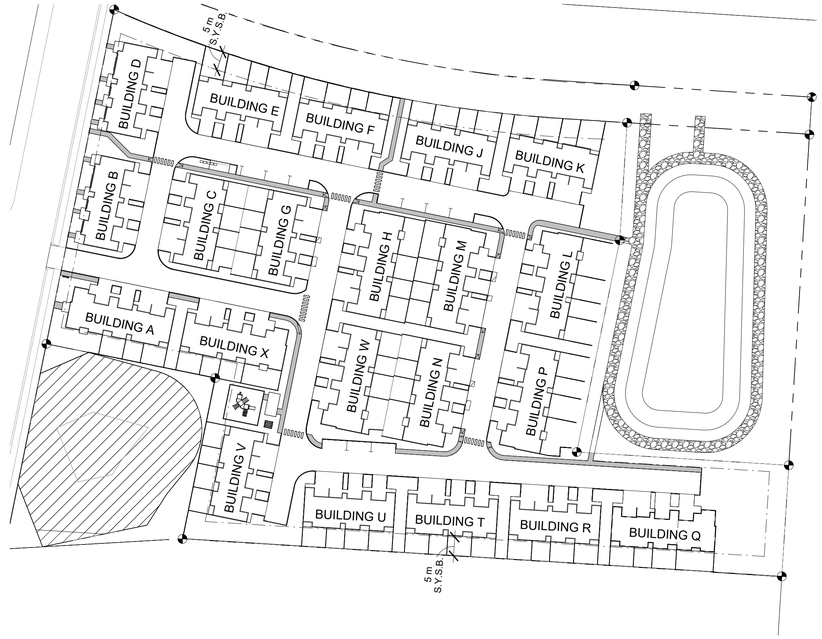

3 PHASE 5
1 : 750

TRUE NORTH

PROJECT NORTH

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GLACIER REACH TOWNHOMES

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1	ISSUED FOR VARIANCE	10/15/2026
2	RE-ISSUE FOR VARIANCE	10/27/2026

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PROJECT NAME:

GLACIER REACH TOWNHOMES

ADDRESS:

890 ASPEN RD.
COMOX, B.C.

DRAWING TITLE:

PHASED STRATA PLAN 2 OF 2

DRAWN BY:	JQ
CHECKED BY:	RR / TH
PROJECT NO.:	VP 2117
SCALE:	As indicated
DRAWING #:	A1.06
REV #:	2

10/27/2026 9:36:20 AM

Attachment E

Draft Development Variance Permit

TOWN OF COMOX

DEVELOPMENT VARIANCE PERMIT APPN-2026-0020

OWNER

1354284 B.C. LTD., INC.NO. BC1354284
100 St. Ann's Rd, Campbell River, BC V9W 4C4

APPLICABILITY

1. This permit applies to, and only to, those lands, including all buildings, structures and other development thereon, within the Town of Comox, as described below:

Civic Address:	890 Aspen Road, Comox BC
Legal Description:	Lot B District Lot 170 Comox District EPP155360
PID:	032-934-327

CONDITIONS OF PERMIT

2. This permit is issued in accordance with Section 498 of the *Local Government Act,* to vary the Town of Comox Zoning Bylaw 2056 section 26.7 Minimum Setbacks to facilitate phased strata subdivision, as shown on the plans attached to and forming part of this permit as Schedule 1: multiple variances to interior side setbacks from respective phasing lot lines, reduced from 5.0 metres

Phase 1
- Building A – to 1.54 m on the east side
- Building C – to 1.83 m on the south and 4.59 m on the north side
- Building E – to 1.69 m on the west side
- Building X - to 1.66 m on the west side

Phase 2
- Building F – to 3.2 m on the east side
- Building G – to 1.83 m on the south side
- Building H – to 1.47 m on the south and 2.09 m on the north side
- Building J – to 1.99 m on the west side
- Building W - to 1.73 m on the north side

Phase 3
- Building G – to 1.83 m on the south side
- Building H – to 1.47 m on the south
- Building L – to 1.6 m on the south side
- Building N – to 1.6 m on the north side
- Building P – to 1.6 m on the north side
- Building W - to 1.73 m on the north side

Phase 4
- Building T – to 1.6 m on the west side
- Building U – to 1.6 m on the east side
- Building W – to 1.73 m on the north side
- Building X – to 1.6 m on the west side

TOWN OF COMOX

DEVELOPMENT VARIANCE PERMIT APPN-2026-0020

GENERAL CONDITIONS

3. This permit is issued subject to compliance with all Town of Comox bylaws, except as specifically varied or supplemented by this permit.
4. In accordance with Section 501 of the *Local Government Act*, the lands subject to this permit shall be developed in general accordance with this permit and plans attached as Schedule 1.
5. This permit does not constitute any other municipal, provincial or federal approval. The holder of this permit is responsible to obtain additional municipal, federal or provincial approvals prior to commencing the development authorized by this permit.

COVENANT REQUIREMENTS

6. Not applicable.

SECURITY REQUIREMENTS

7. Not applicable.

EXPIRY OF PERMIT

8. In accordance with Section 504 of the *Local Government Act*, if the permit has not substantially commenced any construction with respect to which the permit was issued within two years after the date it was issued, the permit lapses.

Authorizing resolution passed by Town of Comox Council on the ___ day of _____, 2026

Permit Issuance Date

Signature of Director of Development Services

THIS IS NOT A BUILDING PERMIT

TOWN OF COMOX

STAFF REPORT

Meeting: Nov. 25, 2026

REGULAR COUNCIL MEETING

TO:	Mayor and Council	**FILE:**	1705-20
FROM:	Edward Henley, Director of Finance	**DATE:**	Nov. 19, 2026
SUBJECT:	2026 Third Quarter Financial Update		

Edward Henley

Prepared by:	Report Approved:
Edward Henley, Director of Finance	*Jordan Wall, Chief Administrative Officer*

RECOMMENDATION(S) FROM THE CHIEF ADMINISTRATIVE OFFICER:

That the Nov 19, 2026 report from the Director of Finance, titled 2026 Third Quarter Financial Update be received for information.

PURPOSE

To provide periodic financial updates to Council to perform oversight over the financial activities of the Town of Comox.

STRATEGIC PLAN LINKAGE

Strategic Priority Areas of Focus	
Lenses	**Fiscally Responsible** – We will balance the short- and long-term financial impacts of our decisions.
Values	**Disciplined Decision Making** - We are responsible and transparent in our decision making.
Good Governance – Areas of Focus	**Decision Making** - We make evidence-based decisions focused on the best interests of the Town over the long term.
Core Services	Financial management and accountability

BACKGROUND

The purpose of financial reporting is to ensure the transparency and accountability of the local government system.

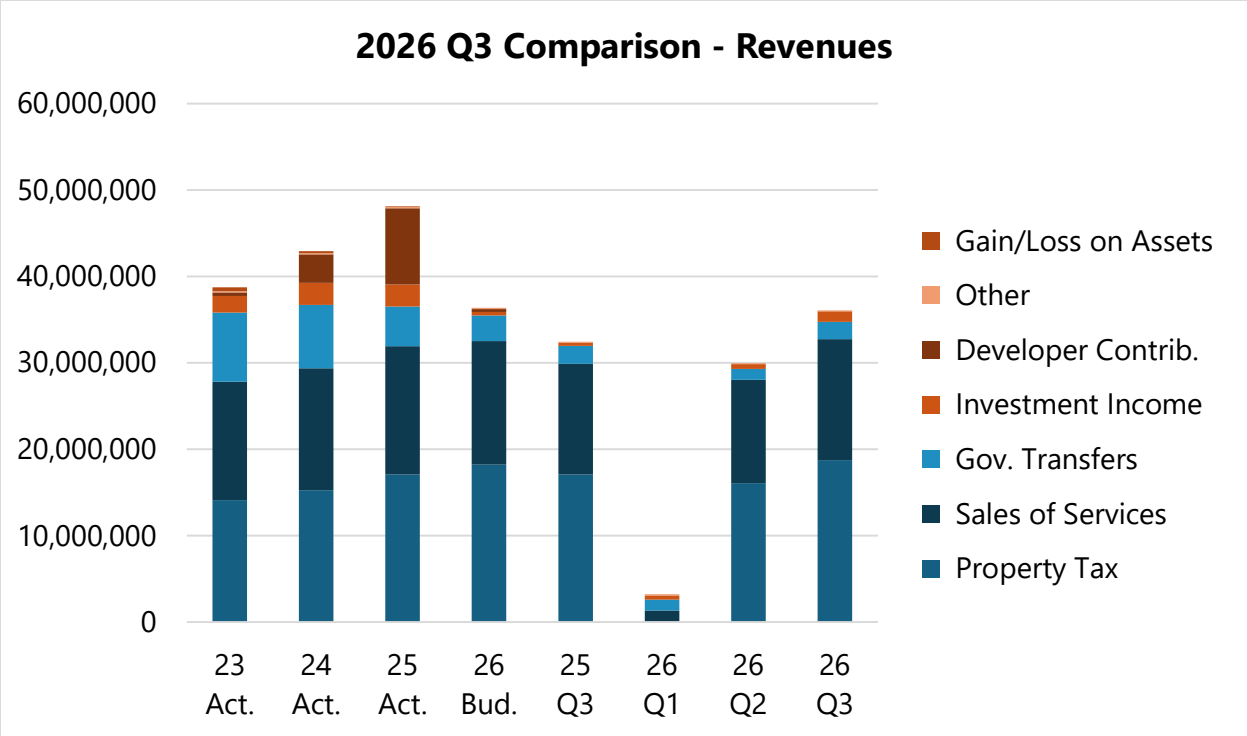
Through the annual budgeting process, local governments are accountable to their citizens and businesses for how they plan to provide necessary public services and projects in a cost-effective manner, and how they intend to raise the funds to pay for those services and projects. The budgeting process helps local governments in determining their tax rates for the year.

Quarterly financial updates provide reporting to Council as to the financial status of the implementation of the financial plan approved during the budgeting process.

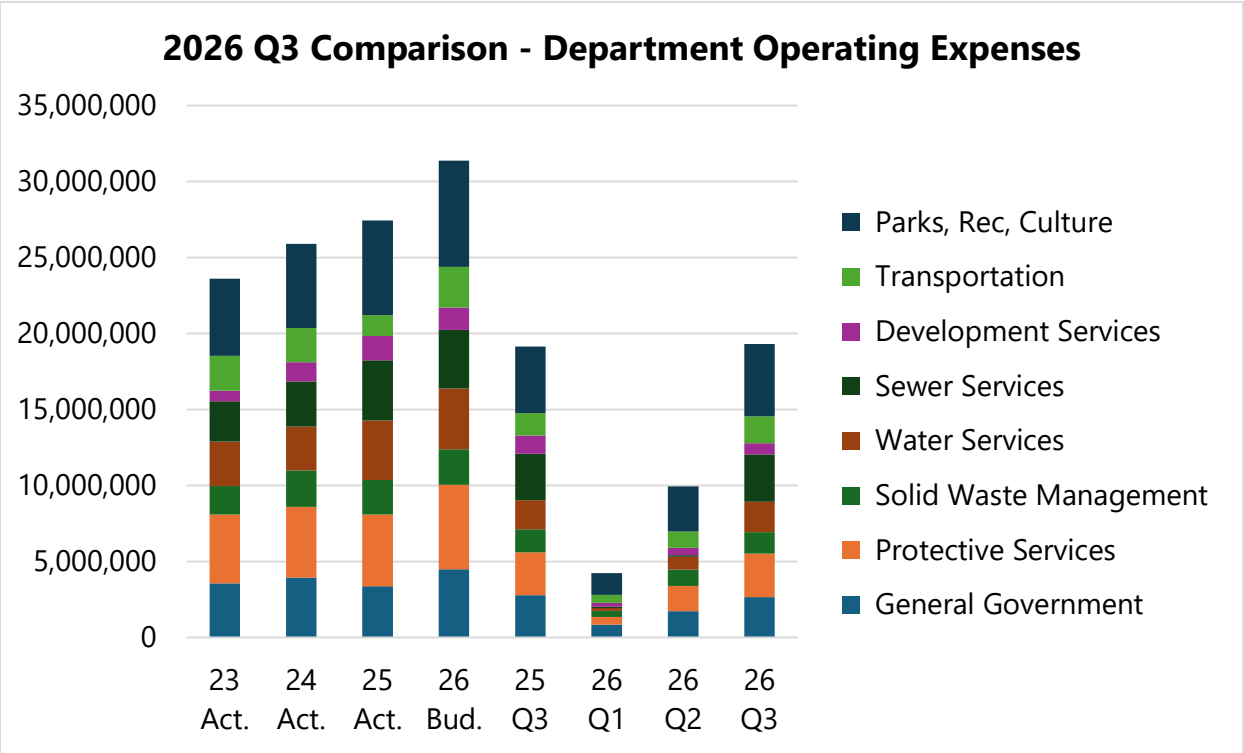
There are a number of appendices attached with the financial numbers in summary and in detail.

ANALYSIS/ISSUES/IMPLICATIONS

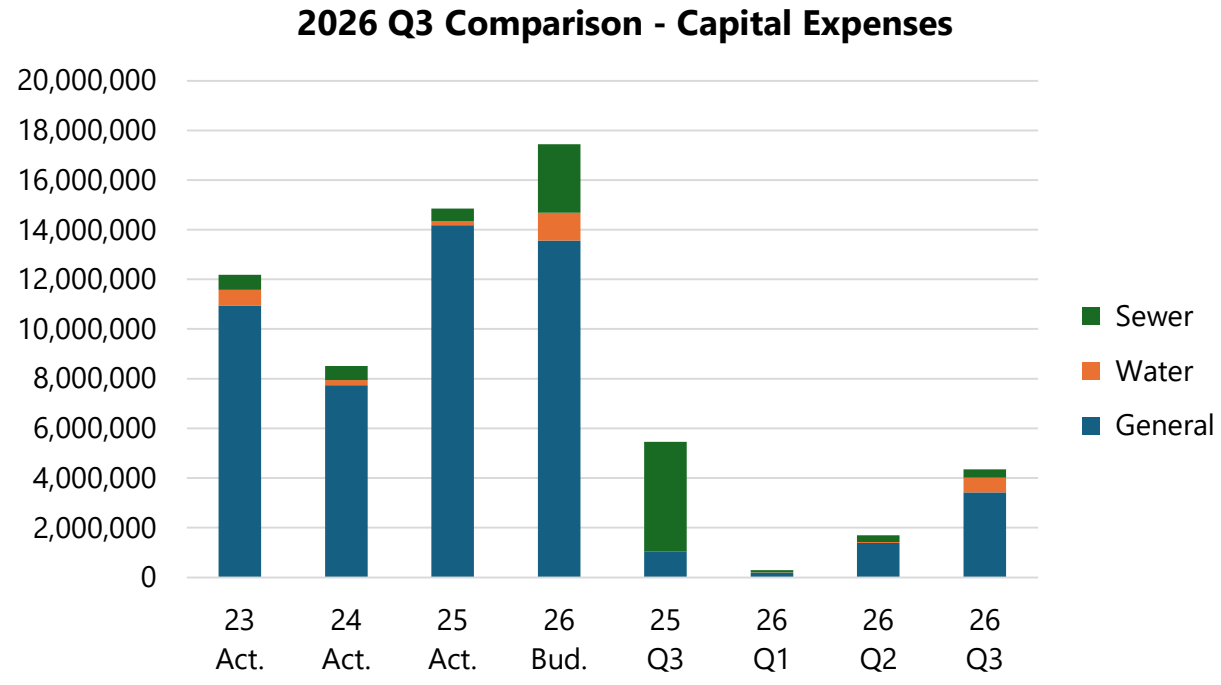
a. Financial



Revenue collections are consistent with the prior Q3-2025. Most property tax revenue received with some coming later as deferred taxes are forwarded from the Province. Sales of services: garbage and non-metered water and sewer revenues have been mostly received. Government transfers are sporadic and either sent in advance or after the claims are filed or transferred to a 'reserve' until it is recognized as revenue when the funds are spent.



Expenses are consistent with prior Q3-2025 with the exception that Development Services expenses are reduced due to the completion of a number of one-time grant-funded projects in 2025. Some larger billings are a month or two delayed by the vendor after the period it is for. As such the expenses are often a lagging indicator. Special projects are getting started and some have had an initial payment.



Many capital projects were underway in Q3 and billings have started to get paid. Fire Hall replacement has only had an initial deposit paid and a couple of progress payments. Construction contractors typically bill monthly after work is completed resulting in expenses being recorded 6-8 weeks after work is initiated.

Special Projects
A number of projects were carried forward from prior years as multi-year projects. Most projects are now underway or scheduled for later in the year. Some projects are complete or nearing completion. (See Appendix 3)

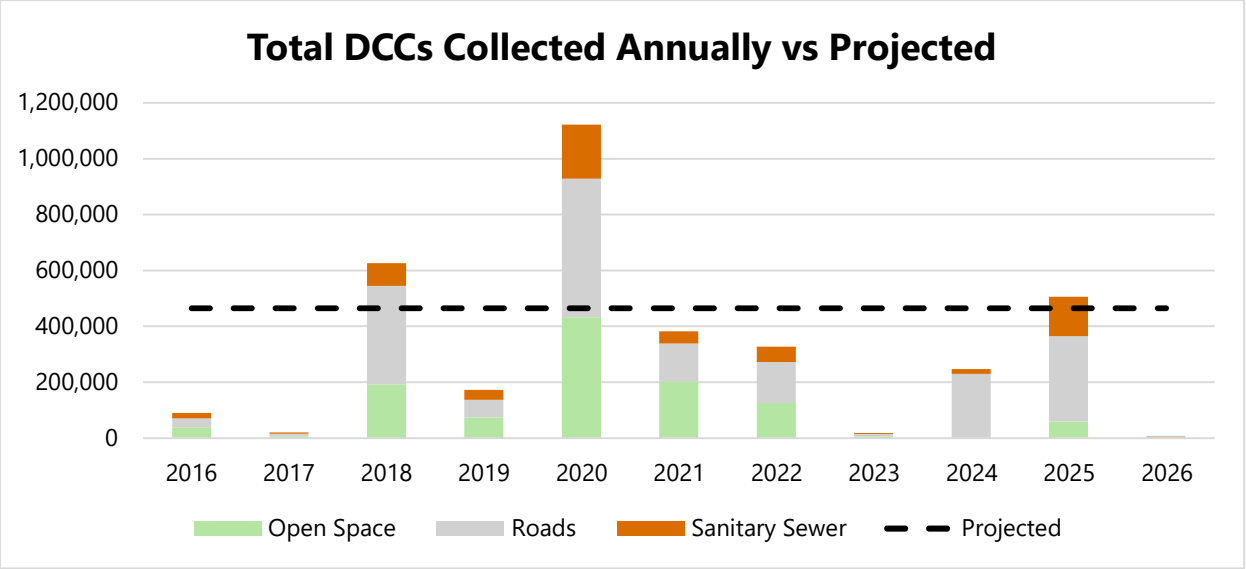
Capital Projects
A number of projects were carried forward from prior years as multi-year projects. Most projects are already underway. Some may need rescoping due to major cost changes due to tariffs and trade instability, such as certain vehicles.

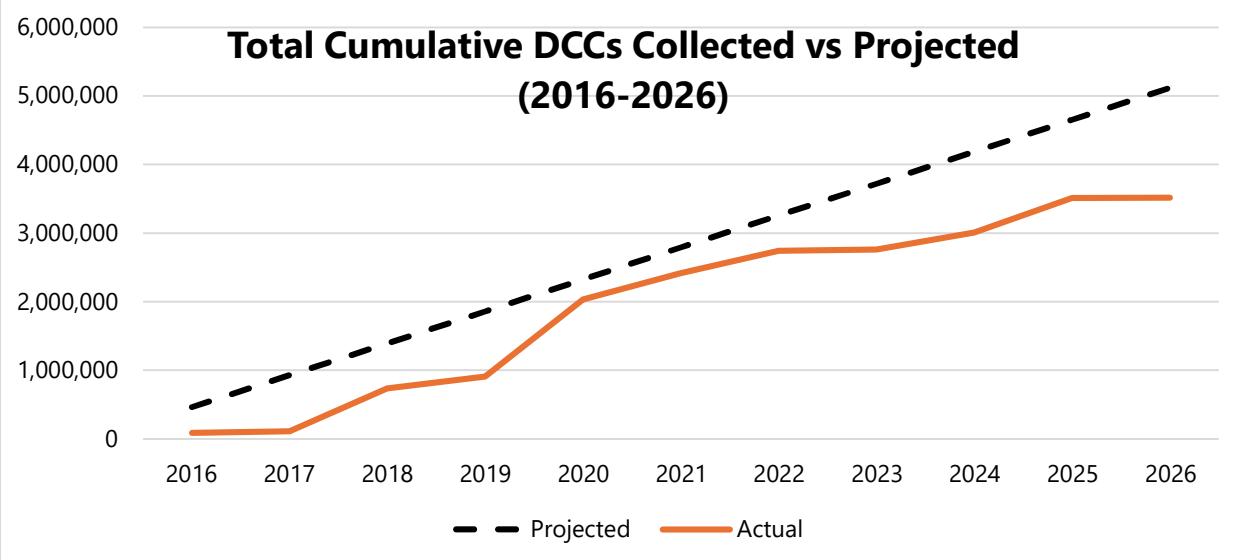
The Bolt Anderton pedestrian crosswalk lights went over budget because the project was costed based on a previous installation of pedestrian flashing signals completed in 2020. We received a quote late in 2025 that did not end up getting incorporated into the project budget for 2026. We did receive funding from ICBC for this project for $10,200 that reduces the net cost to just slightly over budgeted. (See Appendix 4)

Development Cost Charges (DCCs)
There were no credits issued for DCCs. Q3 is typically when development is underway in the middle of the construction season. Most DCCs are still under the 2016 bylaw for the most part due to locked-in rates for some eligible projects. 2026 DCC bylaw was adopted near the end of the prior quarter. DCCs for Water, Storm Drain and Fire are collected with the 2026 DCC bylaw. There are clauses that permit some developers to use the old DCC bylaw rules and lower rates for the first year of the new DCC bylaw's adoption.

DCC Units collected by Unit Type	SFD (per parcel)	Multi-Family Low Density exc. Downtown (per unit)	Multi-Family High Density exc. Downtown (per unit)	Institutional (per m2)
Q1	0	2	0	0
Q2	0	6	0	0
Q3	0	24	0	0
Q4				
2026 Total	**0**	**32**	**0**	**0**

DCC $ collected by DCC Type	Open Space DCC (Parks & Trails)	Water DCC	Roads DCC	Storm Drain DCC	Sewer DCC	Fire DCC
Q1	3,317	n/a	3,104	n/a	1,638	n/a
Q2	9,951	0	9,311	0	4,913	0
Q3	11,743	0	37,243	0	13,100	0
Q4						
2026 Total	**25,011**	**0**	**49,657**	**0**	**19,650**	**0**





Amenity Cost Charges (ACCs)

The Town collected its first ACC. There are clauses that permit some developers to be exempt from ACCs for the first year of the new ACC bylaw's adoption.

ACC Units collected by Unit Type	SFD (per parcel)	Multi-Family Low Density	Multi-Family High Density	Institutional (per m2)
Q1	n/a	n/a	n/a	n/a
Q2	1	0	0	0
Q3	0	4	0	0
Q4				
2026 Total	**1**	**4**	**0**	**0**

ACC $ collected	ACCs
Q1	n/a
Q2	7,963
Q3	68,565
Q4	
2026 Total	**$76,528**

A1 A2 A3 A4 A5

Town of Comox
2026 - 2030 Financial Plan

Schedule A - Summary	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance ($)	2026 Variance (%)
Revenue						
Municipal Property taxes	15,274,067.03	17,086,135.48	18,234,566	18,731,845.17	497,279.17	103%
Sales of Services	14,086,511.39	14,846,141.88	14,279,107	14,013,788.15	(265,318.85)	98%
Government Transfers	7,335,559.68	4,567,843.21	2,982,534	1,991,788.62	(990,745.38)	67%
Investment Income	2,574,886.51	2,585,957.71	400,000	1,214,794.81	814,794.81	304%
Developer Contributions	3,280,475.52	8,809,185.91	332,803	-	(332,803.00)	-
Other	134,445.48	128,185.97	125,350	112,421.58	(12,928.42)	90%
Gain/Loss on Assets	245,404.49	83,074.75	-	-	-	-
Total Revenues	42,931,350.10	48,106,524.91	36,354,360	36,064,638.33	(289,721.67)	99%
Operating Expenses						
Fiscal						
Interest payments on debt	148,884.11	101,760.50	232,963	37,631.20	(195,331.80)	16%
Amortization expense	4,060,801.61	4,313,766.73	4,500,000	135,508.62	(4,364,491.38)	3%
Grants to Other Organizations	196,115.81	312,204.45	178,000	138,500.00	(39,500.00)	78%
Total fiscal	4,405,801.53	4,727,731.68	4,910,963	311,639.82	(4,599,323.18)	6%
Functions						
General Government	3,938,452.76	3,359,199.59	4,476,909	2,657,239.51	(1,819,669.49)	59%
Protective Services	4,663,243.98	4,723,667.77	5,565,929	2,859,197.33	(2,706,731.67)	51%
Solid Waste Management	2,382,168.40	2,277,593.41	2,346,686	1,406,896.91	(939,789.09)	60%
Development Services	1,267,644.26	1,587,535.00	1,471,462	736,396.47	(735,065.53)	50%
Transportation	2,248,522.14	1,385,329.52	2,671,281	1,768,577.65	(902,703.35)	66%
Parks, Rec, Culture	5,546,517.12	6,230,438.78	6,994,877	4,760,437.99	(2,234,439.01)	68%
Water Services	2,889,007.28	3,921,638.25	3,984,033	2,009,088.90	(1,974,944.10)	50%
Sewer Services	2,964,289.10	3,958,582.15	3,869,183	3,109,975.46	(759,207.54)	80%
Total Functions	25,899,845.04	27,443,984.47	31,380,360	19,307,810.22	(12,072,549.78)	62%
Total Operating Expenses	30,305,646.57	32,171,716.15	36,291,323	19,619,450.04	(16,671,872.96)	54%
Revenue over expenses	12,625,703.53	15,934,808.76	63,037	16,445,188.29	16,382,151.29	26088%
Revenue over expenses			**$ 63,037**	**$ 16,445,188**	**$ 16,382,151**	**26088%**
Add						
Amortization	4,060,801.61	4,313,766.73	4,500,000	135,508.62	(4,364,491.38)	3%
Transfers from reserves	7,127,196.45	9,431,626.05	11,486,833	-	(11,486,833.00)	-
Proceeds of debt (loans/leases)	1,822,886.70	1,109,520.00	6,105,445	-	(6,105,445.00)	-
Total Additions	13,007,328.76	14,854,912.78	22,092,278	138,905.70	(21,953,372.30)	1%
Deduct						
Transfers to reserves	12,024,381.88	8,534,411.41	4,066,619	-	(4,066,619.00)	-
Principal repayment on debt	483,535.14	530,658.75	654,523	-	(654,523.00)	-
Capital, General Municipal	7,738,660.94	14,182,494.54	13,559,797	3,425,058.13	(10,134,738.87)	25%
Capital, Water Fund	205,757.49	148,057.91	1,121,985	586,485.41	(535,499.59)	52%
Capital, Sewer Fund	564,123.50	516,632.93	2,752,391	342,152.79	(2,410,238.21)	12%
Total Deductions	21,016,458.95	23,912,255.54	22,155,315	4,353,696.33	(17,801,618.67)	20%
Financial Plan Balance	**4,616,573.34**	**6,877,466.00**	**$ -**	**12,230,397.66**	**12,230,397.66**	**-**

	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance ($)	2026 Variance (%)
Revenue						
Property Tax						
Real Property Tax	11,951,574.29	13,383,354.29	$ 14,788,741	14,726,054.30	(62,686.70)	100%
Penalty & Interest	144,243.41	150,854.92	70,000	201,479.04	131,479.04	288%
Parcel Taxes	963,754.05	1,055,549.42	1,086,859	1,089,152.25	2,293.25	100%
Local Service Taxes	-	-	-	-	-	-
1% Utility Tax	207,172.80	205,939.38	201,450	189,779.72	(11,670.28)	94%
Grant in Lieu of Taxes (GILT)	1,934,137.27	2,210,474.74	1,999,307	2,437,633.72	438,326.72	122%
Other	73,185.21	79,962.73	88,209	87,746.14	(462.86)	99%
Total Property Tax	15,274,067.03	17,086,135.48	18,234,566	18,731,845.17	497,279.17	103%
Sale of Services						
General Government	198,048.53	246,632.00	205,921	126,737.45	(79,183.55)	62%
Protective Services	1,147,467.19	1,314,756.51	1,120,785	1,182,790.86	62,005.86	106%
Solid Waste	2,600,827.95	2,502,278.62	2,612,420	2,499,487.83	(112,932.17)	96%
Housing/Health	-	-	-	-	-	-
Development Services	228,861.70	262,637.94	147,896	264,290.59	116,394.59	179%
Transportation	87,229.31	188,495.48	10,400	57,139.83	46,739.83	549%
Parks, Rec & Culture	2,631,934.26	2,713,705.67	2,546,365	2,442,872.69	(103,492.31)	96%
Water services	3,490,729.01	3,657,304.12	3,585,560	3,485,162.66	(100,397.34)	97%
Sewer services	3,701,413.44	3,960,331.54	4,049,760	3,955,306.24	(94,453.76)	98%
Total Sale of Services	14,086,511.39	14,846,141.88	14,279,107	14,013,788.15	(265,318.85)	98%
Government Transfers						
Federal	2,038,004.73	2,891,947.57	2,227,993	1,644,848.62	(583,144.38)	74%
Provincial	2,248,076.32	1,625,950.45	734,541	320,000.00	(414,541.00)	44%
Regional & Other	3,049,478.63	49,945.19	20,000	26,940.00	6,940.00	135%
Total Government Transfers	7,335,559.68	4,567,843.21	2,982,534	1,991,788.62	(990,745.38)	67%
Investment Income						
Interest & investment gains	2,574,886.51	2,585,957.71	400,000	1,214,794.81	814,794.81	304%
Total Investment Income	2,574,886.51	2,585,957.71	400,000	1,214,794.81	814,794.81	304%
Developer Contributions						
Contributions	3,280,475.52	8,809,185.91	332,803	-	(332,803.00)	-
Total Developer Contributions	3,280,475.52	8,809,185.91	332,803	-	(332,803.00)	-
Other						
Other Revenue	134,445.48	128,185.97	125,350	112,421.58	(12,928.42)	90%
Total Other	134,445.48	128,185.97	125,350	112,421.58	(12,928.42)	90%
Gain (loss) on Sale of Assets						
Gain (loss) on Sale of Assets	245,404.49	83,074.75	-	-	-	-
Total Gain/Loss on Sale of Assets	245,404.49	83,074.75	-	-	-	-

	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance ($)	2026 Variance (%)
Total Revenues	**42,931,350.10**	**48,106,524.91**	**$ 36,354,360**	**36,064,638.33**	**(289,721.67)**	**99%**

	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance ($)	2026 Variance (%)
	2024 Actual	2025 Actual	2026 Budget	2026-09-30 Actual	2026 Variance ($)	2026 Variance (%)
Fiscal Expense						
Interest payments on debt	197,900.77	140,251.96	262,963	57,070.78	(205,892.22)	22%
Amortization expense	4,054,017.88	4,297,317.28	3,700,000	127,899.93	-	3%
Grants to other Organizations	-	-	-	-	-	-
Total fiscal expenses	4,251,918.65	4,437,569.24	3,962,963	184,970.71	(3,777,992.29)	5%
Core Operating Expense						
General Government						
Council	368,795.88	386,989.86	475,185	269,178.47	(206,006.53)	57%
Administration	1,903,785.78	1,489,768.70	2,028,121	1,016,436.11	(1,011,684.89)	50%
Finance	1,092,726.51	657,590.65	924,596	958,852.46	34,256.46	104%
Technology	497,557.93	531,119.07	547,950	346,983.30	(200,966.70)	63%
Total General Government	3,862,866.10	3,065,468.28	3,975,852	2,591,450.34	(1,384,401.66)	65%
Protective services						
Police	2,188,947.67	2,216,858.37	2,589,425	869,776.04	(1,719,648.96)	34%
Fire	2,155,604.75	2,209,823.14	2,569,456	1,573,130.71	(996,325.29)	61%
Bylaw enforcement	96,707.69	52,528.96	180,343	63,637.34	(116,705.66)	35%
Building inspections	147,261.23	159,747.76	196,629	121,125.28	(75,503.72)	62%
Other protective service	16,432.72	3,706.33	20,076	-	(20,076.00)	-
Total Protective Services	4,604,954.06	4,642,664.56	5,555,929	2,627,669.37	(2,928,259.63)	47%
Solid waste management						
Solid waste management	2,382,168.40	2,277,593.41	2,346,686	1,406,896.91	(939,789.09)	60%
Total Solid waste management	2,382,168.40	2,277,593.41	2,346,686	1,406,896.91	(939,789.09)	60%
Housing/Health						
Housing/Health	-	-	-	-	-	-
Total Housing/Health	-	-	-	-	-	-
Development services						
Development	736,688.48	699,637.70	806,409	569,186.50	(237,222.50)	71%
Total Planning Services	736,688.48	699,637.70	806,409	569,186.50	(237,222.50)	71%

	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance ($)	2026 Variance (%)
Transportation						
Engineering	2,248,522.14	1,303,347.83	2,410,100	1,616,626.83	(793,473.17)	67%
Public Works	-	-	-	-	-	-
Total Transportation	2,248,522.14	1,303,347.83	2,410,100	1,616,626.83	(793,473.17)	67%
Parks, Rec & Culture						
Parks	1,956,085.23	1,826,117.93	2,220,327	1,513,968.67	(706,358.33)	68%
Community Services	2,937,361.25	3,214,374.94	3,584,118	2,525,920.86	(1,058,197.14)	70%
Culture	242,841.20	312,668.21	269,948	202,975.87	(66,972.13)	75%
Facilities	94,371.76	264,770.30	198,516	207,357.88	8,841.88	104%
Marina	127,561.47	318,210.11	360,991	190,329.56	(170,661.44)	53%
Total Parks, Rec, Culture	5,358,220.91	5,936,141.49	6,633,900	4,640,552.84	(1,993,347.16)	70%
Water services						
Water services	2,889,007.28	3,921,638.25	3,834,033	2,009,088.90	(1,824,944.10)	52%
Total Water services	2,889,007.28	3,921,638.25	3,834,033	2,009,088.90	(1,824,944.10)	52%
Sewer services						
Sewer services	2,956,039.10	3,847,739.02	3,780,026	3,031,901.27	(748,124.73)	80%
Total Sewer services	2,956,039.10	3,847,739.02	3,780,026	3,031,901.27	(748,124.73)	80%
Other Services						
Other (Cemetery)	-	-	-	-	-	-
Total Other Services	-	-	-	-	-	-
Core Expenses	**25,038,466.47**	**25,694,230.54**	**29,342,935**	**18,493,372.96**	**(10,849,562.04)**	**63%**

	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance ($)	2026 Variance (%)
	2024 Actual	2025 Actual	2026 Budget	2026-09-30 Actual	2026 Variance ($)	2026 Variance (%)
Special Projects						
General Government	69,570.00	419,991.85	513,557	89,349.59	(424,207.41)	17%
Protective services	62,989.92	81,003.21	10,000	231,527.96	221,527.96	2315%
Solid Waste management	-	-	-	-	-	-
Housing/Health	-	-	-	-	-	-
Development services	530,955.78	887,897.30	665,053	167,209.97	(497,843.03)	25%
Transportation services	-	81,981.69	261,181	151,950.82	(109,230.18)	58%
Parks, Recreation & Culture	343,495.75	458,199.19	496,477	222,993.84	(273,483.16)	45%
Water Services	-	-	150,000	-	(150,000.00)	-
Sewer Services	8,250.00	110,843.13	89,157	78,074.19	(11,082.81)	88%
Total Special Projects	1,015,261.45	2,039,916.37	2,185,425	941,106.37	(1,244,318.63)	43%
Total Operating Expenses	**30,305,646.57**	**32,171,716.15**	**35,491,323**	**19,619,450.04**	**(15,871,872.96)**	**55%**
Revenue over expense	**12,625,703.53**	**15,934,808.76**	**863,037**	**16,445,188.29**	**15,582,151.29**	**1906%**
Add						
Amortization	4,060,801.61	4,313,766.73	3,700,000	135,509	(3,564,491.00)	4%
Transfer from reserves	7,127,196.45	9,431,626.05	11,486,833	-	(11,486,833.00)	-
Proceeds of debt	1,822,886.70	1,109,520.00	6,105,445	-	(6,105,445.00)	-
Proceeds on sale of TCA	(3,556.00)	-	-	3,397.08	3,397.08	-
Total Additions	13,007,328.76	14,854,912.78	21,292,278	138,905.70	(21,153,372.30)	1%
Deduct						
Transfers to reserves	12,024,381.88	8,534,411.41	4,066,619	-	(4,066,619.00)	-
Principal payment on debt	483,535.14	530,658.75	654,523	-	(654,523.00)	-
Capital						
General Government	721,464.23	113,199.10	74,309	10,412.69	(63,896.31)	14%
Protective services	1,095,901.05	324,667.45	6,194,669	1,964,321.90	(4,230,347.10)	32%
Solid Waste management	1,822,886.70	-	-	-	-	-
Social Housing	-	-	-	-	-	-
Development services	-	-	-	-	-	-
Transportation	3,219,440.44	7,975,970.54	4,455,230	597,224.01		13%
Parks, Recreation & Culture	878,968.52	5,768,657.45	2,835,589	853,099.53		30%
Water Services	205,757.49	148,057.91	1,121,985	586,485.41	(535,499.59)	52%
Sewer Services	564,123.50	516,632.93	2,752,391	342,152.79	(2,410,238.21)	12%
Other Services	-	-	-	-	-	-
Capital Total	8,508,541.93	14,847,185.38	17,434,173	4,353,696.33	(13,080,476.67)	25%
Total Deductions	21,016,458.95	23,912,255.54	22,155,315	4,353,696.33	(17,801,618.67)	20%

	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance ($)	2026 Variance (%)
Schedule A - Detail	4,616,573.34	6,877,466.00	-	12,230,397.66	12,230,397.66	-

