

TO: Electoral Area Services Committee **MEETING:** July 10, 2018

FROM: Greg Keller
Senior Planner **FILE:** PL2018-043

SUBJECT: **Official Community Plan and Zoning Amendment Application No. PL2018-043**
1723 Cedar Road – Electoral Area ‘A’
OCP Amendment Bylaw No. 1620.04, 2018 – Introduction
Amendment Bylaw 500.419, 2018 – Introduction
Block 9, Sections 15 and 16, Range 8, Cranbe

RECOMMENDATIONS

1. That the Board approve the proposed Public Consultation Plan as outlined in Attachment 10.
2. That the Board introduce and give first reading to “Regional District of Nanaimo Electoral Area ‘A’ Official Community Plan Amendment Bylaw No. 1620.04, 2018”.
3. That the Board give second reading to “Regional District of Nanaimo Electoral Area ‘A’ Official Community Plan Amendment Bylaw No. 1620.04, 2018”, having considered the impact on the current Financial Plan and Solid Waste Management Plan.
4. That the Board receive the Summary of the Public Information Meeting held on June 7, 2018.
5. That the Board introduce and give two readings to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.419, 2018”.
6. That the Board direct the Public Hearing on “Regional District of Nanaimo Electoral Area ‘A’ Official Community Plan Amendment Bylaw No. 1620.04, 2018” and “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.419, 2018”, be delegated to Director McPherson.
7. That the Board direct that the conditions set out in Attachment 2 of the staff report be completed prior to “Regional District of Nanaimo Electoral Area ‘A’ Official Community Plan Amendment Bylaw No. 1620.04, 2018” and “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.419, 2018” being considered for adoption.

SUMMARY

To consider an Official Community Plan (OCP) and zoning amendment to permit the construction of a community water treatment facility and potential future location for an administration office within the subject property. A public information meeting was held on

June 7, 2018. The requirements set out in the Conditions of Approval are to be completed by the applicant prior to the Board's consideration of the bylaws for adoption (see Attachment 2 – Conditions of Approval). It is recommended that the Board approve the proposed Public Consultation plan as outlined in Attachment 10 and that Amendment Bylaws No. 500.419, 2018 and 1620.04, 2018 be granted first and second reading.

BACKGROUND

The Regional District of Nanaimo (RDN) has received an application from Seward Developments Ltd. on behalf of the North Cedar Improvement District (NCID) to amend the OCP and rezone the subject property in order to allow the property to be used for a water treatment facility and a potential future location for its administration office. The water treatment facility is proposed as part of a larger approximately \$11.2 million community water system improvement project. The water system improvement project is also understood to include three new wells on the subject property, two new off-site water reservoirs, and other water infrastructure upgrades located elsewhere within the NCID's service area. Collectively the water system upgrades are intended to improve both the quality and quantity of the community water supply. The RDN Board previously supported NCID's overall water system improvement project at its March 27, 2018 meeting by committing up to \$1.13 million of the Electoral Area 'A' Community Works Fund allocation towards the cost of building a reservoir and for water main construction.

The subject property is approximately 4.0 hectares in area and is zoned Residential 2 Zone (RS2), Subdivision District 'M' pursuant to "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987". The property is located between Cedar Road and the Nanaimo River (see Attachment 1 – Subject Property Map and Attachment 4 – Current Zoning Map). The property is serviced by NCID water and RDN community sewer and is located within the Residential Land Use Designation per the Electoral Area 'A' OCP (see Attachment 5 – Current OCP Land Use Designation Map).

The NCID currently provides community water to approximately 1,300 properties in Cedar and the surrounding area using longstanding water wells located on the adjacent property to the north, legally described as Lot A, Sections 15 and 16, Range 8, Cranberry District, Plan EPP19302 (Lot A). The water treatment facility is proposed in response to the Island Health requiring NCID to provide a higher level of water treatment (see Attachment 3 – Proposed Site Plan).

The NCID has indicated that it intends to drill a series of new larger capacity community water wells on the subject property and in doing so it plans to decommission the existing wells on Lot A as new capacity comes on line. The NCID has not confirmed a timeframe for well decommissioning at this time.

Topography of the subject property is flat near the Nanaimo River before sloping up steeply approximately 10.0 metres towards Cedar Road and the proposed building location. Approximately two-thirds of the subject property is located within the Nanaimo River floodplain. The upper portion of the subject property contains an existing dwelling unit and a number of accessory buildings and the lower floodplain portion was previously cleared for agriculture. The subject property is adjacent to existing developed RS2 zoned parcels to the north and south and a Commercial 2 zoned parcel to the east.

Proposed Development

The applicant proposes for OCP designation of the property to be amendment from Residential to a new land use designation called Community Services (see Attachment 5 – Proposed OCP Land Use Designation Map). The applicant also proposes to amend the Cedar Main Street Development Permit Area to provide additional exemptions for attended and unattended public utilities pursuant to the Electoral Area 'A' Official Community Plan Bylaw No. 1620, 2011 (see Attachment 12 - Proposed OCP Amendment Bylaw 1620.04, 2018).

The applicant also requested to rezone the subject property from RS2 to Public 1 (PU1) to construct a water treatment facility (see Attachment 11 – Proposed Zoning Amendment Bylaw 500.419, 2018). Although there are no plans to construct an administration office at this time, the applicant is proposing to accommodate this use in the proposed zone so that the subject property would be zoned to allow it in the future (see Attachment 6 – Proposed Zoning Map). The PU1 zone includes 'public utility use' which would allow the proposed water treatment facility and would also accommodate a government office at a future date.

As the property is subject to the Cedar Main Street Development Permit Area per the "Regional District of Nanaimo Electoral Area 'A' Official Community Plan (OCP) Bylaw No. 1620, 2011", a development permit application will be required prior to construction of the water treatment facility.

Land Use Implications

Regional Growth Strategy

Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011 (RGS) designates the subject property within a Rural Village Centre. Lands within Rural Village Centres are intended to include a mix of housing, services, and amenities that are serviced with community water and sewer systems or have commitments in place to be serviced. The proposed OCP amendment is consistent with the RGS.

Official Community Plan

The Cedar Main Street (CMS) Plan designates the subject property as Residential and recognizes the subject property as being one of three 'larger lots' within the CMS Plan area. The three larger lots are intended to contribute significantly towards the future residential needs of the CMS Plan area at supported residential densities of 20 - 50 units per hectare. The CMS Plan also designates the subject property within the CMS Development Permit Area (DPA) which is intended to guide development towards achieving the OCP and CMS Plan objectives and policies.

While OCP and CMS Plan policies support increased residential development within the Cedar Village, growth and development to the levels supported by the OCP and CMS Plan are not achievable without community water and sewer services with adequate capacities to service the supported development. The provision of a long-term sustainable supply of community water is critical to growth and development within Rural Village Centres and is key to achieving the RGS and OCP growth management objectives. Therefore, the proposed amendment is generally consistent with the spirit and intent of the OCP and CMS Plan.

