



Notice of Meeting and Meeting Agenda Port Renfrew Utility Services Committee

Thursday, March 12, 2026

2:00 PM

Goldstream Conference Room
479 Island Hwy
Victoria BC V9B 1H7

Members of the public can view the live meeting via MS Teams link: [Click here](#)

Alternatively, to hear the meeting via telephone:

Call: 1-877-567-6843 and enter the Phone Conference ID:

C. Carlsen, W. Forsberg, K. Gatzke, A. Wickheim (EA Director), C. Wilkinson

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Election of Chair

3. Election of Vice Chair

4. Approval of Agenda

5. Adoption of Minutes

- 5.1. [26-0285](#) Minutes of the Port Renfrew Utility Services Committee meeting of October 28, 2025

Recommendation: That the minutes of the Port Renfrew Utility Services Committee meeting of October 28, 2025 be adopted as circulated.

Attachments: [Minutes - October 28, 2025](#)

6. Chair's Remarks

7. Presentations/Delegations

The public are welcome to attend CRD meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the Committee at LegServ@crd.bc.ca.

8. Commission Business

8.1. [26-0248](#) Senior Manager's Verbal Update - March

Recommendation: There is no recommendation. This verbal update is for information only.

8.2. [26-0258](#) Committee Orientation

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Presentation: PRUS Committee Orientation](#)

8.3. [26-0282](#) Port Renfrew Official Community Plan Update

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: Port Renfrew OCP Update](#)
[Appendix A: Draft OCP Table of Related Policies](#)
[Appendix B: Draft Update to Port Renfrew OCP](#)

9. Notice(s) of Motion

10. New Business

11. Adjournment

The next meeting is May 28, 2026.

Meeting Minutes

Port Renfrew Utility Services Committee

Tuesday, October 28, 2025

2:00 PM

Goldstream Conference Room
479 Island Hwy
Victoria BC V9B 1H7

PRESENT:

W. Forsberg (Chair), C. Wilkinson (Vice Chair) (EP), C. Carlsen (2:01 pm), A. Wickheim (EA Director)

STAFF: S. Henderson, General Manager, Electoral Area Services; J. Dales, Senior Manager, Wastewater Infrastructure Operations; I. Lawrence, Senior Manager, Juan de Fuca Administration; A. Hliva, Manager, Wastewater Conveyance Operations; K. Konicek, Manager, Water Distribution Engineering and Planning; L. Novy, Manager, Solid Waste Operations; N. Tokgoz, Manager, Wastewater Engineering and Planning; Manager, Environment Resource Management Policy and Planning; L. Xu, Manager, Local Services and Corporate Grants; M. MacDonald, Legislative Services Coordinator

EP - Electronic Participation

Regrets: K. Gatzke

The meeting was called to order at 2:00 pm.

1. Territorial Acknowledgement

Chair Forsberg provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by A. Wickheim, SECONDED by C. Wilkinson,
That the agenda for the Port Renfrew Utility Services Committee meeting of
October 28, 2025 be approved.
CARRIED**

C. Carlsen joined the meeting in person at 2:01 pm.

3. Adoption of Minutes

3.1. [25-1148](#) Minutes of the Port Renfrew Utility Services Committee meeting of June 24, 2025

**MOVED by A. Wickheim, SECONDED by C. Wilkinson,
That the minutes of the Port Renfrew Utility Services Committee meeting of June
24, 2025 be adopted as circulated.
CARRIED**

4. Chair's Remarks

There were no Chair's remarks.

5. Presentations/Delegations

5.1. Presentations

There were no presentations.

5.2. Delegations

- 5.2.1. [25-1160](#) Delegation - Deane Strongitharm; Representing Strongitharm Consulting:
Re: Agenda Item 6.3. Port Renfrew Water Service Area Expansion
Request by Intrinsic Fund II Ltd.
D. Strongitharm spoke to Item 6.3.

6. Commission Business

- 6.1. [25-1139](#) Senior Manager's Verbal Update
- J. Dales presented Item 6.1. for information and spoke to:
- the procurement process to renew the snow removal service agreement
 - upcoming staff administration support changes for the committee
 - introduction of new General Manager and Senior Manager
- Discussion ensued regarding the increased cost for snow removal services.

6.2. [25-1044](#) Port Renfrew Utility Services 2026 Operating and Capital Budget

J. Dales and L. Novy spoke to Item 6.2.

Discussion ensued regarding:

- costs associated with garbage disposal and street lights
- the importance of redundancy for equipment to ensure minimal service impacts
- committee member interest in installing a SCADA remote monitoring system
- timeline and costs of future repairs will be detailed in the master plans
- master plans will include a detailed asset inventory and condition of assets
- fire hydrant repairs are conducted as needed rather replacing all hydrants
- planned systematic replacement of assets to minimize cost impacts
- the potential for installation of water meters at connections in the service area

MOVED by C. Wilkinson, SECONDED by C. Carlsen,

That the Port Renfrew Utility Services Committee recommends that the Electoral Areas Committee recommend that the Capital Regional District Board:

- 1. Approve the Port Renfrew Street Lighting Service 2026 Operating and Capital Budget and the Five-Year Financial Plan as presented;**
- 2. Approve the Port Renfrew Refuse Disposal Service 2026 Operating and Capital Budget and the Five-year Financial Plan as presented;**
- 3. Approve the Port Renfrew Water Service 2026 Operating and Capital Budget and the Five-Year Financial Plan as presented;**
- 4. Approve the Port Renfrew Sewer Service 2026 Operating and Capital Budget and the Five-Year Financial Plan as presented.**

CARRIED

6.3. [25-1101](#) Port Renfrew Water Service Area Expansion Request by Intrinsic Fund II Ltd.

N. Tokgoz spoke to Item 6.3.

Discussion ensued regarding:

- potential boundary extension in the Official Community Plan (OCP) update
- limited number of water connections available within the current boundary
- impact of extending the boundary on remaining connection availability
- the OCP will examine feasibility of increasing capacity for connections

MOVED by C. Wilkinson, SECONDED by C. Carlsen,

That staff be directed to consider the content of the Applicant's request for an extension of the existing Port Renfrew Water Service Area boundary to include Applicant-owned lands, during the upcoming Master Plan and Official Community Plan work, to help inform on future expansion needs, and preferred mechanisms for cost sharing future upgrades to the system.

CARRIED

6.4. [25-1137](#) Capital Projects and Operational Update - October 2025

A. Hliva, L. Novy and N. Togkoz spoke to Item 6.4. for information.

Discussion ensued regarding:

- the water and sewer master plan is in progress, staff are proceeding with a new consultant, staff anticipate minimal impact to the budget and service delivery timelines
- options for community engagement in the master plan process
- concerns about wildlife at the solid waste disposal site and the importance of removing attractants
- installation of a new generator at the wastewater treatment plant

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

**MOVED by C. Wilkinson, SECONDED by A. Wickheim,
That the Port Renfrew Utility Services Committee meeting of October 28, 2025 be
adjourned at 4:03 pm.
CARRIED**

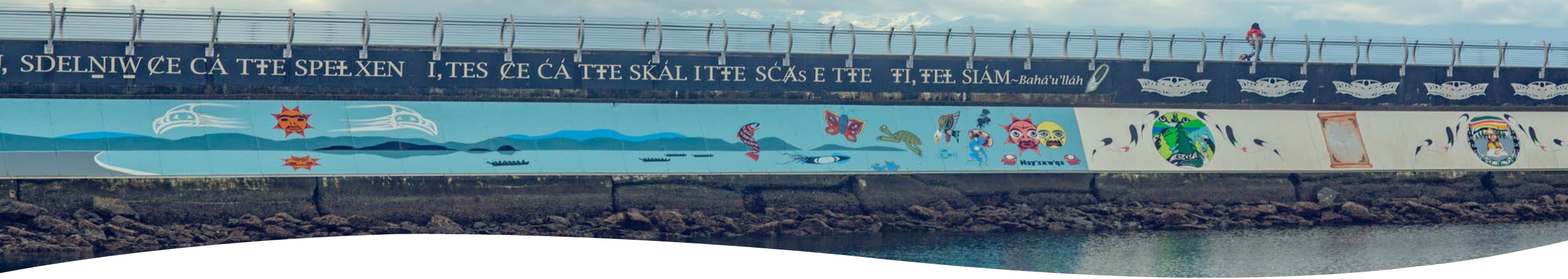
Chair

Recorder

A scenic view of a rocky coastline. In the foreground, a pebbly beach is scattered with large pieces of driftwood. The ocean is a deep blue, with gentle waves lapping at the shore. In the background, a wooden viewing platform sits on a rocky outcrop, overlooking the sea. The sky is clear and blue, with distant mountains visible on the horizon. The overall atmosphere is peaceful and natural.

Port Renfrew Utility Services Committee

March 12, 2026



Territorial Acknowledgement

The CRD conducts its business within the traditional territories of many First Nations, including but not limited to BOKÉCEN (Pauquachin), MÁLEXEŁ (Malahat), Pacheedaht, Pune'laxutth' (Penelekut), Sc'ianew (Beecher Bay), Songhees, SĀÁUTW (Tsawout), T'Sou-ke, WJÓŁEŁP (Tsartlip), WŚIKEM (Tseycum), and x^wsepsəṃ (Esquimalt), all of whom have a long standing relationship with the land and waters from time immemorial that continues to this day.

Agenda

1. Introduction
2. Governance
3. Service Overview
4. Budget(s)
5. Key initiatives
6. Meeting Dates



Meet the team

Stephen Henderson, MBA, P.G.Dip.Eng, BSc
General Manager, Electoral Area Services

Iain Lawrence, MCIP, RPP
Senior Manager, JdF Administration

Denise Dionne
Manager, IWS Business Support Services

Megan MacDonald
Legislative Services Coordinator

Jason Dales, B.Sc., WD IV
Senior Manager, Wastewater Infrastructure
Operations

Adam Hliva, Dipl.-EnvTech, WWT IV, WWC III
Manager, Wastewater Conveyance Operations

Katarina Konicek, P.Eng.
Manager, Water Distribution Engineering &
Planning

Natalie Tokgoz, P.Eng.
Manager, Wastewater Engineering & Planning

Jared Kelly, P.Eng.
Manager, Capital Projects

Christoph Moch, Dipl.-Ing, P.Eng.
Manager, Water Quality

Luke Novey, P.Eng.
Manager, Solid Waste Operations

Melanie Tromp Hoover
Manager, Policy & Planning, Environmental
Resource Management

Lia Xu, M.Sc., CPA, CGA
Manager, Finance Services

Governance Overview



Committee Governance

- CRD Procedures Bylaw No. 3828
- LSA Commission Bylaw No. 3281, includes requirements such as:
 - Mandate or purpose
 - Membership
 - Term of office
 - Appointment procedure
 - Delegated power
 - Financial plan and budget
 - Meeting procedures
- Roberts Rules of Order

Role and Responsibility of the Committee



Port Renfrew Utility Services Committee

- Provide input on the overall direction and delivery of services, including:
 - Working with staff to set strategic direction and priorities and recommend user charges to be established by the Regional Board
 - Recommending a draft budget, including the extent of requisition to be collected by way of parcel taxes
 - Advising of community interests
- The Committee and individual committee members are not responsible for directing or becoming involved in day-to-day administrative activities, purchasing, awarding contracts, development of regional policies, or hands-on service delivery, including compliance.

Role and Responsibility of the CRD



Capital Regional District Staff

- Day-to-day administrative activities
- Hands-on service delivery
- Compliance reporting to Island Health
- Communication of service advisories in response to emergencies
- Research, planning and risk assessment support for long-term planning
- Purchasing and procurement, including the awarding of contracts

Port Renfrew Sewer Service



Service Overview

The CRD Board was requested by petition in 1989 to assume responsibility for the collection, conveyance, treatment and disposal of sewage in Port Renfrew.

The sewer service consists of:

- Approximately 88 parcels
- 98 single family equivalents
- Wastewater treatment plant
- Approximately 2 km of 200 mm (8") AC gravity sewer mains.
- 81 metre 200mm (8") steel outfall

Port Renfrew Refuse Service



Service Overview

- Garbage and recycling depot in Port Renfrew operated under the authority of Bylaw No. 1745
- Facility provides drop-off services for garbage, scrap metal, appliances, paint, motor oil and packaging and paper products
- Funding sources
 - Port Renfrew requisition
 - Pacheedaht Nation service fee
 - Solid Waste Service operating budget
 - Sale of recyclables (metal, large appliances)
 - Recycle BC service fee

Service Levels



Capital Regional District

- “CRD Evolves” – Re-organization of departments and divisions within the CRD
- Electoral Area Services Department supports the Committee – meeting coordination and legislative duties shared with Leg Services and IWS administrative staff
- Engineers and technicians provide operational management and planning for the supply, treatment, storage and transmission of retail water supply
- Operational management and planning for the conveyance and treatment of wastewater and for the solid waste transfer station
- Streetlights owned and maintained by BC hydro
- Financial staff provide retail billing services and budgeting/financial planning support

Service Levels



Water Quality Monitoring

- Based on legislative requirements and a system specific water quality risk assessment: water quality sampling - collection, analysis and reporting
- Operational support (maintenance, repairs)
- Emergency response (e.g., spills, pipe breaks, public advisories)
- Research, planning and risk assessment support for long-term planning
- Lab Services: Provides analysis for CRD drinking water and wastewater systems

Building a Budget and Process

1 Service Planning



- Determine service needs
- Integration into work plans
- Defining actions, targets and resource allocation

2 Financial Planning



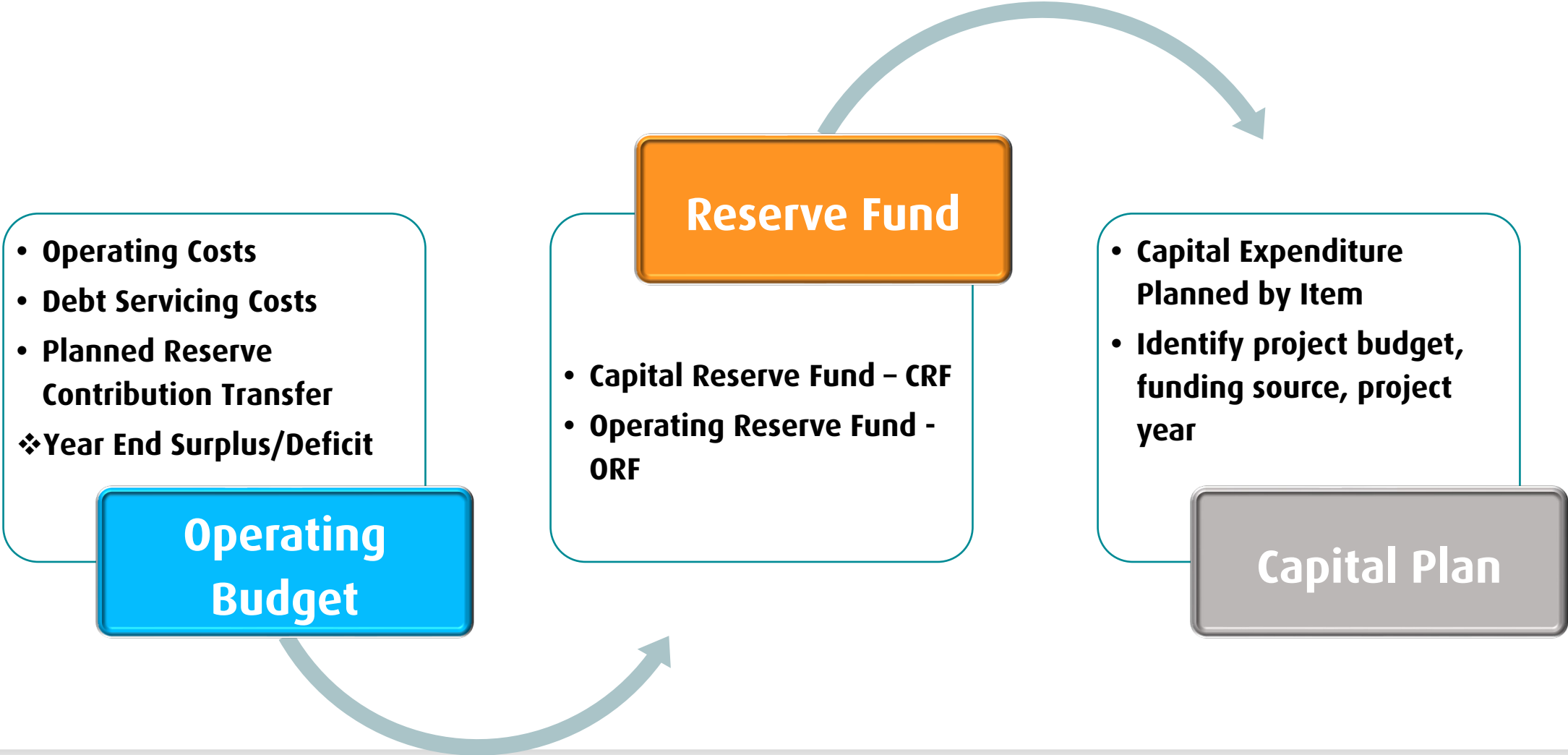
- Costing of resourcing required to implement actions
- Impact analysis on participants and the organization
- Financing strategies to meet cash flow requirements

3 Budget Approval



- Operating and Capital plans reviewed and approved by commissions, EA directors, and the CRD Board

Three Major Budget Components



Port Renfrew Utility Services Budget

The Port Renfrew Utility Services budget is funded entirely by a combination of tax requisitions and retail user charges.