Special Project, Quarter 3

Quarterly R September 30, 2026

Ref

Description	Budget	Actual	%spent	Benchmark1	nchmar	nchmar
General Government						
11 General Government						
190057 Records management assessment	20,000	-	0.0%			
190063 Town Alarm System	-	637.74				
190064 Property Eval for Insurance	35,000	-	0.0%			
190146 Facility Cond Index Rpt AMP	50,000	34,398.51	68.8%			
Total 11 General Government	**105,000**	**35,036.25**	**33.4%**			
12 Council						
190140 Strategic Plan - new council	15,000	-	0.0%			
190141 Council Orientation	15,000	-	0.0%			
190142 Election Expense	40,000	4,313.09	10.8%			
Total 12 Council	**70,000**	**4,313.09**	**6.2%**			
14 Administration						
190133 Extreme Weather Response Shelter Comox	13,662	-	0.0%			
Total 14 Administration	**13,662**	**-**	**0.0%**			
15 Finance						
190045 Payroll Documentation	6,420	-	0.0%			
190081 AM Software PSD Citywide	116,350	39,356.25	33.8%			
190150 Municipal Asset Mgmt Program	-	10,644.00				
190151 Accounting Software	80,000	-	0.0%			
Total 15 Finance	**202,770**	**50,000.25**	**24.7%**			
17 Technology						
190130 IT Project BCDR1	8,625	-	0.0%			
190131 IT Project BCDR3	51,000	-	0.0%			
190143 Cybersecurity - master plan	37,500	-	0.0%			
190144 Intune Impl-Mobile Device Mgt	10,000	-	0.0%			
190145 Restructure File Server	15,000	-	0.0%			
Total 17 Technology	**122,125**	**-**	**0.0%**			
Total General Government	**513,557**	**89,349.59**	**17.4%**			
Protective Services						
22 Fire Dept						
190017 Fire -Community Safety Project	10,000	10,927.10	109.3%			
190099 Fire Hall Exapand consult and concepts	-	-				
Total 22 Fire Dept	**10,000**	**10,927.10**	**109.3%**			
24 Building Inspection						
190156 PR 22-21 PSD Citywide Building	-	29,044.29				
Total 24 Building Inspection	**-**	**29,044.29**				
27 Other Protective (Emergency)						
122006 BC Wildfires Operations	-	191,556.57				
Total 27 Other Protective (Emergency)	**-**	**191,556.57**				
Total Protective Services	**10,000**	**231,527.96**	**2315.3%**			
Planning and development						
51 Development						
190003 OCP Review/Update	12,000	11,161.80	93.0%			

	Description	Budget	Actual	%spent	Benchmark1	nchmar	nchmar
190088	PR 22-21 PSD Citywide Planning	44,965	(29,044.29)	-64.6%			
190090	Subdivision and Development Servicing	58,663	-	0.0%			
190100	HAF Comprehensive Zoning Bylaw Review	8,000	6,747.30	84.3%			
190109	HAF incentive programs reserve fund	72,000	6,000.00	8.3%			
190111	HAF SSMUH Guide	5,000	4,989.60	99.8%			
190112	HAF DT master plan implement and infrastru	186,545	-	0.0%			
190113	HAF manual optional work	21,307	24,041.95	112.8%			
190116	HAF Document Digitization	85,821	73,499.19	85.6%			
190117	HAF software readiness corp record mgmt in	90,752	15,221.32	16.8%			
190118	HAF software readiness GIS improvements	25,000	607.50	2.4%			
190127	HAF General Advisory	30,000	15,600.60	52.0%			
190148	HAF:PSD Citywide-Business Lic	25,000	38,385.00	153.5%			
Total 51 Development		**665,053**	**167,209.97**	**25.1%**			
Total Planning and development		**665,053**	**167,209.97**	**25.1%**			
Transportation							
61 Transportation							
190019	PW SpProj Ortho	30,000	55,203.75	184.0%			
190053	Drain - Storm Study 2013 Upd	152,190	72,399.83	47.6%			
190096	Lazo Rd monitoring and reporting	-	1,956.94				
190104	SDS Bylaw CWP 20240823 HAF	49,450	14,193.90	28.7%			
190106	Snow Angels Program	17,000	-	0.0%			
190107	Colbalt Controller-Gutherie/McDonald TOC 5	5,000	6,536.46	130.7%			
190119	Hydro assessments for EV fleet PW	7,541	1,659.94	22.0%			
Total 61 Transportation		**261,181**	**151,950.82**	**58.2%**			
Total Transportation		**261,181**	**151,950.82**	**58.2%**			
Parks, recreation and culture							
71 Parks							
190008	SpecProj -Parks	35,786	9,168.00	25.6%			
190049	Urban Forest Management Strategy_Exp-Spl	22,412	13,383.00	59.7%			
190075	Filberg Driveway Stability Investigation	20,000	5,952.00	29.8%			
190094	Irrigation Improvements	-	-				
190122	Cmx tree mgmt and protect bylaw 1125 1994	50,000	50,806.55	101.6%			
190123	Tree planting master plan	28,000	27,214.00	97.2%			
190137	Lancaster Park Concept Plan	35,000	18,585.25	53.1%			
190138	CC Outdoors/VPark Concept Plan	40,000	-	0.0%			
190152	Parks Re-greening Initiative	-	5,744.03				
190154	Village Park Pop up Park (CC)	-	20,109.68				
Total 71 Parks		**231,198**	**150,962.51**	**65.3%**			
75 Recreation							
190012	Recreation Site Master Plan	110,000	-	0.0%			
190126	Recreation Equip Replace under 10k	32,225	27,677.05	85.9%			
190136	Recreation Center Maintenance	100,000	44,417.13	44.4%			
Total 75 Recreation		**242,225**	**72,094.18**	**29.8%**			
77 Culture							
190124	DO NOT USE Village Park pop up park (C(	23,054	-	0.0%			
Total 77 Culture		**23,054**	**-**	**0.0%**			
79 Marina & Water Access							
190139	REDIP Waterfront Marina Proj	-	(62.85)				
Total 79 Marina & Water Access		**-**	**(62.85)**				
Total Parks, recreation and culture		**496,477**	**222,993.84**	**44.9%**			

Description	Budget	Actual	%spent	Benchmark1	nchmar	nchmar
Water and Sewer						
81 Water Services						
190023 Water Feasibility Study	150,000	-	0.0%			
Total 81 Water Services	**150,000**	**-**	**0.0%**			
82 Sewer Services						
190054 2013 Sanitary model/assessment	89,157	78,074.19	87.6%			
Total 82 Sewer Services	**89,157**	**78,074.19**	**87.6%**			
Total Water and Sewer	**239,157**	**78,074.19**	**32.6%**			
Grand Total	**2,185,425**	**941,106.37**	**43.1%**			

Capital Project, Quarter 3

Quarterly R September 30, 2026

Ref

	Description	Budget	Actual	%spent	Benchmark1	Benchmark2	Benchmark3
General Government							
17 Technology							
530001	Computers & Networking_Tech-Gen	23,809	10,412.69	43.7%			
530004	Laptops/tablets replacement	8,500	-	0.0%			
530005	Printers/copier	42,000	-	0.0%			
Total 17 Technology		**74,309**	**10,412.69**	**14.0%**			
Total General Government		**74,309**	**10,412.69**	**14.0%**			
Protective Services							
22 Fire Dept							
310034	New Firehall	6,105,445	1,890,870.39	31.0%			
571001	Fire Equipment	29,224	3,919.75	13.4%			
571005	Decontamination Equipment	-	27,927.00				
Total 22 Fire Dept		**6,134,669**	**1,922,717.14**	**31.3%**			
24 Building Inspection							
512055	Unit 55	60,000	41,604.76	69.3%			
Total 24 Building Inspection		**60,000**	**41,604.76**	**69.3%**			
Total Protective Services		**6,194,669**	**1,964,321.90**	**31.7%**			
Transportation							
61 Transportation							
201002	Rodello Roundabout-Comox_Gen-Lnd	314,540	-	0.0%			
220002	Glacier Roundabout -Comox_Landscaping	50,000	-	0.0%			
512005	Unit 05 F450	120,000	-	0.0%			
512009	Unit 9, Tractor Backhoe	20,000	9,360.84	46.8%			
512011	Unit 11 Office Vehicle	60,000	51,264.86	85.4%			
512017	Unit 17,	250,000	-	0.0%			
533003	Fibre Optics Network_PW	191,535	-	0.0%			
600003	Church St(Robb-Comox)Road Gen	150,000	-	0.0%			
610012	Beaufort Ave_RSb_(Church to Nordin)	594,248	-	0.0%			
620031	Heather Court Resurfacing_RS	90,000	-	0.0%			
620033	Robb (Aitken-Anderton)_RS	1,105,386	159,852.13	14.5%			
620034	Beaufort (Church-Nordin)_RS	-	-				
620035	Glacier Comox Rd Round-about_RS	286,233	75,363.16	26.3%			
620059	Thistle Crt - Asphalt Replacement	135,000	-	0.0%			
620065	Balmoral (Donovan-Albatross) Resufacing	154,533	-	0.0%			
640001	Bolt and Aspen_Sidewalk	23,060	19,495.83	84.5%			
640002	Balmoral Ave Sdwk-Pritch-Stewa_Sde-Ger	131,171	-	0.0%			
640029	Robb (Aitken to Anderton SW	436,650	16,018.93	3.7%			
640030	Bolt & Aspen Crosswalk	14,233	31,839.23	223.7%			
652001	Bus Shelters_Bus Shl	90,000	-	0.0%			
720007	Robb Storm (W. of Anderton)_Pipe-Gen	104,436	224,063.56	214.5%			
720010	New Storm Drain Connections_Pipe-Gen	-	9,965.47				
720025	Beaufort Ave Storm upgrades (Church Nor	51,700	-	0.0%			

	Description	Budget	Actual	%spent	Benchmark1	Benchmark2	Benchmark3
720026	Church Storm (Robb-Comox Ave)	45,000	-	0.0%			
782001	NE Comox Ponds_Wetland/	37,505	-	0.0%			
Total 61 Transportation		**4,455,230**	**597,224.01**	**13.4%**			
Total Transportation		**4,455,230**	**597,224.01**	**13.4%**			
Parks, recreation and culture							
71 Parks							
210002	Lazo Greenway_LndScape	-	-				
210006	Beach Access Improvements	15,000	-	0.0%			
210007	Balmoral(Newson)Park Land Imp	-	66,552.67				
221004	Walkway lighting	75,000	50,575.00	67.4%			
223002	Filberg Rock Wall Rebuild_Ch/RtnWall	-	-				
240001	Dog Park Structure	60,000	38,433.17	64.1%			
252001	Pioneer dog park(fence & sign)	20,000	-	0.0%			
254001	McKenzie Playground_Play Strct	20,000	15,217.44	76.1%			
254013	Vill Park- Modular Pump Track	140,000	-	0.0%			
262001	New Bleachers_Bnchs&Tbl	-	163.42				
262002	Bleachers	15,000	11,062.73	73.8%			
271002	Ellis Street Walkway_Walkways	-	183.08				
290005	Pickleball Plaza	12,000	-	0.0%			
290006	Harbourwood Park Court	60,000	4,000.00	6.7%			
310032	Mack Laing Pavillion	661,352	421,995.62	63.8%			
512060	Unit 60	64,000	78,598.20	122.8%			
512061	Unit 61	-	-				
512064	Unit 64	80,000	-	0.0%			
513080	Unit 80 ATV	13,000	21,805.53	167.7%			
540001	Furnish new bldgs_Furn-Gen	10,614	-	0.0%			
571006	Village Park Pump Track	500,000	-	0.0%			
Total 71 Parks		**1,745,966**	**708,586.86**	**40.6%**			
75 Recreation							
310009	CC-Geothermal System_Bldg-Gen	50,000	-	0.0%			
312015	CC Climbing Wall Gym A or B	18,000	-	0.0%			
314005	CC Hot Water Tank Replacement	60,000	-	0.0%			
314007	CHIMO Bathroom	100,000	-	0.0%			
523001	Generator backup for rec center	150,000	1,000.00	0.7%			
573001	Fitness Equipment_Rec-Equp	36,000	-	0.0%			
Total 75 Recreation		**414,000**	**1,000.00**	**0.2%**			
79 Marina & Water Access							
671001	Marina Upgrades_Docks	71,881	-	0.0%			
671002	REDIP-Comox Waterfront Marina Project	603,742	143,512.67	23.8%			
Total 79 Marina & Water Access		**675,623**	**143,512.67**	**21.2%**			
Total Parks, recreation and culture		**2,835,589**	**853,099.53**	**30.1%**			
Water and Sewer							
81 Water Services							
840006	Beaufort water (Church-Nordin)_Pipe-Gen	50,000	-	0.0%			
840008	New Water Connections_Pipe-Gen	-	7,526.09				
840020	Robb Watermain (Aitken to Anderton)	897,985	578,959.32	64.5%			
840022	Church St. Water (Noel to Robb)	28,000	-	0.0%			

	Description	Budget	Actual	%spent	Benchmark1	Benchmark2	Benchmark3
840023	Church St Water (Robb to Comox)	81,000	-	0.0%			
840024	Douglas Water(Centenial-Path)	15,000	-	0.0%			
881002	Water Meter Software_Meters	30,000	-	0.0%			
882002	New Fire Hydrants_Hydrants	20,000	-	0.0%			
Total 81 Water Services		**1,121,985**	**586,485.41**	**52.3%**			
82 Sewer Services							
920005		-	261,253.02				
932002	Simon Cres Lift Stn-Kiosk_Lift Stn	60,000	-	0.0%			
940001	Torrence Sanitary_Pipe-Gen	27,219	-	0.0%			
940002	New Sewer Connections_Pipe-Gen	-	11,399.75				
940005	Robb Sewer (Stewart - 50 m W)_Pipe-Ger	33,743	13,637.58	40.4%			
940006	Port Augusta-Jane St Sanitary_Pipe-Gen	2,250,929	33,847.01	1.5%			
940007	Beaufort_Pipe-Gen	-	446.83				
940012	Centennial Ave Sewer replace	14,000	-	0.0%			
940013	Douglas St Sewer replacement	6,500	-	0.0%			
940014	Robb Sewer(Anderton to Aitken)	360,000	21,568.60	6.0%			
Total 82 Sewer Services		**2,752,391**	**342,152.79**	**12.4%**			
Total Water and Sewer		**3,874,376**	**928,638.20**	**24.0%**			
Grand Total		**17,434,173**	**4,353,696.33**	**25.0%**			

TOWN OF COMOX

STAFF REPORT

Meeting: Nov. 25, 2026

REGULAR COUNCIL MEETING

TO:	Mayor and Council	**FILE:**	1705-20
FROM:	Edward Henley, Director of Finance	**DATE:**	Nov. 19, 2026
SUBJECT:	Proposed 2027-2031 Water and Sewer Budget and Financial Plan		

Prepared by:	Report Approved:
Edward Henley, Director of Finance	*Jordan Wall, Chief Administrative Officer*

RECOMMENDATION(S) FROM THE CHIEF ADMINISTRATIVE OFFICER:

1) THAT Fees and Charges Amendment Bylaw No. 2058.02 be given First, Second and Third readings.

2) THAT Sanitary Sewer and Water Parcel Tax Bylaw 2071 be given First, Second and Third Readings.

3) THAT staff prepare to require all water metered properties pay the metered rate prior to the 2029 Financial Plan

PURPOSE

To seek Council's approval for the Town's proposed 2027 – 2031 Sewer operating and capital budget and financial plan including the proposed water and sewer rate increases and proposed water and sewer parcel taxes.

STRATEGIC PLAN LINKAGE

Strategic Priority Areas of Focus	
Lenses	**Fiscally Responsible** – We will balance the short- and long-term financial impacts of our decisions.
Values	**Disciplined Decision Making** - We are responsible and transparent in our decision making.
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.

Strategic Priority Areas of Focus	
Good Governance	**Decision Making** - We make evidence-based decisions focused on the best interests of the Town over the long term.
Core Services	Financial management and accountability Strong governance and administration

EXECUTIVE SUMMARY

Water rates are proposed to increase 7% in 2027 to meet a 5% cost increase in water supplied by the Comox Valley Regional District (CVRD) and to increase water operating reserves that are anticipated to decrease due to reduced water usage in 2026. Water parcel taxes are proposed to increase $142 in 2027 to fund future water capital repairs and replacement.

Sewer user rates are proposed to increase 5% in 2027 to meet a 17% cost increase in wastewater treatment charges by the CVRD. Sewer parcel taxes are proposed to increase $5 as is currently set in the parcel tax bylaw.

BACKGROUND

The water and sewer systems are managed as self-funding services where the user fees and parcel taxes collected pay for the short-term and long-term operating and capital expenses. The bylaw for the fees and taxes must be passed in the prior year to eliminate the need for even higher rates to offset prorated rates and multiple rates in the same billing period.

The Comox Valley Regional District (CVRD) manages the water source and purifies the water and is the primary distributor to Comox. CVRD staff are recommending a 5% increase in the cost for supplied water from $1.00 per m^3 to $1.05 per m^3 with increases for the following years to $1.07 (2028) and $1.10 (2029) which have not been finalized yet.

The water system experienced several usage restrictions in 2026 resulting in lower than anticipated usage and subsequently lower than anticipated revenue. It is anticipated that there will be an overall operating deficit to be funded by the water operating reserve.

The water system requires an increase to the user rates to address the CVRD's increased water rates and to replenish and increase the water operating reserve (Water RFFE) in case of future reduced revenues due to reduced usage.

A water capital funding shortfall of $2.8 million was identified in the 2026-2030 budget. This future shortfall has increased to $3.4 million in the 2027-2031 budget.

The sewer system will have significant cost increases by the CVRD reflecting the new infrastructure recently installed including the sewer conveyance project. The capital reserves are adequate at this time however future review will be required for the next budget.

The sewer conveyance project is generally on time and on budget and the next major project is the estimated $100 million sewer treatment plant upgrade to be tendered in the near future. Comox has some upcoming large capital projects for the sewer that are tied to future development both in need and for DCC funding. Remaining HAF grant funding has been targeted to some sewer capital projects as well with the amount not expected to be finalized until the new year.

A long-term capital funding asset management plan for water and sewer is underway utilizing updated information from the new asset management software and will be available for the next budget cycle.

ANALYSIS/ISSUES/IMPLICATIONS

Water Billing:
Comox uses a mixed method of water billing based on flat rates and metered rates. There are three broad categories of water users which adds complexity to budgeting, forecasting and rate setting.

Billing Category	Number of users	%
Flat Rate	2,817	46%
Metered with Flat Rate	2,242	36%
Metered with Metered Rate	1,093	18%
Total	**6,152**	**100%**

The system was originally based on flat rates which allows users to use an unlimited amount of water for a basic fee. This can be challenging for budgeting as it means a fixed revenue to the town for a variable expense as Comox pays the CVRD by volume of water used. The Town later encouraged meter usage with properties with meters able to choose between staying with a flat rate or switching to a metered rate by setting metered rates lower than flat rates, assuming that their usage would be low.

This methodology could be seen as rewarding both low volume users with a lower fee and allowing high volume users to still have a flat fee which could result in a lower volume cost than metered users if they use a high enough volume – almost an incentive to use more water if the user pays a flat rate. This could cause lower revenue with metered users and higher expenses with flat rate users which further complicates the budgeting of the self-funding service.

It would reduce budgeting complexity if the Town required metered properties to pay the metered rates. This would require amendments to the Water Rates Bylaw and an investment of staff time to move the billing of all properties.

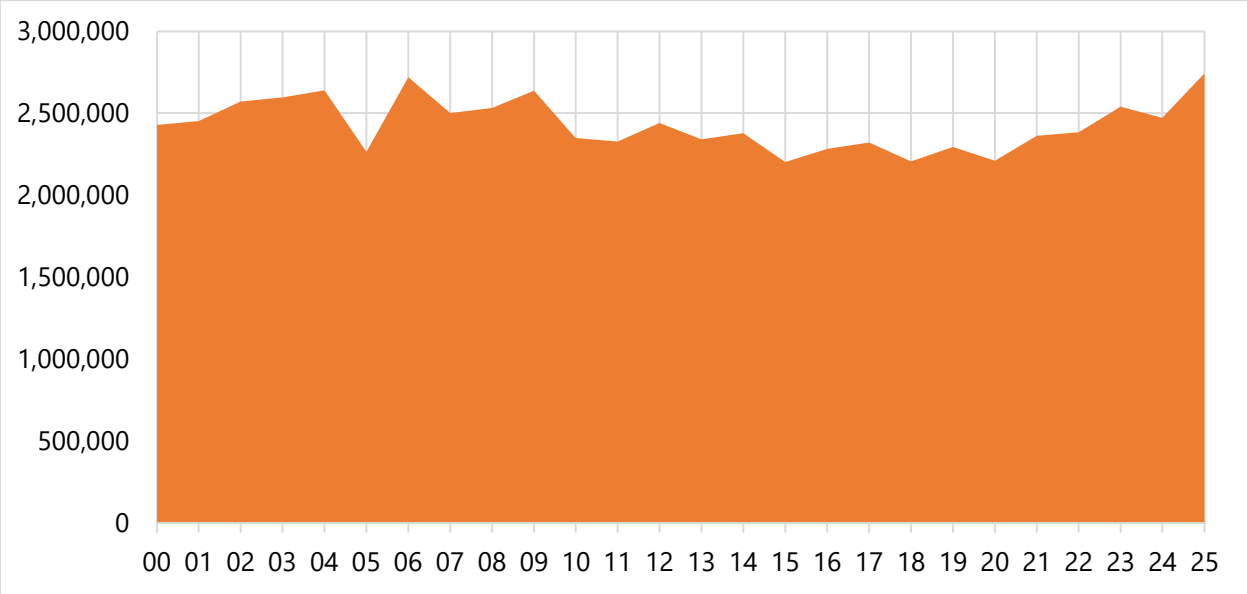
Council should be aware of the political and community sensitivity to this matter. The recommendation to require metered billing will be welcomed by some and strongly opposed by others. Another factor to understand is that while water billing is done on a per unit basis, the

vast majority of water costs are fixed. The per unit cost distributes that fixed cost through a variable usage rate. If everyone on the water system reduces their usage, the fixed costs remain the and would require higher per unit costs. This is somewhat alleviated because Comox shares its water source with Courtenay and parts of the CVRD.

Water Analysis:
Approximately 95% of properties in Comox have access to municipal water.

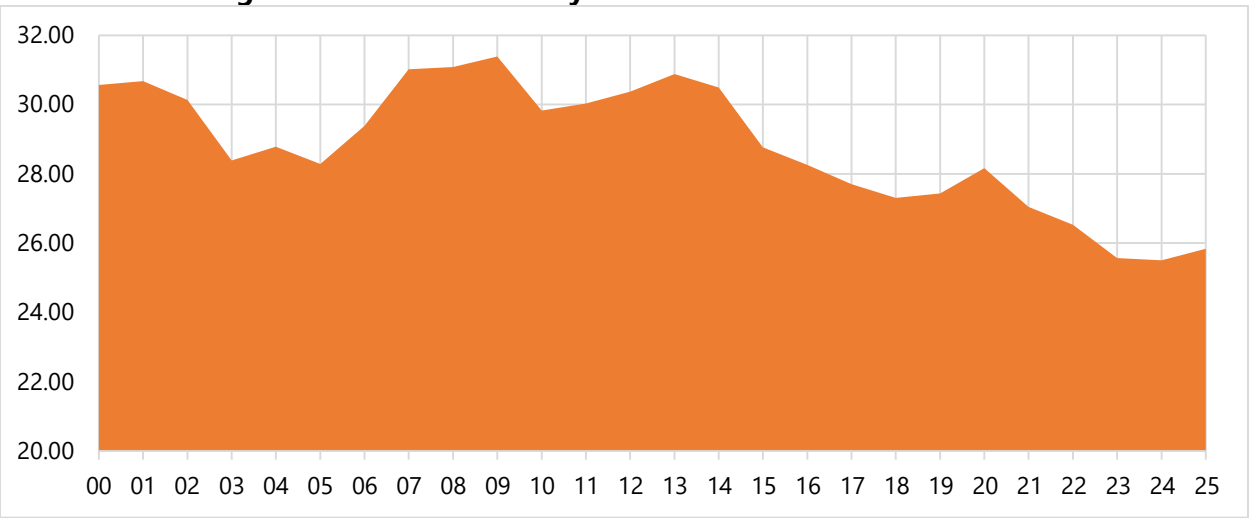
The Comox Valley Water system that provides water to Comox serves a large portion of the Comox Valley. Over time the consumption of water by Comox has remained within a band of 2.2 million to 2.7 million cubic meters. A high record usage was set in 2025 of 2.74 million cubic meters.

Chart 1: Annual consumption of water by Comox (m3)



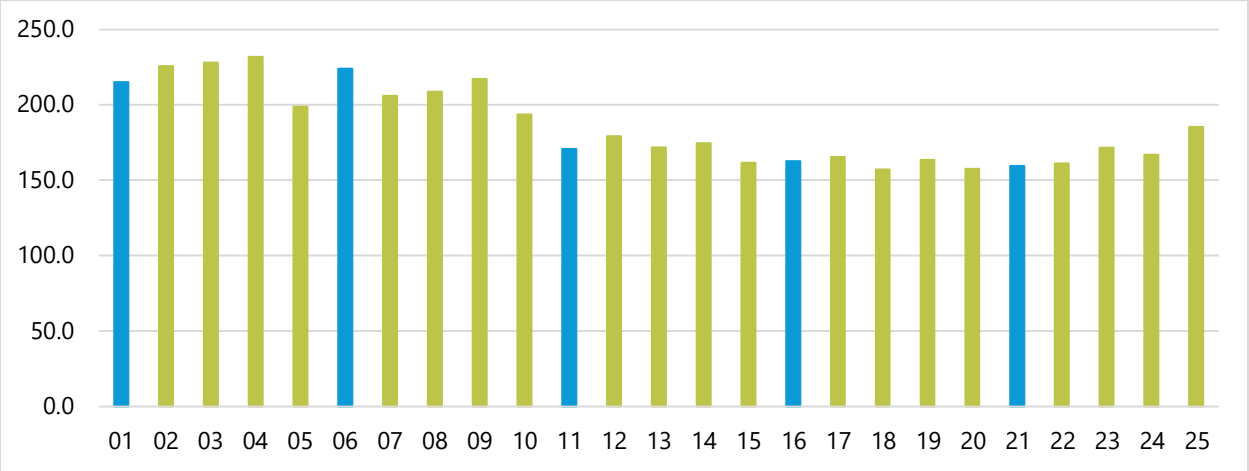
This stable range of usage has resulted in Comox using a gradually decreasing total of all water consumed in the system.

Chart 2: Percentage of water consumed by Comox



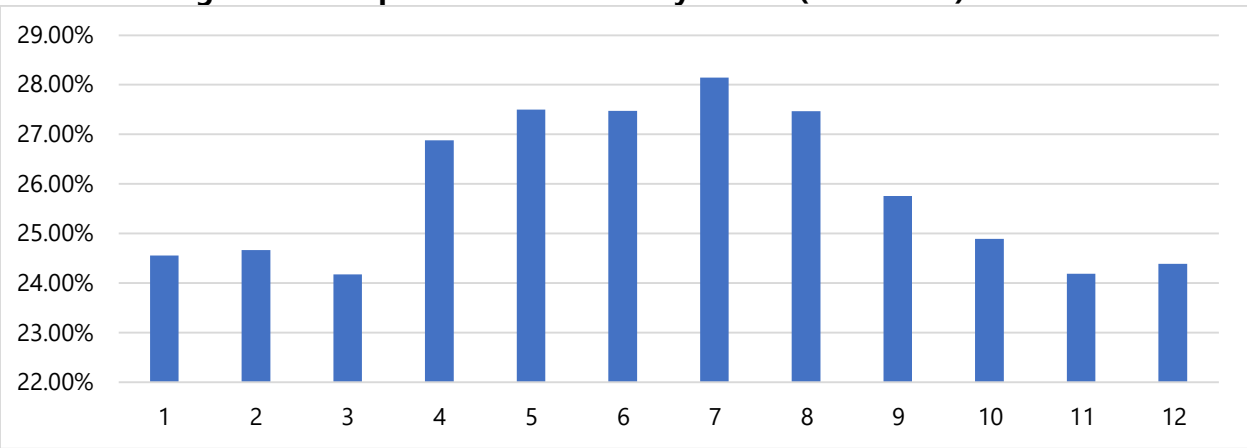
This also shows in the gradually decreased water usage per capita over time which is a result of water conservation efforts. In the chart below the census years are shown in blue with the same population being used in the calculation until the following census year.

Chart 3: Comox water usage per capita by year (m3)



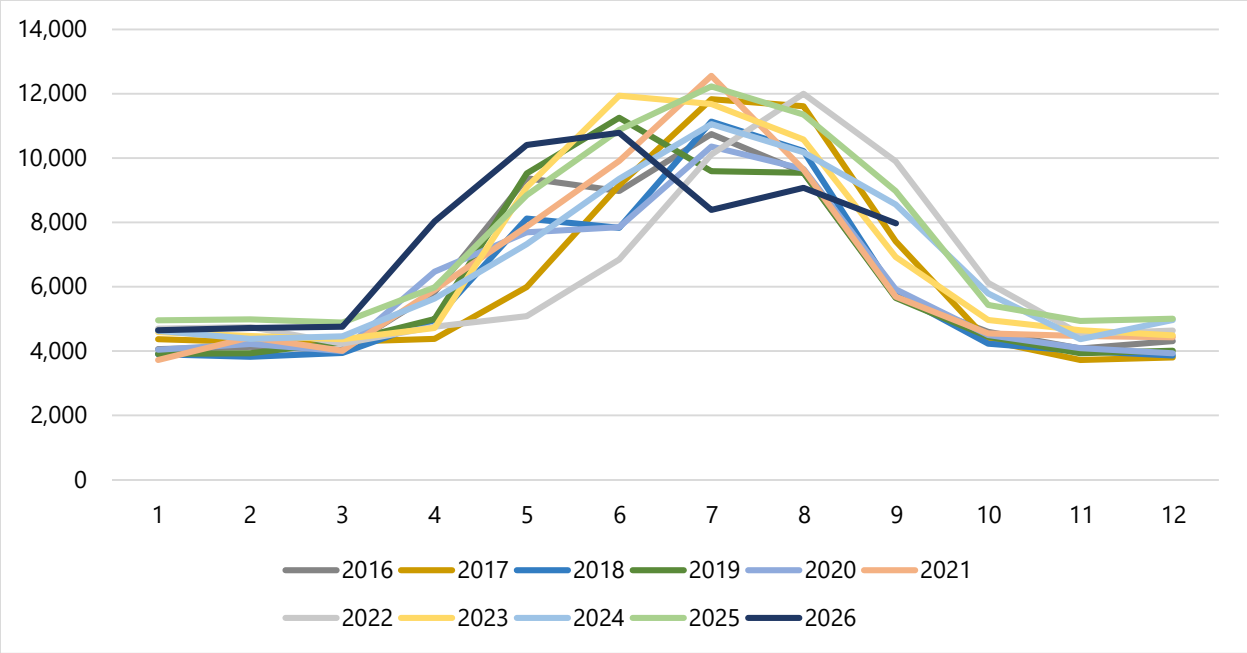
Although Comox does use more water than the rest of the water system during the summer due to more water-intensive uses. The following chart has averaged out a decade of water usage. The chart also shows a baseline of water usage for the Town when looking at the first and last three months of the year.

Chart 4: Average % consumption of total water by month (2016-2025)



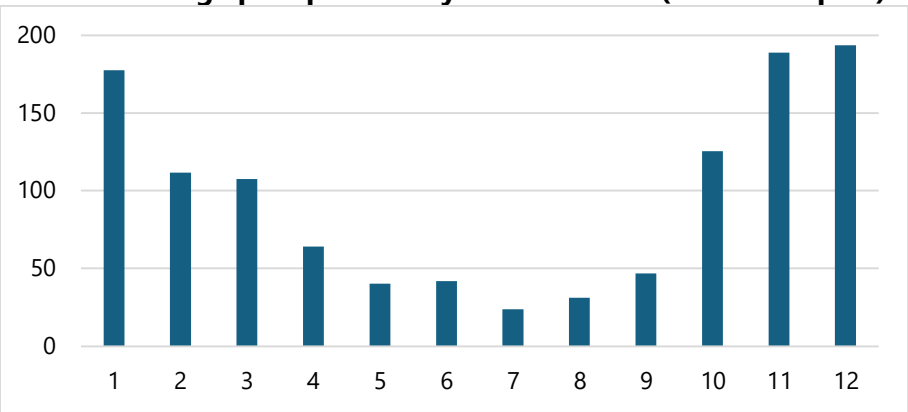
The average daily usage in 2026 hit a 10-year high at the start of Spring and then dropped off significantly in the summer months as the Stage 3 restrictions began in late June and generally continued to early November with a brief reduction to Stage 2 in between.

Chart 5: Average daily water usage in Comox by month (m3)



The increase in the water usage appears to have a correlation to the average monthly rainfall as shown in the following table.

Chart 6: Average precipitation by month in mm (Comox Airport)



Sewer Analysis

Approximately 95% of the properties in Comox have access to the sewer system. With the completion of the Conveyancing project the costs for sewer services are projected to increase 17% in 2027 and 11% in 2028 and 5% - 6% in following years. The final costs are charged to Comox based on the percentage of the total treated volume.

The multi-year sewer parcel taxes set in 2024 for 2025 to 2029 are adequate at this time. A review is scheduled for 2027 based on a number of new sets of information to be available then.

- The finalized amount of funds available from the Housing Accelerator Fund (HAF) grant towards sewer capital projects,
- The priority of future sewer projects based on projected growth, and
- Updated asset management funding requirements from the forthcoming asset management plan update by PSD Citywide, based on updated asset information.

a. Financial

Water Rate Increase

The CVRD is proposing a 5% increase per cubic meter of water supplied for 2027 with additional increases in future years. The table below is what Comox is anticipating for budget purposes.

Table 1: Current and anticipated cost per m3 of water supplied by CVRD

Year	2024-2026	2027	2028	2029	2030	2031
Anticipated Rate per m3	$1.00	$1.05	$1.07	$1.10	$1.13	$1.16

Staff are proposing a 7% increase to Comox water rates to pay for the increased expense of supplied water, replenish and increase the operating reserve in case of future reduced revenues due to water restrictions, and to offset any reduced usage by metered users due to increasing rates.

Table 2: Proposed Water Rate Increases

Year	2027	2028	2029	2030	2031
Increase	7%	3%	3%	3%	3%

Water Parcel Tax Increase

A shortfall of $2.6 million by 2030 was identified in the Water Capital Works reserve in the 2026-2030 budget.

Table 3: 2026-2030 Water Capital Works Reserve estimates

Water Fund	2025	2026	2027	2028	2029	2030
Water Capital Works	3,393,732	2,492,694	1,065,893	-227,839	-886,420	-2,642,686

This has expanded to $3.4 million by 2031 with some projects deferred and others had their costs revised.

Table 4: 2027-2031 Water Capital Works Reserve estimates

Description	2026 Bal. End	2027 Estimate	2028 Estimate	2029 Estimate	2030 Estimate	2031 Estimate
Water Capital Works Reserve	2,492,694	1,373,773	(16,576)	(1,020,301)	(2,227,216)	(3,389,403)

Staff are proposing an increase to the water parcel taxes of $142 in 2027 from the $90 (2026) to $232 (2027) to be followed by an annual increase of $5. This will raise approximately $3.9 million in additional capital to provide the funds required and also to begin to build a buffer in case of unanticipated capital costs or project costs that may come in with higher tender prices. A graduated approach to the increases would result in lower parcel taxes in 2027 and commensurately higher parcel taxes in later years to ensure the same funds are collected.

Table 5: Proposed Water Parcel Taxes

Year	2026	2027	2028	2029	2030	2031
Parcel Tax	$90	$232	$237	$242	$247	$252

The parcel taxes fund capital replacement and allows for all users who have access to the water system to fund in the capital costs. This is the same budgeting method used by the CVRD to fund their capital costs. The CVRD charges parcel taxes to 5 different service areas ranging from $193 to $1,150 per year depending upon the service area and their particular capital costs.

Sewer Rate Increase

Comox sewer rates are proposed to increase 5% per year for each year from 2027 to 2031 to address higher charges from CVRD.

Table 6: Proposed Sewer Rate Increases

Year	2027	2028	2029	2030	2031
Increase	5%	5%	5%	5%	5%

Sewer Parcel Tax Increase

Sewer capital reserves are adequate at this time and will be reviewed in 2027.

Table 6: 2027-2031 Sewer Capital Reserve estimates

Description	2026 Bal. End	2027 Estimate	2028 Estimate	2029 Estimate	2030 Estimate	2031 Estimate
Sewer Capital Works Reserve	7,032,164	5,692,317	4,717,905	4,954,635	3,867,445	3,010,085

There would be no change to the previously proposed parcel tax rates already approved in the parcel tax bylaw at this time. The next review is scheduled for 2027.

Table 7: Proposed Water Parcel Taxes

Year	2026	2027	2028	2029	2030	2031
Parcel Tax	$80	$85	$90	$95	$95	$95

b. Public Relations

Following Council's approval of the water rates and parcel tax structure, communications will develop an appropriate communication plan to inform residents of the approved changes. Depending on the rate structure, communication efforts may include, but are not limited to, news releases, public notices, paid newspaper advertisements, website updates and social media outreach.

Water

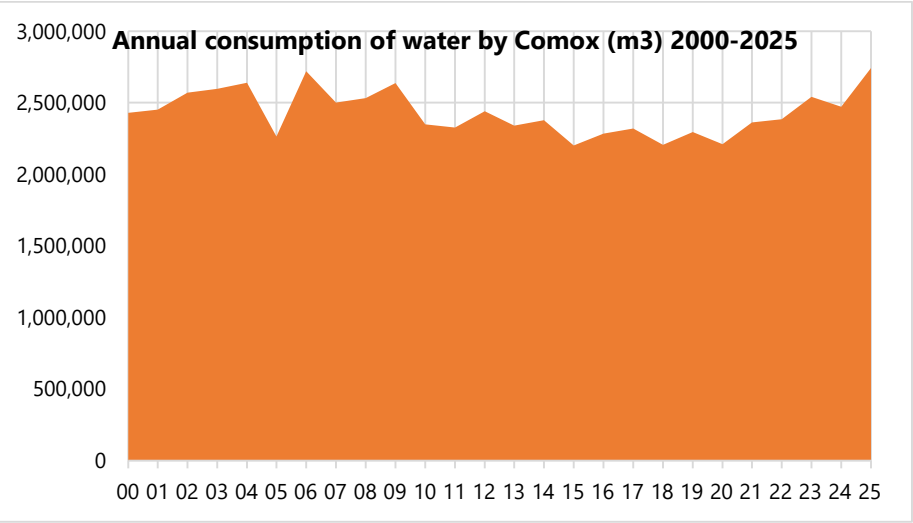
The Town of Comox purchases water from the Comox Valley Regional District and distributes this water to consumers (residents and businesses) within Town boundaries. Consumer rates for water are governed by the Comox Water Rates and Regulations Bylaw 529, and depend on whether or not a water meter is installed on their service connection.