The proposed Community Services Land Use designation (see Attachment 12) supports community service uses such as community water or sewer service facilities, government

offices, community information and drop-in medical centres, emergency or social services, religious, cultural, or service organizations, educational facilities, recreational facilities, public assembly uses, and community health care facilities. The proposed uses are considered compatible with the CMS Plan area and surrounding uses.

The subject property contains a dense buffer of native trees and vegetation adjacent to Cedar Road. Policies and design ideas in the CMS Plan support preservation of the rural character of larger lots through the retention of mature trees and vegetation adjacent to Cedar Road and by limiting the number of accesses onto Cedar Road. The applicant is proposing to maintain the existing buffer through the registration of a Section 219 Covenant (see Attachment 2 – Conditions of Approval).

Section 5.1 of the CMS Plan supports sidewalks on both sides of Cedar Road to be constructed in two phases and negotiated at the time of rezoning. Sidewalks in Phase 1 are located on the north east side of Cedar Road and are a continuation of the existing sidewalk in the CMS Plan area. Sidewalks in Phase 2 are located on the south west side of Cedar Road and are envisioned to be constructed following the completion of sidewalks in Phase 1. In the absence of a Transportation Management Plan, RDN authority for sidewalks in the road right of way, or a design concept for sidewalks, planning analysis and recommendations must be mindful of opportunities as they arise.

Given the development proposed is considered a low impact community institutional use and sidewalk at this location is identified to be constructed in Phase 2 of the CMS Plan, it is recommended that any pedestrian improvements beyond standard Ministry of Transportation and Infrastructure (MOTI) requirements for the construction of the water treatment facility be deferred until further development of the property is undertaken. Therefore, it is recommended that the proposed sidewalk or other roadside pedestrian improvements be designed to the satisfaction of the RDN, and approved by MOTI prior to the issuance of a building permit for any building or structure other than a water treatment facility or any building or structure accessory to a water treatment facility on the subject property. It is also recommended that the proposed sidewalk or other roadside improvements be constructed prior to final RDN building permit approval and/or occupancy of any building or structure other than a water treatment facility or any building or structure accessory to a water treatment facility on the subject property (see Attachment 2 – Conditions of Approval).

Development Permit Area Guideline Implications

As part of this application, the applicant is proposing to amend the CMS DPA by adding additional exemptions for attended and unattended public utilities. The CMS DPA guidelines are organized into 11 categories. The CMS DPA guidelines are intended to apply to residential, commercial, and mixed use developments in support of the uses originally envisioned by the CMS Plan. The applicant's proposal is to exempt unattended public utilities from all the CMS DPA guidelines. The applicant also proposes to exempt attended public utilities, such as the water treatment facility, from the following DPA guideline categories:

1. General Guidelines
2. Building Massing
3. Site Planning and Pedestrian Design
4. Façade Design
5. Architectural Detailing

The requested exemptions would clarify that 'form and character' DPA guidelines are generally not applicable to institutional uses, such as attended and unattended public utilities. It should be noted that Government Office would not be exempt from the CMS DPA guidelines.

Public Access Implications

The OCP includes policies in support of the acquisition of lands adjacent to the Nanaimo River to protect riparian areas and provide recreational opportunities. Map 4 of the OCP designates the segment of the Nanaimo River between the Duke Point Highway and Hemer Road as an area of interest for public beach access/park. Given the limited opportunities for public access to the Nanaimo River within the CMS Plan area and the significant separation distance between existing road accesses, the subject property is identified as being a desirable location for public access and/or park purposes.

Of critical importance to the NCID is ensuring that its existing wells are protected and that no activities occur on the site which would pose a risk to the community water supply. The Well Protection Toolkit published by the Ministry of Environment provides general guidance on the well protection planning process to assist water purveyors in the development of well protection plans. In the context of the public access proposed as part of this project, Section 3 of the Toolkit identifies potential municipal sources of contamination which include fertilizers, pesticides, herbicides, and insecticides resulting from the management of parklands. The RDN's parks management practices are to avoid the use of the above substances.

In order to meet the OCP and CMS Plan policies regarding public access to the Nanaimo River, the applicant is proposing a low impact pedestrian trail to the Nanaimo River (see Attachment 8). The proposed location of the public access was selected by NCID to avoid public access on the south side of the property which is upstream of the community wells. In addition, the topography at the proposed location is suitable for providing public access. Due to the sensitivity of the riparian area, and importance of wellhead protection, the use of the proposed river access would be limited to low impact, non-vehicular seasonal use such as swimming, picnicking, and nature appreciation. As the property is subject to periodic flooding, it is anticipated that the trail would be closed to the public during seasonal high water events.

Discussions with Island Health and Drinking Water Watershed Protection staff have confirmed that the proposed low impact walking trail near the community water well field site would not pose a threat to the community water supply provided that there are protection measures in place, such as chain link fencing to keep trail users away from the wells. The well field is currently partially fenced. Any additional fencing required for wellhead protection would be the responsibility of the NCID. To reduce potential sources of contamination in the area, a number of management tools would be implemented by the RDN, consistent with standard RDN parks management practices including the installation of a garbage receptacle, the use of groundwater protection signage, and ensuring that fertilizers, herbicides, pesticides, and insecticides are not used as part of the RDN maintenance program at this location.

As shown on Attachment 8 – Proposed Public Beach Access, the proposal includes two parts. Part A provides a publically accessible parking area to accommodate a minimum of six parking stalls located near Cedar Road and a trail from Cedar Road to the Nanaimo River both by way of a statutory right-of-way over the subject property and adjacent Lot A. Part B provides for expanded public access to accommodate recreational uses adjacent to the Nanaimo River and comes in to effect following the decommissioning of the existing wells on Lot A.

Expanded public access into Part B of the right-of-way would come into effect upon decommissioning of the wells on Lot A. The NCID has not established a timeframe for the decommissioning of the wells on Lot A at this point.

To address NCID's concerns over well head protection and controlling access to the site while the proposed water treatment facility and related works are under construction, the applicant has requested that public access to Part A of the right-of-way come in to effect two years from the date that the water treatment plant is approved as operational, or January 1, 2023, whichever occurs first.

It is anticipated that the NCID would be responsible for the costs associated with surveying and registering the right-of-way and the RDN would be responsible for the construction of the parking area as well as trail development, subject to future budgetary considerations by the RDN Board as noted in the Financial and Waste Management Plan Implications section of this report.

The proposed statutory right-of-way represents a significant benefit to the community and achieves similar objectives to the acquisition of parkland as identified in the OCP. Therefore, it is recommended that the Board accept the proposed public access to the Nanaimo River and that the conditions related to the acceptance be complete prior to the amendment bylaw being considered for adoption (see Attachment 2 – Conditions of Approval).

Environmental Implications

In support of this application, the applicant has submitted a Biophysical Assessment prepared by Aquaparian Environmental Consulting Ltd. dated March 2018. The assessment indicates that the habitat values within the subject property were found to be previously impacted by historical residential and agricultural uses. The assessment indicates that there is an existing riparian buffer of mature native vegetation adjacent to the Nanaimo River which varies in width from 7.6 metres to 20.0 metres and provides critical habitat value for wildlife and fish.