- Water (2.650)
 - The total budget for 2026 is **\$197,885**
 - The operating budget for 2026 is **\$162,056**
 - The capital budget for 2026 is estimated at **\$95,000**
- Sewer (3.850)
 - The total budget for 2026 is **\$149,480**
 - The operating budget for 2026 is **\$123,791**
 - The capital budget for 2026 is estimated at **\$70,000**
- Refuse Disposal (1.523)
 - The total budget for 2026 is **\$183,396**
 - The operating budget for 2026 is **\$156,289**
 - The capital budget for 2026 is estimated at **\$189,500**
- Streetlighting (1.232)
 - The total budget for 2026 is **\$12,985**
 - There is no capital budget for this service
- Capital projects are funded by a combination of reserves, grants and long-term debt.

Key initiatives



2026 Meeting Schedule & Locations

Port Renfrew Utilities Services Committee:

- Thurs March 12, 2:00 pm – Goldstream Room, IWS
 - Thurs May 28, 2:00 pm – Goldstream Room, IWS
 - Tues July 14, 2:00 pm – Goldstream Room, IWS
 - Thurs Nov 10, 2:00 pm - Goldstream Room, IWS
-
- ✧ Agenda deadlines for new business – 2 weeks
 - ✧ Agendas distributed one week ahead of meetings.



Thank you



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Capital Regional District



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REPORT TO THE PORT RENFREW UTILITY SERVICES COMMITTEE MEETING OF THURSDAY, MARCH 12, 2026

SUBJECT Port Renfrew Official Community Plan Update

ISSUE SUMMARY

To present the proposed infrastructure and local service area policies included in the first draft of the updated Port Renfrew Official Community Plan (OCP).

BACKGROUND

Juan de Fuca (JDF) Community Planning and paaʔčiidʔatx (Pacheedaht) First Nation are working with the Port Renfrew community to update the Port Renfrew OCP.

An OCP is a high-level bylaw that outlines a community's long-term vision and guides land use decision making. OCP policies broadly coordinate how and where community growth should occur by establishing conditions for development and guiding amendments to other more detail-oriented bylaws, such as zoning and development servicing bylaws.

Infrastructure is foundational in the growth of a community and the draft OCP proposes policies related to the improvement and expansion of sewer, water, solid waste and streetlighting services. Guidance regarding the provision of these local services has been delegated to the Port Renfrew Utility Services Commission by the Capital Regional District Board.

A table referencing the pages and sections number with the related policies proposed by the Draft OCP is attached as Appendix A and a copy of the draft OCP as Appendix B.

IMPLICATIONS

Service Delivery Implications

The proposed infrastructure policies of the updated Port Renfrew OCP are intended to address broad community interests in accordance with provincial standards and legislative requirements. These policies carry notable environmental, climate, and social implications, as they influence environmental protection, energy use, long-term infrastructure planning, and public health.

Any comments arising from the Port Renfrew Utility Services Committee will support the updated OCP and its intent to balance community growth with responsible infrastructure management, helping to shape future improvements and contributions to sewer, water, solid waste and streetlighting services. Comments will be considered during finalization of the OCP for Land Use Committee review and the bylaw adoption process.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Iain Lawrence, RPP, MCIP, Senior Manager, Juan de Fuca Administration
Concurrence:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services

ATTACHMENTS

- Appendix A: Draft OCP Reference Table of Related Infrastructure Policies
- Appendix B: Copy of the Draft update to the Port Renfrew OCP

DRAFT OCP REFERENCE TABLE OF RELATED INFRASTRUCTURE POLICIES

Infrastructure related policies proposed by the Draft Port Renfrew OCP		
<p>Introduction:</p> <p>Provided below are the page and sections numbers with the infrastructure-related policies. While a copy of the draft OCP is attached to this staff report (Appendix C), Here is a link to a digital version.</p> <p><i>Additional background information can be found on the CRD’s get involved webpage for the Port Renfrew Official Community Plan Update.</i></p>		
Page # (Pg)	Section #	<u>Related Policy</u>
Pg 28	3.1.1.	3. Explore the implementation of a Development Cost Charge (DCC) and Amenity Cost Charges (ACC), and Community Amenity Contributions (CAC) policies to ensure growth and development contributes equitably to infrastructure, amenities, and community needs.
Pg 30	3.1.1.	25. Where possible, critical facilities, emergency services, and infrastructure should not be located within tsunami hazard areas, particularly where they are essential to post-disaster response.
Pg 30	3.1.1.	27. Ensure new development contributes to infrastructure improvements and service expansion (e.g., through direct contributions, Development Cost Charges, etc.).
Pg 32	3.1.2	<p>2. Development applications seeking Conditional Development conditions must:</p> <p>2.2. Include one or more community amenities secured through zoning, covenants, or legal agreements (e.g., housing agreements) for example (refer to relevant community amenity contribution policies where applicable, adopted, or in place):</p> <p>2.2.6. Contributions to affordable housing, community spaces, or infrastructure.</p>

<p>Pg 32-33</p>	<p>3.1.2</p>	<p>2. Development applications seeking Conditional Development conditions must:</p> <p>2.3. Demonstrate high standards of livability, connectivity, and environmental stewardship through the following design considerations:</p> <p>2.3.4. Demonstrate adequate on-site servicing or connection to community infrastructure</p>
<p>Pg. 37-38</p>	<p>3.1.5</p>	<p>3.1.5.1. Rural Residential (RR) Land Use Designation</p> <p>1. An average parcel size of 1.0 ha is supported on lands with both sewer and water local government service areas; and up to 2 dwelling units per ha.</p> <p>2. An average parcel size of 4.0 ha is supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both; and up to 0.5 dwelling units per ha.</p>
<p>Pg 39-40</p>	<p>3.1.5</p>	<p>3.1.5.2 Residential (R) Land Use Designation</p> <p>3. An average parcel size of 0.1 ha is supported on lands with both sewer and water local government service areas; and:</p> <ul style="list-style-type: none"> - Up to 12 dwelling units per ha (base) - Up to 40 dwelling units per ha (if conditional requirements are met) <p>4. An average parcel size of 1.0 ha is supported on lands that are outside of a sewer or water local government service area, or that are located within either service are but not both; and up to 2 dwelling units per ha.</p>
<p>Pg 41-42</p>	<p>3.1.5</p>	<p>3.1.5.3 Commercial (C) Land Use Designation</p> <p>3. An average parcel size of 0.1 ha is supported on lands with both sewer and water local government service areas; and:</p> <ul style="list-style-type: none"> - Up to 10 tourist accommodation units and 6 dwelling units per ha (Base) - Up to 25 tourist accommodation units and 12 dwelling units per ha (if conditions requirements are met) <p>4. An average parcel size of 1.0 ha is supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both; and up to 1 tourist accommodation unit and on dwelling unit per ha.</p>
<p>Pg 43-44</p>	<p>3.1.5</p>	<p>3.1.5.4 Village Area (V) Land Use Designation</p> <p>2. An average parcel size of 0.1 ha is supported on lands with both sewer and water local government service areas; and up to 50 dwelling units</p>

		<p>and/or tourist accommodation units per ha (conditional requirements must be met).</p> <p>3. An average parcel size of 1.0 ha is supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both; and up to 2 dwelling units or 2 tourist accommodation units per ha (conditional requirements must be met).</p>
Pg 58	3.2	<p>10. Encourage and advocate street lighting in areas with limited visibility, while ensuring lighting fixtures comply with dark-sky principles to minimize light pollution and protect the night environment.</p>
Pg 60	3.4	<p>(Policy direction/guidance)</p> <p>Overall, development is guided by objectives and policies that direct where land use types and densities are appropriate based on location and access to local government sewer and water services. Higher-density development will generally require connection to these services and contributions toward their improvement or expansion, as well as consideration of broader community needs, objectives, and potential impacts.</p>

Pg 60-62	3.4	<p><u>Infrastructure and Servicing</u></p> <p>1. Upgrade and expand key infrastructure systems, including water and sewer, to meet long-term community needs and current environmental and public health standards.</p> <p>3. Explore partnerships with senior governments, paaʔčiidʔatx Nation, and private sector providers to deliver community infrastructure solutions (e.g., sewer and water). Support collaborative approaches to shared community infrastructure, services, and facilities (e.g., Coast Guard station, K-12 school, water and sewer servicing), and identify opportunities for joint planning or service delivery.</p> <p>4. Improve local waste management and recycling systems to reduce environmental impacts and support circular economy practices.</p> <p><u>Development & Infrastructure Planning</u></p> <p>6. Support development where adequate water supply, wastewater, fire protection, and other necessary services can be demonstrated without compromising public health, safety, environmental quality, or the long-term capacity of existing systems.</p> <p>7. Community water servicing may extend to lands within the RGS Settlement designation, with priority for connection given to:</p> <p>7.1. Parcels already within existing service areas but not yet connected,</p>
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		<p>and;</p> <p>7.2. Cases where servicing addresses a pressing public health, safety, or environmental concern.</p> <p>8. Ensure that infrastructure expansions do not diminish the capacity, affordability, or reliability of existing systems. Costs associated with the evaluation, design, construction, and operation of new servicing infrastructure will be borne by new users.</p> <p>9. New water services beyond existing areas must be CRD-managed and consistent with cost recovery and regional servicing policies.</p> <p>10. Align infrastructure improvements with findings from the Port Renfrew Servicing Master Plan Study.</p>
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<p>Pg 60-62</p>	<p>3.4</p>	<p><u>Essential Community Services</u></p> <p>17. Explore public-private partnerships to improve access to essential services and reduce long-term service delivery costs.</p> <p>18. Explore opportunities to host CRD-related Juan de Fuca meetings in Port Renfrew on key issues.</p>
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<p>Pg 102</p>	<p>5.3</p>	<p><u>Development Approval Information</u></p> <p>Port Renfrew’s rural setting and limited infrastructure capacity require careful coordination of water, wastewater, and energy systems to ensure sustainable and reliable service delivery. Infrastructure expansion should align with community growth, environmental protection, and long-term cost recovery objectives. Given the area’s reliance on a mix of private and community-managed systems, the establishment of new services must be supported through CRD-managed or provincially regulated frameworks that ensure public compliance with regional servicing policies. Upgrades or extensions to existing systems should not reduce capacity or increase costs for current users. Coordination between the CRD, PFN, and utility providers will be essential to support resilient, efficient, and environmentally responsible infrastructure over time. Therefore, information is needed to identify necessary improvements when connecting to local government sewer and water systems, including impacts to service capacity and costs for current users. For onsite systems (wells, septic, or licensed water sources), this information should provide details on addressing potential odours as well as impacts to public health and the natural environment through additional measures beyond the responsible Health Authority’s requirements.</p>
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DRAFT
SCHEDULE A:
OFFICIAL COMMUNITY PLAN
FOR PORT RENFREW

January 2026



DEVELOPED TOGETHER IN PARTNERSHIP WITH PAAŦČIIDŦATX

The CRD and PaaŦčiidŦatx First Nation (PFN) collaborated on the Port Renfrew OCP. All draft goals, principles, and policies have been developed through a lens of reconciliation and reciprocity, respecting PFN's right to self-determination and fostering meaningful collaboration, cultural recognition, and shared stewardship of land and water.

Given this integrated approach, reconciliation and partnership with PFN are not presented in a standalone section but are embedded throughout the OCP.

The CRD's broader commitment to reconciliation is reflected in the Regional Growth Strategy, which supports collaboration with First Nations through shared decision-making, economic opportunities, and recognition of traditional territories.



Port Renfrew lies within the traditional territory of the PaaŦčiidŦatx Nation, whose connection to the land spans countless generations. Reconciliation in this context means recognizing PaaŦčiidŦatx rights and title, respecting their governance, and working together in a spirit of partnership and mutual respect. This OCP seeks to reflect the values of both communities and to support a future rooted in respect, equity, and collaboration.

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LIST OF SCHEDULES

- A. Official Community Plan for Port Renfrew (this document)
- B. Administration of the Land Use Regulation (Attachment – not yet attached)

LIST OF ABBREVIATIONS

ABBREVIATION	MEANING
ADU	Accessory Dwelling Unit
ALR	Agricultural Land Reserve
ALC	Agricultural Land Commission
BC Hydro	British Columbia Hydro and Power Authority
BC Transit	British Columbia Transit
CPTED	Crime Prevention Through Environmental Design
CRD	Capital Regional District
DAIA	Development Approval Information Area
DP	Development Permit
DPA	Development Permit Area
EV	Electric Vehicle
GHG	Greenhouse Gas
ISC	Indigenous Services Canada
JdF	Jaun De Fuca
JdFEA	Juan De Fuca Electoral Area
LGA	Local Government Act
MoF	Ministry of Forest
MoTI	Ministry of Transportation and Transit
OCP	Official Community Plan
PFN	Paaʔčiidʔatx (Pacheedaht) First Nation
QEP	Qualified Environmental Professional
QP	Qualified Professional
RAR	Riparian Areas Regulation
RARNS	Riparian Areas Regulation Notification System
RGS	Regional Growth Strategy
SPEA	Streamside Protection and Enhancement Area



Figure 1. Image credit: Nonstop Destination

1

OVERVIEW

**OVERVIEW**

1. OVERVIEW

1.1. PURPOSE OF THE OCP

The Port Renfrew Official Community Plan (OCP) describes the long-term vision and provides a framework to guide land use and development in Port Renfrew. It reflects the community's values and goals and is used by the Capital Regional District (CRD) to assess applications for rezoning, subdivision, and other land use changes.

The Plan supports orderly, sustainable development that respects Port Renfrew's rural character, natural features, and environmental constraints. It identifies appropriate locations for future growth, helps preserve parks and open spaces, and gives residents and landowners greater certainty about what types of development may occur.

While the Plan sets a long-range direction, it is intended to be a living document. It may be updated to reflect new legislation, shifts in community values, economic changes, or updates to the Regional Growth Strategy (RGS). The Province requires that OCPs be updated at least every five years to reflect these needs and that communities engage the public early and meaningfully during the update process.