For most properties, the *Municipal Utility Service Fees* are included in the annual Property Tax Notice.

Consumer rates for water are governed by the **Comox Water Rates and Regulations Bylaw 529**, and depend on whether or not a water meter is installed on their service connection.

If a residential property has a water meter installed - view the **Water Metering** webpage.

The Town of Comox buys its water from the Comox Valley Regional District as part of the Comox Valley Water Service.



Water Meters

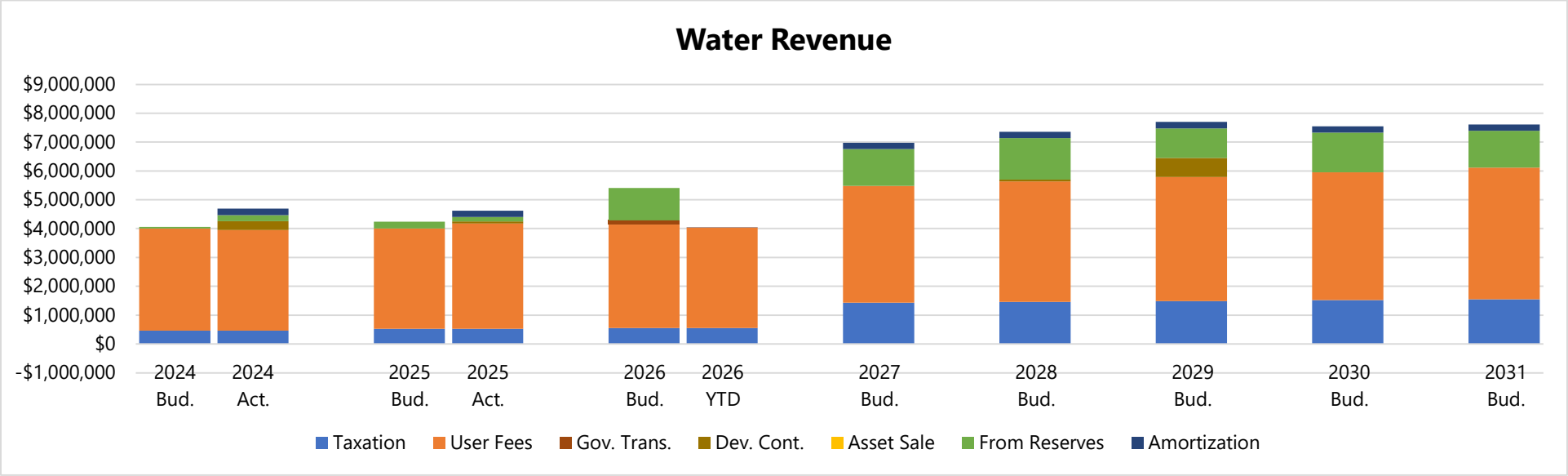
In 2010, Town Council implemented a water metering project to help identify water leaks and reduce the cost of water for all Town of Comox residents. The

metering project also makes it possible to meter and invoice commercial and residential properties for actual use.

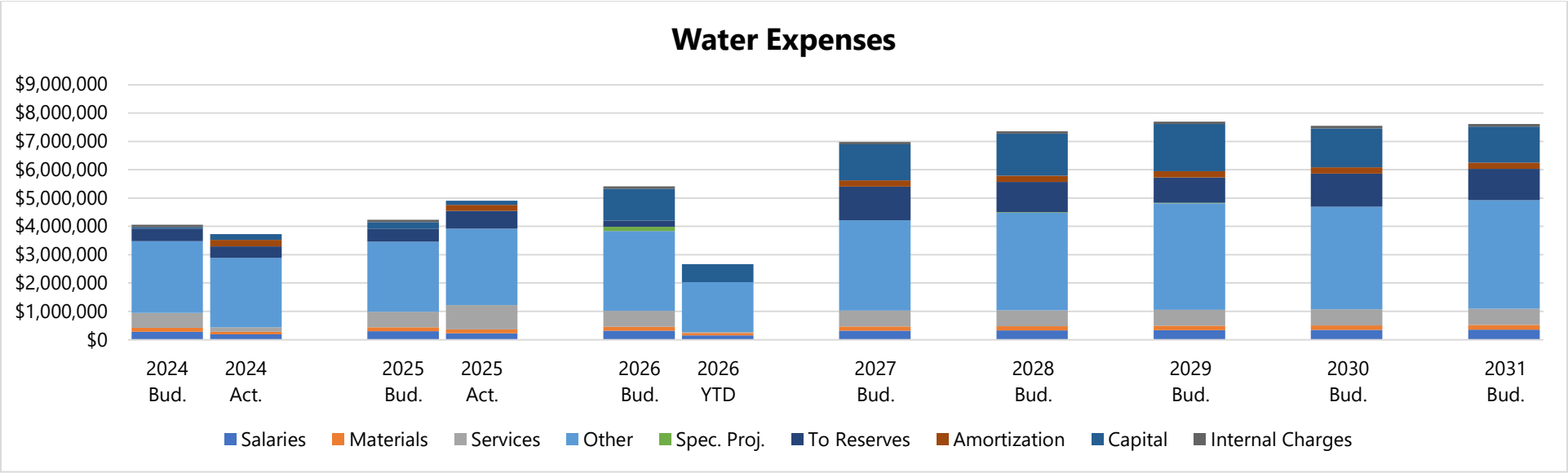
Properties that receive a meter may continue paying the flat rate water fee or they may volunteer to be billed by the meter - view the **Water Metering** webpage.

Water Budget Analysis

WATER SUMMARY	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 YTD	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast	2031 Forecast
REVENUE											
Taxation	459,075	460,425	521,390	522,070	552,420	554,220	1,427,264	1,458,024	1,488,784	1,519,544	1,550,304
User Fees	3,545,000	3,490,729	3,481,255	3,657,304	3,585,560	3,486,191	4,056,609	4,178,180	4,303,380	4,432,350	4,565,190
Gov. Trans.	0	0	0	0	150,000	0	0	0	0	0	0
Invest. Inc.	0	0	0	0	0	0	0	0	0	0	0
Dev. Cont.	0	302,108	0	73,065	0	0	0	66,083	660,825	0	0
Other Rev.	0	0	0	0	0	0	0	0	0	0	0
Asset Sale	0	0	0	-598	0	0	0	0	0	0	0
Debt Funding	0	0	0	0	0	0	0	0	0	0	0
From Reserves	55,000	211,611	233,655	148,058	1,121,985	0	1,272,750	1,432,497	1,023,725	1,373,000	1,275,500
Amortization	0	226,066	0	218,759	0	614	222,188	222,188	222,188	222,188	222,188
TOTAL REVENUE	4,059,075	4,690,939	4,236,300	4,618,658	5,409,965	4,041,026	6,978,811	7,356,972	7,698,902	7,547,082	7,613,182
EXPENSES											
Salaries	282,079	186,371	297,631	224,293	315,753	150,495	315,960	326,302	337,021	348,115	359,607
Materials	140,400	94,449	142,600	136,140	145,400	82,779	148,290	151,250	154,270	157,360	160,500
Services	525,900	157,713	545,200	857,191	560,880	38,546	559,560	562,230	564,950	567,730	570,560
Debts	0	0	0	0	0	0	0	0	0	0	0
Other	2,525,000	2,450,475	2,475,000	2,704,014	2,812,000	1,755,346	3,189,900	3,445,400	3,754,300	3,618,000	3,835,000
Spec. Proj.	0	0	0	0	150,000	0	0	16,700	20,000	0	0
To Reserves	447,696	407,651	459,214	619,458	220,947	0	1,185,763	1,064,932	893,813	1,171,119	1,098,457
Amortization	0	226,066	0	218,759	0	614	222,188	222,188	222,188	222,188	222,188
Capital	55,000	205,757	233,655	148,058	1,121,985	640,902	1,272,750	1,481,880	1,664,550	1,373,000	1,275,500
Subtotal	3,976,075	3,728,481	4,153,300	4,907,913	5,326,965	2,668,682	6,894,411	7,270,882	7,611,092	7,457,512	7,521,812
Internal Charges	83,000	0	83,000	0	83,000	0	84,400	86,090	87,810	89,570	91,370
Total Expenses	4,059,075	3,728,481	4,236,300	4,907,913	5,409,965	2,668,682	6,978,811	7,356,972	7,698,902	7,547,082	7,613,182
Net	0	962,457	0	-289,256	0	1,372,343	0	0	0	0	0



Revenues vary based on usage of water charged either by flat rate or metered rate plus transfers from reserves. Taxation is from parcel taxes.



Expenses vary based on metered usage of water provided by the CVRD plus projects and capital which primarily consist of replacements plus some expansion. Capital repairs are increasing as the water system ages. Mains are scheduled for replacement to align with road repaving.

Water Rates and Parcel Taxes

The Water system is managed as a self-funding department where the user fees and parcel taxes collected pay for the short-term and long-term operating and capital expenses.

The Comox water system has a regional and a municipal component and each plays a vital role in providing water services to the residents of Comox.

The CVRD operates the water sources and purifies the water and is the primary distributor to Comox. Comox then distributes the water to the water users and bills for the usage.

The operating costs are primarily paid for through the water user rates, both flat and metered. The capital costs are paid through a combination of the user rates, parcel taxes, grants, and Development Cost Charges (DCCs). Developers will occasionally provide water infrastructure that they have built in their developments and are referred to as developer contributions. The reserves are funded through a combination of the revenue sources along with any surplus or deficit generated within the water budget at year-end.

The Town will budget so that $200,000 is available in an operating reserve to offset any annual fluctuations in net operating and capital costs which have varied between a $183,000 deficit and a $235,000 surplus since 2021. The Town will also budget so that a minimum of $300,000 is available in a capital reserve to offset any unplanned and unbudgeted capital expenses.

The DCC and Amenity Cost Charge (ACC) studies to be conducted in 2025 will provide an opportunity to review new-growth related capital forecasting and funding that may affect future budgeting.

User Rates Increase Forecast

Year	2027	2028	2029	2030	2031
Increase	7.00%	3.00%	3.00%	3.00%	3.00%

The CVRD has currently planned for a 5% increase in water distribution fees that they charge to Comox in 2027 and 2% to 3% annual increase in 2028 onwards. It is important to note that these budgets are subject to change. Comox is planning a 7% increase in 2027 to offset the CVRD increase as well as the anticipated reduced revenue due to the water restrictions in 2026.

The 2027 - 2031 Comox budget had identified an impending shortfall of almost $3,400,000 for capital replacement commencing in 2028. As a result, Comox is planning a $142 increase in parcel taxes to fund the capital replacement schedule.

Parcel Taxes Forecast

Year	2026	2027	2028	2029	2030	2031
Charge	$90	$232	$237	$242	$247	$252

Comox charges parcel taxes to properties with water service to assist in funding capital repair and replacement. The parcel taxes are single rates charged to properties on the basis of access to the water system. The rate is per property regardless of property size, assessed value or water usage. The parcel tax may be exempted through the imposition of a Permissive Tax Exemption.

As mentioned above, the increases reflect the need to increase the funding for capital repair and replacement to address an identified depletion of reserves by 2027.

Sewer

The Town of Comox collects sanitary sewage and conveys it to lift stations operated by the Comox Valley Regional District (CVRD). These stations further convey the sewage to the Comox Valley Water Pollution Control Centre in Cape Lazo.

This treatment facility serves the Town of Comox, the City of Courtenay, K'ómoks First Nation, and Canadian Forces Base (19 Wing Comox).

Comox Valley Sewer Conveyance Project

The Comox Valley Sewer Conveyance Project is a multi-year construction project that will replace the pipes and upgrade the pump stations that move more than 14,000 cubic metres of raw sewage each day to the sewage treatment plant on Brent Road.

This new system will route sewer pipes further inland where they will no longer be vulnerable to damage by waves, rocks and logs and, thereby, will protect the beaches and waters throughout the Comox Estuary and Point Holmes and Goose Spit coastlines, as well as Baynes Sound.

About the Project

This is a significant and complex Project that starts at the Courtenay Pump Station and moves through K'ómoks land, downtown Comox and the Lazo Road area to the Comox Valley Water Pollution Control Centre (Sewage Treatment Plant) on Brent Road. There are construction impacts, traffic impacts and archaeological considerations. The CVRD is working with many jurisdictions and partners to deliver this project smoothly and efficiently and minimize impacts where we can.

For a detailed view of the construction route planned for 2024, visit the project website for an interactive map. For ideal viewing, click on Sewer Conveyance Project Map to access the route details in a separate window.

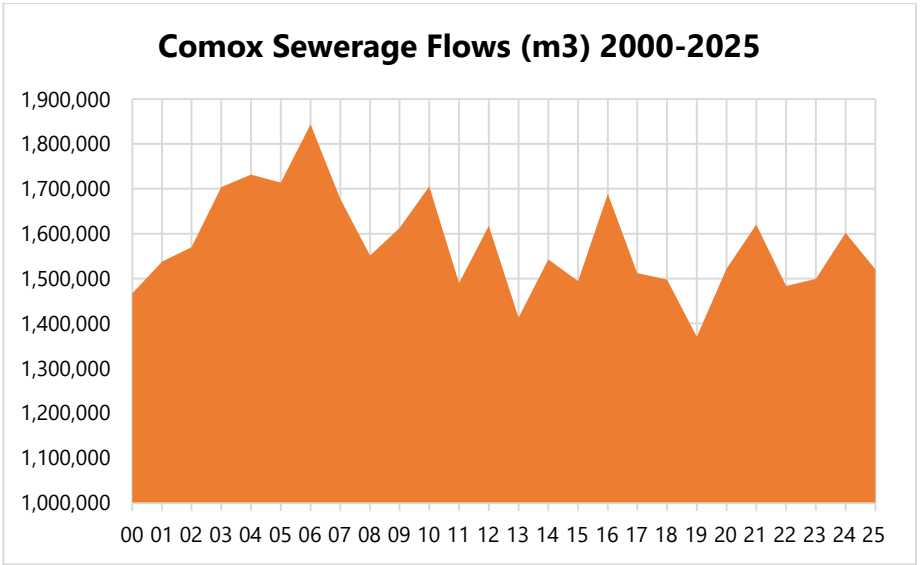
If you want to get more information on the project, contact the CVRD:

Phone: 250-334-6000

Email: communications@comoxvalleyrd.ca

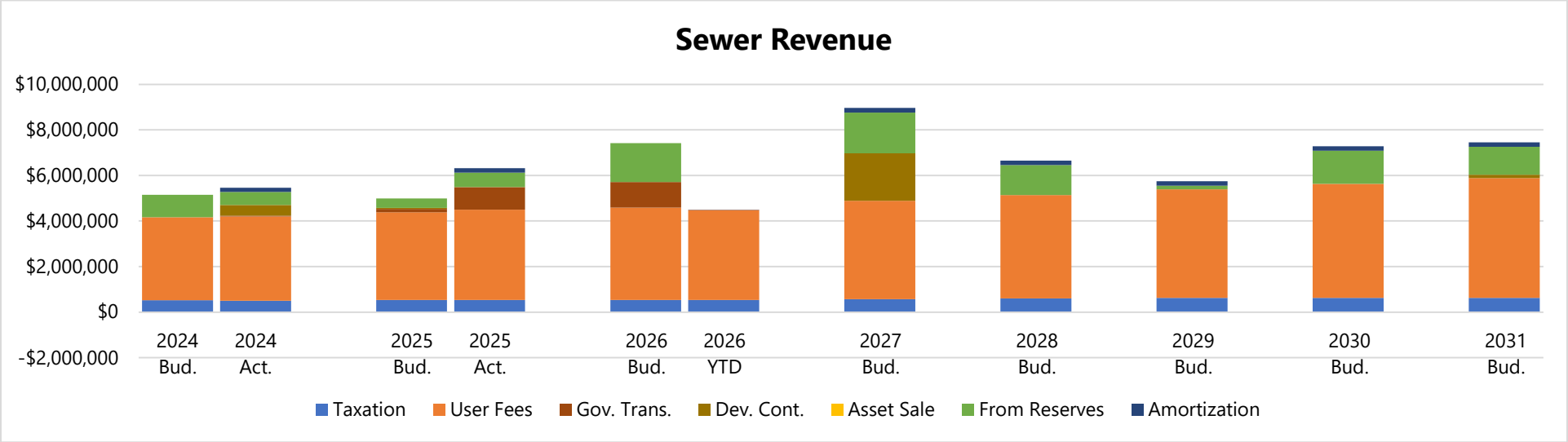
To learn more about the project or to sign up to receive the project updates, visit

engagecomoxvalley.ca/conveyanceproject

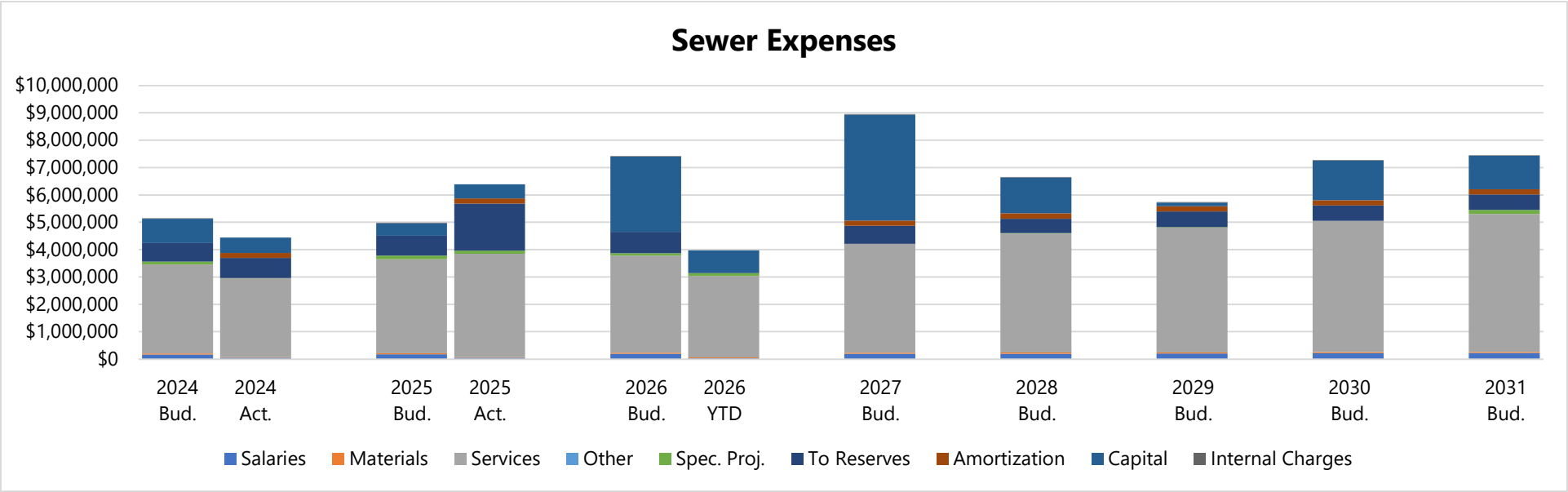


Sewer Budget Analysis

SEWER SUMMARY	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2026 YTD	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast	2031 Forecast
REVENUE											
Taxation	517,880	499,090	530,520	529,470	530,200	530,995	561,413	592,640	623,865	624,825	625,805
User Fees	3,639,639	3,701,413	3,850,910	3,960,332	4,049,760	3,955,393	4,325,025	4,541,201	4,768,186	5,006,550	5,256,831
Gov. Trans.	0	25,000	141,750	983,944	1,126,056	0	0	0	0	0	0
Invest. Inc.	0	0	0	0	0	0	0	0	0	0	0
Dev. Cont.	0	479,926	56,250	17,981	0	0	2,079,000	0	0	0	148,500
Other Rev.	0	0	0	0	0	0	0	0	0	0	0
Asset Sale	0	0	0	-3,255	0	0	0	0	0	0	0
Debt Funding	0	0	0	0	0	0	0	0	0	0	0
From Reserves	991,000	564,124	401,626	627,476	1,715,492	0	1,796,300	1,320,100	152,830	1,448,430	1,223,430
Amortization	0	185,307	0	193,925	0	997	197,423	197,423	197,423	197,423	197,423
TOTAL REVENUE	5,148,519	5,454,860	4,981,056	6,309,872	7,421,508	4,487,384	8,959,161	6,651,364	5,742,304	7,277,228	7,451,989
EXPENSES											
Salaries	162,057	47,825	172,873	52,796	189,865	31,969	190,049	196,684	203,571	210,706	218,107
Materials	36,660	23,916	37,430	13,019	38,210	23,460	39,000	39,780	40,570	41,380	42,210
Services	3,260,720	2,884,298	3,433,804	3,781,925	3,551,951	2,982,899	3,982,456	4,349,439	4,559,120	4,798,439	5,037,749
Debts	3,300	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
Spec. Proj.	100,000	8,250	141,750	110,843	89,157	99,133	0	16,600	20,000	0	150,000
To Reserves	677,352	730,211	719,553	1,720,133	781,814	0	656,453	529,088	569,560	561,240	564,570
Amortization	0	185,307	0	193,925	0	997	197,423	197,423	197,423	197,423	197,423
Capital	891,000	564,124	457,876	516,633	2,752,391	838,050	3,875,300	1,303,500	132,830	1,448,430	1,221,930
Subtotal	5,131,089	4,443,931	4,963,286	6,389,273	7,403,388	3,976,508	8,940,681	6,632,514	5,723,074	7,257,618	7,431,989
Internal Charges	17,430	0	17,770	0	18,120	0	18,480	18,850	19,230	19,610	20,000
Total Expenses	5,148,519	4,443,931	4,981,056	6,389,273	7,421,508	3,976,508	8,959,161	6,651,364	5,742,304	7,277,228	7,451,989
Net	0	1,010,929	0	-79,401	0	510,876	0	0	0	0	0



Sewer revenue varies based on user fees and transfers from reserves. Taxation revenue is from parcel taxes.



Sewer expenses vary based on CVRD fees based on percentage of system usage plus projects and capital which vary by year.

Sewer Rates and Parcel Taxes

The Sanitary Sewer system is managed as a self-funding department where the user fees and parcel taxes collected pay for the short-term and long-term operating and capital expenses.

The Comox sewer system has a regional and a municipal component and each plays a vital role in providing water services to the residents of Comox.

Comox performs the initial collection of wastewater and directs it towards the CVRD's sewer mains. The mains then funnel the wastewater to the wastewater treatment plants operated by the CVRD.

The operating costs are primarily paid for through the sewer user rates. The capital costs are paid through a combination of the user rates, parcel taxes, grants, and Development Cost Charges (DCCs). Developers will occasionally provide sewer infrastructure that they have built in their developments and are referred to as developer contributions. The reserves are funded through a combination of the revenue sources along with any surplus or deficit generated within the sewer budget at year-end.

The Town will budget so that $200,000 is available in an operating reserve to offset any annual fluctuations in net operating and capital costs which have varied between a $108,000 deficit and a $398,000 surplus since 2021. The Town will also budget so that a minimum of $300,000 is available in a capital reserve to offset any unplanned and unbudgeted emergency repair costs.

The DCC and Amenity Cost Charge (ACC) studies in 2025/2026 provided an opportunity to review new-growth related capital forecasting and funding that may affect future budgeting.

User Rates Increase Forecast

Year	2027	2028	2029	2030	2031
Increase	5.00%	5.00%	5.00%	5.00%	5.00%

The CVRD has currently planned for annual increases that they charge Comox in the amounts of 17% (2027), 11% (2028), and staff have estimated increases of 5% each following year. It is important to note that these budgets are subject to change. Comox plans to raise rates in tandem with the CVRD to ensure budget stability.

A potential shortfall in DCCs of several million to fund major sewer projects in future projects has been identified if development does not proceed. Staff will review options annually during budget development.

Parcel Taxes Forecast

Year	2026	2027	2028	2029	2030	2031
Charge	$80	$85	$90	$95	$95	$95

Comox charges parcel taxes to properties with sewer service to assist in funding capital repair and replacement. The parcel taxes are single rates charged to properties on the basis of access to the sewer system. The rate is per property regardless of property size, assessed value or water usage. The parcel tax may be exempted through the imposition of a Permissive Tax Exemption.

As mentioned above, the increases reflect the need to increase the funding for future capital repair and replacement.

Special Projects

WO#	WO Budget Note	Source	2027	2028	2029	2030	2031
81 Water Services							
028801	Torrence Servicing Plan - boundary expansion (1/3 water)	Forecast	0	16,700	0	0	0
		RFFE: Water Fund, General	0	16,700	0	0	0
029801	Anderton Water Study	Forecast	0	0	20,000	0	0
		RFFE: Water Fund, General	0	0	20,000	0	0
		TOTAL	**0**	**16,700**	**20,000**	**0**	**0**
82 Sewer Services							
029901	Anderton Study	Forecast	0	0	20,000	0	0
		RFFE: Sewer Fund, General	0	0	20,000	0	0
031901	Sanitary Master Plan (DCC-S-06)	Forecast	0	0	0	0	150,000
		RFFE: Sewer Fund, General	0	0	0	0	1,500
		DCC Sewer	0	0	0	0	148,500
190055	Torrence Servicing Plan-SWR-boundary expansion	Forecast	0	16,600	0	0	0
		RFFE: Sewer Fund, General	0	16,600	0	0	0
		TOTAL	**0**	**16,600**	**20,000**	**0**	**150,000**

Capital Projects

WO#	WO Budget Note	Source	2027	2028	2029	2030	2031
81 Water Services							
027801	Centennial Ave water replacement(Church to Douglas)	Forecast	0	0	0	0	0
029802	Comox Ave water replacement(Church to Nordin)	Forecast	0	0	45,000	450,000	0
		RF: Water Capital Works Reserve	0	0	45,000	450,000	0
029803	McCulloch Ave Water replacement	Forecast	0	0	13,500	135,000	0
		RF: Water Capital Works Reserve	0	0	13,500	135,000	0
029804	McLeod Water replacement (Richardson-Buena Vista)	Forecast	0	0	34,500	345,000	0
		RF: Water Capital Works Reserve	0	0	34,500	345,000	0
029805	Richardson Ave-Water replacement - McLeod to end	Forecast	0	0	27,750	277,500	0
		RF: Water Capital Works Reserve	0	0	27,750	277,500	0
030801	Alpine water replacement	Forecast	0	0	0	81,000	810,000
		RF: Water Capital Works Reserve	0	0	0	81,000	810,000
030803	Wallace Ave water replacement	Forecast	0	0	0	34,500	345,000
		RF: Water Capital Works Reserve	0	0	0	34,500	345,000
031801	Skeena Dr water replacement(Pritchard-Woodland)	Forecast	0	0	0	0	36,000
		RF: Water Capital Works Reserve	0	0	0	0	36,000
840001	Dryden (Anderton-Pritchard)(DCC-W02)	Forecast	0	133,500	1,335,000	0	0
		DCC Water	0	66,083	660,825	0	0
		RF: Water Capital Works Reserve	0	67,417	674,175	0	0
840005	Noel Ave (Spitfire-Aitken) water main replacement	Forecast	72,750	727,500	0	0	0
		RF: Water Capital Works Reserve	72,750	727,500	0	0	0
840011	PRV (Cambridge-Pritchard)	Forecast	0	3,130	31,300	0	0
		RF: Water Capital Works Reserve	0	3,130	31,300	0	0
840014	Cedar Ave Watermain replacement (Pritchard to Stewart)	Forecast	0	0	0	0	34,500
		RF: Water Capital Works Reserve	0	0	0	0	34,500
840017	Aitken St Watermain replacement	Forecast	55,500	555,000	0	0	0
		RF: Water Capital Works Reserve	55,500	555,000	0	0	0
840018	Ellist St Water replacement	Forecast	0	12,750	127,500	0	0
		RF: Water Capital Works Reserve	0	12,750	127,500	0	0
840022	Church St(Noel to Robb)	Forecast	262,500	0	0	0	0
		RF: Water Capital Works Reserve	262,500	0	0	0	0
840023	Church St(Robb to Comox)	Forecast	832,000	0	0	0	0
		RF: Water Capital Works Reserve	832,000	0	0	0	0
840024	Water replacement - Centennial to Pathway	Forecast	0	0	0	0	0
		Remaining to fund	0	0	0	0	0
881002	Water Meter Software (water model update)	Forecast	30,000	30,000	30,000	30,000	30,000
		RF: Water Capital Works Reserve	30,000	30,000	30,000	30,000	30,000
882002	New Fire Hydrants(Water Service)	Forecast	20,000	20,000	20,000	20,000	20,000
		RF: Water Capital Works Reserve	20,000	20,000	20,000	20,000	20,000

WO#	WO Budget Note	Source	2027	2028	2029	2030	2031
		TOTAL	1,272,750	1,481,880	1,664,550	1,373,000	1,275,500
82 Sewer Services							
029902	Comox Ave sewer replacement(Port Augusta-Nordin)	Forecast	0	0	49,500	495,000	0
		RF: Sewer Capital Works Reserve	0	0	49,500	495,000	0
029903	McCulloch Ave Sewer replacement	Forecast	0	0	14,850	148,500	0
		RF: Sewer Capital Works Reserve	0	0	14,850	148,500	0
029904	McLeod St Sewer replacement	Forecast	0	0	37,950	379,500	0
		RF: Sewer Capital Works Reserve	0	0	37,950	379,500	0
029905	Richardson Ave Sewer replacement	Forecast	0	0	30,530	305,300	0
		RF: Sewer Capital Works Reserve	0	0	30,530	305,300	0
030901	Alpine St Sewer replacement	Forecast	0	0	0	40,100	401,000
		RF: Sewer Capital Works Reserve	0	0	0	40,100	401,000
030902	Downey Ave Storm sewer replacement	Forecast	0	0	0	45,380	453,800
		RF: Sewer Capital Works Reserve	0	0	0	45,380	453,800
030903	Wallace Ave Sewer replacement(Rodello-Alpine)	Forecast	0	0	0	34,650	346,500
		RF: Sewer Capital Works Reserve	0	0	0	34,650	346,500
031902	Cedar Ave Sewer replacement	Forecast	0	0	0	0	20,630
		RF: Sewer Capital Works Reserve	0	0	0	0	20,630
940010	Foreshore Main(Cathew-Ellis)	Forecast	2,800,000	0	0	0	0
		DCC Sewer	2,079,000	0	0	0	0
		RF: Sewer Capital Works Reserve	721,000	0	0	0	0
940014	Robb Main Sewer (Anderton to Aitken)	Forecast	945,000	0	0	0	0
		RF: Sewer Capital Works Reserve	945,000	0	0	0	0
940015	Aitken St sewer replacement(Comox to Downey)	Forecast	52,800	528,000	0	0	0
		RF: Sewer Capital Works Reserve	52,800	528,000	0	0	0
940016	Noel Ave W Sanitary replacement (Noel Aitken-Spitfire)	Forecast	77,500	775,500	0	0	0
		RF: Sewer Capital Works Reserve	77,500	775,500	0	0	0
		TOTAL	3,875,300	1,303,500	132,830	1,448,430	1,221,930

TOWN OF COMOX

FEES AND CHARGES AMENDMENT BYLAW NO. 2058.02

The Council of the Town of Comox, in open meeting assembled, enacts as follows:

1. Title

This Bylaw shall be cited as the "Fees and Charges Amendment Bylaw No. 2058.02".

2. Amendments

The Fees and Changes Bylaw No. 2058 is amended as follows:

(a) by repealing Schedule "J" in its entirety and replacing it with an updated Schedule "J", attached to and forming part of this amending bylaw as Schedule "A".

(b) by repealing Schedule "G" in its entirety and replacing it with an updated Schedule "G", attached to and forming part of this amending bylaw as Schedule "B".

3. ADOPTION

READ a FIRST, SECOND and THIRD time this day of , 2026

ADOPTED this day of , 2026

MAYOR

CORPORATE OFFICER

SCHEDULE A
WATER USER RATES

SCHEDULE J – WATER USER RATES
(Fees and Charges Bylaw No. 529)

1. GENERAL RESIDENTIAL RATES

(a) The flat rate as shown below per calendar month shall be charged for each self-contained residential household, family or housekeeping units, including (for example): single-family homes, halves of residential duplexes, suites within residences, carriage houses, and dwellings above commercial businesses (except where the business is already charged for metered water consumption that includes the dwelling).

Year	2027	2028	2029	2030	2031
Monthly rate	$46.82	$48.23	$49.67	$51.16	$52.70

(b) The minimum fee for residential consumers, including strata corporations, who have directed that they pay an amount based on metered readings, shall be charged an amount as shown below per residential household, family or housekeeping unit per calendar month (including at no additional cost up to 15 cubic meters of water use per unit per calendar month) plus a rate per cubic meter for water use over 15 cubic meters per calendar month as shown below.

Year	2027	2028	2029	2030	2031
Minimum fee	$20.81	$21.44	$22.08	$22.74	$23.42
Rate over 15 cubic metres per month	$1.58	$1.63	$1.68	$1.73	$1.78

(c) In addition to the rates set out in (a) and (b), where metered water consumption for these customers equals or exceeds 450 cubic meters per calendar year, the customer shall be charged as follows:

(i) for residential customers paying a flat rate fee, an additional amount per cubic meter as shown below for all consumption over 450 cubic meters per calendar year; and

Year	**2027**	**2028**	**2029**	**2030**	**2031**
Rate per cubic metre over 450 cubic metres per year (flat rate user)	$2.10	$2.16	$2.22	$2.29	$2.36

(ii) for customers who have directed that they pay an amount based on metered readings, an additional amount per cubic meter for all consumption over 450 cubic meters per calendar year as shown below.

Year	**2027**	**2028**	**2029**	**2030**	**2031**
Rate per cubic metre over 450 cubic metres per year (metered user)	$0.49	$0.51	$0.52	$0.54	$0.55

(d) In addition to the rates set out in (a), (b) and (c), fifty dollars ($50.00) for the Town to obtain a meter reading and compute a pro-rated billing, between scheduled meter readings, at the request of a customer.

2. METERED RATES FOR OTHER CUSTOMERS

(a) Each and every commercial, industrial, or institutional water consumer, who receives metered water from the Town's water mains, shall be charged an amount as shown below per commercial, industrial or institutional unit (including, at no additional cost, up to 15 cubic meters of water use per unit per calendar month) plus a rate per cubic meter for all water consumption as shown below, and

Year	2027	2028	2029	2030	2031
Minimum fee	$20.81	$21.44	$22.08	$22.74	$23.42
Rate over 15 cubic metres per month	$1.58	$1.63	$1.68	$1.73	$1.78

(b) Where this metered consumption is for a strata-titled property, each strata unit is deemed to have consumed the amount calculated by dividing the total metered consumption by the total unit entitlement for the strata, multiplied by unit entitlement for the strata unit.

3. DISCOUNTED RATES FOR LEAK REPAIRS

For consumers who detect and subsequently permanently repair a water leak on the buried portion of their service, a discounted rate equal to the Town's bulk purchase rate per cubic meter shall be charged for the estimated volume of water leaked during either the billing period in which the leak was repaired or the one immediately prior. The Town's Director of Finance is authorized to estimate the amount of water leaked for the purposes of this section, along with determining when the leak was repaired and deciding which one billing period is to be discounted.

If a property has a leak that carries over from one fiscal year billing period to the next and is repaired, The Town's Director of Finance is authorized to provide relief for both billing periods.

If repairs are completed by the owner of the property and valid invoices are provided to the Town, the Director of Finance is authorized to provide leak relief equivalent to the cost of the repair which may result in a nil bill. No credit will be provided to the account for any repair costs that exceed the excess water bill.

4. GENERAL UN-METERED RATES

The flat rate as shown below per calendar month shall be charged for each un-metered non-residential unit, including (for example): individual offices, businesses, and store fronts.

Year	2027	2028	2029	2030	2031
Monthly rate	$46.82	$48.23	$49.67	$51.16	$52.70

SCHEDULE B
SANITARY SEWER RATES

SCHEDULE G – SANITARY SEWER USER RATES (Sanitary Sewer Bylaw No. 2058)					
Monthly Rates	**2027**	**2028**	**2029**	**2030**	**2031**
Single Family Residences	$49.09	$51.54	$54.12	$56.82	$59.67
Other self-contained residential household, family or housekeeping units including (for example): halves of residential duplexes, suites within residences, and carriage houses (per unit)	$49.09	$51.54	$54.12	$56.82	$59.67
Business and professional offices (per unit)	$49.09	$51.54	$54.12	$56.82	$59.67
Licensed residential apartments (per apartment)	$24.35	$25.57	$26.85	$28.19	$29.60
Hotels (per room)	$24.35	$25.57	$26.85	$28.19	$29.60
Motels and auto courts (per unit)	$24.35	$25.57	$26.85	$28.19	$29.60
Hospitals and long-term care facilities (per washroom)	$31.31	$32.88	$34.52	$36.25	$38.06
Schools (per classroom)	$28.75	$30.19	$31.70	$33.28	$34.94
Comox Valley Harbour Authority	$95.88	$100.67	$105.70	$110.99	$116.54
Cafes and restaurants	$121.41	$127.49	$133.87	$140.56	$147.59
Car washes (per wash bay)	$175.73	$184.51	$193.74	$203.43	$213.60
Gas stations (including convenience stores)	$175.73	$184.51	$193.74	$203.43	$213.60
Coin laundries	$257.09	$269.95	$283.44	$297.62	$312.50
Licensed clubs	$257.09	$269.95	$283.44	$297.62	$312.50
Seafood processing facilities	$463.10	$486.26	$510.57	$536.10	$562.90
Pubs, brewpubs and beverage rooms	$415.24	$436.01	$457.81	$480.70	$504.73
Any other customers, if not included above (per unit)	$49.09	$51.54	$54.12	$56.82	$59.67

TOWN OF COMOX

SANITARY SEWER AND WATER PARCEL TAX BYLAW NO. 2071

A BYLAW TO IMPOSE A SANITARY SEWER AND WATER PARCEL TAX

WHEREAS the *Community Charter* allows a Council, by bylaw, to impose a parcel tax to provide all or part of the funding for a service;

AND WHEREAS the Council of the Town of Comox wishes to recover a portion of the costs of the Town's sanitary sewer service and water service through a parcel tax;

NOW THEREFORE the Council of the Town of Comox, in open meeting assembled, enacts as follows:

1. TITLE

This bylaw may be cited for all purposes as the "Sanitary Sewer and Water Parcel Tax Bylaw No. 2071".