In recognition of the importance of the Nanaimo River as a significant fish-bearing stream, the assessment recommends that a survey be conducted to establish and mark the 30.0 metre riparian area. Further, the assessment recommends that the 30.0 metre riparian area be replanted with native tree species and that other understory species be allowed to naturally infill the area. In addition, the assessment recommends that a 2.0 metre buffer be retained adjacent to the non-fish bearing ditch that runs along Cedar Road.

To ensure that the subject property is developed in accordance with the recommendations contained in the assessment, it is recommended that the applicant be required to survey the riparian area prior to adoption of the corresponding bylaws. It is also recommended that the applicant, at the applicant's expense be required to register the assessment as a Section 219 Covenant which includes a requirement to revegetate and fence the riparian area under the supervision of a Qualified Environmental Professional prior to final RDN building permit approval for the proposed water treatment plant. It is recommended that the proposed covenant also require that the property be developed in accordance with the assessment (see Attachment 2 – Conditions of Approval).

Intergovernmental Implications

In accordance with Section 475 of the *Local Government Act*, during the development of an OCP, or the repeal or amendment of an OCP, the local government must provide one or more opportunities it considers appropriate for consultation with persons, organizations and authorities it considers will be affected. This consultation is in addition to the public hearing required under Section 477 of the *Local Government Act*.

It is recommended that the Board approve the proposed Consultation Plan as outlined in Attachment 10, which includes referrals to the adjacent regional district and municipality, First Nations, School District 68, and relevant provincial and federal agencies.

As a result of the preliminary referrals already completed, the Ministry of Transportation and Infrastructure (MOTI) and Cowichan Valley Regional District have indicated that they do not have any concerns with the proposed development.

The NCID Fire Department initially indicated concerns with the public accessing the river and using it for inappropriate activities at this location. The NCID Fire Department also initially expressed concern about the ability of apparatus to access the river in response to an emergency event. Since receiving these comments, the applicant has amended the access proposal to better accommodate emergency vehicle access. The improved emergency services access will be referred back to the NCID Fire Department for comment prior to the public hearing.

Public Consultation Implications

A Public Information Meeting (PIM) was held on June 7, 2018. Approximately 20 members of the public attended and no written submissions were received prior to the PIM (see Attachment 9 – Summary of Public Information Meeting).

ALTERNATIVES

1. To proceed with Official Community Plan and Zoning Amendment Application No. PL2018-043, consider first and second reading of the amendment bylaws and proceed to public hearing.
2. To not proceed with readings of the amendment bylaws.

FINANCIAL and WASTE MANAGEMENT PLAN IMPLICATIONS

In accordance with Section 477 of the *Local Government Act*, following first reading of an OCP bylaw amendment, a local government must consider the amendment in conjunction with its financial plan and any applicable waste management plan. RDN Finance and Solid Waste have confirmed that the proposed OCP amendments have no implications for the current Solid or Liquid Waste Management Plans.

When the timing for the trail and parking improvements are confirmed, it will be added to Park's work plan and prioritized through the annual five year planning process. At that time, how the trail and parking improvements are funded will be determined. Funding for parking and trail development costs may be provided through grants, community works funds or capital reserves and ongoing operational costs will need to be incorporated into the operational budget. Order of magnitude estimates for costs (using 2018 dollars) estimate that the parking and trail

development would cost \$55,000 and annual operating costs increases would be about \$5,300. When the project is formally included in financial plans, quotes will be obtained and budgets will be finalized.

It should be noted that acceptance of the proposed right-of-way does not obligate the RDN to undertake the parking and trail improvements. However constructing a trail within the right-of-way would help formalize and facilitate public access to the Nanaimo River. Also based on the terms of the right-of-way, the RDN would not be able to construct the proposed trail until two years from the date that the water treatment plant is approved as operational or January 1, 2023, whichever occurs first. This extended timeframe provides an opportunity to include the anticipated development and maintenance costs in future budget cycles to be considered by the Board for approval.

STRATEGIC PLAN IMPLICATIONS

The proposal supports the Board 2016 – 2020 Strategic Plan goal of recognizing the importance of water in supporting economic and environmental health.



Greg Keller
gkeller@rdn.bc.ca
June 27, 2018

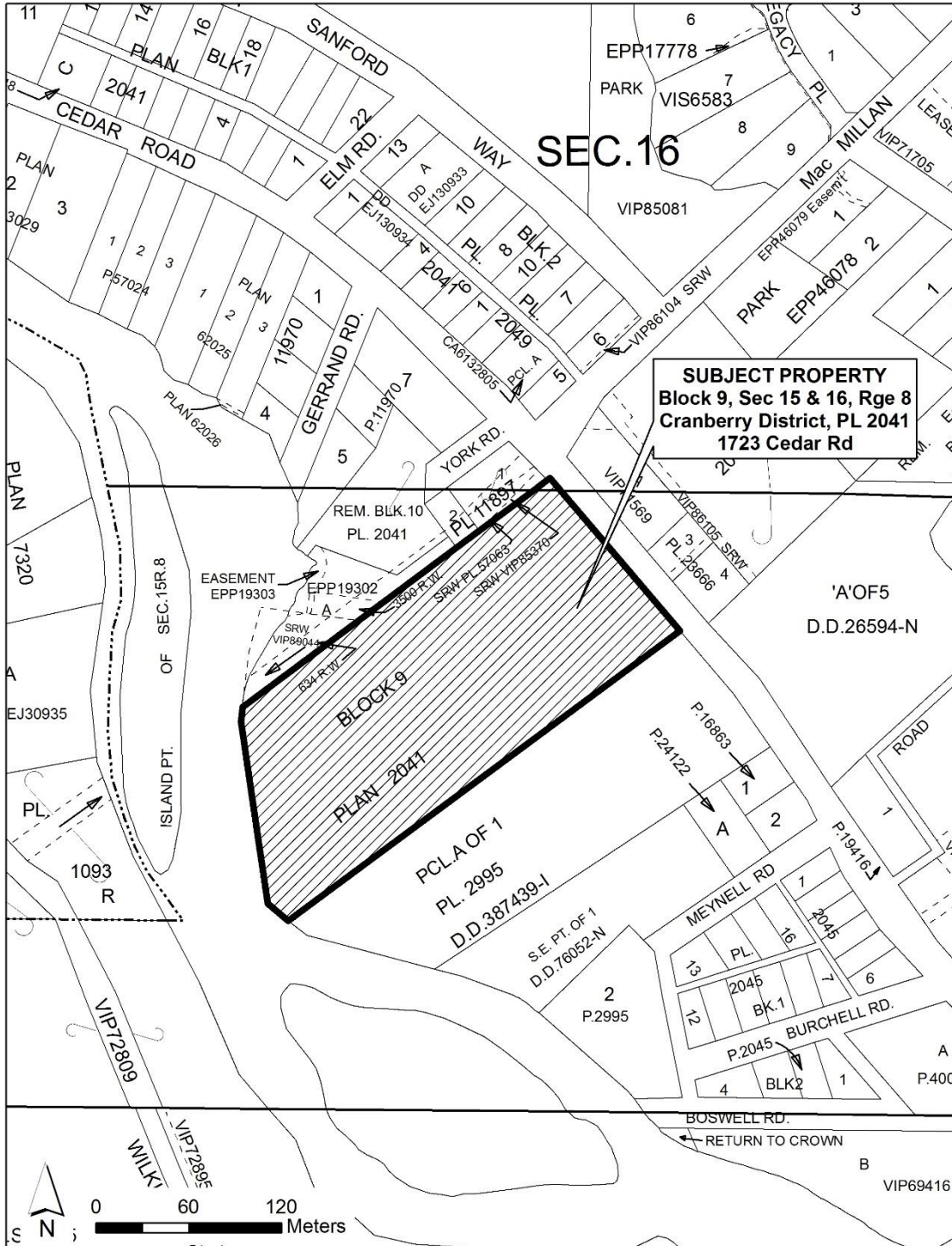
Reviewed by:

- J. Holm, Manager, Current Planning
- G. Garbutt, General Manager, Strategic & Community Development
- P. Carlyle, Chief Administrative Officer

Attachments

1. Subject Property Map
2. Conditions of Approval
3. Proposed Site Plan
4. Current Zoning Map
5. Current OCP Land Use Designation Map
6. Proposed Zoning Map
7. Proposed OCP Land Use Designation Map
8. Proposed Public Beach Access
9. Summary of Public Information Meeting
10. Proposed Public Consultation Plan
11. Proposed Amendment Bylaw No. 500.419, 2018
12. Proposed OCP Amendment Bylaw No.1620.04, 2018

Attachment 1
Subject Property Map

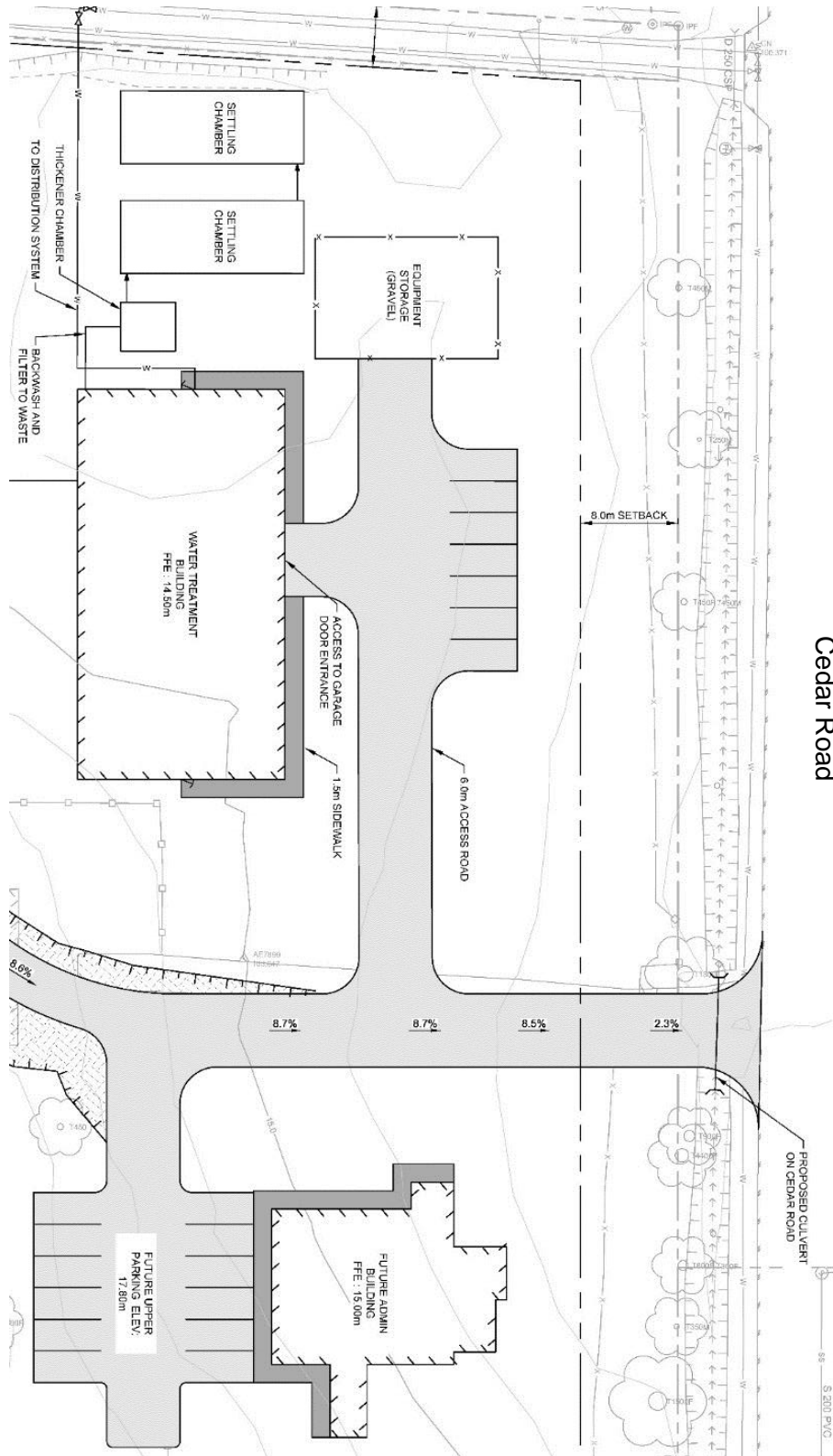


Attachment 2 Conditions of Approval

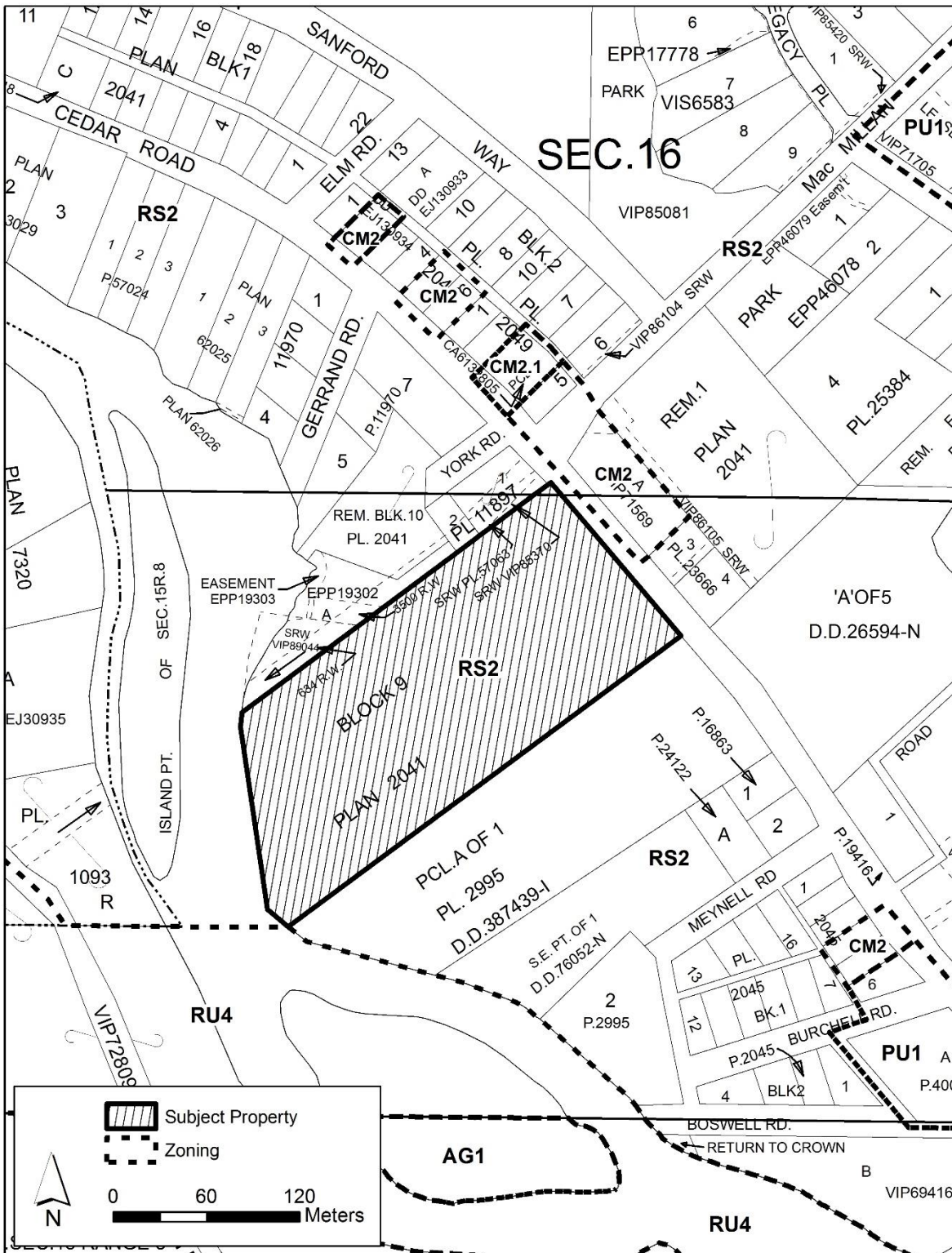
The following is required prior to the “Regional District of Nanaimo Electoral Area ‘A’ Official Community Plan Amendment Bylaw No. 1620.04, 2018” and “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.419, 2018” being considered for adoption:

1. The applicant shall, at the applicant’s expense and to the satisfaction of the Regional District of Nanaimo, submit a survey prepared by a British Columbia Land Surveyor delineating the 30.0 metre riparian area established by the Biophysical Assessment prepared by Aquaparian Environmental Consulting Ltd., dated March 2018.
2. The applicant shall, at the applicant’s expense, register a Section 219 Covenant on the property title containing the Biophysical Assessment prepared by Aquaparian Environmental Consulting Ltd., dated March 2018, requiring that the riparian area be replanted and that permanent fencing be installed prior to final Regional District of Nanaimo Building department approval for the proposed water treatment plant and requiring that the property be developed in accordance with the Biophysical Assessment, prepared by Aquaparian Environmental Consulting Ltd., dated March 2018.