1.2. PLAN ORGANIZATION

The Plan is organized into seven sections:

- **Section 1 - Overview**
Provides an overview of the OCP document and administrative details about its use.
- **Section 2 - Community Framework**
Provides an overview of community-identified issues and priorities, principles and goals, values, and vision.
- **Section 3 - Objectives & Policies**
Establishes objectives and policies related to reconciliation, land use, housing, cultural heritage, transportation & mobility, sustainability & climate action, infrastructure & services, and parks, recreation & community amenities.
- **Section 4 - Development Permit Areas**
Designates and creates four development permit areas (DPA) with corresponding guidelines.
- **Section 5 - Development Approval Information Area**
Parts Five fulfill the statutory requirements for the development approval information area.
- **Section 6 - Implementation: Action Plan**
Establishes an action plan for key OCP policies, organized by short-medium-and long-term timelines.
- **Section 7 - Terms & Definitions**
Provides definitions of words used in the Plan.

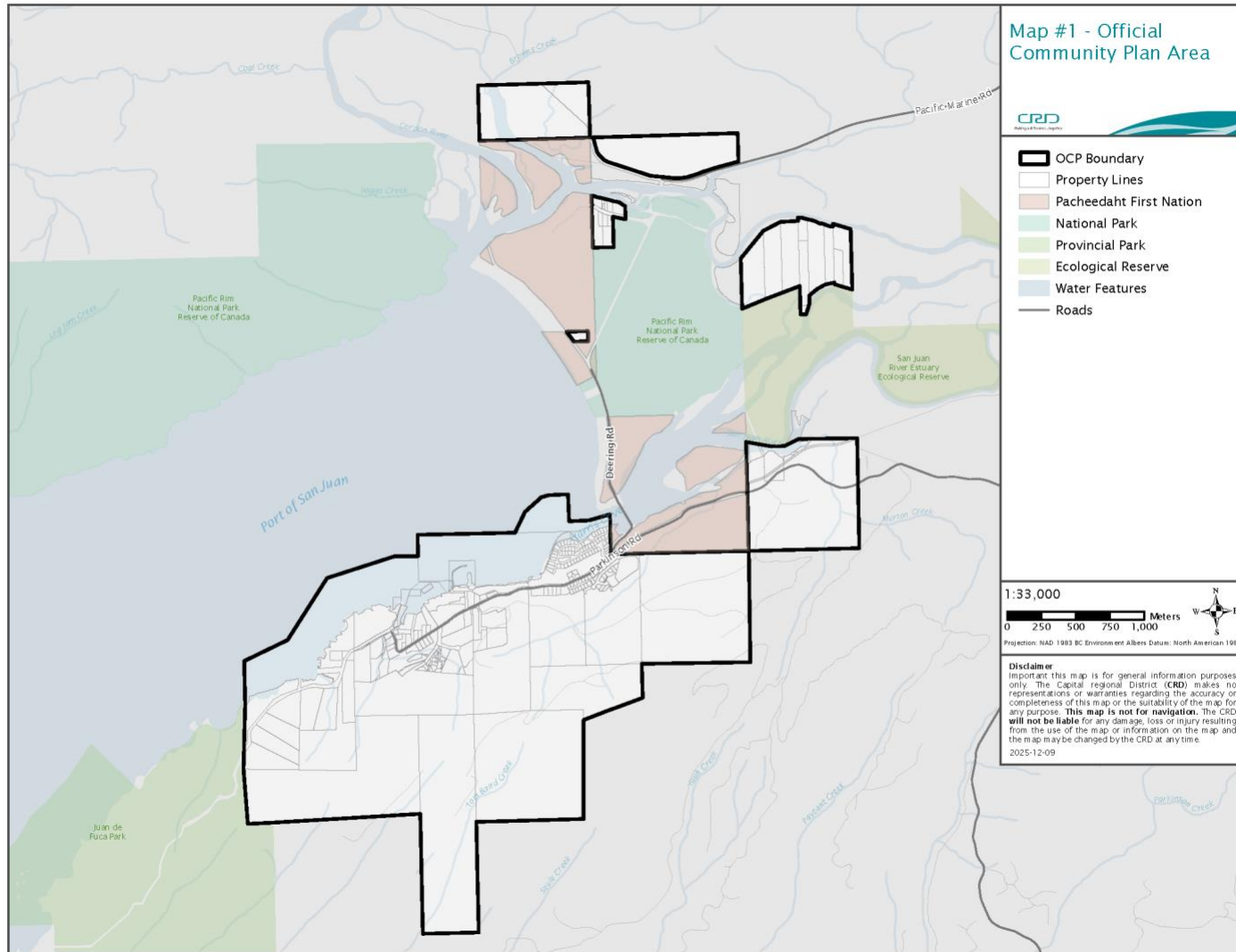
To accommodate future changes to the OCP that might be required by provincial legislation, the RGS, and or amendments, there are deliberate gaps in the numbering of sections. This pagination of the seven portions is specifically intended to allow for more efficient printing and reproduction of key pages. Landscape orientation of this OCP was used to facilitate easier reading of this document on electronic devices.



OVERVIEW

1.3. PLAN AREA

The Plan area encompasses all land within the boundaries as outlined on Map #1 below.



Map 1 : Plan Area



OVERVIEW

1.4. COMMUNITY OVERVIEW

Port Renfrew is an unincorporated community governed as part of the Juan de Fuca Electoral Area (JdFEA) within the Capital Regional District (CRD). The community is a collection of neighbourhoods located along the seashore, San Juan River estuary, and Highway 14. The main residential area, known as Beach Camp, was originally a rail yard and log dump that evolved into a timber company town after the shift from rail to truck logging.

The Pacheedaht have occupied their territory since time immemorial on an exclusive basis. Their occupation has been continuous to the present time. Pacheedaht territory stretches generally along the coastline of Vancouver Island between *qʷaʔaaqʷa* (Kirby Creek near Sheringham Point) on the east and *buutqawaʔ* (Bonilla Point) on the west, and extends inland to include the intervening watersheds, taking in Walbran Creek, Gordon River, San Juan River, Loss Creek, Jordan River and others. Pacheedaht territory includes the offshore area between these points (*qʷaʔaaqʷa* and *buutqawaʔ*) and extends into the Strait of Juan de Fuca to include *ʕuʕuwʔaa* (Swiftsure Bank).

Throughout the vast majority of their long history, Pacheedaht ancestors enjoyed unrestricted access to the wide variety of resources in the lands, ocean, and rivers within their territory. They gained a wealth of knowledge about their territory and resources based on direct personal observations and experiences accumulated over centuries (Neary and Lang 2024). Evidence of the deep connection to the land can be found in the numerous archaeological and cultural heritage sites

Long before European contact, the Paaʔčiidʔatx lived in and travelled throughout the San Juan Valley and along the west coast. Their long-standing presence is evidenced by numerous archaeological sites in the area.

European settlement increased following the establishment of Fort Victoria in 1859. Gold discoveries in local creeks and rivers in the mid-1800s spurred interest in the area and led to the construction of a road from Sooke to Port Renfrew, completed in the 1950s. Until then, access was limited to water routes and rough logging trails connecting to Cowichan Lake. Regular marine access began in the 1890s, though the waters around San Juan Harbour were treacherous, with many recorded shipwrecks.

Over time, logging, fishing, and some farming became key economic drivers, with logging emerging as the dominant industry. Many of Port Renfrew's features, including the Beach Camp neighbourhood, reflect this logging heritage. The origin of the name "Port Renfrew" is uncertain, but it may reference the Prince of Wales, Baron of Renfrew, who visited Canada in 1860. Local landmarks and street names often trace back to early settlers, such as Parkinson Road, named for a homesteader who built a long boardwalk from the harbour to his farm. Another notable development was the establishment of the Botanical Beach research station in the early 1900s by the University of Minnesota, which contributed to the area's scientific significance.

Today, Port Renfrew is a small but thriving coastal community of about 262 (2021 Census) residents. Visitors come for sport fishing, kayaking, surfing (especially at nearby Jordan River and Sombrio Beach), hiking trails like the Juan de Fuca and West Coast Trail, and exploring old-growth forests such as Avatar Grove. The local economy now relies heavily on adventure tourism, vacation rentals, eco-lodges, small businesses, and two annual music festivals.

OVERVIEW

COMMUNITY POPULATION PROJECTION

Based on BC Stats projections for the Juan de Fuca Coast Community Health Service Area (4125), Port Renfrew's population was estimated as a proportion of the larger service area in 2021 and projected forward to 2025, 2030, 2035, 2040, and 2045. Using this proportional method, Port Renfrew's population is expected to experience gradual growth over the next two decades, reaching an estimated 323 residents by 2045.

While this provides a useful indication of potential growth, it should be interpreted cautiously, as it is based on regional projections rather than local data and does not account for possible boundary changes or new development areas proposed in this updated OCP.

TABLE 1: POPULATION PROJECTIONS FOR PORT RENFREW

YEAR	JUAN DE FUCA COAST COMMUNITY HEALTH SERVICE AREA POPULATION (4125)	PORT RENFREW POPULATION
2021	3518	262*
2025	3650	272
2030	3722	277
2035	3905	291
2040	4130	308
2045	4336	323

Table 1 : Population Projections for Port Renfrew

*Population according to the [2021 census profile](#) for Port Renfrew.

OVERVIEW

1.4.1. PAAŦČIIDŦATX NATION

The Pacheedaht (people-of-the-sea-foam) and their main village at ḡaačiiidaŦ take their name from a traditional account about a wall of sea foam that mysteriously appeared long ago up the San Juan River. The area between Sheringham Point and Bonilla Point is recognized as paaŦčiidŦatx territory. Their territorial claims also extend into the ocean to include several offshore fishing banks.

PaaŦčiidŦatx members traditionally lived and travelled up and down the west coast and throughout their territorial lands. Evidence of their use of this area is confirmed by archaeological and cultural heritage sites within the OCP study area and beyond. The PaaŦčiidŦatx used various waterways and trails for travel, ceremonial purposes and for trade with other First Nations. Ancestral PaaŦčiidŦatx village sites were and continue to be important locations for resource harvesting and cultural purposes – these areas form part of the PaaŦčiidŦatx identity (Neary and Lang 2024).

The Port Renfrew inlet was named Port of San Juan by Spanish-Peruvian explorer Manuel Quimper, who visited the area in 1790. The first recorded contact between the PaaŦčiidŦatx Nation and Europeans occurred in 1788 when a longboat from Englishman Meares' expedition entered Port San Juan. Reacting to a breach of protocol, a conflict ensued with casualties on both sides. In 1790, a Spanish expedition, after providing tribute to PaaŦčiidŦatx First Nation chiefs, entered, mapped and named Port San Juan.

Indigenous histories record that long ago, the PaaŦčiidŦatx First Nation and Ditidaht lived in two villages at diitiidaŦ and ŦiŦiibičaqpiŦs at what is now called Jordan River. The PaaŦčiidŦatx population is estimated to have been about 1,500 people in the late 1700s. Later, a series of diseases imported by Europeans devastated the community. An 1881 census recorded only 82 PaaŦčiidŦatx people, a massive loss of approximately 95% of the community within a century. According to Statistics Canada, in 2024, there were 296 registered PaaŦčiidŦatx First Nation members, with approximately half living on reserve near Port Renfrew.

Besides their two main villages at the mouth of the San Juan River, the PaaŦčiidŦatx Nation traditionally occupied numerous other locations, some on a seasonal basis to harvest local resources. In the spring, the people dispersed to seasonal fishing camps where they caught halibut, red snapper and cod, and dried them for storage. Sockeye salmon fishing occurred between April and July. By September, the people returned to their inside winter village to get ready for the fall salmon runs of steelhead, coho, spring, humpback and dog salmon. Beach foods constituted a significant part of their diet. Like other Bands on the west coast of Vancouver Island, the PaaŦčiidŦatx were also whalers. Deer, elk and ducks supplemented their seafood diet. Today, traditional foods continue to be harvested and consumed by PaaŦčiidŦatx members.

OVERVIEW

1.4.2. LOOKING FORWARD: HONOURING THE PAST, SHAPING THE FUTURE

Port Renfrew stands on the ancestral lands of the Paaʔčiidʔatx First Nation, whose deep and continuous relationship with the land and waters spans thousands of years that continues today. This history is foundational, not just as a point of reflection, but as a living part of the community’s identity and direction for the future. The legacy of colonization, including displacement and environmental disruption, remains a reality that shapes the community today. Recognizing this, the OCP affirms that reconciliation and reciprocity are not standalone goals but core principles that inform all policies and decisions.

Paaʔčiidʔatx members today are employed in many sectors, including tourism, forestry, fishing, and more. Since 1994, the Paaʔčiidʔatx, along with the Ditidaht and Huu-ay-aht First Nations, have joined together with Parks Canada in a business development to co-manage the maintenance, interpretation and marketing of the West Coast Trail within Pacific Rim National Park.

The development of this OCP is grounded in a growing relationship between the Paaʔčiidʔatx Nations, the CRD, and the broader Port Renfrew community. This collaborative approach supports shared stewardship of land and waters, advances truth-telling and archaeological site protection, and fosters culturally respectful planning processes. Across every policy area, from land use and housing to environmental protection and economic development, this OCP seeks to reflect a shared commitment to honouring Indigenous rights, respecting the past, and working together toward a more just and resilient future.

“Reciprocity” serves as a guiding lens within this OCP, framing a shared destination to be achieved through partnership and reconciliation. Partnership and reconciliation are understood as foundational goal of the planning process, guiding the community and Pacheedaht First Nation toward a future grounded in mutual respect, collaboration, and shared stewardship.



OVERVIEW

1.4.3. STEWARDING THE NATURAL ENVIRONMENT

Port Renfrew's identity is defined by its forests, estuaries, coastlines, and mountains – all of which sustain community well-being, livelihoods, and culture. Protecting these natural systems is a core policy objective of this OCP, essential for long-term sustainability, economic resilience, and climate adaptation.

In this OCP, Environmental stewardship is not confined to one section but integrated throughout all policy areas. The Plan directs growth away from hazardous and sensitive areas, supports green infrastructure and low-impact design, and promotes native landscaping to protect biodiversity and ecosystem health.

By embedding these policies across topics such as land use, housing, infrastructure, and economic development, the OCP ensures that Port Renfrew evolves in balance with its environment, building a resilient community where people and nature thrive together.

OVERVIEW

1.5. LEGISLATIVE AUTHORITY

The authority for a Regional District Board to create or update an OCP is established under Section 472 of the *Local Government Act* (LGA). While the adoption of an OCP does not obligate the CRD or other government bodies to carry out specific projects mentioned in the Plan, any future bylaws or works undertaken by the CRD must be consistent with it.

According to Section 471 of the LGA, an OCP is “a statement of objectives and policies to guide decisions on planning and land use management, within the area covered by the plan, respecting the purposes of local government.” The required and optional elements of an OCP are outlined in Sections 473 and 474 of the LGA.

This Plan was developed through a community-led process and reflects local values related to growth and development. It is not intended to create conflict with provincial or federal laws. As permitted under Section 474(2) of the LGA, the Plan includes broad objectives for areas outside CRD jurisdiction, without regulating them directly. The specific objectives and policies for the Plan area can be found in Part Three.

1.5.1. OCP LEGISLATIVE REQUIREMENTS

Official Community Plans (OCPs) articulate the long-term collective vision for communities and serve as a foundational framework for planning and land use management of regional district local governments. They set out objectives and policies that guide decision-making, influencing sustainability and resilience within communities.

Under the *LGA*, regional districts have the authority to develop these plans. Many local governments incorporate policies into their community plans that promote positive economic, social, cultural, and environmental outcomes. To enhance sustainability and resilience, local governments often align official community plans with other plans and strategies, such as those addressing transportation, housing, sustainability, or climate change impacts.