2. Definitions

In this Bylaw, unless the context otherwise requires

(a) "Council" means the Council of the Town of Comox;

(b) "Comox Sanitary Sewer Parcel Tax" means the parcel tax for the capital costs related to the sanitary sewer service.

(c) "Comox Water Service Parcel Tax" means the parcel tax for the capital costs related to the water service.

(d) "Town" means the Town of Comox.

3. Parcel Tax for the Comox Sanitary Sewer Service

(1) Council hereby imposes a parcel tax for the Comox sanitary sewer service, for calendar years 2027, 2028, 2029 and all subsequent years.

(2) The Comox Sanitary Sewer Parcel Tax Roll shall be used for imposition of this parcel tax.

(3) This parcel tax shall be levied as a single amount for each parcel that is on the parcel tax roll for the year.

(4) The amount of the Comox Sanitary Sewer Parcel Tax shall be the following:

(a) 2027: Eighty-five dollars ($85) per parcel per year,

(b) 2028: Ninety dollars ($90) per parcel per year,

(c) 2029 and all subsequent years: Ninety-five dollars ($95) per parcel per year.

4. Sanitary Sewer Service Exemption

(1) Parcels that have no opportunity to connect to the Comox sanitary sewer service are exempt from the Comox Sanitary Sewer Parcel Tax.

(2) Strata parcels used only for storage are exempt from the Comox Sanitary Sewer Parcel Tax.

5. Parcel Tax for the Comox Water Service

(1) Council hereby imposes a parcel tax for the Comox water service, for calendar years 2027, 2028, 2029, 2030, 2031 and all subsequent years.

(2) The Comox Water Parcel Tax Roll shall be used for imposition of this parcel tax.

(3) This parcel tax shall be levied as a single amount for each parcel that is on the parcel tax roll for the year.

(4) The amount of the Comox Water Service Parcel Tax shall be the following:

(a) 2027: Two hundred and thirty-two dollars ($232) per parcel per year,

(b) 2028: Two hundred and thirty-seven dollars ($237) per parcel per year,

(c) 2029: Two hundred and forty-two dollars ($242) per parcel per year,

(d) 2030: Two hundred and forty-seven dollars ($247) per parcel per year,

(e) 2031 and all subsequent years: Two hundred and fifty-two dollars ($252) per parcel per year.

6. Water Service Exemption

(1) Parcels that have no opportunity to connect to the Comox water service are exempt from the Comox Water Service Parcel Tax.

(2) Strata parcels used only for storage are exempt from the Comox Water Service Parcel Tax.

7. Repeal

(1) Bylaw No. 2039 "Comox Sanitary Sewer and Water Parcel Tax Bylaw No. 2039, 2024" is hereby repealed.

8. ADOPTION

READ A FIRST, SECOND and THIRD time this day of , 2026

ADOPTED this day of , 2026

MAYOR

CORPORATE OFFICER

TOWN OF COMOX

STAFF REPORT

Meeting: Nov. 25, 2026

REGULAR COUNCIL MEETING

TO:	Mayor and Council	**FILE:**	1760-20
FROM:	Edward Henley, Director of Finance	**DATE:**	Nov. 19, 2026
SUBJECT:	Temporary Borrowing Bylaw - Comox Fire Station Replacement		

Prepared by:	Report Approved:
Edward Henley, Director of Finance	*Jordan Wall, Chief Administrative Officer*

RECOMMENDATION(S) FROM THE CHIEF ADMINISTRATIVE OFFICER:

THAT Temporary Borrowing Bylaw No. 2070 be given First, Second and Third Readings.

PURPOSE

To approve the Temporary Borrowing Bylaw permitted by the Loan Authorization Bylaw No. 2064 which received the Certificate of Approval from the Deputy Inspector of Municipalities on October 21, 2026.

The Temporary Borrowing Bylaw is required in order to apply for construction financing of the Comox Fire Station Replacement project.

STRATEGIC PLAN LINKAGE

Strategic Priority Areas of Focus	
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.
Financial management and accountability lenses	**Fiscally Responsible** – We will balance the short- and long-term financial impacts of our decisions.

BACKGROUND

It is important to note that staff do not intend to borrow $7 million. The application process began in May 2026 with a report to Council on June 10, 2026 for the initial amount of $7 million as set out in the 2026-2031 Corporate Budget approved in principal on October 22, 2025. Staff did not believe at the time that the full $7 million would be needed however a contingency amount was added just in case unexpected costs arose due to unknown circumstances, such as higher than anticipated costs due to tariffs. Once the Inspector of Municipalities approves the amount cited in the Loan Authorization bylaw after reviewing the Town's borrowing capacity report then it is expected that the municipality carry through without revision for an increased amount. The Town is permitted to borrow less than the approved amount.

The Loan Authorization Bylaw received three readings on June 10 and was submitted to the Inspector of Municipalities for review in July after the mandatory 1 month quashing period. This review period can take 6 to 8 weeks or longer. The town received approval of the $5 million grant from the UBCM Strategic Priorities Fund on June 30 however it was not permitted to be made public until July 30. The Town received statutory approval from the Inspector of Municipalities on August 21, 2026 and brought the bylaw for adoption to the September 2, 2026 Council meeting. Council was advised at that meeting that in order to reduce the maximum borrowing amount on the bylaw from $7 million to $2 million that a new borrowing report would have to be approved by Council leading to a new bylaw which would have to be resubmitted to the Inspector of Municipalities and then again go through the quashing period.

Additional Firehall construction update reports increased the potential borrowing to $2.45 million to add in other additional projects related to the firehall (sprinkler system in equipment bay, roof replacement in equipment bay, solar panels, etc.)

This delay would result in a delayed timeframe that would be close to the completion of the project as the temporary borrowing bylaw process itself may take several months before a construction financing draw could be made. Additionally, the request for a new loan authorization bylaw with a reduced amount may not be received favourably by the Inspector as the approved bylaw permitted borrowing less than the authorized amount.

Attached to this report is the draft temporary borrowing bylaw, the loan authorization bylaw with the Inspector's Statutory Approval and the Certificate of Approval, and a borrowing flowchart showing that the Town has now completed page 1 of the 4 pages.

The Security Issuing Process (page 3) is anticipated to start with the Municipal Security Issuing Resolution report to Council in April 2028 with a debenture approved by the Municipal Finance Authority in their semi-annual Fall 2028 session. If there is a delay then it will get pushed out to MFA's Spring 2029 session. With semi-annual payments, the first debenture payment would occur in Spring 2029.

ANALYSIS/ISSUES/IMPLICATIONS

a. Financial

The loan payments of $185,000 (est.), which includes the receipt of the $5,000,000 Fire Hall grant at a 25-year amortization at a rate of 5% (estimated), are to be paid from 3 main sources: General Taxation, Fire Development Cost Charges (DCCs), and External Revenue. Please note that the final interest rate will be known at the time of the debenture issuance anticipated to be in Fall 2028.

Chart 1: Source of Loan Payments (estimated $2,450,000 borrowed)

Source	Amount	Percentage
General Taxation	$92,870	50.2% (75.2% of 66.7%)
Fire DCCs	$30,525	16.5% (24.8% of 66.7%)
External Revenue	$61,605	33.3%
Total	**$185,000**	**100.0%**

General taxation would be from property taxes which would require an estimated property tax increase of 0.57% for 2029 when the debenture repayments start. Additional smaller portions of the Town's portion of the loan payment can be sourced from the fees paid by two other areas serviced by the fire department; Bates-Huband in the CVRD and the K'ómoks First Nation.

Fire DCCs would come from new development. If sufficient Fire DCC funds are not collected then money would have to be borrowed from other DCC reserves, assuming those funds are not committed to their own DCC-funded projects. If none are available then the unfunded amounts would have to come from property taxes.

No Fire DCCs have been collected so far in 2026. Many existing development projects received a 1-year provincial exemption from the new DCC rates imposed on June 10, 2026. The collection of $30,525 in Fire DCCs each year is the equivalent of 69 new detached homes annually. Over the last 10 years the Town has not exceeded 29 new detached homes per year and had an average of 11 per year as per the table below from the 2025 DCC Annual Report shows Roads DCCs as an indicator of DCCs collected.

Chart 2: Roads DCC units collected from 2016 to 2025 DCC bylaw period.

DCC Units collected by Unit Type	SFD (per parcel)	Multi-Family Low Density exc. Downtown (per unit)	Multi-Family Med Density exc. Downtown (per unit)	Multi-Family High Density exc. Downtown (per unit)	Multi-Family Low Density Downtown (per unit)	Multi-Family Med Density Downtown (per unit)	Multi-Family High Density Downtown (per unit)	Care Facility (per unit)	Commercial Accomm. (per unit)	Commercial exc. Downtown (per m2)	Commercial Downtown (per m2)	Institutional (per m2)	Industrial (per hectare)
2016-05-04	4	0	0	0	0	4	0	34	0	0.00	0.00	90.00	0.00
2017	1	4	0	0	0	0	0	0	0	0.00	0.00	82.00	0.00
2018	22	4	0	84	0	0	0	0	0	627.00	106.70	176.80	2.62
2019	1	0	0	0	0	0	45	0	0	0.00	0.00	0.00	0.00
2020	24	24	0	208	0	0	0	0	0	736.00	0.00	0.00	0.00
2021	12	34	0	0	0	0	0	0	0	524.30	0.00	0.00	0.00
2022	29	31	36	0	0	0	0	156	0	0.00	0.00	255.00	0.00
2023	3	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00
2024	1	0	0	0	0	0	0	0	0	2,041.50	0.00	750.00	0.00
2025	15	24	0	136	0	0	0	0	0	0.00	0.00	413.50	0.00
Total	**112**	**121**	**36**	**428**	**0**	**4**	**45**	**190**	**0**	**3,928.80**	**106.70**	**1,767.30**	**2.62**

Historically, the vast majority of DCCs collected have been from multi-residential development as shown in charts 3 and 4.

Chart 3: DCCs collected from 2016 to 2025 DCC bylaw period by development type

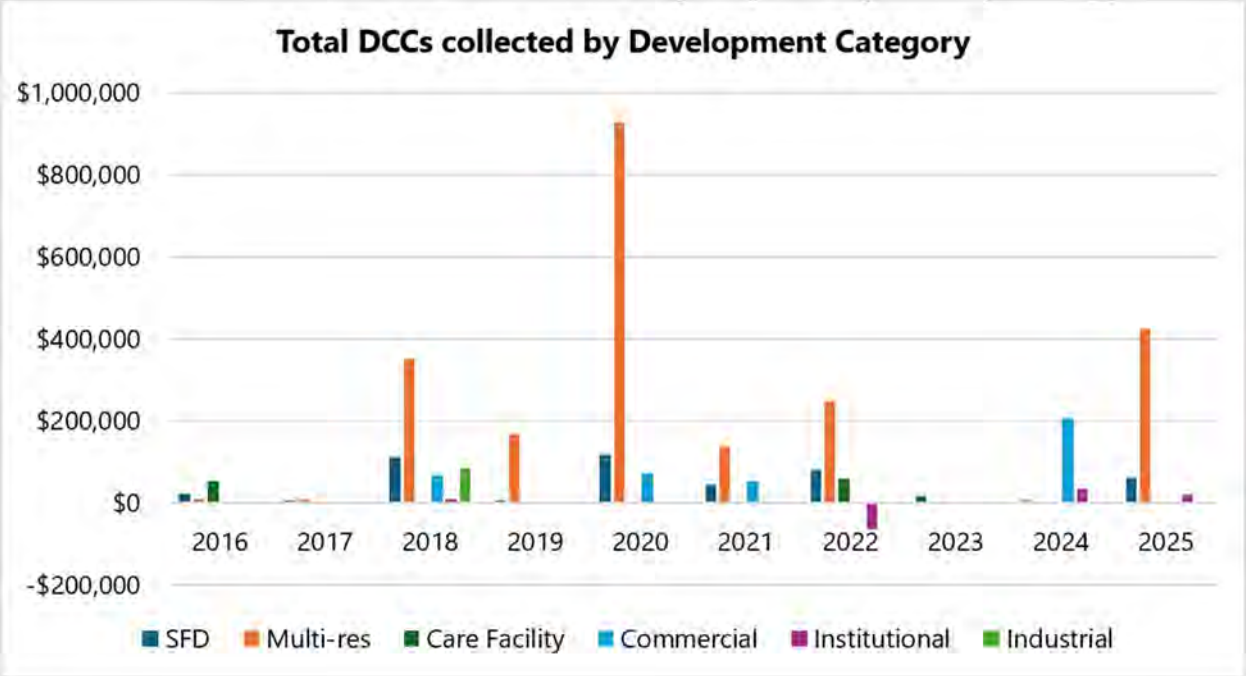
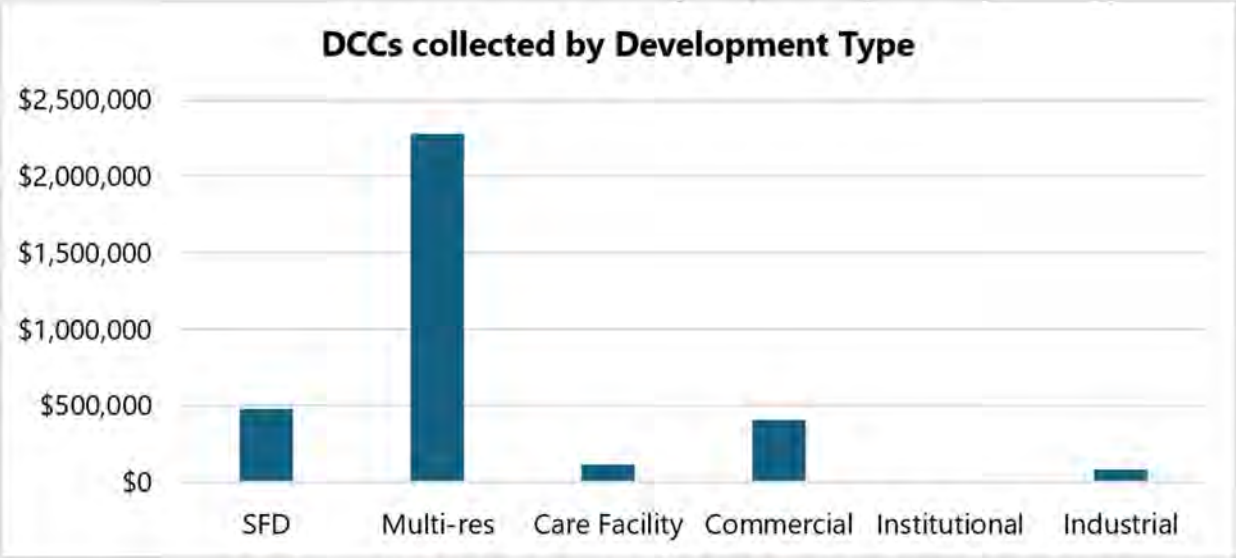


Chart 4: DCCs collected from 2016 to 2025 DCC bylaw period by development type



The Fire Hall has a dual ownership with the Town of Comox owning 2/3^{rds} and the Comox Fire Protection Improvement District (CFPID) owning the other 1/3rd as according to the service agreement. As the Town has full ownership of the property on title, it is able to borrow the full amount and assign 1/3rd of the loan payment to the CFPID. This 1/3rd is shown as external revenue.

b. Intergovernmental

The temporary borrowing will be funded through the Municipal Finance Authority (MFA) of BC who will also be providing the debenture financing at the end of the project. The temporary borrowing does not require the approval of the Comox Valley Regional District (CVRD). The CVRD does have to approve the debenture bylaw for the final loan as MFA lends to the Regional Districts on behalf of the local municipalities.

The Town is sourcing its funding through the MFA as it offers low-cost borrowing solutions to BC municipalities.

MFA and the Province have strict guidelines for the wording and format of borrowing bylaws. Staff received written approval from the Province to edit the formatting of the bylaw to match the Town's bylaw formatting standards.

c. Public Relations

Financing information has been included in prior and will be included in future budget packages. No municipal referendum is required as it is within the assent-free zone.

TOWN OF COMOX

TEMPORARY BORROWING BYLAW NO. 2070

A BYLAW TO AUTHORIZE TEMPORARY BORROWING PENDING THE SALE OF DEBENTURES

WHEREAS it is provided by S. 181 of the Community Charter that the Council may, where it has adopted a loan authorization bylaw, without further assents or approvals, borrow temporarily under the conditions therein set out;

AND WHEREAS the Council has adopted Bylaw #2064, cited as Loan Authorization Bylaw No. 2064 – Comox Fire Station Replacement, authorizing borrowing for the purpose of the replacement of the Fire Station, in the amount of seven million dollars ($7,000,000);

AND WHEREAS the sale of debentures has been temporarily deferred;

NOW THEREFORE the Council of the Town of Comox, in open meeting assembled, enacts as follows:

1. Title

This bylaw may be cited for all purposes as the "Temporary Borrowing Bylaw No. 2070".

2. GENERAL

a) The Council is hereby authorized and empowered to borrow an amount or amounts not exceeding the sum of seven million dollars ($7,000,000), as the same may be required.

b) The form of obligation to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Mayor and the Financial Administration Officer.

c) The money so borrowed shall be used solely for the purposes set out in Loan Authorization Bylaw #2064.

d) The proceeds from the sale of the debentures or so much thereof as may be necessary shall be used to repay the money so borrowed.

3. Adoption

READ A FIRST, SECOND and THIRD time this day of , 2026

ADOPTED this day of , 2026

MAYOR

CORPORATE OFFICER

BRITISH COLUMBIA
Ministry of Housing and Municipal Affairs

File: T06-21

October 21, 2026

Corporate officer
Town of Comox
1809 Beaufort Avenue
Comox BC V9M 1R9

Enclosed is a Certificate of Approval for Bylaw No. 2064, cited as “Comox Loan Authorization Bylaw No. 2064, Comox Fire Station Replacement”.

Sincerely,

Danny Courcy
Program Analyst

Enclosure

Ministry of Housing and Municipal Affairs

Governance and Structure Branch
Local Government Division

Mailing Address:
PO Box 9839 Stn Prov Govt
Victoria BC V8W 9T1

Phone: 250 387-4020
Fax: 250 387-7972
lggovernance@gov.bc.ca

Location:
4th Floor, 800 Johnson Street
Victoria BC V8W 9T1

http://www.gov.bc.ca/local-governments

TOWN OF COMOX

LOAN AUTHORIZATION BYLAW NO. 2064
COMOX FIRE STATION REPLACEMENT

A BYLAW TO AUTHORIZE THE BORROWING OF THE ESTIMATED COST OF THE COMOX FIRE STATION REPLACEMENT

WHEREAS it is deemed desirable and expedient to improve the energy efficiency of facilities within the Municipality;

AND WHEREAS the estimated cost of the Comox Fire Station Replacement capital project including expenses incidental thereto is the sum of seven million dollars ($7,000,000), of which the sum of seven million dollars ($7,000,000) is the amount of debt intended to be borrowed by this bylaw;

NOW THEREFORE, the Council of the Town of Comox in open meeting assembled, enacts as follows:

1. Title

This Bylaw may be cited for all purposes as the "Comox Loan Authorization Bylaw No. 2064, Comox Fire Station Replacement".

2. Borrowing

The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the Comox Fire Station Replacement capital project generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

a. To borrow upon the credit of the Municipality a sum not exceeding seven million dollars ($7,000,000).

b. To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the Comox Fire Station Replacement capital project.

3. Term

The maximum term for which debentures may be issued to secure the debt created by this bylaw is 30 years.

Certified a true copy of Town of Comox Bylaw No. **2064**

CORPORATE OFFICER — **October 5, 2026** DATE

4. Adoption

READ a FIRST, SECOND, and THIRD time this 10TH day of June, 2026

RECEIVED the approval of the Inspector of Municipalities this 21st day of August, 2026

ASSENT of the electors of the Town of Comox is not required as per Section 7 of the Municipal Liabilities Regulation (approval-free liability zone).

RECONSIDERED and FINALLY PASSED and ADOPTED this 2nd day of September, 2026

MAYOR

CORPORATE OFFICER

Certified a true copy of Town of Comox Bylaw No. 2064

October 5, 2026

CORPORATE OFFICER DATE

BRITISH COLUMBIA

Statutory Approval

Under the provisions of section 179

of the Community Charter

I hereby approve Bylaw No. 2064

of the Town of Comox,

a copy of which is attached hereto.

Dated this *Twenty first* *day*

of August *, 2026*

M. Daar

Deputy Inspector of Municipalities

BRITISH COLUMBIA

Certificate of Approval

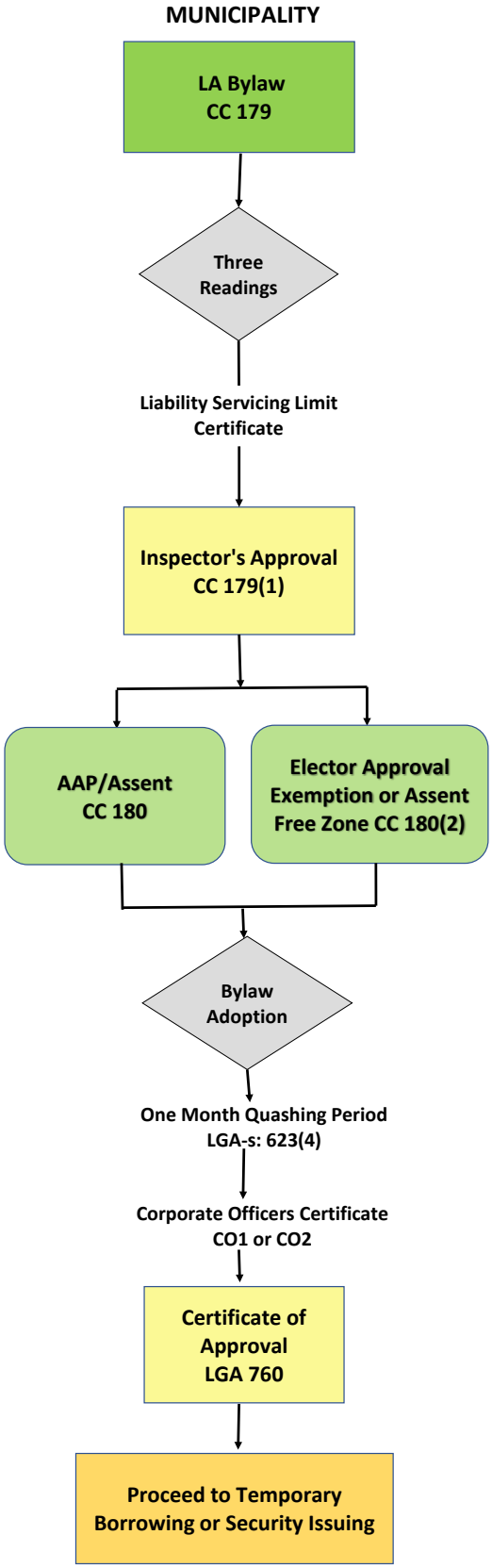
Under the authority of the *Local Government Act*, I certify that Bylaw No. 2064, cited as the "Comox Loan Authorization Bylaw No. 2064, Comox Fire Station Replacement" of the Town of Comox has been lawfully and validly made and enacted, and that its validity is not open to question on any ground in any court of British Columbia.

Dated this *20th* *day*

Of *October* *, 2026*

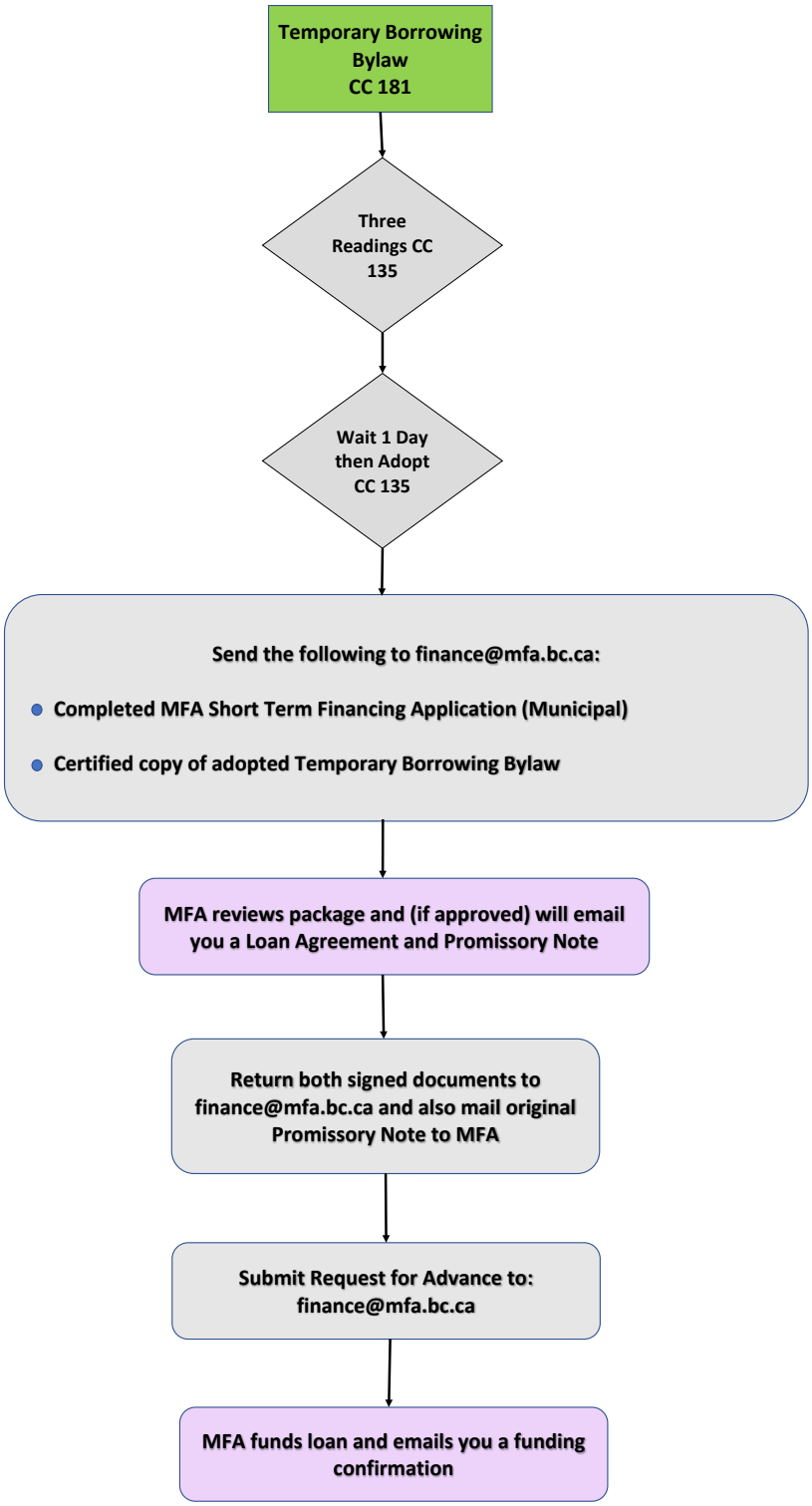
Deputy Inspector of Municipalities of British Columbia

Loan Authorization Bylaw Procedures

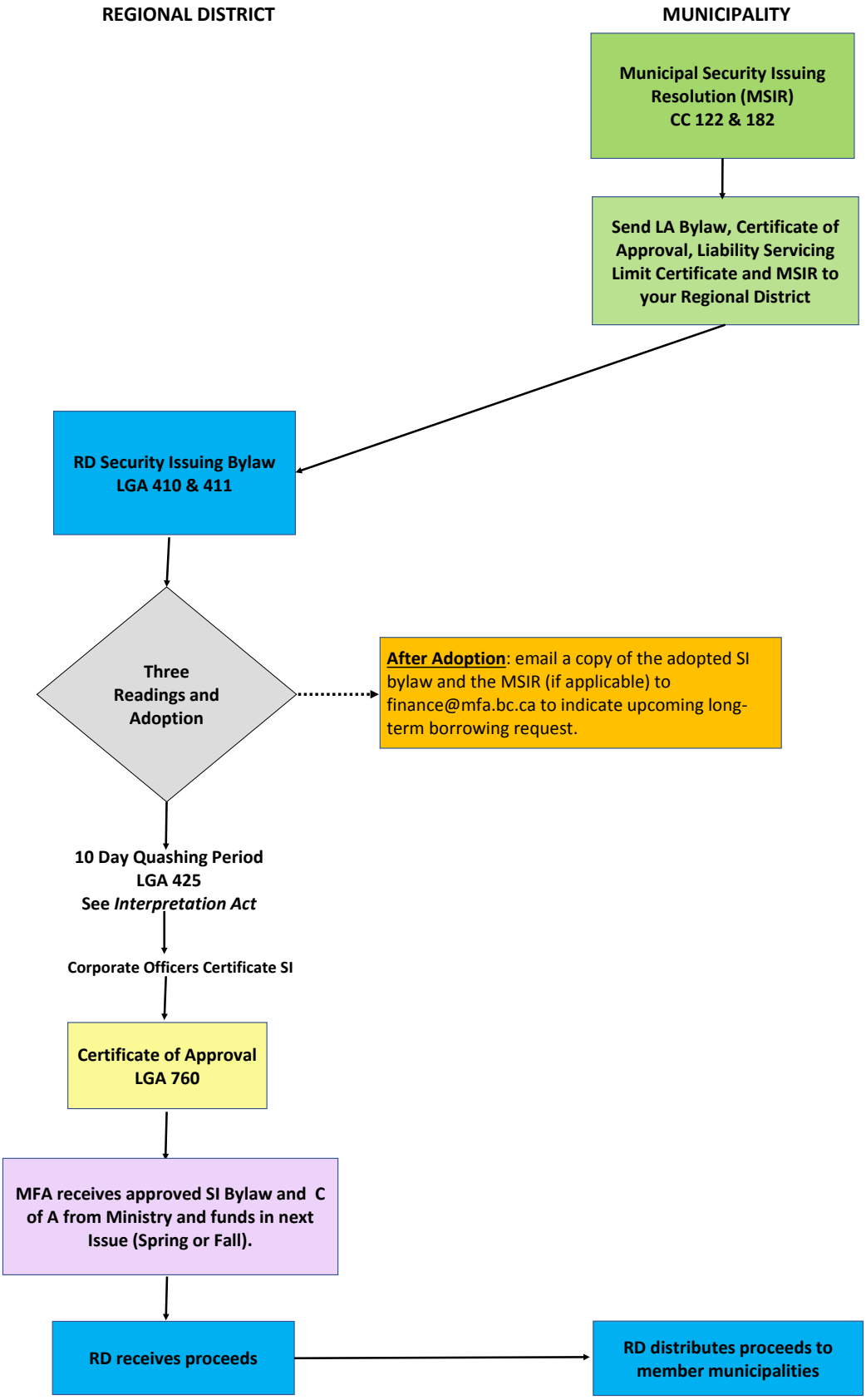


Temporary Borrowing Bylaw Procedures

MUNICIPALITY



Security Issuing Procedures



Security Issuing Paperwork

MUNICIPAL BORROWINGS

MFA couriers your RD:

2 Demand Promissory Notes (between MFA/RD)
2 Loan Agreements and Schedules

MFA mails municipality:

2 Demand Promissory Notes (between muni/RD)
2 Loan Agreements and Schedules (between muni/RD)

RD signs, dates and seals paperwork and couriers/mails back to MFA:

1 Demand Promissory Note
2 Loan Agreements and Schedules

Municipality signs, dates and seals paperwork. Keep 1 copy of each and mail:

1 Demand Promissory Note to RD
1 Loan Agreement and Schedule to RD

MFA obtains Inspector approval of Loan Agreements

MFA couriers RD:
1 copy of completed Loan Agreement and Schedule

TOWN OF COMOX

STAFF REPORT

Meeting:

REGULAR COUNCIL MEETING

TO:	Mayor and Council	**FILE:**	
FROM:	Gord Schreiner, Fire Chief	**DATE:**	Nov. 25, 2026
SUBJECT:	Allocating 2026 Wildfire Deployment Revenue		

Prepared by:	Supervisor:	Report Approved:
Gord Schreiner Digitally signed by Gord Schreiner Date: 2026.11.20 15:28:00 -07'00'		
Gord Schreiner, Fire Chief	*E. Henley, Director of Finance*	*Jordan Wall, Chief Administrative Officer*

RECOMMENDATION(S) FROM THE CHIEF ADMINISTRATIVE OFFICER:

THAT Council allocate the following amounts from revenue received through 2026 wildfire deployments to the fire department's 2027 budget:

- $10,000 to the Community Safety Program.
- $30,000 for the repair, replacement, and enhancement of wildfire equipment.
- $210,000 (approximately) added to the Fire Departments shared, Capital Reserve Fund.

ALTERNATIVES TO THE RECOMMENDATIONS:

THAT Council direct all these funds to the shared (Town of Comox / Comox Fire Protection District) Capital Reserve account.

PURPOSE

To determine the allocation of net revenue received from the Fire Department's 2026 wildfire deployments, recognizing this revenue is shared with our partner, the Comox Fire Protection District.

STRATEGIC PLAN LINKAGE

This report supports Council's Strategic Priorities as outlined below:

Strategic Priority	Areas of Focus	Staff Report Linkage
Community Connection and Wellness	Public Safety – support Comox Fire Rescue and other local emergency services to maintain and enhance the safety of our citizens.	Strengthens public safety (Community Safety Program and wildfire readiness)
Organizational Excellence	Service Excellence – deliver services reliably and sustainably while maintaining existing service levels.	Supports the maintenance of existing service levels (ensuring wildfire equipment is repaired, replaced, and upgraded as needed)
Sustainable Infrastructure	Plan and invest in Town infrastructure to meet future needs.	Provides essential funding to advance the design and planning for the new fire station

BACKGROUND

Over the past decade, our fire department has regularly supported the province in responding to interface wildfires. Following each deployment, we invoiced the province under established provincial contracts. After covering operational expenses, additional net revenue often remains. Council may recall that wildfire revenue has previously supported significant projects, including $700,000 toward the purchase of our new aerial apparatus (delivered in early 2024).

2026 Deployments to the Clinton area:
This year, our department was deployed for a total of 34 days:

- Structure Protection Trailer & Crew: 29 days
- Wildfire engine & Crew: 29 days

Thirteen Comox firefighters were deployed for various times, totaling 213, individual days.
We also had assistance from both Oyster River and Cumberland fire departments.

We have invoiced the province for approximately $469,000. of which an estimated $250,000 will remain after expenses. Expenses include wages, fuel, ferries, meals, repairs and misc.

RECOMMENDED ALLOCATIONS

- $10,000 – Community Safety Program
  Longstanding initiative providing discounted emergency kits, wildfire sprinkler kits, and free smoke alarms to citizens.

- $30,000 – Wildfire Equipment Maintenance and Replacement
  Wildfire response is demanding on equipment, requiring annual repair, replacement, and upgrades to maintain operational readiness.

- $210,000 – Fire Departments shared, Capital Reserve Fund.
  This shared reserve (Town and Comox Fire Protection District) is used to purchase apparatus or other large equipment replacements. This helps fund these large investments and helps keep tax increases lower. Our next fire engine is due to be replaced in 2030 at an estimated cost of $1.30 million. We have smaller vehicles (pick-up truck) scheduled for replacement before then.

BENEFITS OF DEPLOYMENT PARTICIPATION

Responding to provincial wildfire deployments presents **challenges** but provides significant benefits to our community:

- Firefighters earn additional income while gaining valuable experience.
- The Town benefits from substantial revenue that offsets capital costs, reducing reliance on property taxation.
- The department acquires and maintains equipment that is available for local use.

Over the past 10 years, the department has responded to over twenty different wildfires and invoiced the province for approximately $2.6 million. After expenses, approximately $1.7 million has been reinvested back into our community in community projects, capital projects and expanding our wildfire response capabilities.

FINANCIAL IMPLICATIONS

The proposed allocations utilize external revenue and do not increase local property taxes. These investments provide long-term value by advancing strategic projects and maintaining public safety.

GOVERNANCE CONSIDERATIONS

Q: How often are we requested for wildfire deployments?

A: Requests are unpredictable. In 2024, no deployments were requested. In 2025, we had two different deployments (both on Vancouver Island). In 2026 we had a month-long deployment to the Clinton area.

Q: Are deployments difficult to manage?

A: Yes. Deployments are dynamic and can arise with little notice. The department must ensure sufficient local coverage while managing staff availability and the logistics of equipment deployment (vehicles, pumps, boats, etc.).

Q: How many firefighters are deployed at one time?

A: Deployment sizes vary:

- Structure Protection Unit (trailer): 5 firefighters
- Wildfire Engine: 3 firefighters
- Relief staff often rotate during extended operations

During 2026, approximately 13 of our 55 firefighters were deployed at some point.

Q: How long are firefighters deployed before being relieved and returning home?

A: Deployments can start and stop on very short notice however:

- Firefighters can be deployed for fourteen before given time-off. We tend to keep our deployments shorter (around 10 days).
- Deployed firefighters typically work twelve hour days.
    - On our recent deployment one of our crews worked a 17.5-hour shift.

CONCLUSION

Wildfire deployments provide both challenges and opportunities for our department and our community. While they demand significant effort and resources, they also generate important revenue that allows us to strengthen public safety, support community programs, and advance critical projects such as the replacement of our aerial and the fire station replacement.

By allocating the 2026 wildfire revenue as recommended, Council can ensure that these funds directly benefit the citizens of Comox today—through enhanced community safety and wildfire readiness—while also investing in the long-term future of our fire services.