3. The applicant, at the applicant’s expense, shall survey and register a statutory right-of-way to the satisfaction of the Regional District of Nanaimo over Part A and B as shown on Attachment 8 which generally includes the following:
 - a. Public access to Part A, a minimum of 4.0 metres in width to include space for a minimum of six parking stalls designed in accordance with Bylaw 500 standards in the general location shown on Attachment 8. Public access to become effective 24 months from the date that the water treatment plant is approved as operational or January 1, 2023, whichever occurs first.
 - b. Public access to Part B to become effective when the community water wells have been decommissioned.
4. The applicant shall, at the applicant’s expense, register a Section 219 Covenant on the property title that prohibits the removal of vegetation within 5.0 metres of Cedar Road or the width of the existing vegetated buffer which existed as of June 27, 2018, as surveyed by a BC Land Surveyor, whichever is greater.
5. The applicant shall, at the applicant’s expense, register a Section 219 Covenant on the property title that requires the owner to:
 - a. design a sidewalk or other roadside improvements along the entire Cedar Road frontage to the satisfaction of the RDN and to obtain MOTI approval prior to the issuance of a building permit for any building or structure other than a water treatment facility or any building or structure accessory to a water treatment facility on the subject property.
 - b. construct a sidewalk or other roadside improvements along the entire Cedar Road frontage prior to final building permit approval and/or occupancy of any building or structure other than a water treatment facility or any building or structure accessory to a water treatment facility on the subject property.

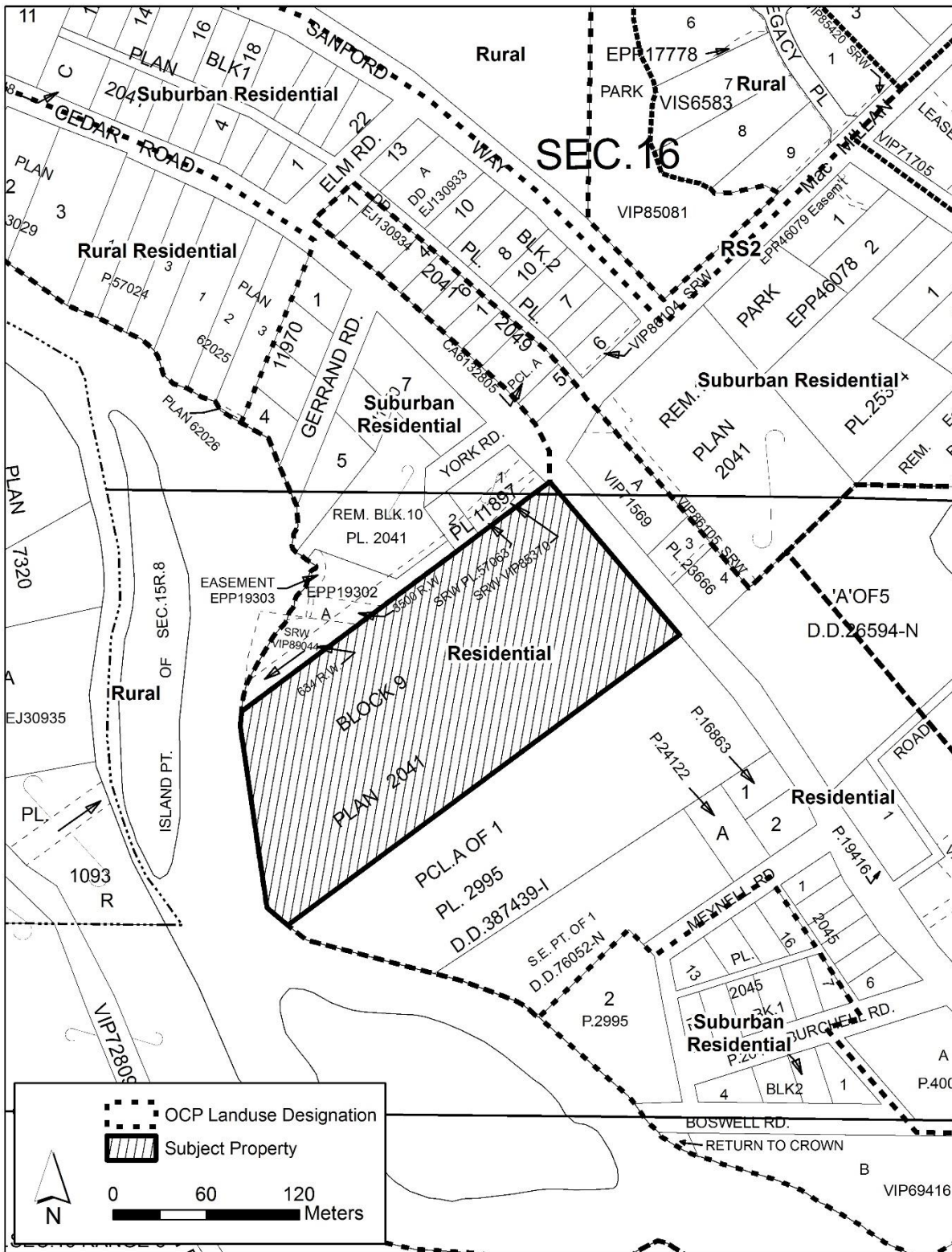
Attachment 3
Proposed Site Plan (Page 2 of 2) – Enlarged for Convenience