An OCP must include statements and map designations for the area it covers, addressing the required elements listed in the table below.

Local governments may also choose to include additional policies in their community plans, such as:

Policies addressing social needs, well-being, and social development.

A regional context statement, if the area is part of a regional growth strategy.

- Policies supporting the maintenance and enhancement of farming in designated agricultural areas.
- Policies focused on the preservation, protection, restoration, and enhancement of the natural environment, ecosystems, and biodiversity.

For issues outside of local government jurisdiction, the plan may include only the general objectives of the local government.

OVERVIEW

TABLE 2: REQUIRED OCP ITEMS & REFERENCE

REQUIRED OCP ITEMS	OCP REFERENCE
<ul style="list-style-type: none"> ● (1) An official <u>community</u> plan must include statements and map designations for the area covered by the plan respecting the following: <ul style="list-style-type: none"> ● (a) the approximate location, amount, type and density of <u>residential</u> development required to meet anticipated housing needs over a period of at least 20 years; ● (b) the approximate location, amount and type of present and proposed <u>commercial</u>, <u>industrial</u>, institutional, agricultural, recreational and public utility land uses; ● (c) the approximate location and area of sand and gravel deposits that are suitable for future sand and gravel extraction; ● (d) restrictions on the use of land that is subject to <u>hazardous conditions</u> or that is environmentally sensitive to development; ● (e) the approximate location and phasing of any major road, sewer and water systems; ● (f) the approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal sites; ● (g) other matters that may, in respect of any plan, be required or authorized by the minister. 	See Part 3
<ul style="list-style-type: none"> ● (2) An official <u>community</u> plan must include housing policies of the local government respecting affordable housing, rental housing and special needs housing. 	See Part 3
<ul style="list-style-type: none"> ● (3) An official <u>community</u> plan must include targets for the reduction of greenhouse gas emissions in the area covered by the plan, and policies and actions of the local government proposed with respect to achieving those targets. 	See Part 3
<ul style="list-style-type: none"> ● (4) In developing or amending an official <u>community</u> plan, the local government must consider applicable guidelines, if any, under sections 582 [provincial policy guidelines] and 585.5 [provincial policy guidelines related to transit-oriented areas]. 	See Part 4

Table 2 : Required OCP Items & Reference

**OVERVIEW****1.6. COMMUNITY ENGAGEMENT: DEVELOPING THE OCP**

The Port Renfrew OCP update is a collaborative effort between the CRD, the Paaʔčiidʔatx Nation, and the broader Port Renfrew community. Engagement has been central to the process, ensuring that the updated OCP reflects local priorities, values, and aspirations. The process was designed in three main rounds, each building on the previous phase.

ROUND 1 – VISION, ISSUES, AND OPPORTUNITIES (FALL/WINTER 2024)

The first phase focused on identifying a shared vision for Port Renfrew’s future and exploring key issues and opportunities. Engagement activities included:

- Citizens Committee meetings to review project background, discuss community priorities, and identify the best ways to reach residents.
- Community Open House (Dec. 10, 2024) with interactive boards, mapping activities, and discussions on vision, goals, and principles.
- Presentation and dialogue with PFN members at a community lunch.
- OCP survey (Dec. 10, 2024 – Jan. 10, 2025) with 91 responses, representing ~39% of the community.
- Outreach campaign using social media, local news, posters, postcards, and door-to-door distribution to promote participation.
- Feedback from this round established key values, such as environmental stewardship, community connectedness, balanced growth, and the need for improved housing, infrastructure, and local services.

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ROUND 2 - EARLY DIRECTIONS (WINTER/SPRING 2025)

This phase refined emerging ideas developed from Round 1 input. Engagement activities included:

- Citizens Committee meetings to review the Early Directions and outcomes.
- Presenting draft guiding principles, land use concepts, and policy directions for community feedback through an “Early Directions” document and corresponding survey.
- Online and in-person opportunities to review materials and provide input.
- Ongoing collaboration with PFN to integrate cultural values, historical context, and shared priorities into draft directions.

Feedback helped refine policies and inform the Draft OCP.

ROUND 3 - DRAFT OCP REVIEW (FALL 2025)

The third phase focuses on reviewing and refining the full draft OCP before adoption. Activities will include:

- Public and committee review of the draft OCP document.
- Online access to the draft plan, with opportunities to submit comments.
- Presentations and discussions with PFN and the community to confirm that the plan reflects shared vision and priorities.

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1.7. REGIONAL GROWTH STRATEGY CONSISTENCY

The Regional Growth Strategy (RGS), adopted by the Capital Regional District (CRD) Board in March 2018, establishes a long-term vision for sustainable growth and development across the region. Port Renfrew, located within the Juan de Fuca Electoral Area, is identified in the RGS as part of the Urban Containment Policy Area. In accordance with Section 446 of the *Local Government Act*, this OCP demonstrates how it aligns with the RGS, below.

The goals, objectives, and policies of this OCP align with the RGS by supporting its seven strategic objectives in the following ways:

RGS THEME	RGS GOAL	PORT RENFREW OCP RESPONSE
Growth Management	Direct most new growth to designated growth areas.	Focuses growth within designated land use areas such as the <u>Village Area</u> , <u>Residential</u> , and <u>Commercial</u> land use designations, balancing development with <u>infrastructure</u> capacity and community priorities.
Ecosystem & Resource Protection	Preserve and restore natural systems and open spaces.	Designates multiple <u>Development Permit Areas</u> for riparian, marine, and <u>sensitive ecosystems</u> , with policies to protect <u>biodiversity</u> , restore habitats, and integrate ecological stewardship into all land use decisions.
Complete Communities & Housing	Support communities with diverse housing and local amenities.	Encourages a mix of housing types, including attainable and workforce housing, alongside investments in parks, recreation, and community facilities to create a complete, livable community.
Transportation	Promote sustainable and <u>active transportation</u> options.	Prioritizes walkability, multi-use trails, and safe road networks, and seeks partnerships with the Province and BC Transit to enhance pedestrian, cycling, and transit connections.
Economic Development	Build a resilient and diversified regional economy.	Supports small-scale, locally owned businesses, sustainable tourism, and year-round employment opportunities that align with environmental and <u>community</u> values.
Food Systems	Strengthen local food production and food security.	Protects lands in the <u>Agricultural Land Reserve</u> , supports farm-based retail and <u>agri-tourism</u> , and encourages local food production in line with provincial policies.
Climate Action	Reduce greenhouse gas emissions and improve <u>climate resilience</u> .	Integrates climate adaptation and mitigation across policies, sets regional GHG reduction targets, and promotes resilient <u>infrastructure</u> , renewable energy, and ecosystem-based climate solutions.



1.8. COLLABORATIONS WITH OTHER AGENCIES AND AUTHORITIES

The CRD will strive to work in collaboration and partnership with First Nations, the Agricultural Land Commission (ALC), provincial ministries, federal departments, Island Health, School District #62, and all other necessary agencies and groups to address infrastructure, services, transportation, energy and emissions management, and environmental concerns.





Figure 2. Image credit: Suzanne Ahearne/UVic

2. COMMUNITY FRAMEWORK

2.1. COMMUNITY-IDENTIFIED ISSUES & PRIORITIES

The following is a summary of key issues identified in community engagement.

Housing Affordability and Sustainable Growth

Limited availability of attainable housing, increasing pressure from short-term rentals, and the need for sustainable development that aligns with infrastructure capacity.

Infrastructure and Public Services Deficiencies

Frequent power outages, inadequate roads and roadside pathways, limited healthcare access, and the need for better wastewater management and pedestrian-friendly amenities.

Environmental Protection and Climate Resilience

Concerns about preserving green spaces, protecting sensitive ecosystems, mitigating climate change impacts, and ensuring development respects the natural environment.

Economic Sustainability and Local Employment

A strong need to balance eco-tourism growth with local business support, year-round employment opportunities, and access to essential services like grocery stores and medical facilities.

Community Engagement & Transparency

A need for clearer communication about planning and development decisions, stronger opportunities for residents to participate in local processes, and greater transparency in how community input informs outcomes.

Reconciliation

Desire for shared commitment to strengthening relationships through mutual respect, collaboration, and shared stewardship, ensuring that planning and development decisions honour Indigenous rights, cultural heritage, and Paaʔčiidʔatx community interests.

2.2. GOALS

The following goals describe the broad outcomes Port Renfrew hopes to achieve in the future.

Advance Reconciliation and Partnerships

Strengthen collaboration, mutual respect, and shared stewardship between the community and the Paaʔčiidʔatx Nation through ongoing dialogue, joint planning, and recognition of Indigenous rights, knowledge, and leadership in shaping Port Renfrew's future.

Protect and Enhance the Natural Environment

Preserve Port Renfrew's forests, waterways, and coastline through sustainable land use, conservation efforts, and climate-resilient policies that safeguard ecological health for future generations.

Foster Economic Sustainability and Local Resilience

Support year-round employment opportunities, eco-tourism, and small businesses while ensuring economic development aligns with environmental stewardship and community values.

Promote Community Well-being and Inclusivity

Strengthen social connections, health services, and recreational opportunities to foster a vibrant, resilient, and inclusive community that recognizes and honours Paaʔčiidʔatx community initiatives, cultural heritage and traditions.

Expand Housing Choices and Affordability

Encourage diverse and attainable housing options that meet the needs of residents while balancing growth with infrastructure capacity and the Community's unique character.

Invest in Infrastructure and Accessibility

Improve roads, roadside pathways, public spaces, and essential services to enhance mobility, safety, and overall quality of life while ensuring infrastructure keeps pace with community needs.

2.3. VALUES

The values below capture the community character of Port Renfrew and the things people want to protect, support, and improve as the community grows.

Reconciliation and Reciprocity

Build a respectful and enduring relationship with PFN through mutual learning, shared stewardship, and recognition of Indigenous rights, culture, and history as integral to Port Renfrew's identity and future.

Recreation and Lifestyle

Foster a high quality of life by promoting outdoor recreation, cultural activities, and community events that celebrate Port Renfrew's natural beauty and coastal lifestyle.

Sustainable Community Development

Guide growth in a way that balances environmental and archaeological stewardship, infrastructure capacity, and housing affordability to ensure a thriving, liveable community for all.

Community Support and Resiliency

Strengthen social connections and local initiatives that build a close-knit, inclusive, and resilient community.

Prosperity and Environmental Stewardship

Encourage responsible economic growth that provides local employment opportunities while protecting and enhancing Port Renfrew's forests, waters, and wildlife.

2.4. VISION

Port Renfrew 2050: A Thriving, Sustainable, and Connected Community

In 2050, Port Renfrew stands as a model of sustainable growth, where nature and community thrive in harmony. Our pristine forests, waterways, and coastline are preserved and cherished, ensuring clean air, freshwater, and abundant wildlife for generations to come.

Our community is vibrant, inclusive, and resilient, fostering deep connections between residents, visitors, and the land. Affordable, diverse housing options allow families, workers, temporary residents, and retirees to call Port Renfrew home, while essential infrastructure, modern roads, pedestrian amenities, schools, healthcare, and digital connectivity support a high quality of life.

A thriving local economy is built on eco-tourism, sustainable industries, and entrepreneurial innovation, creating employment opportunities while respecting both the natural and cultural landscape. Local businesses, artisans, and cultural events contribute to a strong sense of identity and pride.

Port Renfrew is a place of well-being, where health, recreation, and lifelong learning are valued. Elders are supported, youth are inspired, and our commitment to sustainability ensures a prosperous future.

Our future is guided by a respectful and enduring relationship with the Paaḡčiidḡatḡ Nation. As the original stewards of these lands and waters, the knowledge, rights, and aspirations of the Paaḡčiidḡatḡ people are recognized and honoured. Through shared decision-making, reconciliation, and cultural revitalization, we walk a path forward together, building a community rooted in mutual respect, learning, and connection to place.

Together, we continue to shape a Port Renfrew that is welcoming, prosperous, and deeply connected to the land and water, a true west coast gem where people and nature flourish.



Figure 3. Image credit: Berty Mandagie

3

OBJECTIVES & POLICIES

3. OBJECTIVES AND POLICIES

3.1. LAND USE & LAND USE DESIGNATIONS

The land use objectives policies guide where and how Port Renfrew grows, ensuring new homes, businesses, and community spaces fit with the area's character and values. They balance opportunities for housing and economic activity with the protection of nature and cultural heritage. Clear land use designations and development policies help focus growth in the right places, make the best use of infrastructure, and protect the natural beauty and rural feel that make Port Renfrew unique.

Additionally, objectives and policies guide where different land uses and densities are supported, based on location and access to local government sewer and water services. Higher densities will generally require connection to these services and contributions toward necessary upgrades or extensions. Future development will also be evaluated based on how it addresses potential impacts and advances community needs and objectives.

The objectives and policies in this section apply to all lands within the Port Renfrew OCP plan area under the jurisdiction of the CRD and to all land use designations.

At the time this plan was prepared, no sand and gravel deposits were known to exist within the Port Renfrew Plan area.

3.1.1. GENERAL LAND USE OBJECTIVES AND POLICIES

OBJECTIVES

1. Acknowledge and respect the traditional territory of the Paaʔčiidʔatx Nation in all planning, development, and governance decisions.
2. Increase attainable housing options and the variety of housing types.
3. Balance growth with infrastructure capacity and community needs.
4. Protect natural systems, archaeology and cultural heritage through early and ongoing collaboration with the Paaʔčiidʔatx Nation on land use and environmental matters.
5. Support a complete community, including residential, community uses, and economic development.
6. Strengthen support for local businesses.
7. Grow sustainable tourism and recreation opportunities that promote broad and long-term benefits to the community.
8. Strengthen government-to-government collaboration with the Paaʔčiidʔatx Nation to advance shared goals for well-being, stewardship, and self-determination.

OBJECTIVES AND POLICIES

POLICIES

General:

Continue to acknowledge that Port Renfrew is located within the traditional territory of the Paaʔčiidʔatx Nation, and work with the Nation to establish a formal partnership framework that supports early engagement, shared decision-making, and ongoing collaboration on land use, infrastructure, and cultural priorities.

Establish a land use approach as outlined in Section 3.1.2 that includes Base Development and Conditional Development conditions in order to achieve the community's vision and priorities, including:

- 1.1. Support for additional land uses and densities where they clearly contribute to community priorities, such as providing attainable housing, creating community amenities, protecting the environment and cultural heritage, or improving local services (see Section 2.1).
- 1.2. Support for development that aligns with the vision, guidance, and policies of each land use designation to ensure growth is well-planned, context-sensitive, and reflective of community and Paaʔčiidʔatx Nation priorities (see Section 3.1.4).
- 1.3. Support for compact and walkable village areas to reduce environmental impacts, make efficient use of infrastructure, and strengthen access to local shops, services, and gathering spaces.
2. Update the Zoning Bylaw to align with the goals and objectives of the OCP (see section 6 for specific recommendations).
3. Explore the implementation of a Development Cost Charge (DCC) and Amenity Cost Charges (ACC), and Community Amenity Contributions (CAC) policies to ensure growth and development contributes equitably to infrastructure, amenities, and community needs.

Housing

4. Support a diverse range of housing types throughout the community, including multi-unit dwelling buildings as well as suites and Accessory Dwelling Units.
5. Support development applications that provide purpose-built rental, attainable long-term housing, or dedicated units for seniors, seasonal workers, or low-income families.
6. Undertake a review of short-term rental policies and regulations to explore approaches to balancing visitor accommodation with long-term housing needs.
7. Support the CRD's housing targets by enabling land use and development that contributes to meeting the Juan de Fuca Electoral Area's projected need for 404 new housing units over the next 5 years and 1,262 units over the next 20 years, as identified in the 2024 Interim Housing Needs Report.