Office of the Chief Administrative Officer

770 Harmston Avenue, Courtenay, BC V9N 0G8
Tel: 250-334-6000 Fax: 250-334-4358
Toll free: 1-800-331-6007
www.comoxvalleyrd.ca

Comox Valley REGIONAL DISTRICT

RECEIVED
October 07, 2026
TOWN OF COMOX

File: 6130-30

October 7, 2026

LOG: 26-913	REFER:	AGENDA: RCM 25Nov26
FILE: 0400-60-C	ACTION: MR	

File: 0400-60-CVRD, 6130-01

Copies: Council
JW/SR/SA/RN/RH

Mayor and Council
Town of Comox
1809 Beaufort Avenue
Comox, BC V9M 1R9

Dear Mayor and Council;

Re: Regional Parks and Trails Land Securement Strategy

The Regional Parks and Trails Committee adopted a Land Securement Strategy (LSS) for the Regional Parks and Trails Service on September 8, 2026. The LSS establishes a clear and transparent framework to support decision-making for securing land to support the development of a Regional Parks and Trails system. The public LSS document is attached to this letter.

The LSS builds on the vision and goals of the Regional Parks Trails Strategic Plan (2024). It provides a process for evaluating land opportunities, defines land securement principles, provides a refined detailed evaluation criteria and rating framework, and outlines an aspirational long list of areas of interest. The document also provides a snapshot of the service's current financial capacity as well as key funding considerations to help achieve future land securement opportunities.

It is understood that this letter is being distributed prior to the upcoming local government elections in October 2026. Following the elections, if your Mayor and Council would like to learn more about the LSS or have questions about the Regional Parks and Trails Service, please reach out to the Comox Valley Regional District parks department and a delegation to present the strategy to your Council can be arranged.

Sincerely,

[redacted]

Chair Brown
Regional Parks and Trail Committee

The Comox Valley Regional District respectfully acknowledges the land on which it operates is on the unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land.

CAMPBELL RIVER INDIAN BAND

1650 Old Spit Road, Campbell River, BC, V9W 3E8
Tel-250-286-6949
Fax-250-287-8838
Toll Free-1-877-286-6949

RECEIVED
October 15, 2026
TOWN OF COMOX

LOG:	REFER:	AGENDA:
26-918		RCM 25Nov26
FILE: 0400-70	ACTION: MR	

October 15, 2026

Mayor and Council
Town of Comox

Copies: Council
JW/SR/KG

Re: Request to revise the Town's land acknowledgement

Dear Mayor and Council,

I am writing on behalf of Wei Wai Kum First Nation to request a revision to the Town of Comox's land acknowledgement to recognize that the Town is also situated within the traditional territory of the Liǧʷiłdaxʷ peoples, comprising Wei Wai Kum, Kwiakah, We Wai Kai and Walitsama.

The current acknowledgement states:

"The Town of Comox respectfully acknowledges that we gather and work on the unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land."

We appreciate the Town's intention to recognize Indigenous peoples and their longstanding relationships with these lands. However, the current wording does not recognize the Liǧʷiłdaxʷ peoples or our enduring connection to this territory. By naming only K'ómoks as the traditional keepers of the land, the acknowledgement presents an incomplete understanding of the Indigenous peoples whose territories include Comox.

Land acknowledgements help shape public understanding of Indigenous history and the continuing presence of our Nations. Recognizing the Liǧʷiłdaxʷ peoples is an important expression of respect for our members and our relationship with these lands.

We therefore request that the Town revise its land acknowledgement to include the Liǧʷiłdaxʷ peoples and reflect this recognition consistently across its website, public meetings, events and other Town communications. We offer the following wording for consideration:

"The Town of Comox respectfully acknowledges that we gather and work within the unceded traditional territories of the K'ómoks First Nation and the Liǧʷiłdaxʷ peoples, comprising Wei Wai Kum, Kwiakah, We Wai Kai and Walitsama. We honour their enduring relationships with these lands and waters and their continuing responsibilities to care for them."

We would welcome an opportunity to meet with Town representatives to discuss the wording and support a respectful process for this revision. Please provide a written response outlining how the Town intends to address this request and the anticipated timeline.

Thank you for your attention to this matter. We look forward to working with the Town to ensure its acknowledgement reflects the Liǧʷiłdaxʷ peoples and our continuing relationship with our traditional territory.

Gilakas'la,

Chris Roberts
Chief Councillor
Wei Wai Kum First Nation

K'ómoks First Nation
3330 COMOX RD, COURTENAY, BC V9N 3P8
PH: 250.339.4545
F: 250.339.7053
E: RECEPTION@KOMOKS.CA

November 19, 2026

RECEIVED
November 19, 2026
TOWN OF COMOX

LOG: 26-1037	REFER:	AGENDA: RCM 25Nov26
FILE: 0400-70	ACTION: MR	

City of Courtenay
Town of Comox
Village of Cumberland

Copies: Council
JW/SR/KG

Letter Re: Land Acknowledgement Issues

K'ómoks recognizes and respects the historical relationships and overlapping territorial interests of neighboring nations. Through our treaty process we have identified approximately 20 overlapping territorial interests, and we have always maintained that these matters are best addressed through respectful nation to nation dialogue and protocol development.

Our concern with the proposed acknowledgment is that it goes beyond recognizing historical connections. By identifying the Comox Valley as the traditional territory of additional nations and peoples, the Regional District and local governments would be making a public statement about territorial recognition in an area where overlapping interests remain unresolved. If the Regional District and local governments were to recognize one or several nations based on asserted territorial overlaps, what criteria would be used to determine which nations are included and which are not? With approximately 20 overlaps identified through our treaty process this creates a much broader issue. There is also ongoing litigation over land and territorial claims to be considered. This is not something that will be resolved through a different approach to territorial recognition. If anything, it could easily exacerbate the situation.

Our position is not that neighboring nations should be denied recognition, rather we believe these matters should be addressed directly between the nations with mutual respect and an understanding of the historical and legal context. Changing the current land acknowledgement would have implications for the City of Campbell River and other municipalities. Would this be reciprocated by other regional and local governments with an acknowledgement of K'ómoks territory? This matter is extremely political and cultural, and you would in effect be taking sides in a cultural and political debate.

K'ómoks First Nation

3330 COMOX RD, COURTENAY, BC V9N 3P8
PH: 250.339.4545
F: 250.339.7053
E: RECEPTION@KOMOKS.CA

We are therefore asking the Reginal District and local governments to maintain its existing territorial acknowledgement while these matters are addressed through nation-to-nation discussions rather than adopting the proposed changes at this time.

We appreciate that you have taken the time to understand our perspective, the historical context and our concerns regarding the proposed changes.

We would like to further express a desire to reconnect with you before you make any final decision about changing the Land acknowledgement.

Respectfully,

[redacted]

Nicole Rempel
Elected Chief, K'ómoks First Nation

Town of Comox – Administration

From: Mike Atkins [redacted]
Sent: October 19, 2026 11:08 AM
To: council; council@courtenay.ca; info@cumberland.ca; administration@comoxvalleyrd.ca; Reception@komoks.ca
Cc: Francis Laplante; Garbutt, Geoff; Jordan Wall; Michelle Mason (mmason@cumberland.ca); James Warren; Shaun Thomas
Subject: Request for Letter of Support: YQQ Solar Expansion Project (BCAAP 2026)

RECEIVED
October 19, 2026
TOWN OF COMOX

LOG:	REFER:	AGENDA:
26-919		RCM 25Nov26
FILE: 0230-20, C	ACTION: MR	

File: 0230-20, 0400-04 Copies: Council JW/SR/KG

Dear Local Government and K'ómoks First Nation Leaders,

I would like to begin by congratulating all newly elected and returning municipal representatives following Saturday's local government elections. The Comox Valley Airport Commission looks forward to continuing our strong working relationships with our local governments and the K'ómoks First Nation in support of the Comox Valley and broader region.

The Comox Valley Airport is once again preparing an application to the Province of British Columbia's BC Air Access Program (BCAAP). This year, we are seeking funding for our **Optimization of Inverter and Phase 2 Solar Array Expansion Project**, further advancing our commitment to environmental sustainability and responsible financial management.

Building on our existing solar installation, the proposed project will increase the operating capacity of our inverter from 100 kW to its full 125 kW capability, following changes to BC Hydro's net metering restrictions earlier this year. The addition of approximately 75 solar panels, providing an additional 46.5 kW of generating capacity, will further optimize the system's annual energy production. The project is estimated to cost between $100,000 and $125,000, with a BCAAP funding request of up to $93,750, representing 75% of the maximum estimated project cost. This investment will help reduce greenhouse gas emissions, decrease our reliance on grid electricity, and provide long term operating cost savings.

We are requesting letters of support from our local governments and K'ómoks First Nation to demonstrate the regional importance of this investment. Community support remains an important consideration in the BCAAP evaluation process. Recognizing that newly elected Councils will be establishing their schedules and priorities in the coming weeks, we appreciate that consideration of this request may take some time. With the BCAAP application deadline of December 15, 2026, we would be grateful if letters of support could be provided at the earliest practical opportunity.

Thanks in part to your continued support, YQQ has successfully secured BCAAP funding for several projects in recent years, including our initial solar installation, electric landscaping and ground support equipment, and most recently, the Apron Expansion Project. These investments have contributed to a safer, more efficient, and environmentally responsible regional airport.

For your convenience, suggested wording for a letter of support is provided below. Please feel free to adapt it to reflect your organization's priorities and perspective.

I will be away from the office from October 25 through November 14. During my absence, please direct any questions or requests for additional information to Francis Laplante, our Facilities Manager, who is responsible for the project and can provide any necessary assistance.

Thank you once again for your continued support of the Comox Valley Airport and the important role it plays in connecting and supporting our region.

Kind regards,

Mike Atkins
CEO
[redacted]
www.comoxairport.com

The Comox Valley Airport Commission respectfully acknowledges that the land we gather on is on the Unceded Traditional Territory of the K'ómoks First Nation, the traditional keepers of this land.

Suggested Letter of Support

Re: BC Air Access Program 2026: Comox Valley Airport Solar Expansion Project

On behalf of [Organization], we are pleased to express our strong support for the Comox Valley Airport Commission's application to the BC Air Access Program for its Optimization of Inverter and Phase 2 Solar Array Expansion Project.

The Comox Valley Airport is a vital transportation gateway for the Comox Valley and North Vancouver Island, supporting regional economic development, tourism, business activity, and essential connectivity for residents and visitors. Maintaining a safe, efficient, financially sustainable, and environmentally responsible airport is important to the continued prosperity of our region.

This proposed investment builds upon the airport's existing renewable energy infrastructure by optimizing its solar inverter capacity and expanding onsite solar generation. The project will contribute to reduced greenhouse gas emissions, lower long term energy costs, and improved operational sustainability, while supporting broader regional environmental and economic objectives.

We commend the Airport Commission for its continued commitment to infrastructure improvements and responsible long term planning. Investments such as this help ensure that our regional airport remains efficient, resilient, and well positioned to serve the evolving needs of our communities.

We strongly support this application and encourage the Province of British Columbia to provide funding through the BC Air Access Program to advance this worthwhile initiative.

Sincerely,

[Name]
[Title]
[Organization]

CVAC Solar System Phase 2

Project Intro

Francis Laplante

Comox Airport Facilities Manager

[redacted]

Nov 2026

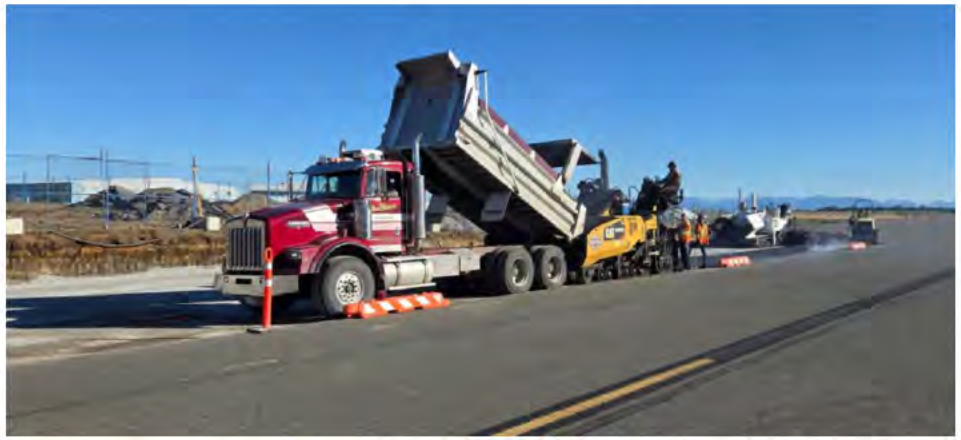
COMOX VALLEY AIRPORT YQQ

Start Here, Fly Anywhere | comoxairport.com

BC Air Access Program

A1 A2 A3 A4 A5

- BCAAP
  - Grant program administered by the Ministry of Transportation and Transit supporting planning and infrastructure investments on eligible aviation facilities across BC
  - Provides up to 75% of the cost of approved Environment Projects
  - The Comox Airport has been very successful in securing funds in the past
    - Solar Project 2023-2024
    - Electrification of support Equipment 2023-2024
    - Procurement of an e-Belt Loader and e-GPU 2024-2025
    - Apron Expansion Project 2025-2026



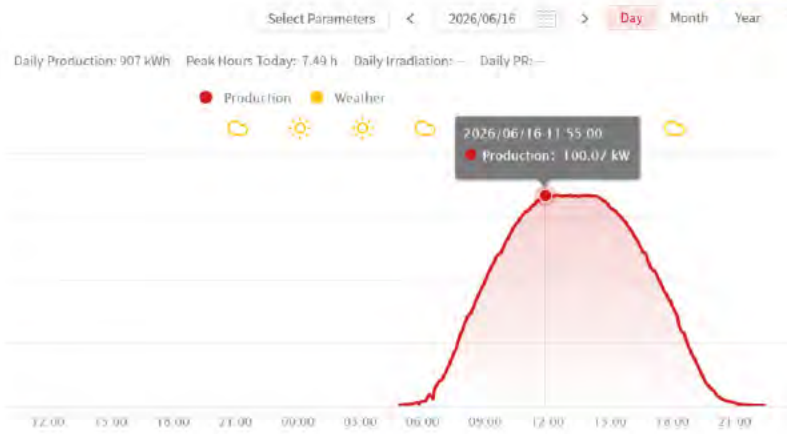
- Total Estimated cost for CVAC Solar System Phase 2 is between **$100K and $150K**. If successful, up to 75% of this figure could be provided under the BCAAP program

- ***Comox Airport intends to apply for BCAAP support***

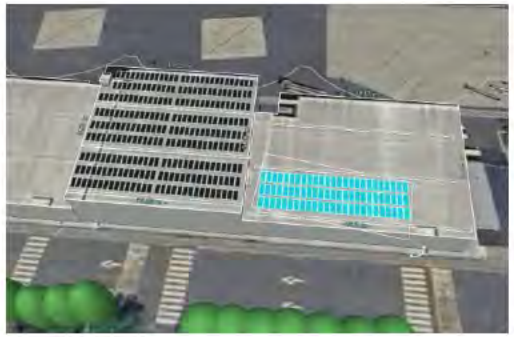
Current Solar System Capacity and Proposed expansion

A1 A2 A3 A4 A5

- Current system ➔ 266 Solar Panels installed on roof
  - Produces 10-15% of the airports' electrical demand
  - Lifetime production so far 444MWh in 3 years
  - Inverter and array rated for 125kW
  - **Limited to 100kW** as per the BC Hydro Net Metering rules
  - ➔ **Limits** the full potential of the array and inverter
- Net Metering rules changed in summer 2026 Increasing systems connected to grid to 300kW



- CVAC's Solar System Phase 2 Project intends to modestly increase the size of the array by **75 solar panels** (a 28% increase) exploiting the full capacity of the system and produce another 50MWh annually.



- **Application Due no later than 15 Dec 2026**
  - ***Local Government letters of support have greatly helped the Comox Airport in past successful applications*** – Please submit early!!

Legion
Branch 160
Comox

1926 · 2026

Branch 160 Comox
1825 Comox ave
Comox, BC, V9M 3M3
Phone: 250 339 2022
Email:
branch160.legion@gmail.com

November 6,2026

Mayor Town of Comox-Nicole Minions,

1809 Beaufort Ave.

Comox, BC V9M 1R9

RECEIVED
November 09, 2026
TOWN OF COMOX

Relocation of Cenotaph and Memorial Crosswalk Initiative

Dear Mayor Nicole,

For years, we have received numerous complaints about inadequate space, poor visibility and difficulty hearing Remembrance Day ceremonies at the Comox Avenue cenotaph. The narrow street makes assembling the marching contingent in front of the cenotaph extremely difficult and severely limits the ability of spectators spread along the avenue to see and hear the ceremony. These constraints raise concerns about the site's suitability for honouring generations of the fallen.

On behalf of RCL Branch 160 Comox, we ask that the existing cenotaph be moved to a prominent, accessible and visible location in Marina Park as the first phase of a broader Town of Comox Community Cenotaph project. The proposed cenotaph would honour Canadian sailors, soldiers, aviators and RCMP members who died defending the freedoms we enjoy today, including those lost in the two World Wars, the Korean War, peacekeeping operations, and service with the United Nations and the North Atlantic Treaty Organization (NATO). Our current cenotaph does not recognize all these forms of service around the world.

We also endorse the installation of a memorial crosswalk at Comox Avenue and Church Street, honouring our fallen comrades who gave their lives in service to Canada during war and peace.

Thank you once again for meeting with us and helping enhance Remembrance ceremonies for all residents, including the many serving members, veterans and their families in our community.

Sincerely [redacted]

J. Albert (Al) Astles, CD
President
"Lest we Forget"

LOG: 26-1002	REFER:	AGENDA: RCM 25Nov26
FILE: 0230-20, C	ACTION: MR	

File: 0230-20, 0890-20-Comox 1790, 5400-12, 6130-20-MWP

Copies: Council
JW/SA/CP/RN/SR/KG

NORTH ISLAND COLLEGE
NIC

OFFICE OF THE PRESIDENT
NORTH ISLAND COLLEGE

2300 Ryan Road
Courtenay B.C. Canada V9N 8N6
[redacted]
NIC.BC.CA

November 9, 2026

Town of Comox Mayor and Council
Comox Town Hall
1809 Beaufort Avenue
Comox BC, V9M 1R9

RECEIVED
November 13, 2026
TOWN OF COMOX

LOG: 26-1020	REFER:	AGENDA: RCM 25Nov26
FILE: 0220-30, C	ACTION: MR	

File: 0220-30, 0400-80 Copies: Council JW/SR/KG

Dear Nicole and Council,

On behalf of North Island College, congratulations on your election and thank you for your willingness to serve the community. Local government plays an important role in shaping strong, vibrant communities, and I wish you every success in the term ahead.

NIC's mission is to build healthy and thriving communities, one student at a time, through collaboration with local communities, First Nations, industry, and government. We work to provide the best individualized education and training in the province, while supporting regional economic needs and providing innovative, responsive programming to support students and communities.

At NIC, we are proud to be part of the communities we serve. Our work depends on strong relationships and responding to the needs of local employers, as well as regional communities. By connecting education and training with workforce opportunities, we aim to help more people build rewarding careers and meaningful lives without having to leave the region. As the region's college, NIC is committed to working with industry, government, First Nations and community partners to provide the education and training locally required to support regional growth and strengthen the economy.

As you begin the new term, I hope we can find time to connect regarding your priorities and where NIC can help. I would be delighted to welcome you to our Comox Valley campus for a tour and conversation about the opportunities ahead.

In the meantime, please do not hesitate to reach out if there is ever an opportunity for NIC to support your work and the communities we serve. To help facilitate connections with the college, Jesse McGillis, Manager of Strategic Business and International Development, serves as NIC's primary liaison with all levels of government and would be pleased to assist with any questions, opportunities for collaboration, or ways that NIC can support your community priorities.

Gjilakas'la / ʔimot

[redacted]

Lisa Domae, PhD, RPP
President and CEO

cc. Jesse McGillis, Manager Strategic Business & International Development
cc. Melanie Nagy, Associate Director, Community and Public Affairs

North Island College is honoured to acknowledge the traditional territories of the combined 35 First Nations of the Nuu-chah-nulth, Kwakwaka'wakw and Coast Salish traditions, on whose traditional and unceded territories the College's campuses are situated.

NIC MISSION: Working together, NIC builds healthy and thriving communities, one student at a time.

COMOX
LIFE by the SEA

November 19, 2026

RECEIVED
November 19, 2026
TOWN OF COMOX

LOG: 26-1041	REFER:	AGENDA: RCM 25Nov26
FILE: 0360-20-0	ACTION: MR	

File: 0360-20-01 Copies: Council JW/RH/EH/SR/KG

Town of Comox
Mayor and Council
1809 Beaufort Avenue
Comox, BC V9M 1R9

RE: Supporting a Vibrant Downtown: Housing, Economic Growth and a Stronger Tax Base

Dear Mayor and Council,

On behalf of the Comox Business in Action (BIA)'s Board of Directors and its 190+ members, we would like to congratulate both returning and newly elected members of Council. We recognize that local government carries the responsibility of balancing many priorities, and we appreciate the commitment each of you has made to serving our community.

For 20 years, the BIA and downtown Comox businesses have worked to create a vibrant, welcoming, and economically resilient downtown core. Local merchants, service providers and operators, restaurants, professional offices, and property owners continue to invest in our community and employ residents, despite rising operating costs, labour shortages, inflation, and increasing taxation pressures.

As Council considers its budget, future land use and community planning decisions, we encourage a focus on creating opportunities for more residents to live within and near the downtown core.

A greater concentration of residents within walking and cycling distance of downtown benefits the entire community, and the environment. Not only does it mean more customers supporting local shops and restaurants year-round. It means fewer vehicle trips and greater use of active transportation. It means more eyes on the street, more community connections, and a stronger sense of place.

Importantly, it also helps strengthen the municipal tax base. When new housing and commercial assessment are added within existing serviced areas, new DCC's and residential tax revenue is generated without requiring the same level of expansion of municipal infrastructure. Over time, this broader tax base can help reduce pressure on existing taxpayers, including the small businesses that already contribute significantly to municipal revenues. To help illustrate this, we've provided a table the captures taxation rates of two of our member businesses.

Business	2022 Commercial Property Tax	2026 Commercial Property Tax	$ increase	% increase
Blackfin Pub	$29,190.00	$34,391.00	$5,201.00	17.8% +
Comox Centre Mall (30 Businesses)	$362,582.00	$403,317.00	$40,735.00	11%+

These and many locally owned businesses are operating on increasingly thin margins. They continue to absorb higher costs for insurance, wages, utilities, rent, and taxation. While business owners remain committed to serving residents and visitors, there is growing concern that continued cost increases without corresponding growth in the customer base will place additional strain on an already challenging business environment.

Downtown Comox succeeds when more people can live, shop, dine, work, and gather here. Creating housing opportunities within the downtown area is not simply about buildings; it is about supporting local businesses, building a stronger municipal tax base, creating a more walkable community, and ensuring that residents can continue to enjoy a vibrant downtown for generations to come.

What is at stake is significant. The Comox Centre Mall redevelopment alone could have brought 53 new residential units to the downtown area, while the status of the 44-unit project at 1890 Comox Avenue remains uncertain. Together, these developments represent the potential loss of more than 95 units and between 146 and 243 residents who could have lived, shopped, dined, and enjoyed downtown Comox every day, while also supporting much needed, new tax revenues for the Town. These figures do not account for the additional potential housing, DCCs and tax revenues associated with the Cascadia Views project.

Just as importantly, many residential developments incorporate street-level commercial space, creating opportunities for new businesses to open and thrive. Downtown Comox currently faces a shortage of available commercial space, and we are aware of entrepreneurs who are actively waiting for suitable locations to become available.

The BIA looks forward to working collaboratively with Council to support a healthy, sustainable future for both residents and businesses. Together, we can ensure that downtown Comox remains a place where local businesses thrive, community life flourishes, and Comox continues to grow stronger from within.

Thank you again for your support and interest.

[redacted]

Pete Chambers
Comox BIA President

Comox Business in Action
P.O Box #1624, RPO Stn A, Comox BC V9M 8A2
comoxbia@gmail.com | downtowncomox.com

COMOX DOWNTOWN

ENHANCEMENT ACTION PLAN

Shaping a greater downtown destination by the sea

REPORT Draft 3: April 4, 2024

Acknowledgements

The Town of Comox respectfully acknowledges that we gather and work on the unceded traditional territory of the K'ómoks First Nation, the traditional keepers of this land.

We would like to thank all those who were involved in developing this action plan to renew the Downtown area. This plan is a road map to a thriving Downtown. Its success will be a collective effort.

Mayor and Council

Mayor Nicole Minions,
Councillors Maureen Swift, Dr. Jonathan Kerr, Chris Haslett, Ken Grant,
Jenn Meilleur, and Steve Blacklock

Town of Comox Staff

Chief Administrative Officer, Jordon Wall
Director of Development Services, Marvin Kamenz

Downtown Business In Action (BIA)

President, Peter Chambers
Board of Directors, Barbara Hansen, Kurt Reimer, Hugh Ruckman, Stuart Robinson, Cleo Tetrault, Bill Coltart, Sharon Neville, and Cleon Rowel

Community Workshop Participants at the November Workshops, participants who completed the "Downtown Health" Survey, and others who completed the Economic Development Strategy survey.

This report was developed by:

MVH Urban Planning & Design, Rynic Solutions, and Watson Consultants
in association with the Comox Business In Action (BIA) and the Town of Comox.

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1.0 PRIORITY ACTIONS SUMMARY

This *Comox Downtown Enhancement Action Plan* is a plan for strategic actions. Each strategy builds on one another. Their sum is much greater than their individual actions. This action plan sets priorities for the downtown area. More and diverse businesses as well as residents close to the Downtown will help improve business and provide more services close to home. At the same time, better connections to and with the picturesque Marina waterfront and the lush green Golf Club will help create a "Greater Downtown" destination. This enhanced Downtown then truly reflects the fuller richness in the name Comox derived from the Salish People's word "Koumuckthay", meaning "Land of Plenty."

Comox Downtown Vitalization has been one of the Town's priorities and specified in the Strategic Plan since 2012. Increasing residential density in the Downtown was identified as a key aspect of the Downtown Vitalization more than a decade ago. Progress has been made. Available incentives encouraged mixed-use commercial and residential development to support and increase not only Downtown businesses, but also the area's social and environmental vitality. The Town of Comox has set a clear priority for creating the Downtown Action Plan in their current Strategic Plan as illustrated below.

STRATEGIC PRIORITY

Economic Health

We support a strong and vibrant business community to provide stability to our local economy.

AREAS OF FOCUS	PROJECTS AND INITIATIVES THAT SUPPORT THIS THEME
Downtown Vitality - We believe that a vibrant downtown is a key element of a proud connected community that creates connection, a sense of community and a sense of place.	• Complete a Downtown Action Plan to guide future development and balance the need for growth vs. desire to maintain a small-town feel • Support downtown beautification through flower beds and routine maintenance • Provide enhanced development approvals support for downtown projects
Balancing Vibrancy & Stability - Create an environment for a robust and vibrant Comox economy by working with community organizations (BIA) to facilitate their success.	• Promote and support local commercial into residential areas • Support the BIA in their renewal and potential boundary expansion process • Complete an Economic Development Strategy and Downtown Enhancement Action Plan
Comox Marina - The Comox Marina offers a unique opportunity for the growth of the marine tourism industry.	• Complete and provide occupancy to the Marine Services Building • Provide marina space to encourage tourism and commercial activities

Council and Town staff meetings, along with community workshops in November 2023, actively engaged the community and leadership. In these workshops, participants explored the opportunities and challenges facing the downtown and contributed further ideas for action. As a result of our analysis, **Nine Big Moves (Actions)** and **nine strategies** form the core of this plan. The nine Actions follow, with the accompanying nine strategies in Section 4 of the plan to provide additional thinking, ideas, and reasons behind the multiple or single actions. The actions are tasks in the immediate (now), short, and medium term that create the actual success. The projects are not in priority order and can be implemented separately or together. No decisions have been made yet. These are opportunities to consider. They will collectively build momentum for continued success, more investment, and active participation. The circle of success will continue as more actions are added over the coming years.

COMOX DOWNTOWN NINE BIG MOVES (ACTIONS)

	Project Description	Responsibility	Timing/Funding
1.	**Organize for Success** The downtown needs more support from various organizations in a group effort referred to as the ***Comox Downtown Action Partnership***. The Comox Downtown Partnership would be a committed effort between the BIA, Town of Comox, the Marina businesses, and the Golf Club. In this way, all the interests are represented: Actions include: a. **Invite** broader membership by **BIA and Town Council**. b. **Confirm action priorities.** c. **Affirm** the commitment to timing, funding, and responsibilities. d. **Implement plan.** e. **Use a report card** on a 6-month basis to monitor and evaluate progress (see *Appendix A*). *(See **Strategy 4.1,** page 35 for further details).*	***Comox Downtown Action Partnership*** consisting of BIA, Town, Marina, and Golf Club. The CDAP will lead and coordinate interests and invite comments and further support from the community, special sponsors, the K'ómoks First Nations, the Province, and the Federal Government.	**Immediate, short-, and medium-term actions.** Local, Provincial, and Federal funding opportunities. The Town's resources are limited but private and greater public initiative and funding through the Province and the Federal Government could create joint funding opportunities (e.g., BC Tourism).
2.	**Greater Downtown Destination Initiative** Build a "Greater" Downtown by better connecting and developing the Marina and the Golf Course with the downtown. a. **Developing a downtown hotel** was the community's #1 Priority. There are none in the Town of Comox. Either encourage a developer to develop a boutique hotel or recruit a hotel chain. Without one, Comox is not a tourist destination but a pass-through. b. **Making improved walking and biking connections** is critical to a successful "destination" town with a variety of alternative experiences. c. **Increase promotion of Comox as a destination** that has seaside/park and golf/park resources downtown and all within a five-minute walk. Oceanside activities, shopping, dining, hiking, and golf create a multi-faceted destination. d. **Define the Parking Strategy** in the form of a *Parking Demand Strategy Study* to determine options as demand increases as a destination. *(See **Strategy 4.2,** page 36 for further details).*	***Comox Downtown Action Partnership*** consisting of BIA, Town, Marina, and Golf Club. The priority is to recruit or develop a hotel in the downtown which can act as a hub for destination activities and information. The BIA with the Marinas and Golf Club will coordinate greater promotion for a "Greater Destination."	**Short Term:** These are important hotel and promotional alternatives that can LINK to BC Tourism.

	Project Description	Responsibility	Timing/Funding
3.	**Towne Square Meeting Place** A top priority is to create a sizable meeting place in the downtown for celebration and festivities. a. **Confirm the location** in the centre of town, preferably at the northwest corner of Comox Avenue and Port Augusta Street or adjacent to potential Civic Centre (see illustrations in sections 4.3 and 4.7). b. **Combine the design** with the memorial and a private development initiative like a hotel so it is safer with "eyes on the Square." c. **Imagine the Town Square** could also **include the intersection** so the space could be enlarged during special celebrations. *(See **Strategy 4.3** page 38 for further details).*	***Comox Downtown Action Partnership*** consisting of BIA, Town, Marina, and Golf Club. The new Town Square is a priority that should be pursued and supported with private interests including the former Lorne Hotel site and other potential opportunities.	**Short Term:** This priority should be examined in the centre of the Comox Downtown. It could be a jointly funded project (e.g., developing a hotel combined with the Town Square or adjacent to the potential Civic Centre) see sections 4.3 and 4.7 for details).
4.	**Comox Avenue "Street Alive" Program** Combine the Town Square development with the enhancement of Comox Avenue. The Town of Comox and business owners could consider the following to energize the street. Alternatively, or together, 1. First, develop a more **comprehensive events program** that is on a weekly and monthly schedule. The intent is to create an active and interactive downtown that has continuous events year-round. From the peak of summer to Christmas and into the winter season there could be fish and farmers' markets, Friday night markets, Christmas festivals, and marine events, to help extend limited business hours. 2. Consider the portion in front of the Comox Centre Mall as a "**flex street block"** (to start) that could be temporarily closed for special events, markets, and festivals to make Comox Avenue mor pedestrian. 3. Support outside "**parking patios".** 4. **Introduce corner extended "bulges" for** traffic calming, safety, pedestrian, and add further street furniture as **"conversation corners".** 5. **Extend sidewalk at the mid-block** crossings between Ellis and Stewart Streets; and provide pedestrian activated signals, especially at the Greenway Crossing. *(See **Strategy 4.4**, page 40 for further details).*	***Comox Downtown Action Partnership*** with BIA as lead supported by Town. The "Flex Street" concept (illustrated in Penticton and Nelson and more recently in Hope, BC) is a great way to make part of Comox Avenue more pedestrian, more often, without affecting the normal traffic flow and requirements.	**Short to Medium Term:** Town of Comox with BIA and with other sponsors.

	Project Description	Responsibility	Timing/Funding
5.	**Golf Course Public Recreational Asset** The Golf Course was discussed as more of a park asset for the greater community. There could be some short to medium opportunities that could take advantage of the Golf course location in the centre of town and invite the public to enjoy the beautiful natural features: a. **Consider the development of trail loop** around the outside of the golf course starting at Port Augusta Street. b. **Consider a town park and parking lot** at the south end of the golf course that would modify two golf holes but retain the integrity and use of the golf course. (see illustrations in the report) c. **Consider extending Buena Vista Avenue** through the southern edge of the golf course to improve traffic movement downtown and to the centre. *(See **Strategy 4.5**, page 48 for further details).*	***Comox Downtown Action Partnership*** consisting of BIA, Town, and Golf Club. ****Note: These proposals need further discussion with the Golf Club before considering any actions.***	**Short Term:** The Golf Club and the Town of Comox are the important players in funding any changes to the golf course.
6.	**Marinas Areas and Waterfront** There are several enhancements that could improve the marina area that also came up as priorities in the community discussions: a. **Improve connections to the Seawall Walkway** and signage from Marina Park. b. **Improve the pedestrian connection** to the extended pier beyond Fisherman's Wharf. c. **Extend the waterfront walkways and non-motorized boat launches** along the waterfront east and west of the Marina. d. **Redevelop the privately owned parcel west of Marina Park** to combine commercial uses on the ground floor and residential uses above. (see Section 4.6 sketch of mixed use). e. Include a **Harbour Air Terminal** office or develop a permanent structure. *(See **Strategy 4.6**, page 50 for further details).*	***Comox Downtown Action Partnership*** consisting of BIA, Town, and Marina businesses.	**Short Term to Medium Term:** Town of Comox, private interests, provincial and Federal potential funding on infrastructure, buildings, and waterfront trails.

	Project Description	Responsibility	Timing/Funding
7.	**The Civic Centre Concept** The park and parking area across from the existing Town Hall on the north side of Beaufort Avenue has great redevelopment potential that: a. **Redevelops the eastern part of the site** as combined Civic Centre on the first floor with 3 storeys of residential units above, topped with a green roof. b. **Parking would be maintained** and expanded underneath taking advantage of the sloped site. c. **The greenway pathway and public park** would be maintained through the west part of the site with the potential of a **Town Square** enhancement in the park. *(See **Strategy 4.7,** page 54 for further details).*	**Town of Comox with joint venture partner** to build the building.	**Medium Term:** Private joint venture funding. The Town could vend in the land as their contribution to the joint venture with associated physical space and potential revenue benefits determined based on the development proposal.
8.	**Residential Mixed - Use Intensification** Continued intensification downtown is important to bring more pedestrians onto Comox Avenue, support local retail, shops, and services. The opportunities: a. **Densify the west end of Comox Avenue** up to 4-6 storeys, west of Port Augusta Street. There are a few opportunities where older commercial buildings or residents immediately west of Port Augusta Street could be redeveloped with commercial uses on the first floor and residential uses above. b. **Redevelop the Legion Hall** where a joint venture with a developer could retain the Legion use on the ground floor with residences above. c. **The central and west end of Beaufort Avenue** south of Comox Avenue also has several opportunities illustrated by the **Civic Centre** potential development (as described in #7 above), the **Town Hall Site**, the **Council Chamber's** site, and others. *(See **Strategy 4.8,** page 55 for further details).*	**Town of Comox** with potential joint venture development partners (e.g., Legion Hall project).	**Short to Medium Term:** Depends on the redevelopment aspirations of private landowners, excepting public land owned by the Town of Comox.

	Project Description	Responsibility	Timing/Funding
9.	**Business Retention & Recruitment** Retain, expand, and recruit specific businesses that can complement and enrich the business mix. Extend open hours through coordinated efforts during existing and new special events like a new "Friday Night Market". A more robust retail, pub, and restaurant mix is required in downtown to create a true shopping, food, and beverage street destination. The intent is to move from surviving to thriving and flourishing. *(See **Strategy 4.9**, page 57 for further details).*	***Comox Downtown Action Partnership*** consisting of BIA lead, Town, and Marina businesses.	**Short to Medium Term**: Develop strategy to expand the downtown mix, extend the hours through coordinated special events , and create a more robust retail, restaurant, and pub mix in the downtown.

There is incredible potential for connecting the downtown core with the waterfront and the golf course to create an outstanding adventure destination for all.

Framework Strategies to Guide the Actions and Further Inspirations

The following **nine strategies** form the thinking behind the **nine actions (Nine Big Moves)** and provide other inspiring ideas given longer term potential actions. All these strategies are described and illustrated further **in Section 4** of this report to provide real examples that have been executed elsewhere in British Columbia or in other places around the world. The substance of the Nine Big Moves is listed below again for further clarity:

1. **Organize for success with a broader but focused organization.**
2. **Transform Comox into a distinctive destination.**
3. **Enhance the heart of downtown by creating the Town Square.**
4. **Introduce a "Streets Alive" program to enliven Comox Avenue.**
5. **Recognize and enhance the golf course as a broader recreational asset.**
6. **Enrich the marina areas and the waterfront.**
7. **Create a new Civic Centre that mixes civic and residential uses.**
8. **Continue to intensify residential uses downtown.**
9. **Recruit and retain a diversity of businesses on Comox Avenue to increase the attraction and services as a destination.**

The value proposition lies at the core of why and whether people invest, relocate or visit. Getting to the "right" value proposition requires determining "why" we matter to potential investors, visitors, and those who may relocate…through their eyes, their perception, and their decision-making process.

There's a world of choices. Why Comox? To answer this question well means there are selected competitive advantages in Comox. And there will also be challenges that need to be worked on to enhance value proposition. Hard truths elevate our ability to achieve the ambitious and exceptional by getting at the roots versus addressing symptoms. Fix root challenges and water flows downhill so to speak. Three core, hard truths are identified, for which solution generation would have significant positive multiplier effect on all other downtown enhancement initiatives.

Community leadership and **proper funding** are both critical to actions and success:

1. The recommended **Comox Downtown Action Partnership (CDAP)** consisting of representatives from the Town of Comox, BIA, Marinas, and Golf Club will collectively identify and coordinate resources that then can further stimulate community, business, and developers interests in the downtown.