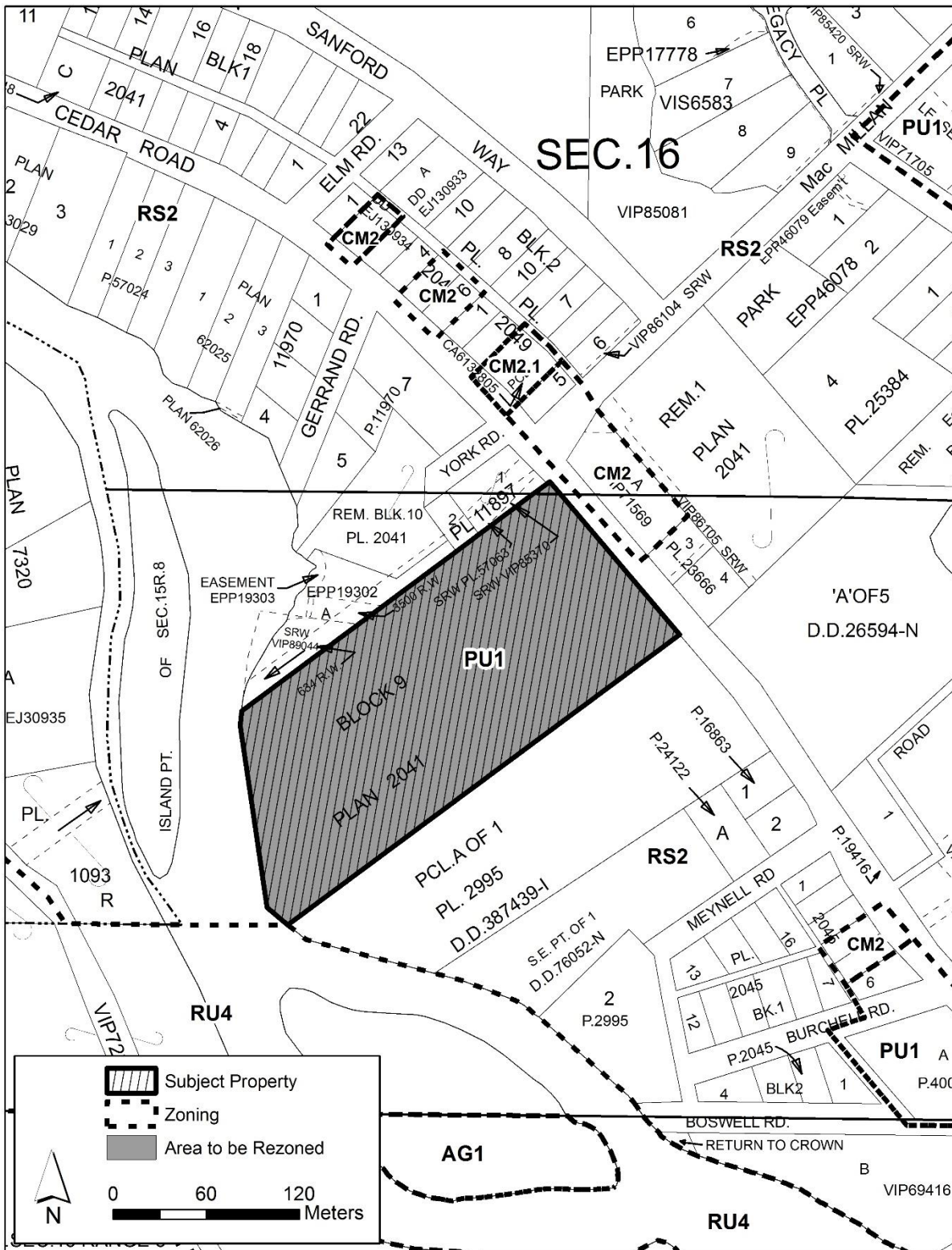
Attachment 4
Current Zoning Map



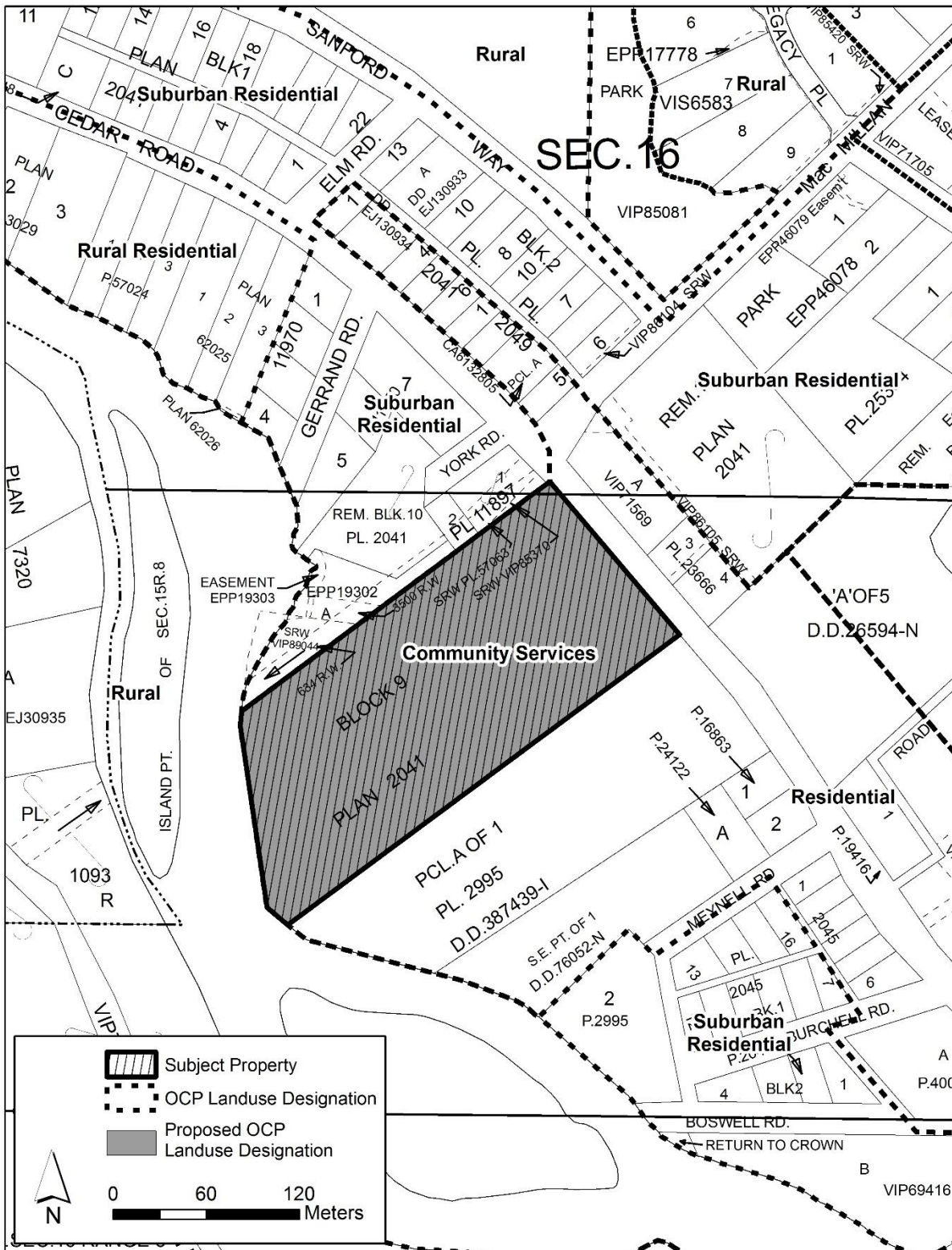
Attachment 5
Current OCP Land Use Designation Map