Environment and Cultural Protection

8. Mitigate impacts of development on riparian areas, sensitive ecosystems, archaeological sites, and high-risk environmental zones.

OBJECTIVES AND POLICIES

9. Work in partnership with Paaʔčiidʔatx Nation on the management and protection of archaeological and cultural heritage sites.
 - 9.1. In collaboration with the Paaʔčiidʔatx Nation explore opportunities provided by the *Heritage Conservation Act* (HCA) and the *LGA* to better protect and conserve archaeological sites by regulating future development throughout the Port Renfrew OCP Area where possible/applicable.
 - 9.2. In collaboration with the Paaʔčiidʔatx Nation, develop a tool to assist in determining areas of archaeological potential cultural sensitivity that can be used to inform future development and land use decision making.
 - 9.3. Bylaw amendment and development proposals are encouraged to speak with Paaʔčiidʔatx First Nation before a proposal is submitted to the CRD.
10. Support landscape-based, on-site stormwater management practices for all new development and subdivisions.
11. Review and update Riparian, Shoreline, and Sensitive Ecosystem Development Permit Area guidelines to strengthen protection of water quality, habitat, and Biodiversity.
12. Encourage development proposals to consider the preservation of view corridors of the ocean, mountains, and natural landscapes.
13. Encourage the use of native plant species, ecological restoration, and landscape designs that support Biodiversity and climate adaptation.

Community Character & Design

14. Support development that reflects Port Renfrew's coastal identity through design features such as timber construction, natural materials (or sustainable composite materials with an aesthetic that resembles natural elements or materials), and contextual site planning.
15. Encourage the inclusion of Indigenous knowledge, language, art, and cultural expression in community planning, signage, wayfinding, public spaces, and development design to reflect the presence and values of the Paaʔčiidʔatx Nation.
16. Support compact, walkable development patterns that reduce environmental impacts and minimize infrastructure expansion.
17. Apply dark sky principles to all public and private lighting to reduce light pollution and preserve nighttime visibility, where jurisdictional authority allows.
18. Encourage landscape and public space design that enhances community gathering, reflects local character, and integrates Indigenous design elements where appropriate.

Economic Development and Tourism

OBJECTIVES AND POLICIES

19. Explore the streamlining of processes to support the development of small businesses and entrepreneurship.
20. Facilitate the creation of local shops, services, and amenities by supporting new small-scale commercial and mixed-use developments.
21. Enhance economic development by supporting the establishment of community amenities such as:
 - 21.1. Publicly accessible trails along Parkinson Road and throughout the community, connecting residential areas, natural spaces, and tourism destinations.
 - 21.2. New public recreation amenities such as playgrounds, gathering spaces, and sports fields.

Tsunami Inundation Area

22. If a property or portion of a property is located in an area subject to flooding as identified in Map 3, then development is subject to the requirements of policy 2.6 and 2.7 of Section 3.1.2.
23. Mitigate the potential impacts of tsunami inundation by:
 - 23.1. Encouraging land uses that do not include habitation or overnight accommodation, provided they are consistent with the applicable land use designations and can be configured to account for the hazard risk.
 - 23.2. Allow for the existing residential and tourist accommodation densities to be maintained.
 - 23.3. Consider proposals that increase residential or tourist accommodation density where a qualified professional can confirm that the land, buildings, or structures are safe for the intended use, which may include recommended mitigation and evacuation measures.
24. Support the registration of a covenant on title identifying hazards for buildings, structures, and uses for lands within the tsunami inundation area, especially on lands permitting overnight habitation.
25. Where possible, critical facilities, emergency services, and infrastructure should not be located within tsunami hazard areas, particularly where they are essential to post-disaster response.

Development Servicing

26. Mitigate the impacts of sewer and septic systems on the natural environment by:
 - 26.1. Supporting lower densities on un-serviced lots and higher densities on serviced lots.
 - 26.2. Ensuring adequate buffers to riparian areas, shorelines, and other sensitive ecosystems.
 - 26.3. Prioritizing septic systems that meet the demands of the actual future use and on-site activity.
27. Ensure new development contributes to infrastructure improvements and service expansion (e.g., through direct contributions, Development Cost Charges, etc.).

3.1.2. BASE AND CONDITIONAL LAND USE

This section outlines a two-tiered approach to land use and development in Port Renfrew. It provides clarity on what can proceed as-of-right under existing zoning, and what additional expectations apply when proposals seek greater density, expanded uses, or different built forms.

APPROACH

This OCP recognizes two levels of Land Use: Base Development and Conditional Development. Together, they provide a balanced framework for managing growth in line with community values.

- **Base Development** represents what is considered broadly supportable within the community. It reflects the scale, use, and form of development that can be reasonably expected without requiring additional justification.
- **Conditional Development** may be considered where a proposal demonstrates clear merit, such as advancing additional community goals, delivering meaningful public benefits, or achieving higher standards of design, sustainability, or liveability. These conditional opportunities are not automatic but will be evaluated on the strength of the application.

This approach ensures that growth is both predictable and adaptable: The community can rely on a strong baseline of development expectations, while also allowing flexibility for projects that bring added value.

Determining whether Development is Base or Conditional

To determine whether a proposal is considered Base Development or Conditional Development, applicants should refer to the Land Use Designations in Section 3.1.4. Each designation identifies which uses, built forms, and densities are permitted as Base and which may be considered Conditional.

1. **Check the Land Use Designation**
Look at Section 3.1.4 to find the designation for your parcel (e.g., Residential, Village Area, Commercial).
2. **Compare the Development to the “Base” Guidance**
Your development is Base if the proposed use, built form, and density match the items listed under “Base” for that designation.
3. **Identify Anything That Exceeds Base**
A development becomes Conditional if it proposes:
 - Additional or expanded land uses not listed as Base.
 - A different built form (e.g., multi-unit dwelling instead of single-detached) not listed as Base.
 - More units or density than Base allows.
4. **Understand Requirements for Both Base and Conditional**
 - Base Development must still meet OCP policies, servicing requirements, environmental protection standards, and applicable DPA guidelines.
 - Conditional Development must meet all Base requirements plus demonstrate added community benefits and higher performance expectations as outlined in this section.

POLICIES

Base Development



Base Development is the level of growth that the community broadly supports without additional justification.

1. Development applications seeking Base Development conditions must:
 - 1.1. Respond to and demonstrate integration of the Community Framework (see Section 2)
 - 1.2. Be consistent with the relevant land use guidance and policies in Section 3.1.4.
 - 1.3. Respect the intended scale, density, and building forms for the area.
 - 1.4. Demonstrate servicing and infrastructure capacity (e.g., water supply, wastewater treatment, stormwater and erosion control) consistent with the policies of Section 3.4.
 - 1.5. Preserve natural and cultural features, and respect neighbouring privacy where applicable.
 - 1.6. Meet applicable development permit guidelines and contribute positively to neighbourhood character.

Conditional Development

Conditional Development may be considered when proposals go beyond the Base Development in terms of density, land use, or building form. To be supported, Conditional Development must clearly demonstrate additional community benefits and amenities beyond Base Development.

2. Development applications seeking Conditional Development conditions must:
 - 2.1. Meet the requirements of Base Development above.
 - 2.2. Include one or more community amenities secured through zoning, covenants, or legal agreements (e.g., housing agreements) for example (refer to relevant community amenity contribution policies where applicable, adopted, or in place):
 - 2.2.1. Provision of long-term attainable housing (rental or ownership).
 - 2.2.2. Public trails along Parkinson Road or Highway 14, where applicable.
 - 2.2.3. Neighbourhood connector or commuter trails.
 - 2.2.4. Public recreation spaces (e.g., playgrounds, sports courts).
 - 2.2.5. Land dedication for community use or conservation.
 - 2.2.6. Contributions to affordable housing, community spaces, or infrastructure.
 - 2.3. Demonstrate high standards of livability, connectivity, and environmental stewardship through the following design considerations:

- 
- 2.3.1. Preserve the privacy, livability, and comfort of nearby residential properties.
 - 2.3.2. Support a walkable, well-connected, and inclusive neighbourhood layout.
 - 2.3.3. Use landscape, lighting, and site design to protect view corridors and minimize ecological impacts.
 - 2.3.4. Demonstrate adequate on-site servicing or connection to community infrastructure.
 - 2.3.5. Integrate advanced wastewater treatment, stormwater management, and emergency access provisions into site design.
- 2.4. Within the Residential (R) and Village Area (V) designation, demonstrate a meaningful contribution to the community's long-term residential housing needs, including but not limited to:
- 2.4.1. Non-market housing.
 - 2.4.2. Workforce and staff housing (e.g., for seasonal or tourism workers).
 - 2.4.3. Purpose-built and legally-secured rental housing.
 - 2.4.4. Legally-secured long-term housing (ownership).
 - 2.4.5. Financial Contributions (e.g., to a housing fund or program, where applicable).
- 2.5. Within the Village Area (V) designation, support higher-density, mixed-use development within the Village Area (V) designation, where proposals:
- 2.5.1. Contribute to a vibrant local economy and support small businesses.
 - 2.5.2. Include shops and services that serve both residents and visitors.
 - 2.5.3. Achieve identified community priorities and deliver community amenities.
 - 2.5.4. Consistent with the small-scale, west coast character of Port Renfrew.
- 2.6. At the discretion of CRD staff, applicants may be required to provide plans, reports, or studies, prepared by a qualified professional (QP) in addition to the requirements of the DAIA (see Section 5), such as:
- 2.6.1. Planning and Design Rationale (e.g., summary of development with topics outlined above)
 - 2.6.2. Landscape Plan
 - 2.6.3. Tree Management Plan
 - 2.6.4. Traffic Impact Assessment
 - 2.6.5. Stormwater Management Plan
- 

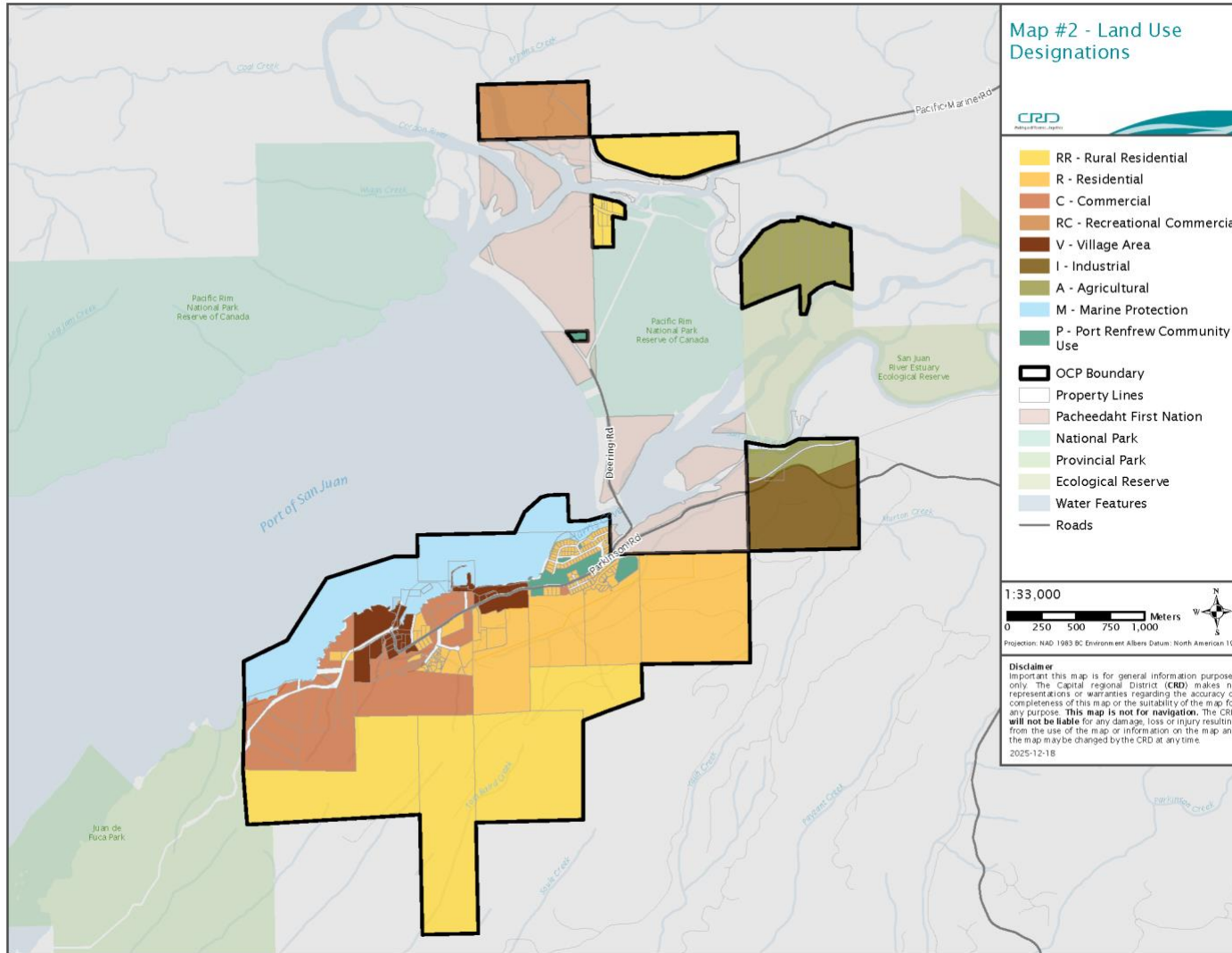
OBJECTIVES AND POLICIES

- 2.6.6. Environmental Impact Assessment
- 2.6.7. Geotechnical Report
- 2.6.8. Archaeological Overview Assessment / Impact Assessment
- 2.6.9. Servicing Report
- 2.6.10. Wildfire Protection Plan
- 2.6.11. Shadow / View Impact Study
- 2.6.12. Housing Needs / Tenure Summary
- 2.6.13. Construction Management Plan
- 2.6.14. Hazard Assessment Report (e.g., Tsunami)
- 2.7. Undergo public consultation and referral to the Juan de Fuca Land Use Committee, where applicable. At a minimum:
 - 2.7.1. Host one Public Information Meeting in the community that presents the submission-ready application materials.
 - 2.7.2. Provide a summary of community feedback to CRD staff for inclusion in the application materials.