2. **The need for a committed (part of) a Town staff position** such as a community development professional should help direct the implementation and help lead business interests and coordinate actions should also be considered.

3. **Various matching grant incentives** by both the Town of Comox and other sources, can provide potential seed funding for special programs that will encourage private investments including outdoor patios, and signage enhancements among others. The Province of British Columbia may also come into play with their recent *Complete Communities* funding program.

2.0 INTRODUCTION

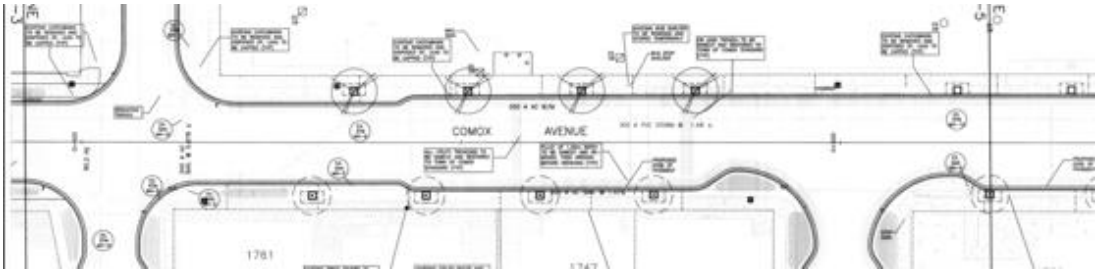
2.1 Purpose and Scope

The *Comox Downtown Enhancement Action Plan* is intended to guide decisions by the Town of Comox, the BIA, other private businesses, other non-profit organizations, and the community, for ten to fifteen years. The Marina waterfront and the Golf Club are also part of the "Greater Downtown Strategy." This report provides a practical framework to move forward and solidify the downtown's role as one of destinations in the Comox Valley.

Previous Downtown Vitalization boundaries shown in grey at top.

2.2 Past Downtown Vitalization Efforts

Comox Avenue Beautification Program
A beautification program was completed in 2004/2005 by McElhanney Consulting Services and the Town of Comox for Comox Avenue from west of Church Street to east of Nordin Street in three phases.



Excerpt (above) from previous construction drawings for the Comox Avenue beautification program.

Comox Downtown Vitalization
Downtown vitalization been specified as one of the priorities in the *Town's Strategic Plan* since 2012. Increasing residential density in the downtown was identified as a key aspect of the *Downtown Vitalization*. A range of incentive tools were chosen to implement the Downtown Vitalization Program, and in June 2014 Council adopted several bylaws including Downtown Revitalization Tax Exemption Bylaw No. 1784. On June 2, 2021, Council resolved to stop the tax exemption component. Available incentives encourage mixed-use commercial and residential development to support and increase not only downtown businesses but also the area's social and environmental vitality.

The objectives of the *Downtown Vitalization* program were to increase the Town's economic, social, and environmental vitality by retaining and supporting existing businesses; attracting new community investments in the form of multi-family residential development; concentrating residential development within established areas with full municipal services; and, encouraging high-quality residential development, suitable for citizens "aging in place".

The downtown *Vitalization Program* did not rezone land and amend the Official Community Plan (OCP). A Development Permit is required for any new development in the Downtown Vitalization Area. Community consultation, rezoning, or a development variance permit may be required for developments over three storeys.

Past Incentives for Development Applications
Past incentives included priority processing, Building Permit fee reduction, and planning application fee rebates. OCP Section 2.1.3.3 (h), Downtown Comox Policies, supports a maximum of four storeys in height except in the case of sites with significant changes in grade. In addition, a higher height may be considered for the following, if satisfactory amenities are provided: redevelopment of the Comox Centre Mall site, the north-west corner of Comox Avenue and Port Augusta Street (former Lorne Hotel), and the south-west corner of Comox Avenue and Church Street (Comox Legion).

Community Amenities sought by the Town during rezoning include contribution to the Affordable Housing Fund, meeting or exceeding BC Energy Code Step 3, provision of adaptable units, mature tree protection, and additional sound attenuation for residential units within 35 metres of arterial and major collector roads as well as in proximity or on the waterfront.

Comox Business in Action (BIA), Society was incorporated on July 11, 2000. Their mission is to do the following:

> *"Within the Town of Comox, the BIA promotes trade, commerce and an enhanced business and social environment."*

The purpose of the Comox Business in Action (BIA) Society is:

1. To promote trade and commerce within the downtown core of the Town of Comox;
2. To sponsor, promote and organize special events to attract people to the downtown core of the Town of Comox; and
3. To create a more viable, accessible, business friendly atmosphere in the Town of Comox to attract new businesses.

The BIA and the Town of Comox have been whole-hearted supporters of the *Comox Downtown Enhancement Action Plan.*

The Town's Strategic Plan recognized the Downtown as a priority driver in economic health, community wellness, and planning.

2.3 Goals and Principles

Goals: Form and function

1. Create enduring business vitality throughout the entire year including the downtown core, the Marina lands, and the Golf Club.
2. Improve surveillance measures so residents and visitors feel safer.
3. Make the downtown an even better social and cultural destination with local meaning with a significant town square or meeting place.
4. Organize the downtown community businesses and residents for success.
5. Develop physical improvements with the community, including attracting more than one hotel.

Principles

- **Welcome Visitors with Effective "Gateways":** If they can't find you, they will not come. Make Comox and the downtown core more visible and welcoming.

- **Focus on the Two-by-Two Downtown Core First:** Focus improvements where there are the most pedestrians – two blocks east to west and north to south of the centre (2x2 block focus), all within a 5-minute walk starting at the intersection of Comox Avenue and Port Augusta Street.

- **Create a "Pedestrian First" Downtown:** A series of short-term pedestrian and vehicular improvements are recommended to prioritize pedestrian safety, access, emphasis, and activity in the downtown.

- **Reinforce the Existing Character and Uses:** This Plan intends to protect and enhance the existing character areas of the downtown, encourage unique specialty locally owned retail, food, and beverage space, while expanding complementary support services, arts, and entertainment.

- **Connect with Important Adjoining Activities and Destinations:** As part of the pedestrian-first initiative, the downtown should improve safe connections and convenient pedestrian, bicycle, and transit connections to the Marina area and the Golf Club.

- **Encourage Residential Redevelopment in and Around the Downtown:** Further residential redevelopment in medium density housing should be encouraged and is important in increasing activity in the downtown as a place to live, work, and play.

- **Target and Direct Right Growth:** Encourage quality development and protect the important features, character, uses, and buildings in the downtown to create a unique and outstanding place. Build on both the historic and contemporary areas of the downtown – respecting and improving both – create that unique place by the sea.

2.4 Four Key Success Factors

There are four fundamentals to Comox's Downtown success that, if not embedded in the plan framework and implementation, will not give rise to enduring and measured success.

1. **Leadership.** This Downtown Plan needs a commitment from, Mayor, Council, and staff in tandem with the business community led by the BIA. As is the case in many small towns, there is little accountability as there is a small staff stretched to their limit with limited resources. At the same time, small businesses have limited resources, given competing needs. A central coordinator and organization with connected community partnerships are fundamental to enduring success. An "action plan" must be embedded into the Town of Comox and the BIA, with annual and multi-year targets, key public actions, funding commitments, responsible parties, and additional implementation strategies as alternative contingency planning. Simply put, private investment follows public commitment.

2. **Downtown is a destination not just a Main Street.** In this case, the Marinas, the Golf Club, and the adjoining businesses transition areas, the residential neighbourhoods, should all help the downtown's success. Residents are local buyers and recreation destinations create potential spin-offs. Add the Marinas, Golf Club and the transitional service businesses on the edges and you have more buyers, jobs, and other demands for goods and services.

3. **Downtown is the heart and core health of the Town of Comox.** One is connected to the other. Any investment in the downtown is an investment in the core of the Town of Comox. Infill and density are expected in our downtowns. The additional density and the corresponding increase in tax revenue help pay for services and amenities that residences need. We also tend to form impressions of place based on downtowns, which translated to investment and tourism dollars with significant potential for positive multiplier impact in the longer term. The new digital economy offers further opportunity, especially if seniors and young adults are looking for a temperate climate and recreation out their back door.

4. **Walking-first place not a car-centric space.** Comox has a true 5-minute downtown (2x2 blocks). Residents and visitors can walk. People buy things - cars don't buy things. The next generation and seniors are looking for places to walk – attractive walks both quiet and active. The active Main Street and the quiet neighbourhood street should be all within a five to ten minutes' walk or bicycle ride from their homes. Great walking places realize greater revenues and appreciate over time. Strong place-making and place-keeping principles should, when properly designed and implemented, realize greater appreciation in well-defined environments versus the less controlled suburban environments where regulations can be less stringent and result in inconsistencies. Less predictability creates uncertainty for investment and real estate values.

So, a great downtown helps contribute to and build a valued community that in turn attracts stable businesses, residents, and visitors, and that in turn creates a tax base to support the community, its amenities, and services, and so continues the cycle of success.

3.0 WHAT WE DISCOVERED AND DISCUSSED

3.1 Public Engagement and Feedback

Two community workshops were held in November 2023 to review the status of the downtown and help develop a focused action plan that was developed and supported by the Comox community. There was broad participation from residents, businesses, and councillors over two well-attended sessions.

Community workshop discussions took place on November 6 and November 8, 2023.

Community Discovery Workshop #1, November 6, 2023

More than fifty residents and businesses attended the Monday, November 6, 2023 session at the Comox Golf Club from 4:30 pm to 6:30 pm. Following a presentation on *Successful Downtowns* by Michael von Hausen, one the consulting team members, the participants were asked to complete two tasks:

1. Outline the Opportunities and Constraints of the downtown; and

2. What are top priorities for an action plan for the downtown?

Eleven tables discussed these questions and then summarized them in a five-minute presentation to the overall participant group. Opportunities varied from improving parking and access to bringing a hotel downtown and completing the waterfront trail. Constraints included limited business hours to improving the mix of shops and businesses downtown as well as the lack of connection between the downtown and the waterfront. These and more are listed in *Appendix B.*

Following these discussions on opportunities and challenges, thirty-three potential BIG IDEA actions for the Downtown were discussed and presented. There were overlaps and common themes including improvements to Marina Park, the waterfront, the downtown core being more pedestrian-oriented, the Golf Course integration, and an authentic town square. The 33 ideas are listed below:

1. Pedestrian-only Main Street.
2. Town Hall above Golf Club house
3. Build seawall and walkways
4. Joint venture Legion property redevelopment
5. Optimize town-owned properties / best use - e.g., hotel/condo on former Town Hall site
6. New Official Community Plan (more investment-enabling)
7. Golf Club course conversion – to park & recreation
8. Better marina connectivity to downtown
9. Professionals limited to second floors and/or "professional building"
10. Walking/biking pathway connectivity to downtown
11. Vacant lot development - Port Augusta Street and Comox Avenue
12. Marine tourism (boaters, business)
13. Marketing
14. Visualize key development opportunities
15. Consistent hours of operation
16. More retail
17. Gathering place downtown
18. Densification
19. Hotel
20. Destination marina (economy/industry, connectivity, park activation)
21. Farmers/fish market
22. One-way streets
23. Barn on Lorne Hotel site
24. Diversified beach water access (e.g., kayak)
25. Golf Clubhouse to be mixed use
26. Daylight existing creeks
27. Active transportation links to golf course (an in it)
28. Be brave
29. Authentic town square
30. Downtown entertainment venue – evening
31. Unique public transit
32. Pedestrian Main Street that is flexible for closures during events, festivals, and markets
33. Multi-use holistic buildings (e.g. caretaker units).

Community workshop smaller group discussing actions.

Downtown Action Planning Community Workshop 2: Setting Priorities November 8, 2023

A second community workshop was organized on November 8, 2023, from 11:30 am to 1:30 pm at the Comox Golf Course again with the intention of determining priorities for the *Downtown Enhancement Action Plan.* Approximately twenty-seven residents and businesses attended the downtown action planning workshop.

Attendees were asked to each select their top 3 to 5 initiatives for purpose of further focusing priority actions. Note that ranking is an indication of what is more important relative to other action initiatives and does not necessarily determine the order of implementation.

The top 5 were then chosen from the participants' top 3 results to include those others that ranked in the top category of preference:

Top 5 Priorities

1) Hotel
2) Gathering Place – Town Square
3) Farmers and Fish Market
4) Seawall and Walkway
5) Destination Marina

Others that were discussed and prominent in the discussion:

6) Flex-Pedestrian Main Street (Comox Avenue)
7) Golf Course sharing
8) Marketing and organization
9) Vacant lot redevelopment
10) Gateways and parking strategy

Community workshop smaller group discussions finally prioritized actions into the top 5.

Downtown Health Assessment

As part of the November 8th workshop, participants completed the *Downtown Health Action Tool Assessment* (DHATA) that was a survey of the existing health of the Downtown and the associated strengths and weaknesses. Twenty-nine surveys were completed at the workshop. The DHATA Tool is not a scientific survey but a survey tool to obtain a sense of where Comox's downtown in strong and weak, so improvements can focus on the potential weaknesses.

Findings

- **Scoring Categories:** The general Downtown Health scores are categorized as follows: A "Weak Downtown" achieves a score of 50 or less; a "Medium Downtown" achieves a score of between 50 and 75; and a "Strong Downtown" achieves a score between 75 and 100 points.

- **Total Low-Medium Score Average:** The totals for 20 indicators were a **low of 31 and high of 91** out of a possible total of 100 points with the **average of 54.41**. This number indicates the low side of a "Medium Downtown." This number and resulting cross section of results also indicates that there are both strong points and weak downtown components. There are components that are just above average ("3") that can be raised to outstanding (at the "4" and "5") scoring levels with improvements.

- **Prominent Weaknesses (Opportunities):**
  These elements ranked below "3" and could be improved:
  - There is no "Heart" meeting place downtown where residents and visitors can meet (ranked generally the lowest "1")
  - Arts, culture, activity programming
  - Pedestrian activity and connections
  - Lack of mix of uses and diversity
  - No extended hours
  - Lack of incentives
  - Local first and tourist second attractions
  - Landmarks and entrances
  - Parking and access

- **Prominent Strengths (Aspire to Greatness):**
  These elements ranked in the "4" to "5" and should be noted as strengths to build on:
  - There are many outdoor meeting places including parks, waterfront areas, trails to meet (ranked generally a highest "5")
  - Clearly signed and easy to move around
  - A unique identity
  - Safety and accessibility for pedestrians first

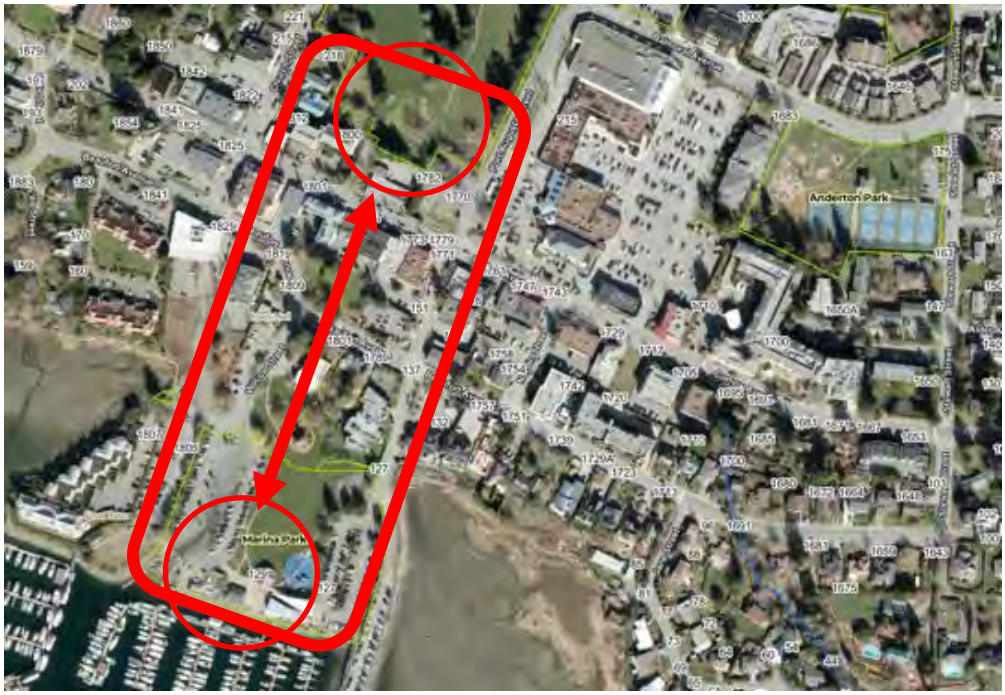
3.2 Downtown Physical and Policy Analysis

Downtown Form and Function Definition and Opportunities

- **Comox's Commercial Main Street** is Comox Avenue from approximately Ellis Street on the western edge to Stewart Street on the east. The uses west of Ellis Street are primarily residential so there is no retail, shopping, and office beyond that point. Anderton Road is also a principal intersection that connects the north end of the Town of Comox. On the east end, the commercial uses also transition to residential uses. The three to four storey residential and commercial mixed use form and character is in place on several of the properties bordering Comox Avenue.

The downtown segment of Comox Avenue is approximately 800 metres or 400 metres from the centre of Town at the corner of Comox Avenue and Port August Street. It can be referred to as a 5-minute downtown, convenient and easy to walk east or west in the downtown core from its centre.

- **The Greater Downtown** consists of both the golf course north of Comox Avenue and the marinas' areas south of downtown. Together, these attractions and their associated amenities make for a "greater" downtown that has more variety and diversity for the whole family throughout the day.

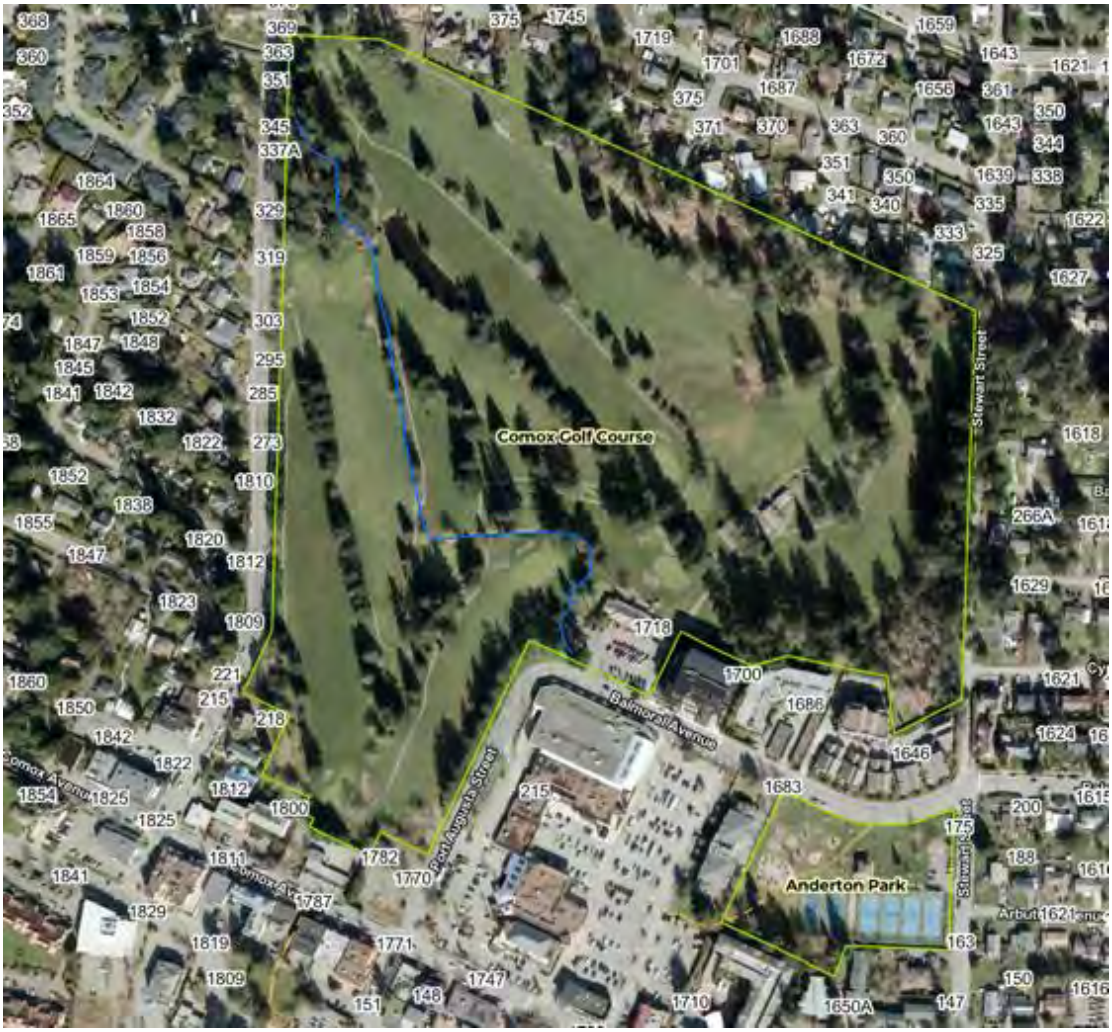


"Greater Downtown" Comox from Marina Park and the marinas to the Comox Golf Course.

- **The Centre of Town** is at the corner of Port Augusta Street and Comox Avenue. The off-set alignment of Port Augusta Street is an awkward access to the waterfront, but it is the only through access to the waterfront. The current Town Square on the northeast corner is understated, somewhat concealed from the Comox Centre Mall, and is not big enough for a town centre meeting place for the community. It may be a small pocket park for a rest and the annual Christmas Tree, but the space is not a real meeting or celebration place. It is just too small.

- **Comox Centre Mall** dominates the central north part of downtown Comox at the northeast corner of Comox Avenue and Port Augusta Street, extending north to the Golf Clubhouse on Balmoral Avenue and extending east, halfway down the block to Stewart Street. The Comox Centre features a variety of stores and offices including John's Your Independent Grocer, Rexall Drugstore, Dollarama, BC Liquor Store and CIBC, as well as fashion stores, professional services, pet care, and health services.

The "Greater Downtown" goes well beyond Comox Avenue (Main Street) and creates multiple destinations including the Golf Course, the four Marinas and Marina Park, as well as Anderton Park. These destinations are well within a 5- minute (400 metres) walk and create entirely different experiences for the whole family.



North Downtown: Comox Centre Mall, the Comox Golf Course, and Anderton Park

- **North Golf Club and Course** is an incredible green asset in the centre of town but it is not really open to the general population who does not play golf. Disc golf is the exception. Following with our community workshops in November 2023, there may be an opportunity to use part of the golf course for recreation as a park and develop a looped trail system along its outside edge without losing the integrity of the 9-hole golf course.

- **Anderton Park** is an active recreation asset just north of Comox Avenue. The park needs a better connection to the centre of town. The connection could be on the east side of the Comox Centre Mall and improvements along Balmoral Avenue and Steward Street. The four tennis courts could be converted to the more popular pickle ball courts, especially for seniors.

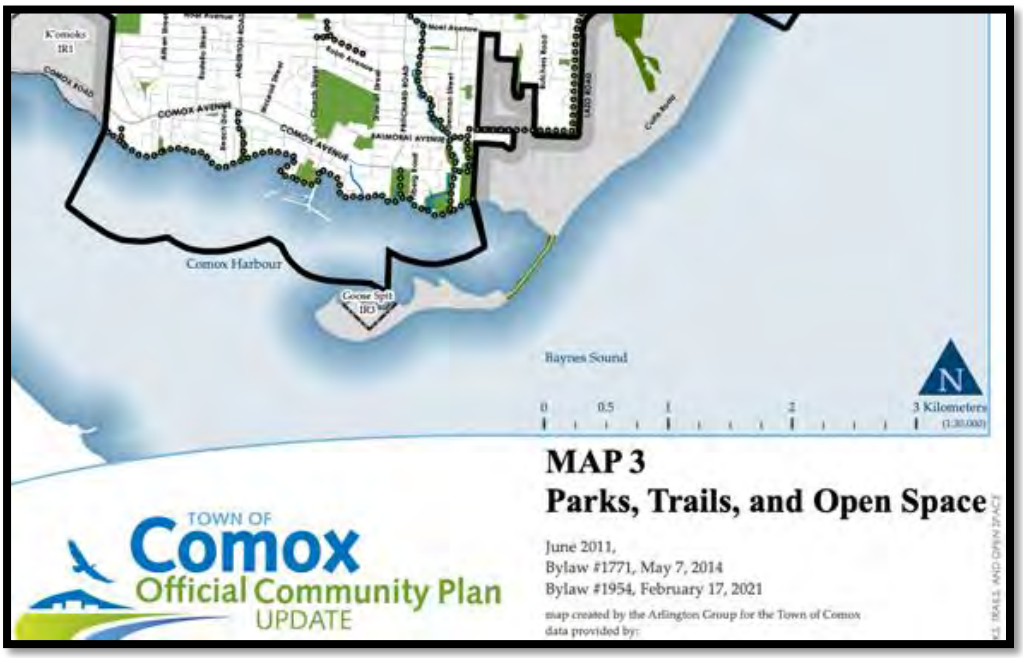
- **North Medium Density Residential Uses** fit appropriately adjoining the east and south side of the golf course and across the street from the local Anderton Park and Comox Centre. These residential buildings are a perfect fit surrounded by support services and recreation facilities.

- **Marinas and Marina Park** are the meeting places and recreational jewel at the waterfront. Four marinas provide mooring for up to 500 boats. The four marinas include the Comox Municipal Marina, Fisherman's Wharf, Comox Valley Marina, and Gas 'N Go Marina.

  With the addition of the kid's spray park and adequate parking, Marina Park is the meeting place for young families and waterfront sports seekers. The central green space and gazebo are great assets for flex-play and picnicking just a short distance to the seawall and Comox Fisherman's Wharf. The challenges include improved walking connections to the Downtown and more supporting commercial uses and vendors along the waterfront.

Waterfront four Marinas and Marina Park

- **Marina Walkways** are wonderful assets, with the Beaufort Mountains shaping a distant picturesque backdrop. The walk out to the Marina Pier around the marina and the seawall walkway west around the residential community are memorable. In the longer term, the waterfront walkway could extend east to Goose Spit Park and west, with the cooperation of landowners and the Federal Government. It may be unrealistic in the short term, but rather in the longer term with the right cooperation and vision. These aspirations were partially reflected even in the 2011 Official Community Plan map (see below) illustrating *Parks, Trails and Open Space Features.* The challenge is that all these pathways and seawall walkways need to be connected and extended with safe pedestrian walking areas. Bicycle safety is also a challenge and should be addressed.



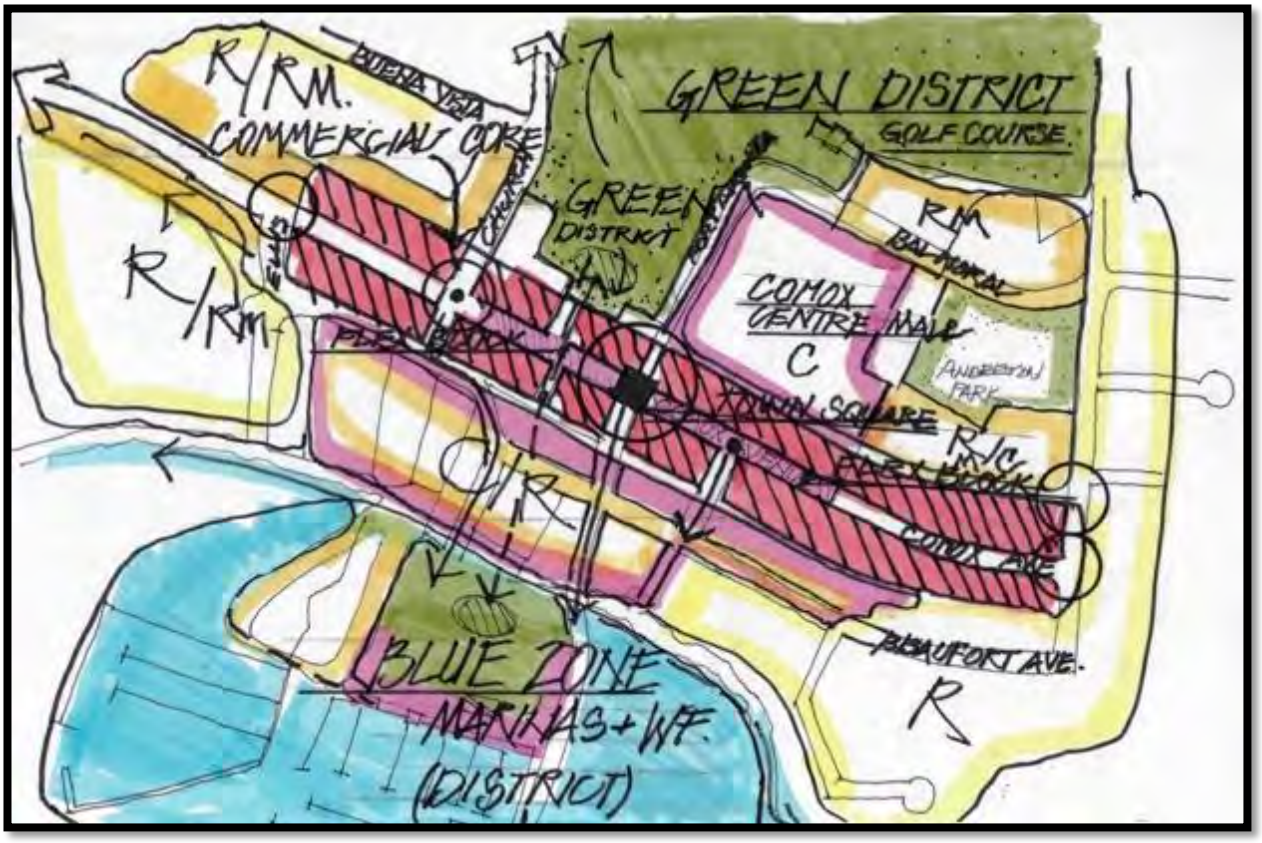
Excerpt, Comox Official Community Plan Update showing waterfront trails.

- **Mixed Use south area** is the area south of downtown between Marina Park and Comox Avenue. This area has potential for redevelopment and intensification as it is largely a mix of older structures and uses that can be repurposed for medium density residential uses.

- **Gateway Definitions** are an opportunity at both the west and east end of at the entrances along Comox Avenue. The gateway definition could start with signage and landscaping that blends in with the adjoining owner's landscape. The issue may be ownership but defining the downtown entries in some way is essential.

The Downtown Enhancement Framework Plan

The following *Downtown Enhancement Framework Concept Plan* starts to highlight the importance of creating an enhanced destination where visitors can stay for a day or weekend as everything is within a convenient 5-minte walk. This is the **"Greater Downtown"** approach that links the enhanced **"Golf Course Park"** with the **Marina seaside amenities** in addition to **Main Street (Comox Avenue).** It is a "park your vehicle once approach" in a clearly signed area and then shop, recreate, eat, or enjoy a beverage in this well-connected downtown. The **new meeting place is the Town Square area** at the intersection of Comox Avenue and Port Augusta Street. The Town Square is larger than the existing square and informs visitors of the great options with **an info kiosk** The Golf Course Park, the shopping on Main Street, the Marina and waterfront walkway are all within a 5-minute walk or bicycle ride.



Downtown Potential Enhancement Framework Plan

The Downtown Enhancement Framework Plan Primary Components

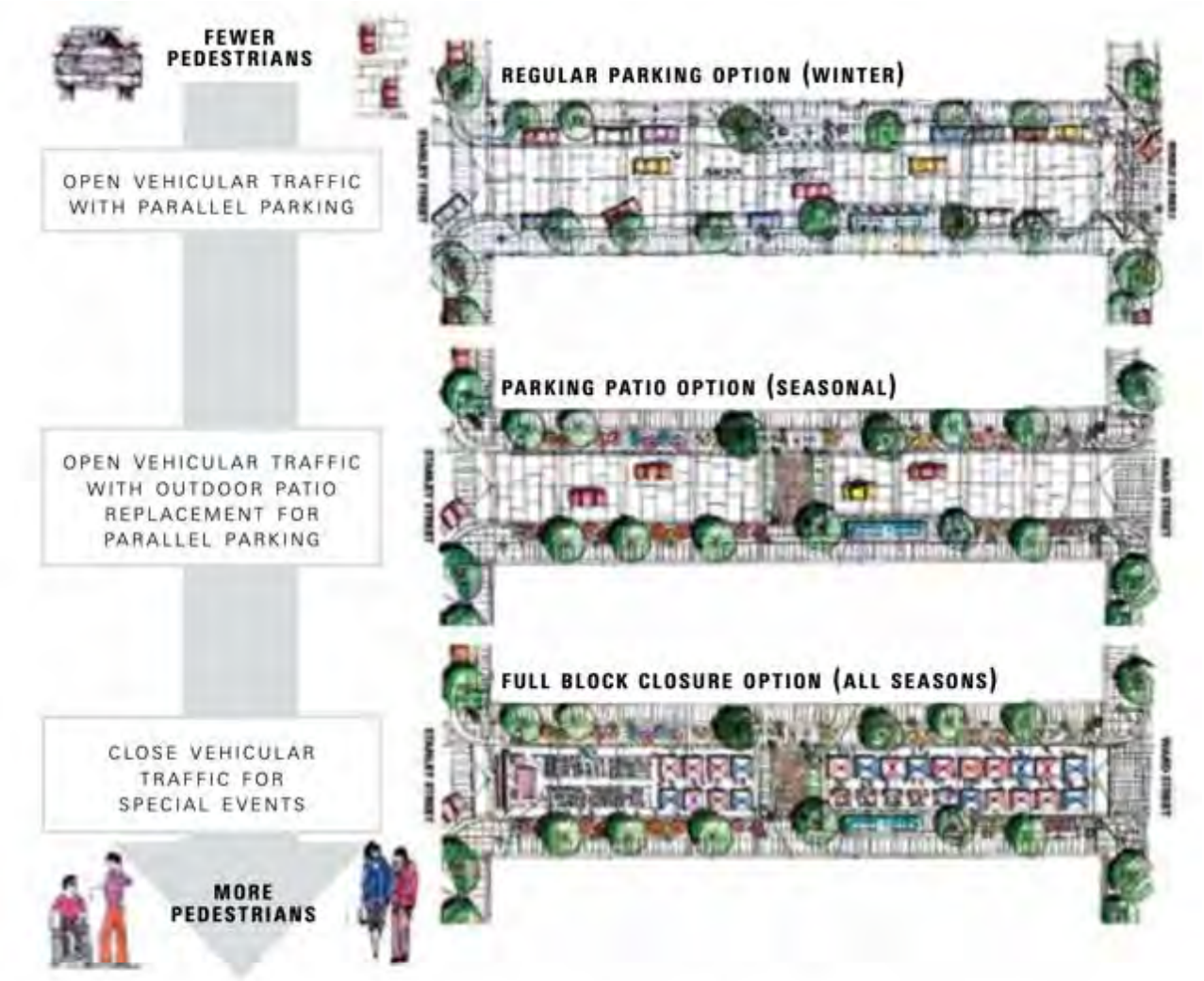
1. **The Town Square:** The downtown core area (red and cross-hatched) is highlighted by a Town Square "Heart" at the intersection of Port Augusta Street and Comox Avenue. The Town Square is symbolic as it can take several forms:
    a. The Town Square could include a specially paved intersection that could have overhead (catenary lighting – like the concept for the main intersection in Nelson, BC.). The Town Square could also be on the proposed Civic Centre site across form the current Town Hall on the north side of Beaufort Avenue ***(see sections 4.3 and 4.7 for further details).***

b. The Town Square could also be coordinated with the development on the northwest corner of Augusta Street and Comox Avenue (on the former Lorne Hotel site) by extending the "Square" into a special meeting place enhanced by a seasonal information kiosk and First Nations public art pieces along with seating and colourful planting. These meeting areas would be supported by adjoining parking.
c. A new boutique hotel could be integrated into this northwest corner site, replacing the former 133-year-old Lorne hotel that was destroyed by fire in 2011. This would be a prime location for a destination hotel. It could also border onto the golf course to have both an ocean and golf green view.
d. A rich mix of local and tourist retail uses could extend along the ground floor of this hotel following a marine theme with hotel units above to a potential four to six stories stepped back from the street on its upper floors ***(see illustration in section 4.3).***

2. **The Flex- Street:** A "Flex Street" would be Comox Avenue with temporary closure for special events like a weekend market or street festival (e.g., Penticton, Whistler, Hope, and Nelson). A one-way segment of Comox Avenue could be considered with angle parking, but experience has shown throughout North America that the street generally becomes less safe (faster speeds), reduces business, and makes access more difficult to businesses and residents.

The flex street concept, on the other hand, does not decrease traffic flow, increases the pedestrian space periodically, and creates a flexible option when needed ***(see section 4.4 for further details and illustrations).***

a. The flex street could begin with part of a block in front of the Comox Centre Mall with a group of vendors on weekends or a special street festival that brings the seaside theme to the centre of Town.
b. The flex street could then expand with demand and be coordinated with appropriate water and electricity, if possible, for vendors. Food trucks can also complement and connect to activities at the waterfront.
c. Increased residential density along Comox Avenue will bring more local shoppers to support the area and enhance the experience.
d. Ultimately, Comox Avenue could become a pedestrian only core area maybe even once a week, on Saturday or Sunday like Penticton or Nelson, BC with an efficient conversion, especially during summer months and into the winter Christmas season.
e. Comox Avenue, as noted in the community workshops, should enrich its offerings in retail, food and beverage options to create a more attractive destination.



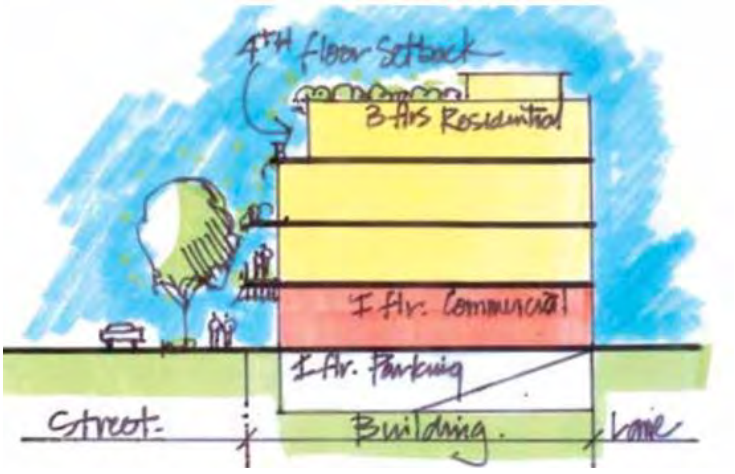
400 BLOCK, BAKER STREET, NELSON, B.C.