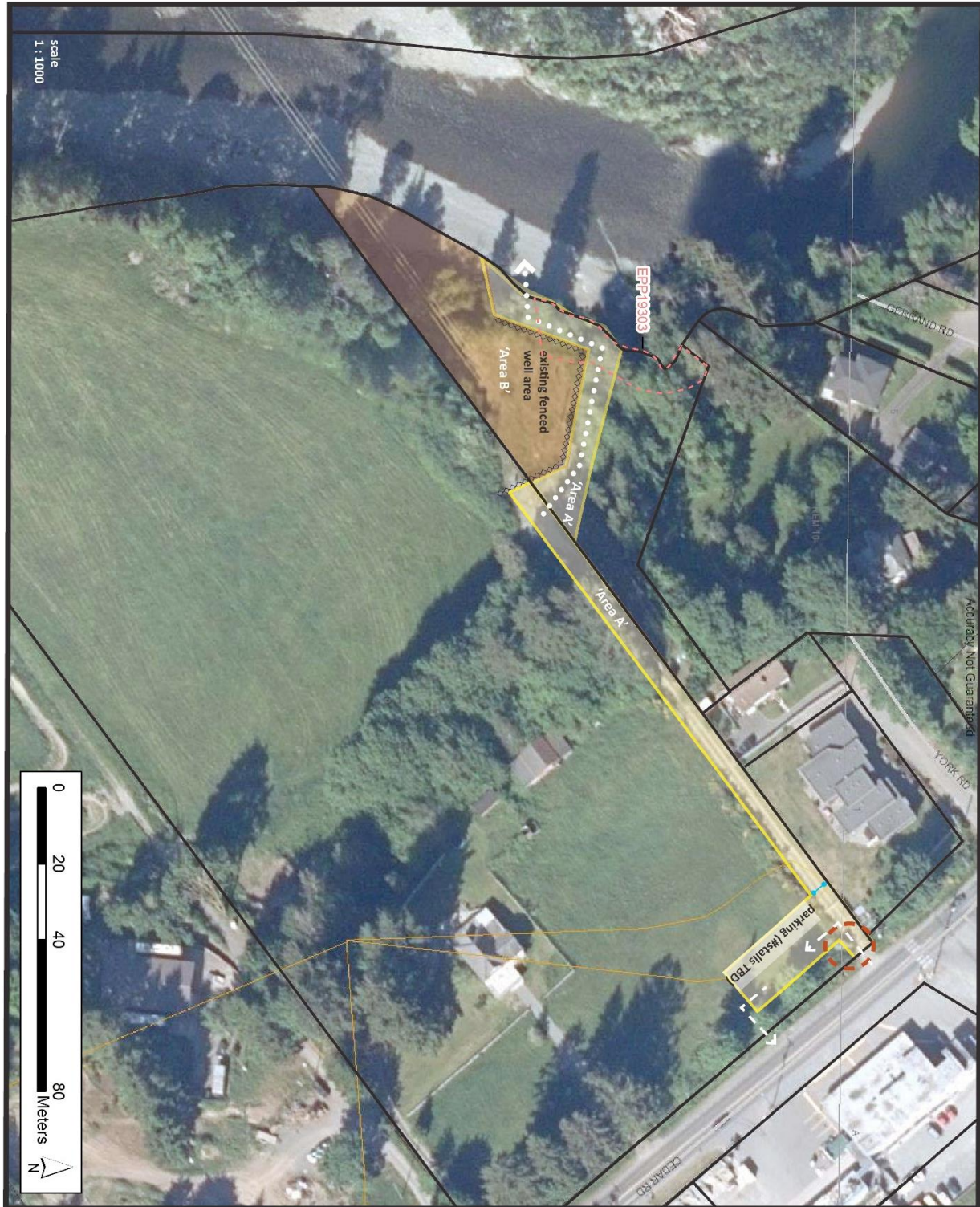
Attachment 6
Proposed Zoning Map



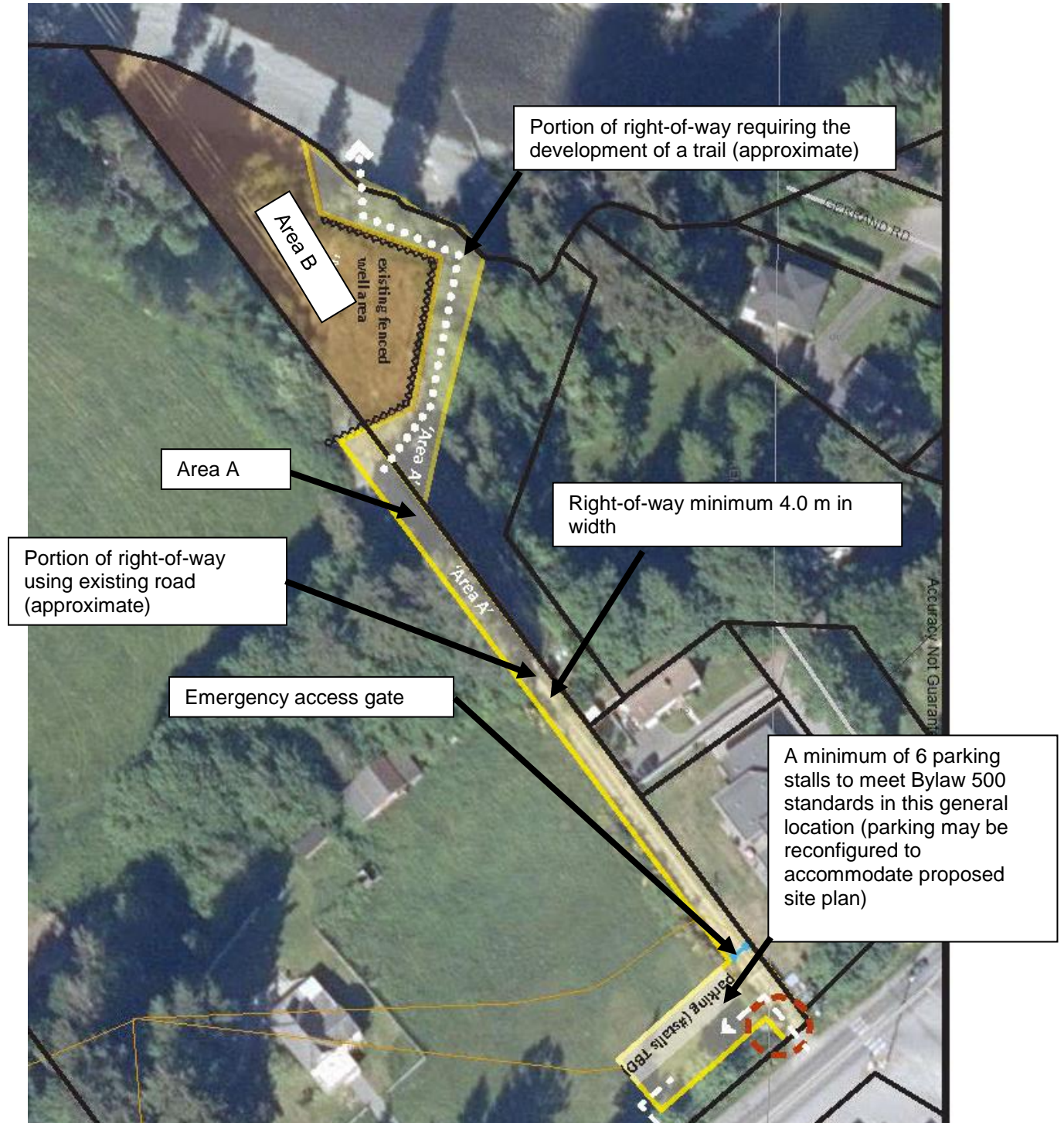
Attachment 7
Proposed OCP Land Use Designation Map



Attachment 8
Proposed Public Beach Access (Page 1 of 2)



Attachment 8
Proposed Public Beach Access (Page 2 of 2) - Enlarged for Convenience



Attachment 9
Summary of Minutes for the Public Information Meeting
Held at Cedar Heritage Centre
1644 MacMillan Road
June 7, 2018 at 6:30 pm
RDN Application PL2018-043

Note: This summary of the meeting is not a verbatim recording of the proceedings, but is intended to summarize the comments and questions of those in attendance at the Public Information Meeting.

There were 20 members of the public in attendance at this meeting.

Present for the Regional District of Nanaimo:

Director A. McPherson, Electoral Area 'A' (the Chair)
Greg Keller, Senior Planner handling the development application
Jeremy Holm, Manager of Current Planning

Present for the Applicant:

Toby Seward, Seward Developments Inc.
Michael Bolch, North Cedar Improvement District, Chief Administrative Officer

The Chair opened the meeting at 6:30 pm, outlined the evening's agenda, and introduced the RDN staff and those representing the applicant in attendance. The Chair then stated the purpose of the Public Information Meeting and asked Regional District of Nanaimo (RDN) staff to provide background information concerning the development application.

Greg Keller provided a brief summary of the proposed Official Community Plan and zoning amendment application, supporting documents provided by the applicant, and the application process.

The Chair invited the applicant to give a presentation of the development proposal.

Toby Seward presented an overview of the proposal.

Following the presentation, the Chair invited questions and comments from the public.

Adina Rekrut, 1688 Cedar Road, asked who is paying for the water treatment facility.

Michael Bolch, NCID CAO indicated that water users are paying for the water treatment facility.

Marco Rekrut, 1688 Cedar Road, asked if the community will have public access to the Nanaimo River.

Toby Seward responded, yes, it is identified in the plan and the applicant is working with the RDN on the details.

Mark Secord, 1911 York Road, asked for the deadline to submit written submissions.