OBJECTIVES AND POLICIES

3.1.3. LAND USE MAP

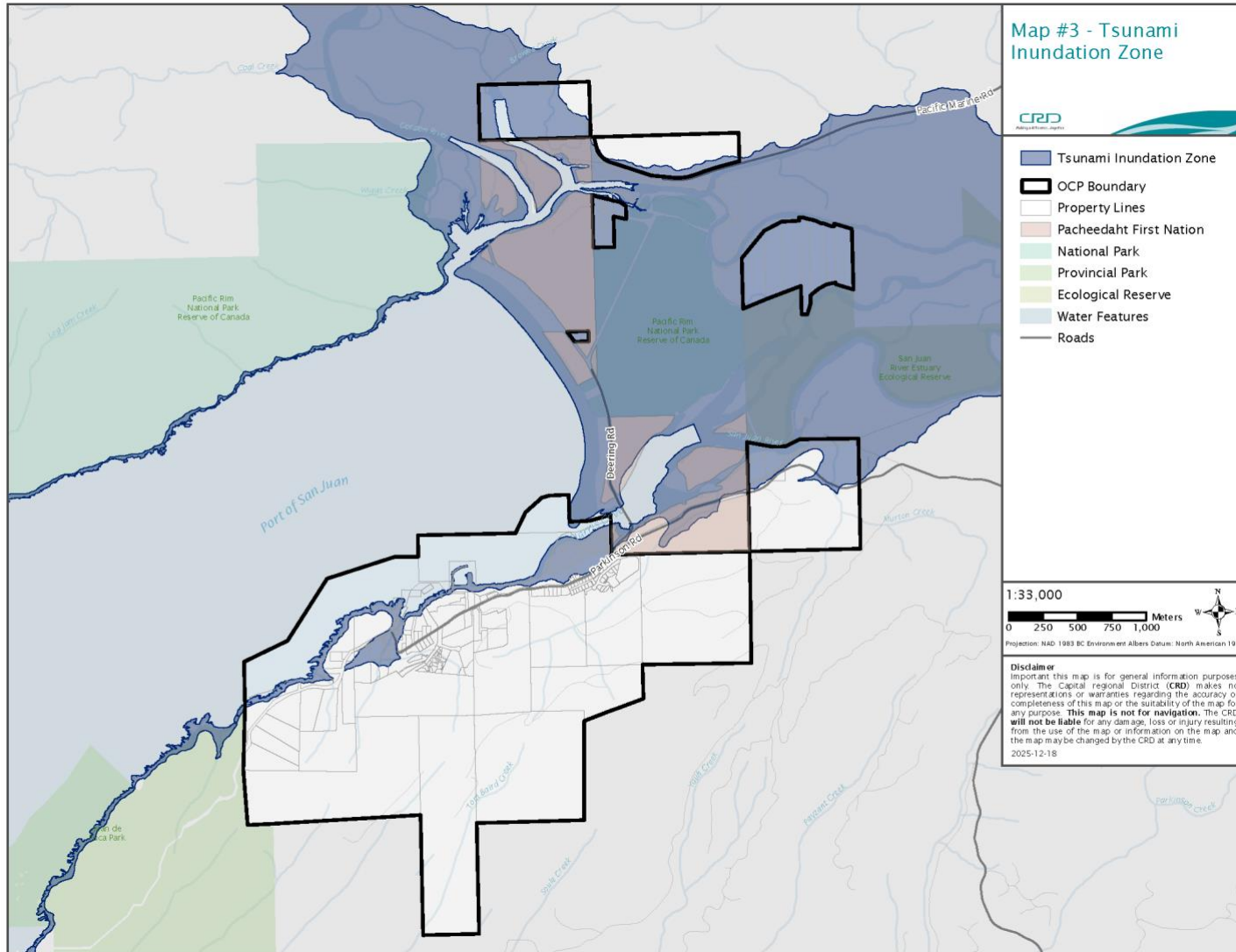
The Land Use Designations Map (Map #2) is shown below.



Map 2 : Land Use Map

3.1.4. TSUNAMI INUNDATION MAP

The Tsunami Inundation Area Map (Map #3) is shown below.



Map 3 : Tsunami Inundation Zone Map

3.1.5. LAND USE DESIGNATIONS

3.1.5.1. RURAL RESIDENTIAL (RR)

Overview

The Rural Residential (RR) designation supports low-impact, low-density rural housing at the edges of the Plan area, along with secondary home-based businesses and small-scale commercial or tourism uses that contribute to the local economy. Limited additional development, such as compact rural residential or tourism uses, may be appropriate where it fits the rural character and avoids sensitive environmental features.

These areas also include lands used for recreation, agriculture, and resource activities such as forestry and mining, including Crown lands within TFLs and Private Managed Forest Lands (PMFLs). PMFLs are regulated by provincial legislation, which permits certain activities, including residences and forestry, that local zoning cannot restrict. Given incomplete inventories of wildlife corridors and watershed areas, future development will be guided by development permit requirements and policies that protect ecological values and acknowledge longstanding First Nations use of these lands.

Objectives

1. Support low-density rural living that maintains the natural character and open landscape at the edge of the community.
2. Encourage small-scale economic opportunities that support rural residents, including home-based businesses and compatible tourism activities.
3. Guide limited rural or tourism development in a way that respects ecological sensitivity, and longstanding First Nations use, and aligns with provincial regulations for Crown lands, forestry, and Private Managed Forest Lands.

Policies

1. Consider advocating for urban containment boundary adjustments to include RR parcels and the extension of sewer and water local government service areas when the RGS is being updated.
1. An average parcel size of 1.0 ha is supported on lands with both sewer and water local government service areas.
2. An average parcel size of 4.0 hectare is supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.

OBJECTIVES AND POLICIES

Guidance

GUIDANCE	BASE DEVELOPMENT	CONDITIONAL DEVELOPMENT
Land Use	<ul style="list-style-type: none"> ● Primary <ul style="list-style-type: none"> ○ <u>Residential</u> ○ <u>Community</u> ○ <u>Resource Extraction</u> ○ Agricultural ● Secondary / Accessory Uses <ul style="list-style-type: none"> ○ <u>Home-based Business</u> ○ <u>Limited Commercial and Tourism Accommodation</u> 	<ul style="list-style-type: none"> ● N/A
Built Form	<ul style="list-style-type: none"> ● <u>Single-detached</u> ● <u>Duplex</u> ● <u>Accessory Dwelling Unit</u> ● <u>Cottage</u> ● <u>Community Facility</u> 	
Density - Supported on lands with both sewer and water local government service areas.	<ul style="list-style-type: none"> ● Up to 2 <u>Dwelling Units</u> per hectare 	
Density - Supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.	<ul style="list-style-type: none"> ● Up to 0.5 <u>Dwelling Units</u> per hectare 	

OBJECTIVES AND POLICIES

3.1.5.2. RESIDENTIAL (R)

Overview

The intent of the Residential (R) land use designation is to support the continued use and development of lands primarily for housing. This designation aims to ensure that the housing supply is responsive to anticipated needs over the next 20 years by encouraging a variety of housing types and tenures that reflect the community's character and support attainable housing for all residents. To foster a vibrant and resilient community, the designation also supports secondary home-based businesses and small-scale neighbourhood commercial and tourism activities that contribute to the local economy. Developments that establish residential uses as the primary land use, while integrating commercial and/or tourism components as complementary primary uses, may be supported subject to the policies and criteria outlined within Conditional Development (see section 3.1.2).

Objectives:

1. Create a balanced and diverse housing supply that meets long-term community needs and reflects local character.
2. Primarily residential areas that support attainable living and small-scale local economic activity.
3. Well-integrated mixed-use and tourism opportunities that complement and strengthen the residential focus.
4. All lands within the Tsunami Inundation Zone (see Map 3) are subject to the Tsunami Hazard policies outlined in section 3.1.1.

Policies:

1. Applications seeking Conditional Development must adhere to the policies contained in those sections.
2. Limit new short-term rentals as secondary to primary residences to preserve housing for long-term residents.
3. An average parcel size of 0.1 ha is supported on lands with both sewer and water local government service areas.
4. An average parcel size of 1.0 hectare is supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.

OBJECTIVES AND POLICIES

Guidance

GUIDANCE	BASE DEVELOPMENT	CONDITIONAL DEVELOPMENT
Land Use	Primary <ul style="list-style-type: none"> • <u>Residential</u> Secondary <ul style="list-style-type: none"> • <u>Home-based Business</u> • <u>Limited Agricultural</u> • <u>Community</u> 	<ul style="list-style-type: none"> • <u>Residential</u> • <u>Limited Commercial</u> • <u>Mixed-Use</u>
Built Form	<ul style="list-style-type: none"> • <u>Single Detached</u> • <u>Duplex</u> • <u>Cottage</u> • <u>Accessory Dwelling Unit</u> • <u>Community Facility</u> 	<ul style="list-style-type: none"> • <u>Multi-unit Dwelling</u> Such as <u>houseplex</u>, <u>townhouse</u> • <u>Single-use Commercial</u> • <u>Mixed Use Buildings</u>
Density - Supported on lands with both sewer and water local government service areas.	<ul style="list-style-type: none"> • Up to 12 <u>Dwelling Units</u> per hectare. 	<ul style="list-style-type: none"> • Up to 40 <u>Dwelling Units</u> per hectare.
Density - Supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.	<ul style="list-style-type: none"> • Up to 2 <u>Dwelling Units</u> per hectare. 	<ul style="list-style-type: none"> • Up to 2 <u>Dwelling Units</u> per hectare.

OBJECTIVES AND POLICIES

3.1.5.3. COMMERCIAL (C)

Overview

The Commercial designation applies to areas primarily intended for tourist-oriented commercial uses (e.g., Tourist Accommodation, craft brewery, food processing). The goal of this land use is to ensure that tourism activities and housing are available to support local economic development. Home-based businesses, small-scale commercial/retail, personal and professional service, and health and wellness may also be considered to support local economic development.

Objectives

1. Create a thriving local economy supported by tourism, accommodation, and complementary commercial uses.
2. Flexible commercial areas that provide space for small businesses and services supporting residents and visitors alike.
3. All lands within the Tsunami Inundation Zone (see Map 3) are subject to the Tsunami Hazard policies outlined in section 3.1.1.

Policies

1. Applications seeking Conditional Development must adhere to policies contained in those sections.
2. Encourage long-term residential units within the Commercial designation when co-located with tourist accommodation.
3. An average parcel size of 0.1 ha is supported on lands with both sewer and water local government service areas.
4. An average parcel size of 1.0 hectare is supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.

OBJECTIVES AND POLICIES

Guidance

GUIDANCE	BASE DEVELOPMENT	CONDITIONAL DEVELOPMENT
Land Use	Primary <ul style="list-style-type: none"> ● <u>Residential</u> ● <u>Tourist Accommodation</u> (up to three units) ● <u>Limited Commercial</u> ● <u>Community</u> Secondary <ul style="list-style-type: none"> ● <u>Home-based Business</u> ● <u>Limited Industrial</u> (as an accessory to <u>Commercial</u>) ● <u>Staff Accommodation</u> 	<ul style="list-style-type: none"> ● <u>Residential</u> (more than two units) ● Mixed-Use ● <u>Tourist Accommodation</u> (more than three units)
Built Form	<ul style="list-style-type: none"> ● Single Detached ● <u>Duplex</u> ● <u>Cottage</u> ● <u>Accessory Dwelling Unit</u> ● <u>Single-use Commercial</u> ● <u>Single-use Industrial</u> ● <u>Community Facility</u> 	<ul style="list-style-type: none"> ● Multi-unit Dwelling <ul style="list-style-type: none"> ○ Such as <u>houseplex</u>, <u>townhouse</u> ● <u>Mixed Use Buildings</u> ● <u>Tourist Accommodation</u> (three or more units)
Density - Supported on lands with both sewer and water local government service areas.	<ul style="list-style-type: none"> ● Up to 10 <u>Tourist Accommodations</u> per hectare. ● Up to 6 <u>Dwelling Units</u> per hectare. 	<ul style="list-style-type: none"> ● Up to 25 <u>Tourist Accommodations</u> per hectare. ● Up to 12 <u>Dwelling Units</u> per hectare.
Density - Supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.	<ul style="list-style-type: none"> ● Up to 1 <u>Tourist Accommodations</u> per hectare. ● Up to 1 <u>Dwelling Units</u> per hectare. 	<ul style="list-style-type: none"> ● Up to 1 <u>Tourist Accommodations</u> per hectare. ● Up to 1 <u>Dwelling Units</u> per hectare.

OBJECTIVES AND POLICIES

3.1.5.4. VILLAGE AREA (V)

Overview

The Village Area designation applies to areas primarily intended for commercial, multi-unit residential, and tourist activities, and supporting services. The goal of this land use is to ensure that the surrounding residential or tourist areas are supported by commercial, retail and services. Home-based businesses may also be considered to support local economic development.

Objectives

1. Foster a vibrant mixed-use village core that supports local residents, visitors, and businesses through a blend of commercial, residential, and tourism activities.
2. Encourage small-scale, locally oriented services and enterprises that strengthen the community's economy and sense of place.
3. All lands within the Tsunami Inundation Zone (see Map 3) are subject to the Tsunami Hazard policies outlined in section 3.1.1.

Policies

1. Applications seeking Conditional Development must adhere to policies contained in those sections.
2. An average parcel size of 0.1 ha is supported on lands with both sewer and water local government service areas.
3. An average parcel size of 1.0 hectare is supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.

OBJECTIVES AND POLICIES

Guidance

	BASE DEVELOPMENT	CONDITIONAL DEVELOPMENT
Land Use	<ul style="list-style-type: none"> N/A 	<p>Primary</p> <ul style="list-style-type: none"> <u>Residential</u> <u>Commercial</u> <u>Tourist Accommodation</u> <u>Limited Industrial</u> associated with <u>Commercial</u> <u>Community</u> <p>Secondary / Accessory Uses</p> <ul style="list-style-type: none"> <u>Home-based Business</u> Staff Accommodation
Built Form		<ul style="list-style-type: none"> Multi-unit Dwelling <ul style="list-style-type: none"> Such as <u>houseplex</u>, <u>townhouse</u> <u>Tourist Accommodation</u> <u>Accessory Dwelling Unit</u> <u>Mixed Use Buildings</u> <u>Single-use Commercial</u> <u>Single-use Industrial</u> <u>Community Facility</u>
Density - Supported on lands with both sewer and water local government service areas.		<ul style="list-style-type: none"> Up to 50 <u>Dwelling Units</u> and/or <u>Tourist Accommodations</u> per hectare.
Density - Supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.		<ul style="list-style-type: none"> Up to 2 <u>Dwelling Units</u> and/or <u>Tourist Accommodations</u> per hectare.

OBJECTIVES AND POLICIES

3.1.5.5. PORT RENFREW COMMUNITY USE (P)

Overview

The Community Use designation applies to areas primarily intended for community-serving uses and services. The goal of this land use is to ensure that the surrounding residential or tourist areas are supported by open spaces, parks, and community services.

Objectives

1. Provide accessible community spaces and services that support surrounding residential and tourist areas and enhance overall community well-being.

Policies

1. Support the creation of community spaces and activities in the Parkinson and Deering Road area to foster gathering, recreation, and connection for residents and visitors.
2. Develop a detailed plan through community engagement for the detailed future uses of public spaces.
 - a. Develop a permitting system for commercial venues (including mobile) on lands within this designation where they enhance amenities, align with intended land use, and meet relevant requirements (e.g., CRD / Health Authority policies)
3. All lands within the Tsunami Inundation Zone (see Map 3) are subject to the Tsunami Hazard policies outlined in section 3.1.1.

OBJECTIVES AND POLICIES

Guidance

GUIDANCE	BASE DEVELOPMENT	CONDITIONAL DEVELOPMENT
Land Use	<ul style="list-style-type: none"> • <u>Community</u> 	<ul style="list-style-type: none"> • N/A
Built Form	<ul style="list-style-type: none"> • <u>Community Facility</u> 	
Density - Supported on lands with both sewer and water local government service areas.	<ul style="list-style-type: none"> • N/A 	
Density - Supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.	<ul style="list-style-type: none"> • N/A 	

OBJECTIVES AND POLICIES

3.1.5.6. MARINE PROTECTION (M)

Overview

The Marine Protection designation applies to the provincially owned waterfront area adjacent to the plan area. This designation recognizes the area's value for passive and active recreation, as well as its scenic views of Port San Juan Harbour. This land use intends to support public access and enjoyment, while ensuring that any non-government use aligns with the policies of this Plan and the Land Use Bylaw. The shoreline includes both beach and rock foreshore, as well as confluence areas.

Objectives

1. Protect and enhance the marine shoreline as a valued public space for recreation, access, and scenic enjoyment while maintaining its ecological and visual integrity.