3. **The Blue Zone or Marina District:** As part of the "Greater Downtown Plan", this area is better connected to the downtown core through enhanced sidewalks and greenways. The Blue Zone is enhanced with waterfront pathways with Marina Park as the main feature.
    a. The buildings at the waterfront are more commercialized with various marine related businesses and activities.
    b. The waterfront walkway is continuous around the marina and through the park with eventual extensions east and west to extend the seaside experience.
    c. A safer and widened walkway along Port Augusta Street better connects Downtown, the Marina Area and the Golf Course.
    d. More viewpoints and interpretative areas will further attract visitors and residents to the seaside where they will further appreciat the marine ecology, bird life, and

showcase the outstanding views of the Comox Valley. ***(see sections 4.6 for further details).***

4. **The Green District (Golf Course Park):** This area is enhanced by a potential park at the south end combined with the town square and a looped trail around the entire golf course, while maintaining the integrity of the golf course use. These are all separate options that could be considered because of the community workshop discussions on November 6 and 8, 2023.
    a. A looped trail could be considered on the outside edge of the golf course, leaving the golf course intact and opening the opportunities to explore the natural edges and enjoying viewing the golf game.
    b. A small portion of the Golf Course at the south end (with a slight adjustment in golf holes) could create a central park downtown and a greater use for the general population complemented by public parking.
    c. The extension east of Buena Vista Avenue could also be considered and would connect to Port Augusta Avenue for an additional vehicular connection in the downtown. ***(see sections 4.5 for further details).***

5. **The Residential Intensification Areas:** The areas on Comox Avenue as well as especially south and northeast of the core should be considered for further intensification up to 4 to 6 storeys with amenity contributions for additional density (above 4 storeys is discretionary base on specific criteria).
    a. The area northeast and of Comox Avenue surrounds Anderton Park, so any further intensification would have the park on its doorstep and shopping directly to the east. Most of this area is already intensified but some redevelopment could occur in time.
    b. The area north of Comox Avenue and west of Port Augusta Street has significant redevelopment potential with commercial retail on the first floor and residential above.
    c. The area south of Comox Avenue connecting to the waterfront Marina Park also has the opportunity of significant residential intensification, stepping down to the waterfront and affording outstanding views.



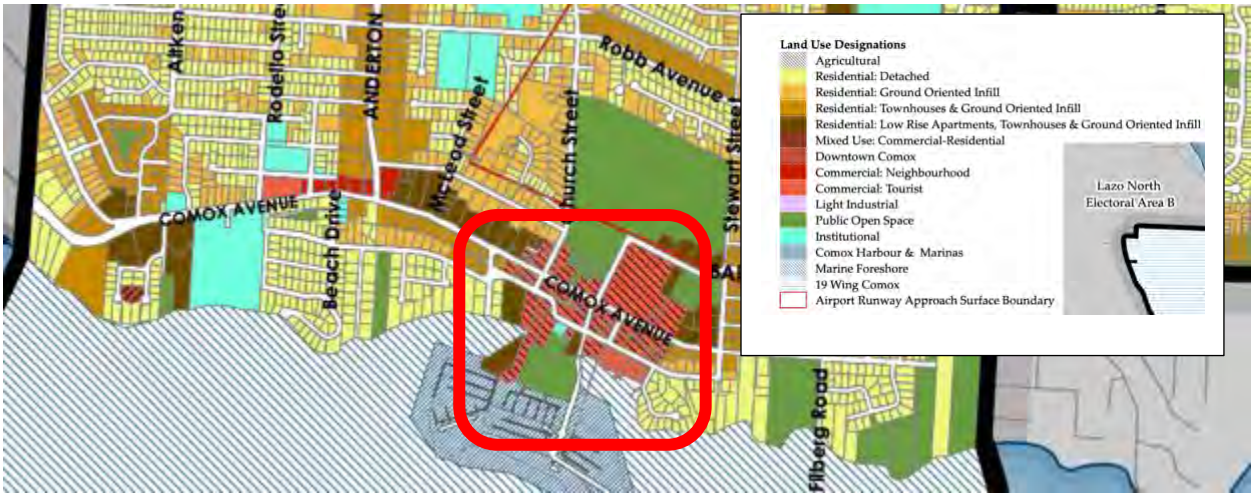
The downtown building concept is four to six storeys, commercial on the first floor and residential above.

Official Community Plan (IOCP)

The *Official Community Plan* (2011) has policies and appropriate land use designations (a specific *Downtown* designation) that support the downtown initiatives recommended in this study. From supporting mixed use and higher densities on Comox Avenue to providing mixed land use designations, the intentions are broadly supported. The policies are specific to the Downtown area and specific *Development Permit Area Guidelines* (section 2.1.3.3, DPA #1) further detail design guidelines for the area.

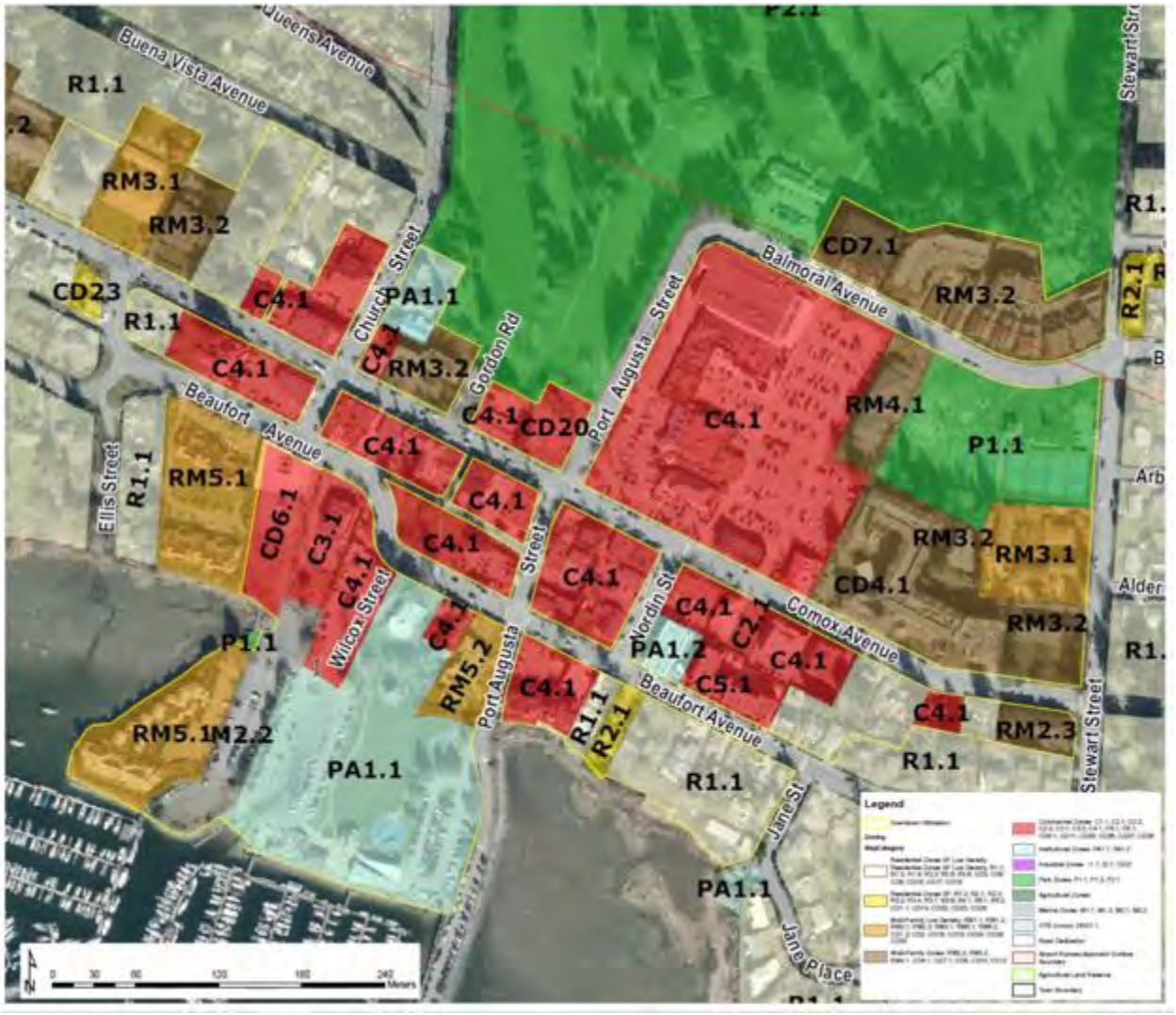
At the same time, the Official Community Plan is overdue for at least an update that brings the policies in line with current provincial policy and other regulations. Considerations in the Official Community Plan designations for the downtown could include:

1. **Higher Building and Densities**: Permitting higher density (up to 6 stories in the downtown) on more than a few select sites, under specific discretionary conditions, including such elements as form and character, stepping back on the upper stories, and transitions to adjoining properties, parking, and views.
2. **Amenity Contributions:** Considering being more specific on Amenity Contributions. Many municipalities are now specific on their Amenity Contribution based on land use on a square metre basis. The type of amenity is also specified in a broad set of categories and in kind contributions are considered depending on the site. The amenity contribution relates to the increase in residential density through a rezoning process. This approach is more specific and less discretionary.
3. **Reintroduce Incentives:** Consideration for mixed use and higher residential, especially hotel accommodations should be encouraged by amenity concessions, and compact timing of rezoning process, as well as Development Cost Charge reductions consideration.



Excerpt from OCP Designation Map

Downtown: Zoning Bylaw



Excerpt from Zoning Bylaw 1850, Schedule B

The Zoning Bylaw 1850 (adopted September 2, 2020, consolidated to March 1, 2023) should be reviewed to permit more flexibility in the uses in Downtown Comox to advance residential intensification and economic development. On first review, this should include the following:

1) Fill in the C4.1 gaps along Comox Avenue between Ellis Street and Stewart Street, subject to respecting the CD 4.1, RM2.2 and RM3.2 Zones that reflect higher density residential. Restrict office as a discretionary use to the second floors to encourage retail uses on the ground floor first. An active street is a successful street. Specify height in storeys – 4 to 6 stories in each zone.
2) Consider permitting commercial and residential uses C5.1 – Residential -Oriented Mixed Use on the property west of the Marina Park.
3) Permit commercial uses (specifically) retail and food/beverage in the PA1.1 zone along the waterfront.

4) Addition of creator, temporary/pop-up and manufacturing-related permitted uses to enable craft manufacturing activities that animate the downtown core (e.g., brewpub, craft sausages, fudge-making), or enables temporary enterprise structures on vacant lots. Example definitions are provided as follows:
    - *Brewers and distillers – minor* means the brewing or distilling of alcoholic beverages or alcohol products with alcoholic content exceeding one (1) percent by volume. This product must be licensed under *the Liquor Control and Licensing Act*. The public tasting and retail sales of alcohol product is limited to that which is produced on-site. All processes, functions and mechanical equipment associated with the use must be contained indoors. The total area for production must be limited to a maximum gross floor area of 5000 m^2.
    - *Pop-up* means a Commercial Use that is temporarily located within an existing Building, temporary structure, or outdoors without significant or any modification to the Site. A pop-up use can include retail sales and service, food or beverage sales, artisan manufacturing by hand or with a limited level of automation, fitness instruction, outdoor theatre, or a combination of these uses provided all provincial health and safety regulations are adhered to and there is no impact beyond the Site. A pop-up use does not include Cannabis Retail, Livestock, or any service that is not same day.
    - *Art Gallery* – add as a permitted use.
    - *Custom indoor manufacturing* means development used for small scale on-site indoor production of goods by hand; manufacturing primarily involving the use of hand tools and provided such developments have fewer than 5 production employees. Typical uses include but are not limited to jeweller and denture.

5) Consideration of reduction or elimination of downtown and/or non-residential parking standards and parking in lieu payment requirement to better enable infill and revitalization business models that are currently deterred by parking standards that don't yield an adequate market ROI. Examples: City of Edmonton, Sandpoint (Idaho).

Parks Master Plan

The Parks Master Plan should consider the potential connections and park assets in the downtown area, considering the following:

- Connecting to and around the golf course with a potential loop trail.
- Connecting to and along the waterfront east and west of the marinas.
- A park and parking on the south edge of the golf course, associated with the potential redevelopment of the golf course as a more inclusive public recreation asset in the downtown.
- A Town Square on the northwest corner of Port Augusta Street and Comox Avenue.
- The connections to adjoining park space like Filberg Park and the Marina Park and Pier along the waterfront.

3.3 Emerging Common Themes

The following is a summary of the major themes and conclusions that emerged from the community engagement workshops, other community feedback, and site analysis:

1. **The Non-Destination Downtown**: Although, Comox has many memorable and unique place characteristics, the need to create and reinforce Comox as a destination is required.

2. **The "Greater Downtown":** The Marinas, the Golf Course and Comox Avenue should be combined and connected as attractive destinations– making it a special destination in the Comox Valley, provincially, nationally, and internationally.

3. **Destination Hotels Necessary:** The Downtown needs one or two hotels. A destination needs places to stay overnight.

4. **Town Square Heart:** The Downtown needs a Town Square or adequately sized meeting place where the community meets and celebrates. This area could also include an information kiosk to inform visitors.

5. **Downtown Flex-Block (Street):** The existing street in front of the Comox Centre Mall could become a "special closure" segment for Comox Avenue to support special events and reinforce the idea of a pedestrian-focused downtown.

6. **Parking Management Strategy:** Comox Avenue requires a parking and access study to ensure that parking is easily accessed, parking signs are clear, and traffic is managed properly so it does not become jammed with car and more unsafe.

7. **Main Street Core Retail and Restaurants:** The Comox Avenue Main Street needs a further induction of local businesses to make it the destination it deserves in the form of restaurants, cafes and retail relating to various gaps in the retail area.

8. **Four Season Events and Special Social Media Use:** The downtown should have more and 4-season comprehensive events programming inside and outside. For example, Friday Night Markets with food trucks, an art walk, and a waterfront walk.

9. **Evening Special Lighting:** Expanded feature lighting (retaining the dark sky) could light up the downtown to improve safety and ambiance.

10. **Infill the Core and Edges:** Continue to encourage a diversity and choice of more compact multiple family residential units (rental and ownership) to attract more people into the downtown. There are good examples of mixed use that should be expanded.

4.0 DETAILED ENHANCEMENT STRATEGIES

4.1 Organize for Success

The suggested **Comox Downtown Action Partnership (CDAP),** as mentioned earlier, will consist of the *BIA, Town of Comox, the Marina area businesses, and the Golf Club* to create a renewed and broader focus and priority around downtown, waterfront and the golf course. The CDAP will oversee and support the implementation of this *Downtown Enhancement Action Plan*.

This leadership strategy is the critical aspect of success that is largely overlooked in many cases in implementing a plan for action. The *Town of Comox* should commit a current or part of a future position to lead the action plan and associated projects. This position will help ensure that the action plan is implemented in accordance with timing, funding, and priority. An *Action Plan Progress Report* card should be used (See *Appendix A*) as a tool of reporting and accountability after six months and then every year once momentum and organization/funding are in place.

The greater Comox community should also be actively involved in the projects, whether it is in-kind or financial contributions, and should also be part of active involvement and consultation. The K'ómoks First Nation should also be consulted on the future of the Comox Downtown as it is part of their traditional territory.

There are several **tasks** that should be coordinated by the *Comox Downtown Action Partnership*:

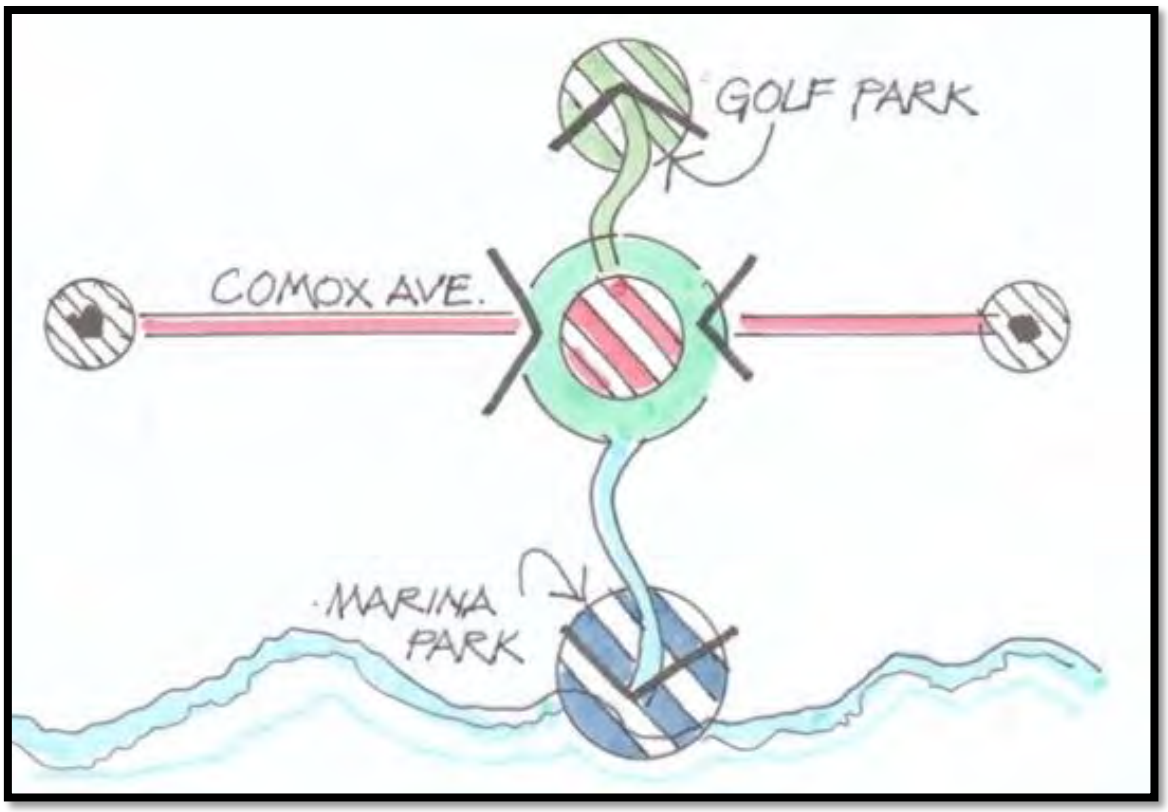
1. **Invite** broader membership by **BIA and Town Council**.
2. **Confirm action priorities.**
3. **Commit** to timing, funding, and responsibilities.
4. **Implement plan.**
5. **Use a report card** on a 6-month basis to monitor and evaluate progress.

The Comox Downtown Action Partnership, the Community, and the K'ómoks First Nations will all be important in making substantial progress and creating momentum with the enhancements.

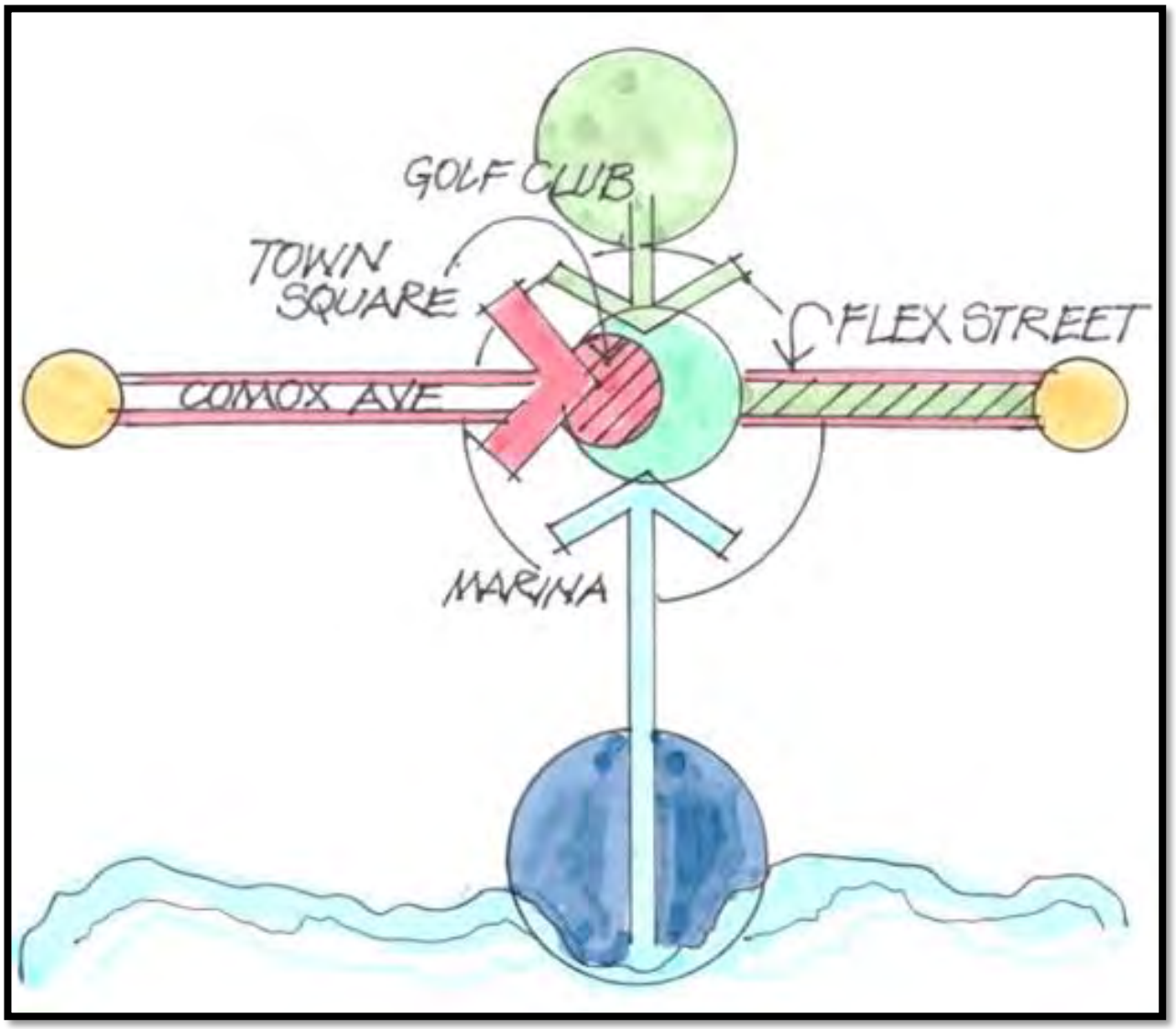
4.2 Make the Greater Downtown Destination

Fundamentals of Destination Comox: To move Comox from a town along the sea to a key destination in the Comox Valley, certain challenges must be resolved, and opportunities realized to enhance the "Greater Downtown" attractiveness:

- The Downtown **must be easy to find and be able to stay**. It must be memorable and create unique experiences to a reason to come back again and again.
- The Downtown must **feel safe, clean, and welcoming**.
- The Downtown must **have attractions for the whole family.**
- There should **be distinct gateways** that welcome visitors in the form of signage and features.
- There must be **several reasons to stay** for a while either events downtown, programming of the street or further activities in Memorial Park.
- **Comox needs destination accommodation**. The Comox brand story and history as a meeting ground and "Land of Plenty" – that has plenty to do and see.
- Brand Comox as an **"Ocean Adventure Centre"** with 4 marinas and endless waterfront that needs to be completed with trails and exploration points.



Destination Comox (illustrated above) consists not only the downtown but the waterfront and golf course. This approach recognizes the potential of the "Greater" Downtown as a destination with multiple activities and choices.



As illustrated above, the concept and theme of the "Greater Downtown" consisting of the downtown, marinas area, and the golf course are a greater critical mass of attractions and sub-destinations that have greater draw – regionally, provincially, nationally, and internationally.

The centre of this *Downtown Enhancement Action Plan* is the creation of additional destinations in the downtown area including:

1. The **Town Square** as a primary meeting place (see the next **section 4.3** for further details).
2. The **Comox Avenue "Flex Street"** to enhance the pedestrian and events potential of the downtown (see **section 4.4** for further details).
3. The **Golf Course reconsideration**, in part, as a more inclusive community asset (see **section 4.4**).
4. The Marina area and Marina Park as a completer and more enhanced waterfront (see **section 4.5**).

These could follow a "**Ocean Adventure"** or similar theme that distinguishes the "Greater" Comox downtown as a unique offering for everyone.

4.3 Create the Town Square Meeting Place

The Town Square was identified as the second highest priority by the community in the public workshops held in November of 2023. There are no hotels currently in Comox, so it would make sense to combine a hotel with the Town Square to reinforce the destination in the heart of town. The suggested Town Square and hotel location (illustrated below) is on the former Lorne Hotel site on the northwest corner of Comox Avenue and Port Augusta Street. This is the centre of downtown, across the street from the Comox Centre Mall and just south of the Golf Course. Everything in the downtown core is within a 5-minute walk. Alternatively, and as suggested, an alternative town square site could be adjoining a new potential Civic Centre across the street from the existing Town Hall on the north side of Beaufort Avenue (see **section 4.7**).

One alternative for the Town Square, is that it should be developed in association with a commercial residential development to accomplish the following:

- Be part of a development project so there are “eyes on the square” for safety and security as well as maintenance and cleanliness.
- Ensure that new public washrooms are provided that are clean and secure and open 24 hours with supervision.
- Provide information kiosks, at least during the peak summer season to orient and inform visitors and tourists.
- Provide sitting and viewing areas so that the Square is a great resting spot to meet.
- Tourists should be able to find convenient parking nearby (illustrated behind the hotel).
- The intersection at Comox Avenue and Augusta Street could also be improved with coloured stamped concrete, a possible with a possible “scrabble intersection” so pedestrians can cross diagonally, especially during special events (see next page).
- With the intersection improvements, large events could extend onto the street as part of the “flex street” approach (further described in **section 4.4**).

Town Square Concept at the northwest corner of Comox Avenue and Port Augusta Street.

An intersection concept for the central area of Baker Street in Nelson, BC that includes bollards, special paving, overhead lighting, and the potential for an all direction "scramble" intersection with new corner traffic lights.

An intersection and town square concept for the central area of Lethbridge, Alberta that includes a clock towner, festival banners, widened sidewalks, outdoor patios, bollards, special paving, overhead lighting.

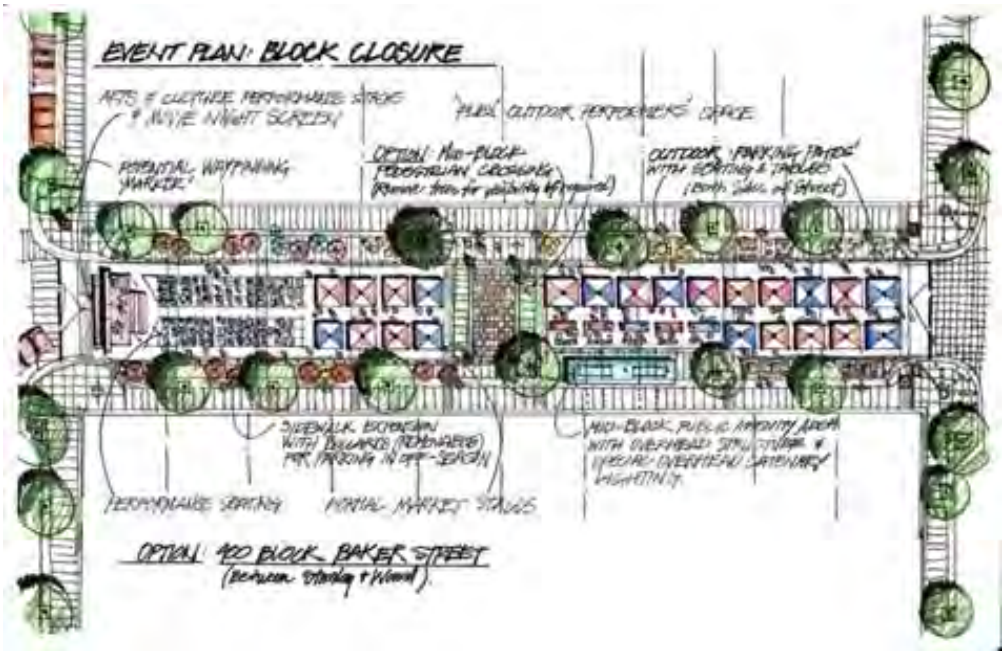
4.4 Transform Comox Avenue to Full Potential

Adding "Streets Alive" programming on a weekly and seasonal basis will be important for return visits to downtown Comox. You must give people a reason to visit the downtown, and there should be multiple options between eating out, a quick great coffee or a visit to the museum. These options should be listed and distributed to the community on a weekly or monthly basis, be posted on the BIA and Town of Comox websites and mounted on information kiosks in the downtown.

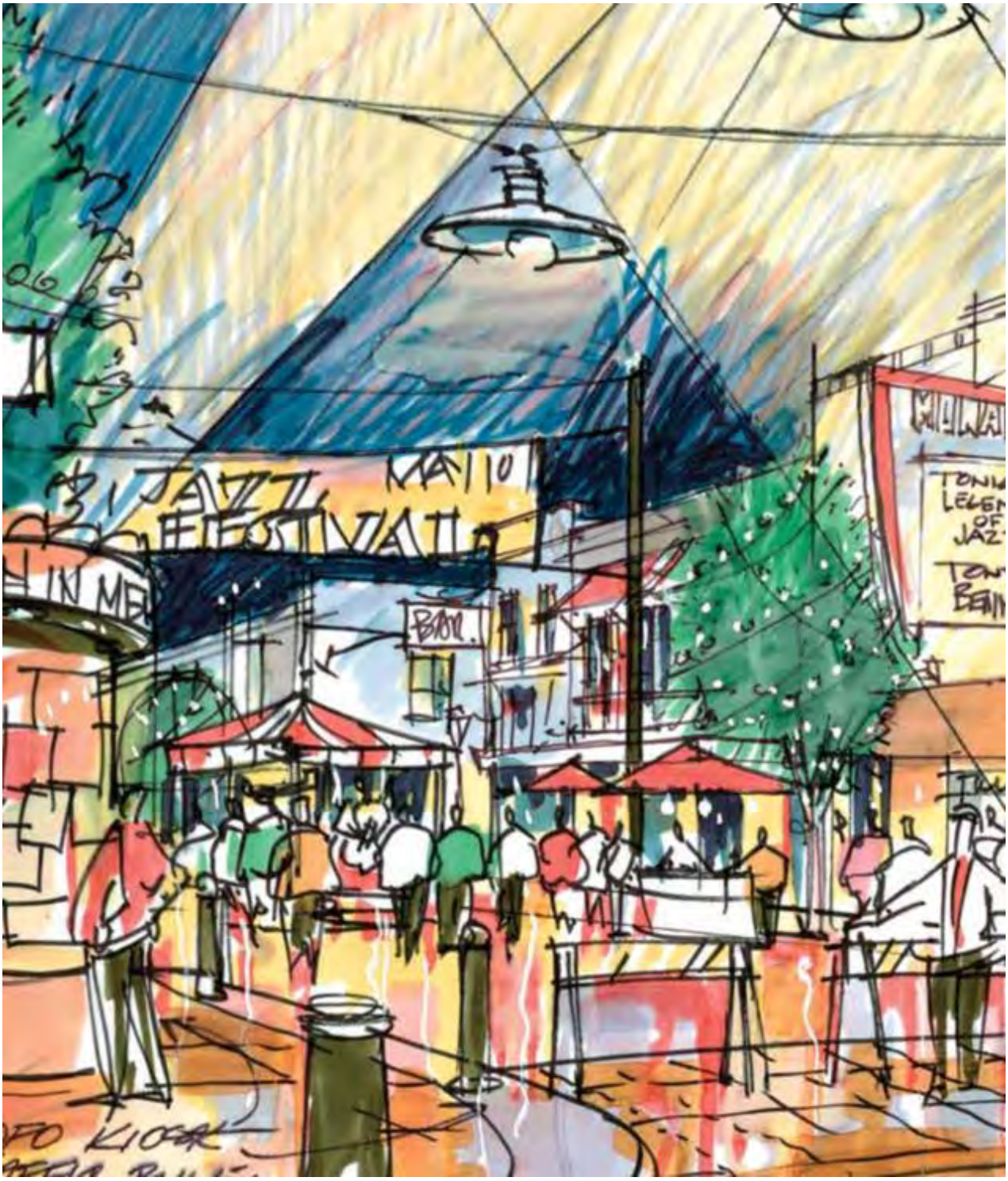
A "Marine Nature Walk" both digital and physical could give Comox a greater unique flavour. The addition of permanent and rotating public art installations and heritage interpretation are also key strategies for making the downtown greater.

Temporary and permanent art installations, lighting, and temporary artisan markets can help transform the downtown into a meeting and gathering place (Quebec City, PQ).

The Flex Street Comox Avenue: A "flex" street is a section of the street that can be temporarily closed for special events and celebrations. The creation of the transformable Comox Avenue "Flex Street" (street block or part of the block) can first front on the Comox Centre Mall and then expand with demand. It could be programmed and closed for special elements such as a farmers' market and fish market, Canada Day parade, and Christmas events. or a Friday night market. Comox could build a regional following for a special fish/marine market like Penticton or Nelson, British Columbia. Within the street right-of-way, there is ample room to recreate the street as an "outdoor living room" that is a destination and experience.



The Nelson Farmers' Market on Baker Street is a "Flex Street" (temporary closure) example.



The concept of the night "Flex Street" temporary closure (above) during an evening jazz festival and the reopening of the Monarch Theatre in downtown Medicine Hat, Alberta as part of their downtown plan implementation.

Parking Patios: The following existing sidewalk at Jojo's Café in Osoyoos is a great example for expansion into a formal patio adjacent to the use with parking spots converted to motorcycle and bike parking (see illustration below). Other patio options do exist (see other photo examples). Make sure owners and employees do not park in front of the store to leave room for customers.

Jojo's Café in Osoyoos: Existing Situation.

Jojo's Cafe Patio Concept: Potential outdoor patio, external boardwalk and bike/motorcycle parking.

<u>More Space – More Business</u>: Parking Patios and Community Tables can extend uses and increase the attractiveness for pedestrians as destinations.

Outdoor Patio and Sidewalk Bypass with overhead shade structure (Peachland, BC).

Extending the uses and inviting the public to a "Community Table" (Squamish, BC).

Cool Corner Oasis overhead patio screening concept (Bozeman, MT).

Mobile or permanent food trucks for local food infill concept (Bozeman, MT and White Rock, BC).

Movable seating, fold-up benches, and colourful chairs create lingering places
(Whitehorse, Yukon, and Whistler, BC)

Conversation Corners: The potentially improved and safer pedestrian crossings on Comox Avenue and associated further sidewalk extensions (bulges) offer an opportunity pedestrian improvements such as seating, planting, public art, information, and planting to facilate more meeting places and informal conversations in the downtown (see illustration below and next page).

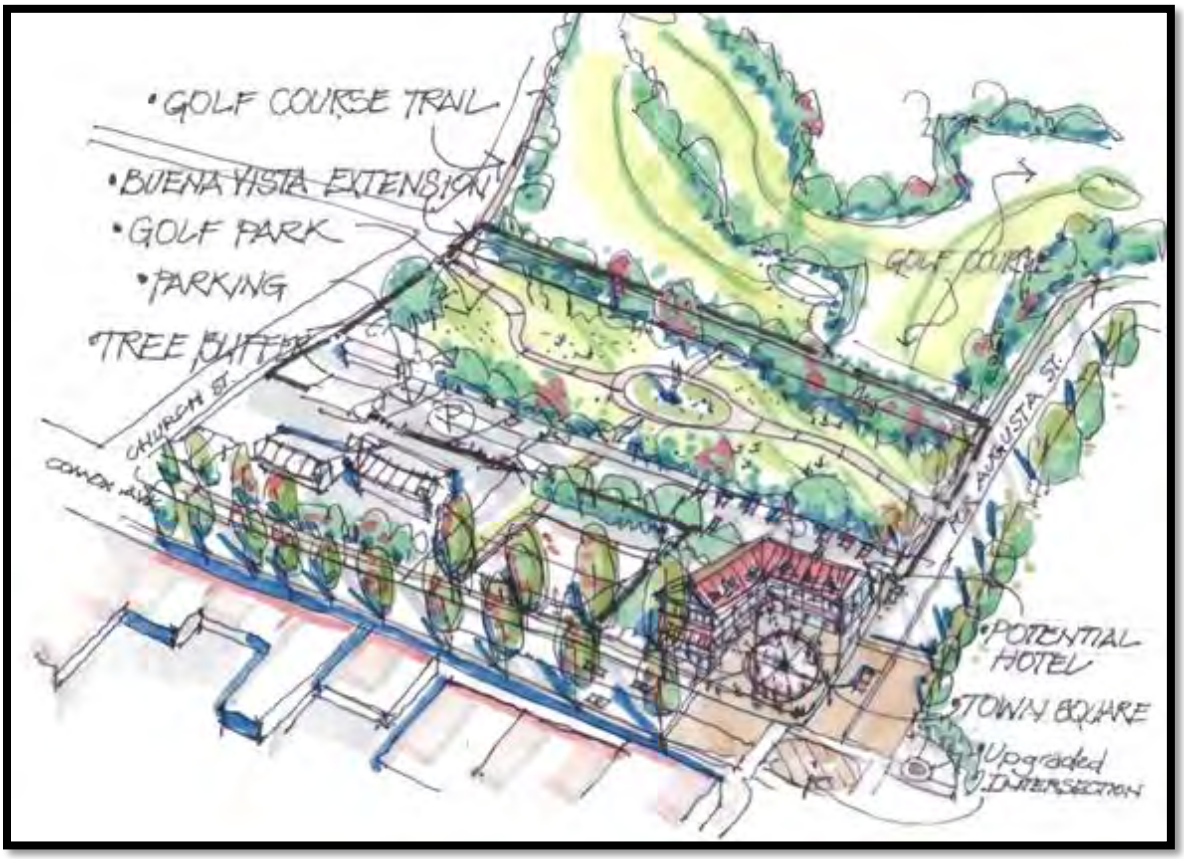
Existing Sidewalk Extension (bulge) on Main Street in Osoyoos.