The Chair explained that written submissions should be provided prior to the close of the Public Information Meeting to be included in the written record of the Public Information Meeting.

NCID Trustee and Chairperson Dives thanked the RDN for its contribution to the water treatment facility.

Marco Rekrut, 1688 Cedar Road, asked if the water treatment plant will attract growth.

Chair responded by saying that it would help remove the water moratorium which has been in place for a number of years.

Mark Seacord 1911 York Road, asked where the parking for the trail would go.

Toby Seward, explained that while the details have not been ironed out, the general concept is to provide an area for parking on the north east corner of the subject property.

Adina Rekrut, 1688 Cedar Road, asked if there is any consideration for traffic calming.

Greg Keller explained that the OCP policies support active transportation and traffic calming.

The Chair asked if there were any further questions or comments.

Being none, the Chair thanked those in attendance and announced that the Public Information Meeting was closed.

The meeting was concluded at 6:58 pm.



Greg Keller
Recording Secretary

Attachment 10
Proposed Public Consultation Plan

In accordance with Section 475 of the *Local Government Act*, it is recommended that the Board approve the following Consultation Plan in consideration of the proposed Official Community Plan amendments. This recommended consultation is in addition to the public hearing required under Section 477 of the Local Government Act.

1. Acceptance of the summary of the Public Information Meeting held June 7, 2018 (see Attachment 5).
2. A referral will be provided to the following persons, organizations and authorities:
 - a. Adjacent jurisdictions: Cowichan Valley Regional District and City of Nanaimo;
 - b. Neighbouring First Nations: Snuneymuxw and Stz'uminus First Nations;
 - c. North Cedar Improvement District Fire Department;
 - d. School District No. 68 Board (Nanaimo-Ladysmith); and,
 - e. Provincial agencies: Ministry of Transportation and Infrastructure and Island Health.
3. Preliminary referrals have been sent to a number of the above referral agencies. In relation to consultation on this application, formal referrals shall be sent to the above mentioned persons, organizations and authorities to seek comments prior to the Public Hearing.

Attachment 11
Proposed Zoning Amendment Bylaw No. 500.419, 2018

Attachment 12
Proposed OCP Amendment Bylaw No. 1620.04, 2018