Policies

1. N/A

OBJECTIVES AND POLICIES

Guidance

GUIDANCE	BASE DEVELOPMENT	CONDITIONAL DEVELOPMENT
Land Use	<ul style="list-style-type: none"> • <u>Community</u> 	<ul style="list-style-type: none"> • N/A
Built Form	<ul style="list-style-type: none"> • <u>Community Facility</u> 	
Density - Supported on lands with both sewer and water local government service areas.	<ul style="list-style-type: none"> • N/A 	
Density - Supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.	<ul style="list-style-type: none"> • N/A 	

OBJECTIVES AND POLICIES**3.1.5.7. INDUSTRIAL (I)**

Overview

The Industrial designation applies to lands intended for manufacturing, production, storage, and other Industrial uses. This land use intends to support employment-generating activities that are compatible with surrounding uses and contribute to the local economy.

Objectives

1. Support employment-generating industrial uses that contribute to the local economy and remain compatible with surrounding areas.

Policies

1. An average parcel size of 0.4 ha is supported on lands with both sewer and water local government service areas
2. An average parcel size of 4.0 hectare is supported on lands that are outside of a sewer or water local government service area, or that are located within either service are but not both.
3. All lands within the Tsunami Inundation Zone (see Map 3) are subject to the Tsunami Hazard policies outlined in section 3.1.1.

OBJECTIVES AND POLICIES

Guidance

GUIDANCE	BASE DEVELOPMENT	CONDITIONAL DEVELOPMENT
Land Use	Primary <ul style="list-style-type: none"> ● <u>Industrial</u> ● <u>Community</u> Secondary / Accessory Uses <ul style="list-style-type: none"> ● <u>Residential</u> 	<ul style="list-style-type: none"> ● N/A
Built Form	<ul style="list-style-type: none"> ● <u>Single-use Industrial</u> ● <u>Caretaker Unit</u> ● <u>Community Facility</u> 	
Density - Supported on lands with both sewer and water local government service areas.	<ul style="list-style-type: none"> ● A maximum of one <u>Caretaker Unit</u> per parcel 	
Density - Supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.	<ul style="list-style-type: none"> ● N/A 	

3.1.5.8. RECREATIONAL COMMERCIAL (RC)

Overview

The Recreational Commercial designation applies to privately operated campgrounds and related visitor accommodations that support drive-in recreational users. These areas typically provide services for campers, recreational vehicles, and visitors seeking access to nearby outdoor activities. The Plan recognizes the long-standing role of these uses and allows for their continued operation, with the potential for modest expansion where consistent with the policies of the Plan and sensitive to surrounding land uses and environmental conditions.

Objectives

1. Support the continued operation and thoughtful expansion of privately operated recreational accommodations in a way that enhances visitor experiences while remaining compatible with surrounding land uses and environmental conditions.

Policies

1. The minimum parcel size for subdivision purposes is 32 ha.
2. A maximum of two staff accommodation units are allowed on each parcel of land.
3. One recreation vehicle shelter to a maximum of 75 m² per site.
4. All lands within the Tsunami Inundation Zone (see Map 3) are subject to the Tsunami Hazard policies outlined in section 3.1.1.

OBJECTIVES AND POLICIES

Guidance

GUIDANCE	BASE DEVELOPMENT	CONDITIONAL DEVELOPMENT
Land Use	Primary <ul style="list-style-type: none"> ● <u>Residential</u> ● Recreational Accommodation ● <u>Limited Commercial</u> ● <u>Community</u> Secondary / Accessory Uses <ul style="list-style-type: none"> ● <u>Residential</u> ● <u>Staff Accommodation</u> 	<ul style="list-style-type: none"> ● N/A
Built Form	<ul style="list-style-type: none"> ● <u>Single Detached</u> ● <u>Cottage</u> ● <u>Accessory Dwelling Unit</u> ● <u>Single-use Commercial</u> ● <u>Community Facility</u> 	
Density - Supported on all lands Supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.	<ul style="list-style-type: none"> ● Up to 1 <u>Dwelling Units</u> per hectare ● Up to 20 Recreational Accommodations per hectare ● Up to 300 boat slips associated with the marina 	

OBJECTIVES AND POLICIES

3.1.5.9. AGRICULTURE (AGR)

Overview

The Agriculture designation applies to lands within the Agricultural Land Reserve (ALR) and is primarily intended for farming, food production, and other agricultural uses. This land use intends to protect the long-term viability of agriculture and support the province's goals for food security. Secondary uses such as agri-tourism, farm-based retail, and residential uses accessory to agricultural may also be considered, in accordance with ALR regulations and local bylaws.

Objectives

1. Protect and enhance agricultural lands to support long-term farming, food production, and local food security.

Policies

1. All uses and subdivisions of land within the Agriculture designation must comply with the regulations and permitted uses of the Agricultural Land Commission Act and regulations thereof.
2. An average parcel size of 4.0 ha is supported.
3. All lands within the Tsunami Inundation Zone (see Map 3) are subject to the Tsunami Hazard policies outlined in section 3.1.1.

OBJECTIVES AND POLICIES

Guidance

GUIDANCE	BASE DEVELOPMENT	CONDITIONAL DEVELOPMENT
<p>Land Use</p>	<p>Primary</p> <ul style="list-style-type: none"> ● Agricultural ● <u>Community</u> <p>Secondary / Accessory Uses</p> <ul style="list-style-type: none"> ● <u>Residential</u> ● <u>Home-based Business</u> ● <u>Limited Commercial</u> 	<ul style="list-style-type: none"> ● N/A
<p>Built Form</p>	<ul style="list-style-type: none"> ● <u>Single-detached</u> ● <u>Duplex</u> ● <u>Accessory Dwelling Unit</u> ● <u>Cottage</u> ● <u>Community Facility</u> 	
<p>Density - Supported on lands with both sewer and water local government service areas.</p>	<ul style="list-style-type: none"> ● N/A 	
<p>Density - Supported on lands that are outside of a sewer or water local government service area, or that are located within either service area but not both.</p>	<ul style="list-style-type: none"> ● Up to 0.5 <u>Dwelling Units</u> per hectare. 	

3.1.6. TEMPORARY USE PERMITS

Section 493 of the *LGA* enables local governments to issue temporary use permits (TUPs) to allow specific land uses to occur for a short period of time. The permit can allow uses not permitted by a zoning bylaw, specify conditions under which the temporary use may be carried on and allow and regulate the construction of buildings or structures where this temporary use will occur.

Designation

1. Land within all of the Land Use Designations in this Plan is designated under Section 492 of the *LGA* as an area in which TUPs may be issued.

General Conditions

1. TUPs may be issued by the CRD throughout the Port Renfrew Plan area, subject to the policies of this Plan.
2. No public health, public safety or negative environmental impacts can result from the proposed activity.
3. In evaluating a TUP application, the CRD will consider the following:
 - 3.1. Whether the use is temporary or seasonal.
 - 3.2. Whether the use is compatible with adjacent uses.
 - 3.3. The impact of the proposed use on the natural environment.
 - 3.4. The intensity of the proposed use.
 - 3.5. The opportunity to conduct the proposed use on other land in the Plan area.
4. In issuing a TUP, the CRD may specify conditions, including but not limited to:
 - 4.1. The buildings to be used.
 - 4.2. Siting.
 - 4.3. Environmental protection, remediation and mitigation measures to address any impact on the natural environment.
 - 4.4. Hours of operation.
 - 4.5. Parking and traffic management.
 - 4.6. On-site storage, buffers and screening.
 - 4.7. External lighting.
 - 4.8. Nuisance, dust and noise abatement;
 - 4.9. Waste management; and
 - 4.10. A post-use site restoration plan and implementation strategy.

OBJECTIVES AND POLICIES

5. An applicant may be required to indemnify the CRD and post security to ensure compliance with the conditions of a permit.
6. Despite an expiry date specified in a TUP, a TUP may expire if the CRD determines that the person to whom the permit was issued has breached a condition specified in the TUP.

3.2. TRANSPORTATION & MOBILITY

Transportation and mobility are essential to daily life in Port Renfrew, connecting residents, visitors, and goods throughout the community and beyond. As a small, rural coastal village, safe, reliable, and resilient transportation infrastructure supports access to services, tourism, and economic activity. While the Ministry of Transportation and Infrastructure (MOTI) oversees road development and maintenance in Port Renfrew, enhancing walkability, active transportation, and road safety remains essential for creating a liveable, connected, and inclusive community. Future improvements transportation and mobility should balance local priorities with regional coordination and environmental sustainability.

OBJECTIVES

1. Improve pedestrian safety and walkability.
2. Expand multi-use paths for walking and biking.
3. Enhance and advocate for roadside safety and roadway crossings where needed.
4. Advocate and promote street lighting and traffic calming.
5. Expand on sustainable and climate-resilient transportation infrastructure and pursue new opportunities.

POLICIES

Transportation Partnerships and Governance

1. Explore the feasibility of the CRD obtaining a licence of occupation or similar arrangement to enable active transportation and safety improvements along Parkinson Road, Highway 14, and other provincially controlled corridors.
2. Work collaboratively with PFN, the Province, including the Ministry of Transportation and Transit, the Ministry of Infrastructure, and relevant federal agencies to improve pedestrian and cycling infrastructure along major corridors.
3. Align all local pedestrian and cycling infrastructure improvements with the Juan de Fuca Region Active Transportation Plan to ensure consistency and regional connectivity.

Active Transportation and Trail Connectivity

4. Prioritize the installation of roadside pathways along Parkinson Road, Highway 14, and Deering Road to improve safety and accessibility.
5. Develop protected pedestrian and bicycle pathways that connect community destinations, tourism areas, and recreation spaces throughout Port Renfrew, with a focus on key corridors such as Parkinson Road, Highway 14, and Deering Road.

OBJECTIVES AND POLICIES

Pedestrian Safety and Accessibility

6. Encourage and advocate for high-visibility crosswalks, pedestrian-activated signals, and raised crossings at key intersections, especially near community facilities, parks, and schools.
7. Encourage and advocate for traffic-calming measures such as speed humps, narrowed travel lanes, and pedestrian refuge islands in residential and high-risk areas to reduce vehicle speeds and improve safety.
8. Prioritize safety improvements at high-risk intersections by implementing measures such as roundabouts, traffic signals, enhanced signage, and turning lanes to reduce collision risk and alleviate vehicle congestion.

Infrastructure Resilience and Road Improvements

9. Encourage and advocate for road repaving, drainage upgrades, and storm-resilient road design to improve long-term infrastructure durability, particularly along Parkinson Road, Highway 14, and Deering Road.
10. Encourage and advocate street lighting in areas with limited visibility, while ensuring lighting fixtures comply with dark-sky principles to minimize light pollution and protect the night environment.

Transit and Shared Mobility

11. Explore partnerships with BC Transit and other providers to study the feasibility of seasonal shuttle services, carpooling initiatives, and transit connections to nearby communities such as Sooke and Victoria.
12. Support the expansion of electric vehicle (EV) charging infrastructure at key community hubs, public facilities, and high-traffic tourism destinations.

3.3. SUSTAINABILITY & CLIMATE ACTION

Sustainability and climate resilience are central to Port Renfrew's long-term well-being. As a coastal community, Port Renfrew is especially vulnerable to the impacts of climate change, including sea-level rise, storms, wildfires, and extreme weather events. Protecting ecosystems, reducing emissions, and preparing for climate risks are essential to community safety, environmental health, and future growth. Climate action must be integrated across all aspects of planning, infrastructure, and emergency preparedness.

Recognizing the role that the CRD plays in achieving a significant and immediate reduction in local GHG emissions, the CRD has set a regional GHG reduction target of 61% (from 2007 levels) by 2038. Numerous policies, both in this section and throughout the document, seek to reduce GHG emissions throughout the community.

OBJECTIVES

1. Protect and restore natural ecosystems that serve as climate buffers and support long-term environmental health.
2. Integrate climate change adaptation and mitigation into land use planning, infrastructure design, and emergency preparedness.
3. Reduce community vulnerability to climate-related hazards, including flooding, wildfires, and sea-level rise.
4. Promote shared responsibility for climate resilience through collaboration with Paaʔčiidʔatx First Nation, other governments, and the local community.
5. Strengthen policy frameworks and development guidelines to protect riparian, marine, and environmentally sensitive areas.

POLICIES

1. Ensure key community infrastructure (e.g., sewer, water) meets relevant environmental standards and objectives.
2. Prioritize the protection, restoration, and conservation of sensitive ecosystems and natural areas that buffer against climate impacts such as storm surges, flooding, and coastal erosion.
3. Review and update Riparian, Shoreline, and Sensitive Ecosystem Development Permit Area guidelines to strengthen protection of aquatic ecosystems, biodiversity, and water quality.
4. Integrate climate adaptation and mitigation measures into all land use decisions, infrastructure planning, and development approvals.
5. Support emergency preparedness planning for extreme weather events, including wildfires, floods, and tsunamis, and ensure evacuation and emergency response plans are accessible and up to date.

3.4. INFRASTRUCTURE & SERVICES

Modern, reliable infrastructure and essential community services are critical to Port Renfrew's health, safety, and liveability. As the community grows and climate risks increase, so does the need for resilient systems that can support emergency response, public health, education, and connectivity. Coordinated investments in sewer, water, waste management, healthcare, emergency services, and telecommunications are vital for a thriving and sustainable future.

Overall, development is guided by objectives and policies that direct where land use types and densities are appropriate based on location and access to local government sewer and water services. Higher-density development will generally require connection to these services and contributions toward their improvement or expansion, as well as consideration of broader community needs, objectives, and potential impacts.

OBJECTIVES

1. Ensure infrastructure systems are resilient, reliable, and climate-ready, particularly for water, sewer, drainage, and emergency access.
2. Advocate for the expansion and improvement of access to essential community services, including healthcare, emergency response, youth programming, and wellness supports.
3. Support coordinated infrastructure investment through partnerships with PFN, senior governments, and the private sector.
4. Improve waste management and recycling capacity to meet environmental standards and reduce local impacts.
5. Enhance digital connectivity and telecommunications to support emergency services, education, and remote work opportunities.

POLICIES

Infrastructure and Servicing

1. Upgrade and expand key infrastructure systems, including water and sewer, to meet long-term community needs and current environmental and public health standards.
2. Ensure all new infrastructure is designed for climate resilience, including resistance to wildfire, flooding, earthquakes, and other natural hazards.
3. Explore partnerships with senior governments, Paaʔčiidʔatx Nation, and private sector providers to deliver community infrastructure solutions (e.g., sewer and water)
 - 3.1. Support collaborative approaches to shared community infrastructure, services, and facilities (e.g., Coast Guard station, K–12 school, water and sewer servicing), and identify opportunities for joint planning or service delivery.
4. Improve local waste management and recycling systems to reduce environmental impacts and support circular economy practices.

OBJECTIVES AND POLICIES

- 4.1. Support a feasibility study to review potential improvements or alternative locations for solid waste management systems.
5. Advocate for further investment in Port Renfrew's infrastructure, including roads, water systems, and workforce development initiatives.

Development & Infrastructure Planning

6. Support development where adequate water supply, wastewater, fire protection, and other necessary services can be demonstrated without compromising public health, safety, environmental quality, or the long-term capacity of existing systems.
7. Community water servicing may extend to lands within the RGS *Settlement* designation, with priority for connection given to:
 - 7.1. Parcels already within existing service areas but not yet connected, and
 - 7.2. Cases where servicing addresses a pressing public health, safety, or environmental concern.
8. Ensure that infrastructure expansions do not diminish the capacity, affordability, or reliability of existing systems.
 - 8.1. Costs associated with the evaluation, design, construction, and operation of new servicing infrastructure will be borne by new users.
9. New water services beyond existing areas must be CRD-managed and consistent with cost recovery and regional servicing policies.
10. Align infrastructure improvements with the Port Renfrew Servicing Master Plan.