Potential Conversation Corner Parkette Concept for corner bulge enhancements (Nelson, BC).

Conversation Corners: A wayfinding kiosk, public art, and seating could be part of the programming of these corner sidewalk extensions. It is suggested that each corner bulge design program be customized to meet the needs of that particular corner with input from adjacent businesses.

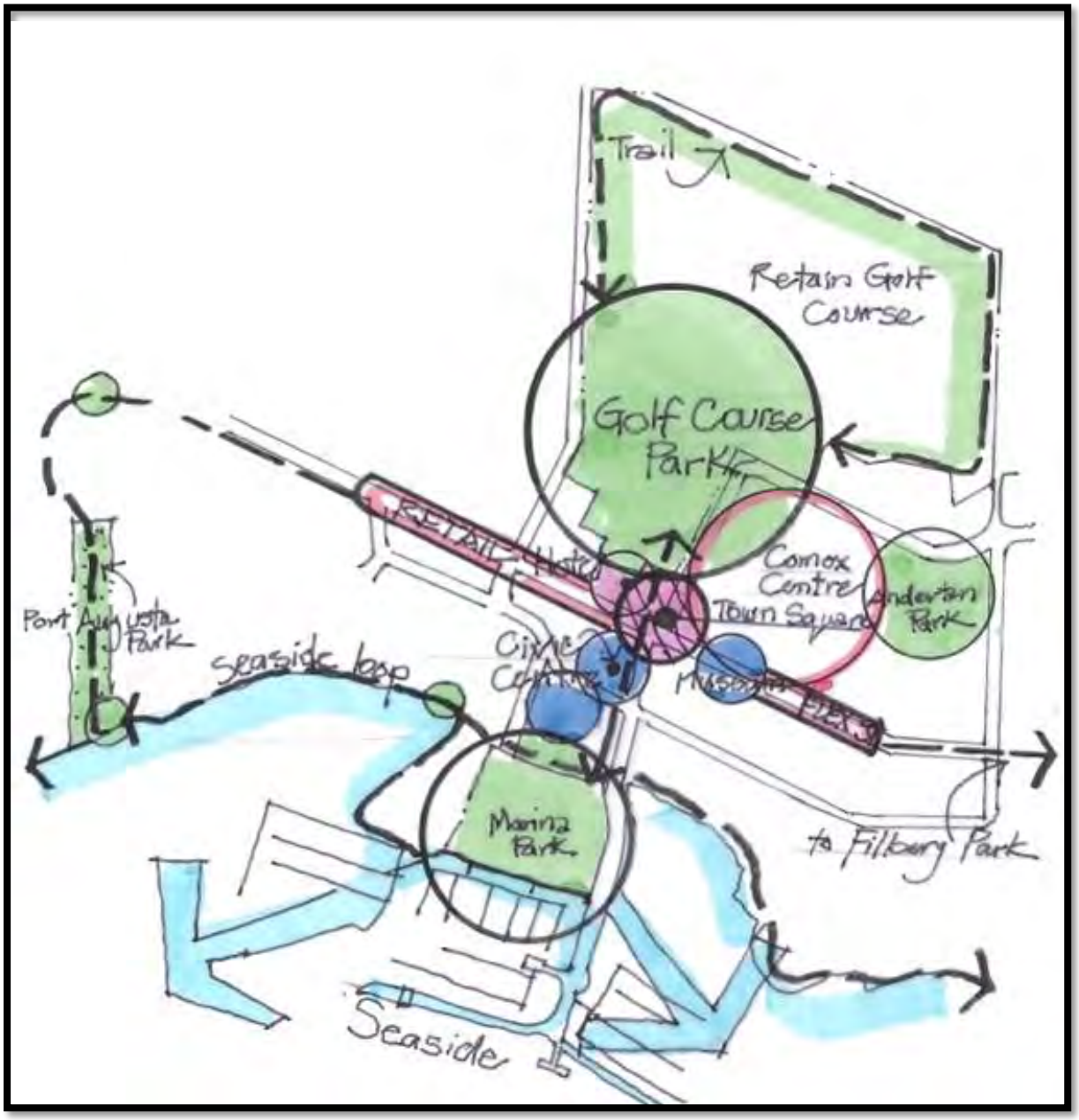
4.5 Recreate the Golf Course as a More Inclusive Recreation Asset

One of the suggestions at the community workshops was to reconsider the golf course as a park for the greater community. At least a looped public trail could be considered on the outer edge of the golf course to allow the community to appreciate the lands and the golf activity. Further, it was mentioned, that a park could be considered for part of the property on the south edge along with public parking which would enhance the downtown as a destination and expand parking opportunities in the centre of Comox. In addition, an extension of Beaufort Avenue could be considered to better connect the street to the downtown. The trail loop may be the most realistic short-term action, while the other proposals have direct impacts on the golf course function and operation. Not matter what action or actions are considered, further conversations with the golf club and community are required.



<u>Golf Course Alternative Concept</u>: The concept above shows a looped public trail around the golf course. It also illustrates the addition of a public park on the south edge of the golf course, requiring alteration of two golf holes and additional public parking. Buena Vista Avenue is also shown as extending east to better connect with the centre of town.

The illustration also shows the potential Town Square located at the northwest corner of Port Augusta and Comox Avenue (as discussed earlier in section 4.2).



The plan concept, as illustrated above, is that a trail loop is developed around the golf course, keeping the golf course primarily intact. Further redevelopment of the golf course could be considered and suggested at the community meetings to make it more a greater community asset. In that light, a community park could be considered at the south end with two golf course holes modified. At the same time, Beaufort Avenue could be extended east across the south end of the golf course to increase access to the downtown.

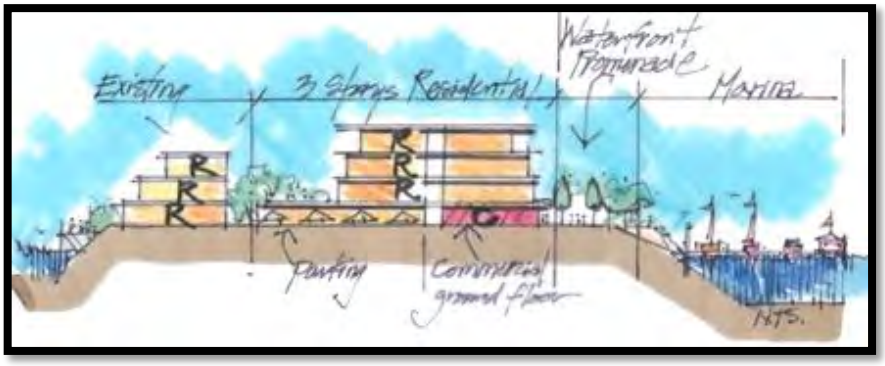
Note that all these proposals are sensitive and need further consideration, first with the Golf Club, and then with the greater community.

4.6 Complete the Marinas Area and Waterfront

The marinas and the waterfront also can be enhanced by considering several opportunities:

- Completing the walkways, trails and connections on the waterfront including: (preliminary concept illustrated below)
    - A connection west from Marina Park to the western waterfront seawall walk.
    - Better and safer connections along Port Augusta St. to Comox Ave./ golf course.
    - Complete safe pedestrian connections to the pier on the east side.
    - An improved connection between the Marinas and the Golf Course.
    - Extending the walkways east and west of the Marina area (medium to long term).
    - Introducing more commercial uses along the waterfront.
- Supporting the redevelopment of the vacant lands west of Marina Park in coordination with the parking lot (preliminary concept illustrated below):
    - Four storey stepped mixed use residential building with ground floor commercial and parking (that could include the Harbour Air offices).

Preliminary trail and pathway concept for the waterfront, downtown, and golf area.



Preliminary potential development concept for lot area west of Marina Park.

Waterfront pathway west of the marinas.

Innovative boardwalk viewing area off sensitive shoreline (waterfront concept from Gibsons, BC.)

The four marinas create variety for an incredible destination but more mooring and access could be expanded for non-motorized boats and boards with safety in mind.

The extensions of seawall walkways east and west of the marinas are a high priority for the community.

Marina Park is regarded as one of the destination jewels in Comox especially with the new Rotary Splash Park and the large open grassed area and gathering areas. Complemented by improved pedestrian connections to the downtown, the collective variety of destinations will help make a "Greater" Downtown.

4.7 Realize the Civic Centre Concept

The potential relocation of the existing Town Hall functions are being considered to consolidate operations in one building. One of the sites being reviewed is the area across from the Town Hall on the north side of Beaufort Avenue. This concept considers a mixed use building up to 4 storeys that retains parking of the basement floor with civic uses on the main floor and potentially three floors of residential units above. At the same time, the greenway pathway and the adjoining park space would be enhanced with a potential town square. These concepts and uses could take a variety of directions and require further detailed discussions and design before being seriously considered.

Preliminary Potential Civic Centre Mixed- Use Plan and Section Concepts (above) illustrating the potential of redeveloping a Town of Comox property on the north side of Beaufort Avenue across the street from the current Town Hall. In this concept, the parking and park, which could include a town square, are maintained with the civic uses on the first floor and three potential floors of residential units above.

4.8 Continue to Intensify Downtown

There are many underutilized lots or vacant lots in and around Comox's downtown that offer excellent opportunities for redevelopment and residential intensification. In other cases, many of the large lots have mature homes on them that could be ready for redevelopment. These redevelopments, up to four to six storey apartments, encourage more people to live closer to Comox's downtown core for convenience and vibrancy. This new more compact housing could provide needed rental and ownership units to offer more diversity, choice, and affordability in downtown Comox.

Potential rowhouse site redevelopment concept in the downtown area.

Additional potential four storey apartment housing adjacent to downtown with amenities and services (Fort Langley, BC).

There are already good examples of mixed commercial and residential uses on Comox Avenue with parking conveniently located to the rear of the property and commercial uses on the ground floor facing Comox Avenue.

A compatible stepped form and character is important to transitioning down the hillside to the waterfront.

4.9 Enrich Businesses in the Core Area

Comox's Downtown needs to grow and enrich itself to become a destination. This strategy includes retaining, expanding, and improving the mix of businesses in the downtown based on the important premise that local business should come first and consist of the dominant use (3:1 ratio of local to chain retailers). This local first approach not only creates a home-grown and unique "vibe" but increases local investments and profits reinvested in the community versus elsewhere. The local shopper also comes first over the visitor as they spend more, and the downtown serves them first with visitors providing additional prosperity.

Sign in the window of a Hope, BC business welcomes new residents and visitors.

Business Improvement strategies include:

- Create a **Comox Downtown Action Partnership** (CDAP) to lead and coordinate improvements in liaison with the local businesses.
- Establish a partially committed staff position (or a part-time contracted economic development coordinator) as a key driver for business recruitment and retention activities as well as events planning and project implementation.
- Recruit a few more locally owned smaller anchor stores that create multiple reasons for locals and visitors to come to the downtown and stay for an extended period. A home-grown destination retail store example is Home Hardware (see Osoyoos downtown Home Hardware store) or numerous marine specialty and antique stores. The Comox Centre Mall has several attractive stores that enhance Comox Avenue as a destination.

- Think of bringing more civic activities and destinations into the downtown like an interactive children's museum. Bozeman, Montana has created a children's museum adjacent to its downtown (see photo next page).
- Consider Introducing a Comox Downtown Discount Card (OTC Discount Card), which could be sold for $5 at businesses in the downtown and would provide a 15% discount to any business. This could be valid/applicable during the shoulder seasons from October to April.
- It may be possible to introduce a Comox Downtown Dollars (HD Dollars) program in which participating businesses could sell HD Dollars (like gift cards or gift certificates) that can be used at downtown shops, restaurants, service providers and hotels. The HD dollars would be produced in $5, $10, and $20 denominations. (This program has been successfully used in tourism markets like Vernon and Charlottetown). There is no fee for businesses to participate. They simply accept the dollars as cash and the Town of Comox or the BIA will reimburse them the full face value once returned to us. This could be an effective tool for Holiday Seasons such as Christmas.
- Through LOCO BC (www.locobc.ca), which advocated for Buying Local, the Town could set up a Buy Local Week.
- Provide opportunities for roof-top patios, pop-up businesses and food trucks during special events, and even work/live opportunities.
- Ensure that redevelopment or infill of parcels on Comox Avenue are at least 3 to 4storeys with retail uses on the first floor and offices and/or residential uses above.

Recruit a few more locally owned destination anchor retail stores on Comox Avenue like Home Hardware shown above in Osoyoos, BC. (Osoyoos, BC).

Recruit more special family arts, culture, and education destinations like a Children's Museum (Bozeman, MT).

Second floor patio use potential in Gardner, Montana could apply to the Comox downtown, Especially with the views to the sea.

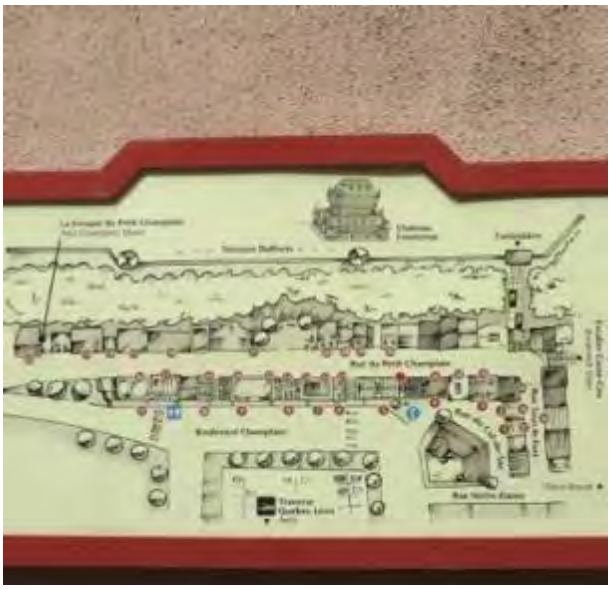
Modern design indoor/outdoor patio (Bozeman, MT) **and special park play structures** (Berlin, Germany). These special features could invite and attract locals and visitors to the downtown area. An innovative play structure could be erected adjacent to the Town Square or as a complement to Marina Park that is part of an "Adventure Play" theme.

Modern work/live opportunities adjacent to downtown Comox that fits with the lower scale (Whitehorse, Yukon).

Pop-up business incubator workshops that are solarised could be temporary installations as part of an Arts Village on vacant parcels, or along the waterfront (Whitehorse, Yukon).

Gateways and Wayfinding: Comox needs signage/features to act as gateways and attractors for the downtown. There is excellent potential to improve the visitor and local orientation and experience through effective wayfinding (signage) and landmarks downtown. For motorists, a larger and more prominent "free parking" and "P" parking logo along Comox Avenue and a large similar sign on the civic parking lots would greatly enhance clear signage. For the pedestrian, selective information kiosks, blade signs in front of retail stores, public washroom signs, and further strategic positioning of downtown maps (info kiosks in the Town Square) would improve the visitor experience (see images on next page).

Primary Gateway concepts on Comox Avenue and Ellis Street (Edmonton, Alberta). **Alternatively, the Town of Comox could consider a smaller entrance sign with landscaping that welcomes visitors.**



Parking wayfinding and tourist ambassadors help visitors (Osoyoos and Quebec City, PQ).

Create gateways, welcome, restrooms and photo opportunity (Toronto, Ont., and Gardiner, MT).

APPENDIX A: Comox Downtown Projects Report Card

The purpose of the *Project Report Card* is for the suggested **Comox Downtown Action Partnership** (CDAP) and others to monitor actions' progress. The Projects Report Card should be completed, first in the upcoming six months to ensure recognition and budgeting for next year, and then on an annual basis to help ensure accountability and progress. The projects are not in priority order and can be implemented separately or together.

	Project Description	Responsibility	Timing/Funding Adjustment
1.	**Organize for Success**		
2.	**Greater Downtown Destination Initiative**		
3.	**Town Square Meeting Place**		
4.	**Comox Avenue "Streets Alive" Program**		
5.	**Golf Course Public Recreation Asset**		
6.	**Marinas Area and Waterfront**		
7.	**The Civic Centre Concept**		
8.	**Residential Mixed-Use Intensification**		
9.	**Business Retention and Recruitment**		

	Project Description	Responsibility	Timing/Funding
10.	Other Additional Actions: #1		
11.	Other Additional Actions: #2		
12.	Other Additional Actions: #3		
13.	Other Additional Actions: #4		
14.	Other Additional Actions: #5	.	
15.	Other Additional Actions: #6		

APPENDIX B: Comox Community Downtown Workshop

Opportunities and Constraints

Opportunities included:

Angle parking.
Everyone is closed at 5:00 PM.
Unique types of public transit (i.e., trolley, bike tours, pedicab, and beer bikes).
Larger storefront displays.
Street closures for community events - means no cars.
Steady growth year after year.
More marketing.
Marina Park.
Pedestrian walkway along the waterfront.
Connecting Port Augusta Park to Filberg Park through a boardwalk on the water.
Ocean market.
Convert part of the golf course to Include a park.
One-way streets.
Densification.
Increased varieties of available activities.
More retail downtown.
Better signage for businesses.
Transient marine tourism attraction.
Marine industry near sea plane terminal.
Empty lot redevelopment of old Loren Hotel space for fish market or a market barn.
Gathering place downtown.
Potential to clean up downtown.
Area for development around Harbour Air.
Pedestrian and bike-friendly area.
Fish market in the Downtown.
Beach water access for activities beyond boating such as a walkway, swimming, kayaking, stand up boarding, and places for kids.
4 season market.
Our climate, views, and proximity to ocean.
Create a pedestrian main street and link in marina parks and goose spit.
Use the land at Comox Golf Course for other uses.
Diversify retail opportunities everywhere.
Create professional building spaces.
Increase nightlife spaces and events.
Many more opportunities for children and youth.
Gathering spaces with music and entertainment other than eating or drinking both inside and out.
Inter-island water and air transport/water taxi.
Attract hotel through incentives and creative process.
Shuttle service in downtown.
Increased waterfront development.
Activate the current buildings in Marina Park - convert sail building to commercial/ add more commercial uses.
Make downtown more accessible.
Street markets and temporary street closures - event based.
Town square somewhere, maybe associated with the new Town Hall.
Complete a multiuse pathway from Point Holmes to Royston.

Work with your neighbours – air base, airport, K'ómoks First Nation, and Area B.
More pet friendly areas.
More walking trails.

Constraints included:

Parking and access to parking.
Everyone is closed at 5:00 PM.
Closed on Sundays and many businesses on Mondays.
Lack of public transit in Comox and the rest of the Comox Valley.
Zoning/ Building Permit roadblocks and delays.
Lack of oceanside pedestrian walkways.
Through traffic is forced to go through downtown.
Outdated Official Community Plan (OCP).
Lack of density.
Parking/Signage Management.
Boat ramp over capacity.
Narrow main street corridor, lack of retail stores, and amenities.
Too many vehicles drive through downtown.
Dead space everywhere – rotunda area, Lorne Hotel site.
Multi-storied buildings being planned might be too intense for size of town.
Lack of retail.
Golf course use only.
Lack of retail amenities such as walkways and boutique hotel.
Not enough marketing.
Minimal capital available in town.
Limits to the number of people we can house.
Lack of a unified vision.
Town has a "wait and see" mentality.
Aging population - need younger families.
No performing arts centre and nightclubs.
Population is only at 15,000 residents – needs to grow.
Lack of walking paths by the water.
High taxes.
Lack of tall buildings - change the Town of Comox hold referendum if needed.
More multistory buildings needed with accessible elevators.
Our geography - with individual landowners along waterfront.
Too Many professional offices on the first floor of buildings or build a professional building.
Lack of inter-island transport.
Hesitant retail owners for change.
Old thinking that creates roadblocks to growth.
Coming into town at the top of the hill needs to be a welcoming access into the town.
Traffic flow - limited access one or two ways to downtown.
Cycling into the downtown core is difficult.
Marina parking areas need to be used.

November 17th, 2014

Dear Colin,
The elections are now over and our current mayor Paul Ives will be continuing for another four years. There are four returning councillors and two new, all of which campaigned on progressive development of the downtown of Comox.

The Comox BIA Board of Directors would like to cordially invite you to Comox to allow us to meet with you in person. We have many aspects of the evolution of the Town of Comox we would like to discuss with you, not the least would be the future development of your own property the Comox Centre Mall and how we may assist.

The Comox BIA has recently taken on an advocacy role, in an effort to coordinate and align the interests of property owners, business owners, developers, the Comox Valley Economic Development office, Comox town council and municipal staff. Our objective is to create a much more business friendly atmosphere in our town, while making Downtown Comox a vibrant 'people place' for both residents and visitors.

There are two new exciting projects on the immediate horizon. The development of the Lorne Hotel site and the Marine Enhancement Project. We understand our Executive Director Mary Ruth Harris has sent your property manager Corrie Cotton recent news articles for your review regarding these unfolding stories.

The evolution of the Lorne Hotel site is a great first step to expanding our downtown core density. The development and expansion of the marina facilities will provide better business opportunities to entrepreneurs, community artisans and increased family use. This combination of improvements to the Comox downtown core and the Comox Harbour will also continue to raise our profile as a destination for the boating community, proven to be large contributors to our local economy.

We feel the time has come for Downtown Comox and greatly look forward to earnest discussions with you regarding your property.

Please advise us of your schedule and we would be pleased to make travel and accommodation arrangements accordingly.

Sincerely,

Vaughn Smith

Vaughn Smith
President
Comox Business in Action Association

Comox Business in Action
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COMOX
LIFE by the SEA

May 3, 2022

Mayor Arnott and Councilors
1809 Beaufort Avenue
Comox, BC
V9M 1R9

RE: Densification in Downtown Comox

Dear Mayor Arnott and Councilors,

We understand that the Town of Comox Council is participating in the Development Application Process Review and reassessing the Affordable Housing Contribution Policy. We recently presented our Strategic Plan and want to reconfirm that one of our main priorities is to create and support densification in Downtown Comox. The Comox BIA would like you to consider this priority as you review these two policies.

The Comox BIA believes that densification in our downtown core will only assist in creating a vibrant downtown and community. More residents will support local businesses and services, decrease traffic and parking pressures (better for health and environment), add to our tax base as well as attract new businesses and services to the area.

We encourage the Town of Comox to consider the benefits of densification when proceeding through the next stages of review.

The Comox BIA supports affordable housing in our community and are looking forward to seeing the outcome of the review of the Affordable Housing Contribution. Please do not hesitate to contact me if you have any further questions.

Thank you,

H. Dewhirst

Haeley Dewhirst
Executive Director
On Behalf of the Comox Business in Action Board of Directors

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COMOX
LIFE by the SEA

August 7, 2023

Town of Comox
Mayor and Council
1809 Beaufort Avenue
Comox, BC V9M 1R9

RE: Importance of Downtown Infill and Redevelopment

Dear Mayor and Council,

On behalf of the Comox BIA (BIA) Board of Directors, I am writing in response to recent referrals from the Town of Comox relative to new development projects within or surrounding the BIA boundaries.

While the BIA will not formally support or reject select projects, we wish to thank you and your staff for continuing to include the BIA for information purposes in the review process of a given application. However, the BIA has reviewed the recent Town of Comox Development Application Process Review Report which notes that "housing supply throughout the Town can and must densify to ensure not only housing options, but housing affordability."

With that, we do wish to convey our support around the importance of strategic infill and redevelopment within the downtown area. As is outlined in the Comox BIAs 2023 – 2026 Strategic Business Plan, the BIA views densification and infill as an enabler of investment models and downtown vibrancy. Short and long-term consideration and visioning for the future of the downtown area is critical to achieving long term sustainability in the housing supply, and new commercial and related public investments that the Town will need to consider over the coming decades. Additional investment, focus on the identification of potential properties that are suitable for increased densification, providing addition mixed housing options along with local amenities in the core are key components and the single biggest and best strategy for the downtowns long term social and economic vibrancy.

We look forward to participating in the Economic Development Strategy and Downtown Enhancement Action Plan process, and in time the OCP renewal process and thank you for your continued interest in downtown Comox.

Warm regards.

Pete Chambers
Comox BIA President

Comox Business in Action
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comoxbia@gmail.com | info@downtowncomox.com

COMOX
LIFE by the SEA

February 27, 2024

Town of Comox
Mayor and Council
1809 Beaufort Avenue
Comox, BC V9M 1R9

RE: Importance of Infill and Development and New Federal Hosing Accelerator Funding

Dear Mayor and Council,

On behalf of the Comox BIA Board of Directors, we are following up on our August 7, 2023 letter regarding the importance of infill and development, the implementation of the Development Process Review Report and the exciting announcement of new Federal Housing Accelerator Funding awarded to the Town of Comox.

As Council knows, the BIA's adoption of a new Strategic Plan in 2023 marks a shift in our strategic mandate. Advocacy for bigger picture, longer term issues and initiatives that can have very transformative, positive impact on business conditions and prosperity are paramount for our organization. Our advocacy priorities include downtown infill and redevelopment; a new OCP/Zoning Bylaw; parking efficiency via comprehensive planning; marina infrastructure and services expansion; a best use plan for parks and green spaces; and development approvals process enhancement. This advocacy agenda is inter-connected; all elements of this agenda together generate the transformation we are seeking. The sum of these actions is greater than the parts.

In that context, the Town's Development Review Process Report outlined necessary steps for timely, transparent, and consistent processing of development applications. With a number of these practices and recommendations having not yet been implemented, we are hopeful that this new funding will remove any obstacles to implementing that report findings to enable an improved development processed that will spur economic viability, new housing development, and thereby enhance the well-being of downtown small businesses.

Small businesses are burdened with rising labour and goods costs, inflation, shortage of labour and the impacts of consumers spending less at this juncture. The proposed increase in commercial taxes the Town is considering will bring an additional heavy burden upon businesses. In addition to increased infill and development, the lack of progress on industrial land development in the Town has resulted in a heavy reliance on residential and commercial taxes. We encourage the Town, as part of their implementation of development process changes, to find the means with which to prioritize industrial land development and lessen the tax burden being placed on businesses in Comox.

Large-scale initiatives, like the mall redevelopment project, are rare opportunities to enhance downtown's vitality, reduce urban sprawl, and increase sustainability and walkability – key features in the Town's own Strategic Plan. They also address the critical need for more housing. Urban development projects are more than just new buildings; they symbolize the Town's commitment to business and investment attraction, and the positive effects of densification.

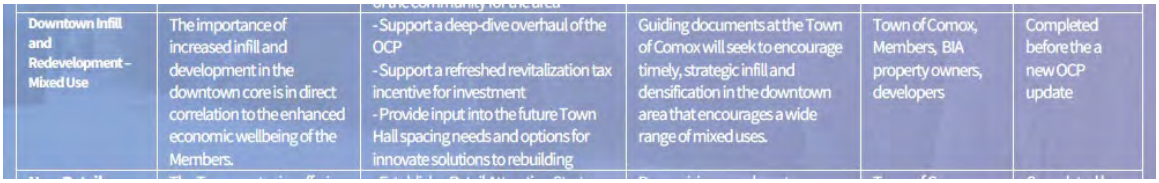
The Town of Comox is a special place. We believe the Town of Comox should aspire to be best-in-class in its investment attraction, placemaking, and community and economic development initiatives.

We understand that change is challenging and appreciate the workload of Town staff and Council. We extend our enthusiastic congratulations on this funding, and look forward to seeing expedited, consistent and transparent changes in the development review processes that will enable an improved economic climate for businesses in downtown and throughout Comox.

Thank you.

Pete Chambers
Comox BIA President

Comox BIA 2023-2026
Strategic Business Plan
April 2023



Downtown Infill and Redevelopment – Mixed Use	The importance of increased infill and development in the downtown core is in direct correlation to the enhanced economic wellbeing of the Members.	- Support a deep-dive overhaul of the OCP - Support a refreshed revitalization tax incentive for investment - Provide input into the future Town Hall spacing needs and options for innovate solutions to rebuilding	Guiding documents at the Town of Comox will seek to encourage timely, strategic infill and densification in the downtown area that encourages a wide range of mixed uses.	Town of Comox, Members, BIA property owners, developers	Completed before the a new OCP update

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COMOX
LIFE by the SEA

September 27, 2025

RE: OCP and DPA Feedback

To whom it may concern,

On behalf of the Comox Business in Action (BIA) Board of Directors, I would like to thank the Town of Comox for its ongoing efforts to shape a thoughtful and forward-looking Official Community Plan (OCP). We appreciate the inclusion of elements that support density, mixed-use development, and community vibrancy. However, we respectfully submit that the current draft lacks a strong emphasis to drive economic development, job creation, and strategies to ease the growing tax burden on local businesses.

Comox's small business community is a vital contributor to the town's character, economy and tax base, yet many are facing increasing financial pressures. Without new investment, activation of industrial lands, and tactics that drive a clear economic development focus, the Town risks limiting its commercial tax base, making it more difficult to fund essential services and placing additional strain on businesses already working hard to stay afloat. Without businesses supporting the tax base, laudable focuses around protection of natural environment and water conservation will be impacted; the success of each go hand in hand.

In our previous submission, the BIA outlined several recommendations to help strengthen the OCP's economic lens. While we're pleased to see some of these reflected, such as support for rooftop patios and mixed-use development, several key items remain underrepresented:

- The BIA's proposed Vision Statement, which emphasized economic resilience and architectural vibrancy, has not been reflected.
- Height restrictions continue to limit development potential and investment attraction.
- Zoning amendments (e.g., C4.1 and PA1.1) that could unlock underutilized commercial and waterfront parcels are not addressed.
- Parking standards remain unchanged, despite their impact on downtown revitalization.
- Definitions and policy support for pop-up retail, craft manufacturing, and art galleries are absent.
- Incentives for hotel development and tourism infrastructure are missing.

We believe that with a few strategic adjustments, the OCP can better reflect the needs of our business community and help ensure Comox remains a place where businesses can grow, jobs can be created, and residents can thrive. The BIA remains committed to working collaboratively with the Town to support a balanced and prosperous future for all.

Thank you,

Pete Chambers, President
Comox Business in Action Board of Directors

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June 16, 2025

Nancy Henderson, Urban Systems

RE: Downtwon Comox BIA - OCP and Zoning Bylaw Update Feedback and Input

Dear Nancy,

The Comox BIA has been pleased to encourage participation in the OCP process and to participate directly in the engagement opportunities. On behalf of the Comox BIA Board and members, I am writing to provide specific input for consideration and inclusion in the OCP and Zoning Bylaw Update process.

Vision Statement:

The Current Vision Statement for the Town of Comox is: "The Town of Comox is an active residential community that welcomes all ages. The heart of Comox is the Downtown – a compact, pedestrian friendly area with a lively mix of commercial services, housing and public services. Comox enjoys strong connectivity within and between neighbourhoods, commercial/service areas and the waterfront through a variety of transportation choices. Comox embraces its natural areas and surroundings, recreational opportunities and ambiance as a unique seaside town. Comox will grow in a way that maintains and enhances community livability."

The Proposed Vision Statement provided during the OCP workshops is: "Comox embraces its natural areas and surroundings, recreational opportunities and the unique atmosphere of its seaside setting. The heart of Comox is the Downtown –a compact, pedestrian friendly area with a lively mix of housing, services, and amenities. New development diversifies housing and employment options throughout Comox and is accompanied by concerted efforts to minimize environmental impacts. Mixed-use nodes throughout the community allow residents to safely access education, services, amenities, and employment by walking, rolling, or using public transit."

The BIA, through many engagement sessions, surveys, meetings and discussions with residents and businesses, propose a slightly adjusted vision statement as follows: *Comox is a vibrant, forward-thinking seaside community that embraces its natural surroundings, recreational opportunities, and dynamic waterfront. At its heart is an interconnected and pedestrian-friendly downtown - an energized hub of commerce, culture, and creativity. Thoughtful development fosters diverse housing which allows densification and employment options while prioritizing sustainability and modern, west coast inspired architecture. Marina Park and the waterfront serve as focal points, offering engaging experiences for all ages. With enhanced connectivity and bold economic initiatives, Comox thrives as a unique West Coast destination that inspires residents, visitors, and entrepreneurs alike.*

Building Heights and Future Growth: We respectfully suggest the OCP should not cap building heights as only growth and densification will support the economic wellbeing of downtown and the Town now and in 20 or 30 years from now. By not specifying height in storeys, the Town can see that height is encouraged and supported in certain zones to support increased housing and densification, heights are permitted and managed. Densification is not only a sustainable approach to urban planning but also a critical lifeline for the economic viability of businesses operating in the heart of our community and throughout the Town. By creating opportunities for more families to live in the downtown area we can foster a vibrant ecosystem where residents invest their resources locally—shopping, dining, and utilizing services within walking distance of their homes. A higher concentration of residents translates into increased foot traffic, stronger demand for goods and services, and a more resilient local economy. Increasing density can also help meet the growing demand for housing, making it

more accessible, affordable and with sustainable development, transit-oriented corridors will help reduce reliance on cars, lowering greenhouse gas emissions. Both Anderton and Pritchard can also continue to connect walkable, mixed-use neighborhoods areas that foster social interaction and provide easier access to amenities in the Downtown Core.

The OCP Reporting from engagement indicated support for Scenario B that would see the potential for more housing and amenities on North Pritchard Road. They generally agreed that the size of the area would suit multi-family dwellings and increase housing availability for residents. However, the importance of higher density designation for multi-families and mixed used options along Pritchard (Comox Ave to Knight Road) should be considered, and mirror land use designations applied to Anderton. This is a major corridor for future growth that is served by transit and easily walkable or bike to downtown. Increased multifamily and height allowance will, over the longer term, support increased activity in our downtown. Further, as Pritchard develops, there are options to consider small commercial opportunities similar to those on Anderton.

Amenity Contributions: Consider being more specific on Amenity Contributions. Many municipalities are now specific on their Amenity Contribution based on land use on a square metre basis. The type of amenity is also specified in a broad set of categories and in-kind contributions are considered depending on the site. The amenity contribution relates to the increase in residential density through a rezoning process. This approach is more specific and less discretionary.

Reintroduce Incentives: Consideration for mixed use and higher residential, especially hotel accommodations should be encouraged by amenity concessions, and compact timing of rezoning process, as well as Development Cost Charge reductions consideration.

Zoning Bylaw 1850: Adopted September 2, 2020, consolidated to March 1, 2023, should be reviewed to permit more flexibility in the uses in Downtown Comox to advance residential intensification and economic development. On first review, this should include the following:

1) Fill in the C4.1 gaps along Comox Avenue between Ellis Street and Stewart Street, subject to respecting the CD 4.1, RM2.2 and RM3.2 Zones that reflect higher density residential. *Restrict office as a discretionary use to the second floors or 'side / secondary streets' to encourage retail uses on the ground floor first on Comox Avenue. An active street is a successful street.

*Note: A challenge with professional/office uses being restricted on Comox Avenue, is that the majority of buildings are not accessible for elderly, injured and wheelchair bound patients and therefore some professional services can't offer services on second floor buildings due to the lack of elevators. How can retail be encouraged without significant building changes and growth that would accommodate these businesses' that need to provide accessibility?

2) Consider permitting commercial and residential uses C5.1 – Residential -Oriented Mixed Use on the property west of the Marina Park.

3) Permit commercial uses (specifically) retail and food/beverage in the PA1.1 zone along the waterfront.

4) Addition of creator, temporary/pop-up and manufacturing-related permitted uses to enable craft manufacturing activities that animate the downtown core (e.g., brewpub, craft sausages, fudge-making), or enables temporary enterprise structures on vacant lots. Example definitions are provided as follows:

• Brewers and distillers – minor means the brewing or distilling of alcoholic beverages or alcohol products with alcoholic content exceeding one (1) percent by volume. This product must be licensed under the Liquor Control and Licensing Act. The public tasting and retail sales of alcohol products are limited to that which is produced on-

site. All processes, functions and mechanical equipment associated with the use must be contained indoors. The total area for production must be limited to a maximum gross floor area of 5000 m2.
• Pop-up means a Commercial Use that is temporarily located within an existing Building, temporary structure, or outdoors without significant or any modification to the Site. A pop-up use can include retail sales and service, food or beverage sales, artisan manufacturing by hand or with a limited level of automation, fitness instruction, outdoor theatre, or a combination of these uses provided all provincial health and safety regulations are adhered to and there is no impact beyond the Site. A pop-up use does not include Cannabis Retail, Livestock, or any service that is not same day.
• Art Gallery – add as a permitted use.
• Custom indoor manufacturing means development used for small scale on-site indoor production of goods by hand; manufacturing primarily involves the use of hand tools and provided such developments have fewer than five production employees. Typical uses include but are not limited to jeweler and denture.

5) Consideration of a reduction or elimination of downtown and/or non-residential parking standards and parking in lieu payment requirement to better enable infill and revitalization business models that are currently deterred by parking standards that don't yield adequate market ROI. Examples: City of Edmonton, Sandpoint (Idaho).

6) Allow for and encourage second / top floor / roof top patio spaces / uses to leverage beautiful Comox Harbour views.

We believe these items will support long-term prosperity for businesses that operate today, tomorrow, and for generations to come. These proactive measures address both immediate challenges and prepare our community for sustainable growth in the future.

We would like to request to meet in August with a few Board Directors to discuss these and the current status of the project. If that is acceptable, kindly reach out to comoxbia@gmail.com to confirm.

Thank you for your consideration and continued support of downtown Comox,

Pete Chambers,
BIA President

CC: Jordan Wall, CAO, Town of Comox
Randy Houle, Director of Development Services, Town of Comox

Comox Business in Action
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From: Dave Mellin [redacted]
Sent: November 19, 2026 10:05 AM
To: Nicole Minions <NMinions@comox.ca>
Subject: Round about at Pritchard and Knight road

Hi Nicole

Thank you again for you and Jordan taking the time to meet with me re the round about at Pritchard and Knight Roads.

I explained the first thing people see after the leave the airport is the welcome to Comox Sign as they come to the round about, then it goes downhill from there.

The area around the round about is so poorly looked after it looks like no one cares and it reflects on the Town of Comox.

As my father would say " You do not get a second chance to make a first impression "

The taxes the Town receives from the Comox Valley Airport Commission far exceeds what it would cost do some beautification around this site and the taxes should be shared throughout the community as this was the original agreement.

Hoping the Town can see its way clear to correct this matter and once it is cleaned up it would take very little to maintain it.

Thanks again

Dave

RECEIVED
November 19, 2026
TOWN OF COMOX

LOG: 26-1042	REFER:	AGENDA: RCM 25Nov26
FILE: 5460-05	ACTION: MR	

Copies: Council
JW/SA/CP/SR/KG