Essential Community Services

11. Support the expansion of fire and emergency medical services, including training for volunteer responders and upgrades to emergency equipment.
12. Advocate for a local medical clinic, enhanced access to healthcare professionals, and expanded mental health and addiction services.
13. Support seasonal policing services and enhanced emergency response capacity during peak tourism periods.
14. Encourage initiatives that improve food security, community outreach, and wellness programming for residents of all ages.
15. Expand youth programming, after-school activities, and recreational opportunities to foster inclusion, health, and community connectedness.
16. Build on recent telecommunications upgrades to ensure reliable coverage for emergency services, education, and remote work.

OBJECTIVES AND POLICIES

17. Explore public-private partnerships to improve access to essential services and reduce long-term service delivery costs.
18. Explore opportunities to host CRD-related Juan de Fuca meetings in Port Renfrew on key issues.

3.5. PARKS, RECREATION, & COMMUNITY AMENITIES

Parks, recreation, and community spaces are essential to the health, well-being, and cohesion of Port Renfrew's residents and visitors. As a growing and active coastal community, year-round access to outdoor spaces, recreational opportunities, and gathering places supports physical health, social connection, youth engagement, and environmental stewardship. Well-designed and inclusive public spaces also play a key role in attracting families, supporting tourism, and building community resilience. Investment in parks and amenities must reflect local needs while respecting the area's natural beauty and cultural values.

Future parks, recreation, and community amenities planning process emphasizes collaboration between PFN, the CRD, and community members, reflecting a shared commitment to partnership, mutual respect, and collective stewardship in shaping the community's future.

OBJECTIVES

1. Expand and enhance community-oriented facilities and active recreational amenities.
2. Improve trails and enhance accessibility.
3. Preserve natural areas and promote education & youth-focused recreation.
4. Strengthen collaborative stewardship in the planning, development, and maintenance of parks and recreation amenities through strengthened partnerships with community organizations and stakeholders.

POLICIES

1. Explore funding opportunities and partnerships to plan, develop, and operate a multi-purpose community facility that supports year-round recreational, cultural, and social programming for all ages.
2. Upgrade existing parks to include new amenities such as play structures, shaded seating, accessible pathways, multi-use trails, and community gardens to promote inclusive and year-round use.
3. Support the creation of youth-focused recreation amenities such as a skate park, pump track, and adventure playgrounds to provide safe, active spaces for children and teens.
4. Ensure that all parks and public spaces are connected to the community via safe, accessible, and well-lit active transportation routes.
5. Designate and protect natural areas for conservation purposes while supporting low-impact recreational opportunities.
6. Support partnerships with local organizations to deliver environmental education, guided nature experiences, and outdoor skills programs for youth, families, and visitors.
7. Enhance comfort and accessibility in public spaces by adding amenities such as covered areas, seating, washrooms, water fountains, waste receptacles, and universal design features.
8. Align parks and recreation planning with the *Juan de Fuca Parks Strategic Plan* and Active Transportation Network Plan.

OBJECTIVES AND POLICIES

9. Integrate climate adaptation and ecological restoration principles into the design, operation, and management of parks and trails.
10. Engage with PFN to identify opportunities for cultural interpretation and inclusion in parks planning, including site-specific initiatives such as the park and playground in Beach Camp.
11. Develop a master plan for Lot 64 (the area in Beach Camp with a multi-use sports court) with a as a multi-use community recreation space (see section 6 for community recommendations).



Figure 4. Image credit: Nonstop Destination

4. DEVELOPMENT PERMIT AREAS

4.1. DEVELOPMENT PERMITS

A Development Permit (DP) is a planning tool used to guide site, building, and landscape design in areas that require special protection or development control. Development permits must be approved by the CRD Board or its delegated authority and may require the posting of security to ensure permit conditions are met. A development permit cannot vary land use, density, or floodplain regulations.

The authority for establishing Development Permit Areas (DPAs) is provided under Section 488 of the *LGA*. DPAs may be designated for a range of purposes, including but not limited to:

- Protection of the natural environment, ecosystems, and biological diversity.
- Protection of development from hazardous conditions.
- Protection of farming.
- Establishment of objectives for the form and character of commercial, industrial, or multi-family residential development.
- Promotion of energy conservation.
- Promotion of water conservation.
- Reduction of greenhouse gas (GHG) emissions.

For each designated DPA, the OCP must:

- Describe the special conditions or objectives that justify the designation; and
- Specify guidelines for how development proposals must respond to those conditions or objectives.

4.1.1. GENERAL POLICIES FOR DEVELOPMENT PERMIT AREAS AND DEVELOPMENT PERMITS

Without limiting the authority of the CRD under the LGA or this OCP, the following principles apply to development permits:

1. In accordance with the LGA, a development permit must be obtained prior to subdivision, construction, alteration of land, soil deposit or removal, or any other development or activity that would impact any of the elements protected by a development permit area.
2. A development permit is not required where it can be demonstrated that the proposed development is located on that part of a parcel outside the designated DPA. This determination is based on a report or other certification acceptable to the CRD by a QEP, a QP, or other appropriately registered professional that the proposed development is not within the designated DPA.
3. Any development, construction, or alteration of land within an area designated as a DPA is subject to the requirements of the relevant development permit guidelines and policies contained in this Plan.
4. Where land lies within more than one DPA, only a single development permit is required; however, the application is subject to the requirements of all applicable DPAs.
5. Development permits may specify areas of land that may be subject to natural hazards as areas that will remain free of development except in accordance with any conditions contained in the permit.
6. Development permits designated for the protection of development from hazardous conditions may restrict the installation of septic tanks, drainage and deposit fields, and irrigation and water systems in areas that contain unstable soil or water that is subject to degradation.
7. If the nature of the proposed project in a DPA changes after a report by a QEP or a QP has been prepared, the CRD may require the applicant to have the QEP or QP update the assessment at the applicant's expense, and the development permit conditions may be revised.
8. Any information requested by the CRD will be provided at the applicant's expense.
9. Security in a form acceptable to the CRD may be required as a condition of issuance of a development permit.

4.1.2. GENERAL EXEMPTIONS FROM A DEVELOPMENT PERMIT

No development permit will be required in any DPA for the following:

1. Internal alterations to a building.
2. Structures not greater in area than 10 m² (107 ft²) that are accessory to an existing residence, provided that no part of the structure is located within a Riparian DPA. This may include, but is not limited to, gazebos, garden sheds, tool sheds, and decks.
3. Trails, ramps, stairways, and at-grade patios not greater in area than 80 m² (861 ft²), provided they are not located in a Riparian DPA.
4. Placement of impermanent items such as tables, benches, and garden ornaments, provided there is no site clearing.
5. Emergency actions required to prevent, control, or reduce an immediate threat to human life, the natural environment, or public or private property from forest fire, flood, erosion, or other natural or human-caused disaster.
6. Emergency works to repair or replace public utilities or infrastructure.
7. Clearing of an obstruction from a bridge, culvert, or watercourse.
8. In-stream habitat development or restoration that complies with provincial and federal legislation and requirements.
9. Boundary adjustments where no new parcels are created, each parcel has a building envelope outside the DPA, and the adjusted boundary is not located within a Riparian DPA.
10. Normal farm practices as defined in the *Farm Practices Protection (Right to Farm) Act* and farm uses as defined in the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*.
11. Forest management activities as defined in the *Private Managed Forest Land Regulation* on land classified as managed forest land under the *Private Managed Forest Land Act*.
12. Public works, services, and maintenance activities carried out by, or on behalf of, the CRD, generally in accordance with the development permit guidelines. This exemption does not apply to public trails developed within a Riparian DPA.

4.2. SHORELINE PROTECTION DEVELOPMENT PERMIT AREA

4.2.1. DESIGNATION

That part of the Port Renfrew Plan area indicated as Shoreline Protection DPA on Map #4 is designated as a development permit area pursuant to Sections 488(1)(a) and 488(1)(b) of the LGA. The Shoreline Protection DPA established under this section includes all land lying 15 metres upland of the natural boundary of the ocean.

4.2.2. JUSTIFICATION

Section 488(1)(a) of the LGA authorizes local government to designate DPAs where the protection of the natural environment, its ecosystems and biological diversity is desired and can be justified. Section 488(1)(b) authorizes local government to designate DPAs where the protection of development from hazardous conditions is desired and can be justified.

The marine shoreline and adjacent uplands are ecologically fragile areas and subject to the complex biophysical forces shaping coastlines. Activities on the uplands, such as land clearing and adding impermeable surfaces, can have harmful impacts on site drainage, bank stability, bird nesting and roosting habitat, forage fish habitat (e.g. surf smelt and Pacific sand lance), shading of intertidal areas and reduction of important organic inputs to foreshore areas. Hard-surfaced retaining walls along the shoreline can result in loss of habitat and upland connectivity and may increase wave action and erosion on adjacent properties. An uninterrupted shoreline allows for the natural transport of sand and cobble materials along beaches.

Anticipated sea level rise and more frequent severe storm events could increase coastal flooding and erosion. Keeping permanent structures out of high-risk areas for coastal flooding and erosion is a cost-effective and practical approach to reducing this potential threat to life and property. Innovative shore protection measures can maintain and restore habitat values while protecting upland property from wave action and erosion. Development in the Shoreline Protection DPA will be carefully designed and executed to reduce the risk to property and life and maintain the integrity of the ecology unique to coastal areas.

4.2.3. OBJECTIVES

To regulate development in a manner that:

1. Protects coastal properties from damage and hazardous conditions that can arise from erosion and flooding.
2. Protects and enhances the ecological health of marine waters, the shoreline and adjacent uplands.
3. Preserves the integrity and connectivity of coastal processes.

4.2.4. SPECIFIC EXEMPTIONS

In the Shoreline Protection DPA, no development permit will be required for the following:

1. External alterations, including adding an additional storey, that are entirely within the building footprint.

DEVELOPMENT PERMIT AREAS

2. Tree pruning that does not adversely affect the health of the tree.
3. Gardening and yard maintenance activities within an existing landscaped area, such as lawn mowing, weeding and minor soil disturbances that do not alter the general contours of the land.
4. Removal of non-native, invasive species by hand.
5. Removal of hazardous trees that threaten the immediate safety of life and buildings.

4.2.5. GUIDELINES

Development permits for development in the Shoreline Protection DPA will be considered in accordance with the following guidelines:

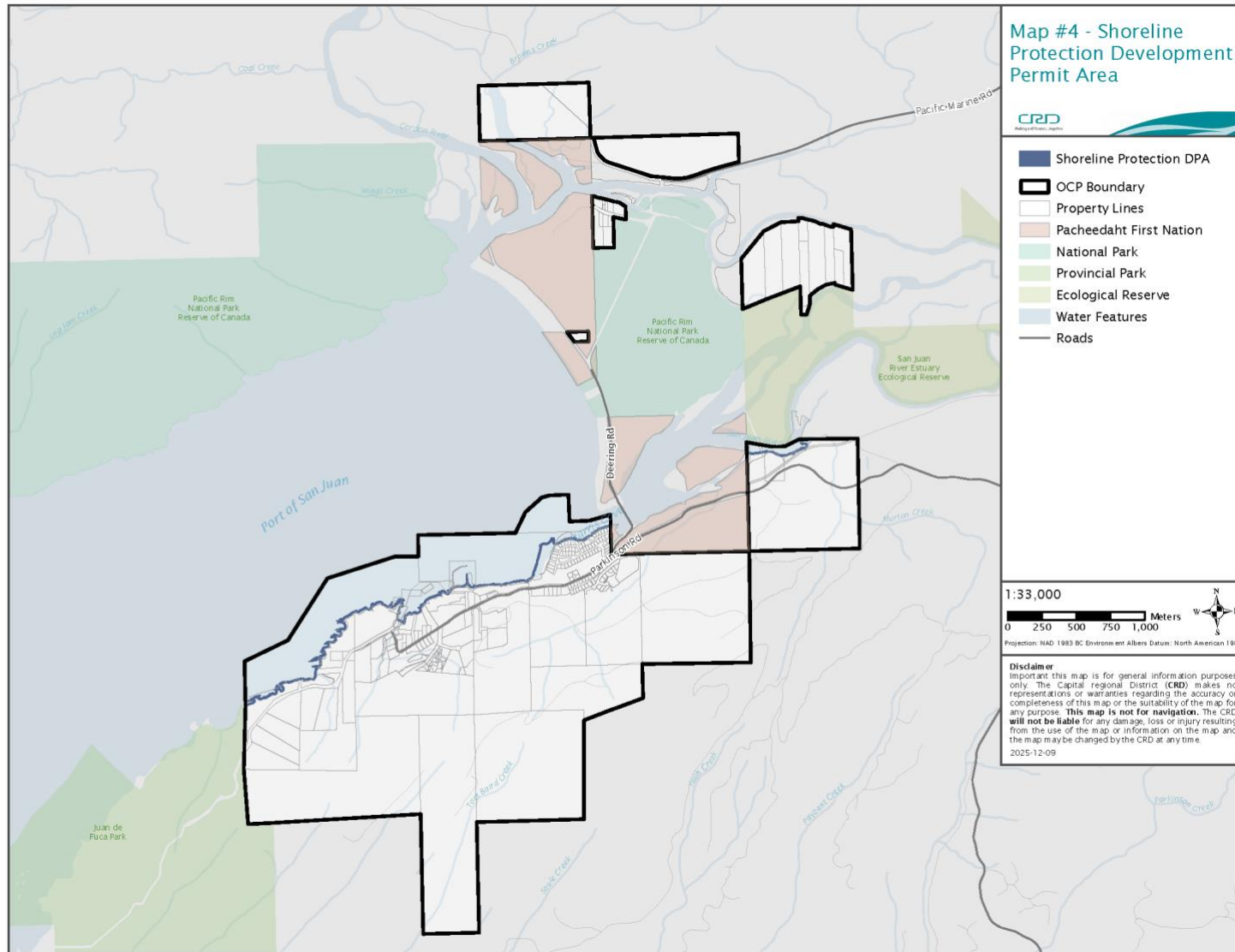
1. Development or alteration of land will be planned to avoid intrusion into and minimize the impact on the Shoreline Protection DPA.
2. Alteration of natural shorelines will be avoided.
3. Erosion and sedimentation will be avoided.
4. The removal of vegetation and its impact on tree root zones will be minimized.
5. Changes in natural shoreline processes will be minimized.
6. The use of fill, disturbance to the soil and blasting will be minimized.
7. Non-structural and soft armouring are the preferred types of works for shore protection, and where this approach is not possible, riprap and stone revetment is preferred over single-plane seawalls, subject to approval from federal and provincial agencies.
8. A Qualified Professional (QP) with experience in coastal marine processes must design any shore protection devices or works.
9. A Qualified Professional (QP) shall conduct a forage fish survey if work is proposed on the foreshore or if machinery will be driven along the beach. If forage fish eggs are found, the QP shall provide recommendations, such as the use of low-impact mats on the beach to minimize the killing of embryos and conducting work outside of forage fish spawning areas.
10. Proposed development that may have the potential to adversely affect fish habitat will require review and approval by appropriate federal and provincial agencies before the issuance of a development permit.
11. Setbacks for buildings and structures will consider the current risk from storms and flooding, as well as minimum elevation guidelines established by the CRD or other public authority with respect to the potential risk from erosion and coastal flooding associated with climate change and sea level rise.
12. Variances to allow the siting of buildings and structures outside the Shoreline Protection DPA will be considered.

DEVELOPMENT PERMIT AREAS

13. Compliance with the conditions or recommendations in a report by a QP will be considered by the CRD and may be included in a development permit.
14. The planting of native vegetation may be required to reduce the risk of erosion, restore the natural ecology, revegetate disturbed areas, improve water quality and ensure the stability of slopes and banks.
15. Erosion control measures and fencing may be required during and after construction.
16. Machinery working in this environmentally sensitive area may be required to use biofuels instead of fossil fuels.
17. To avoid disturbance of the upland and foreshore areas for a purpose referred to in Section 491(1)(e) of the LGA, heavy machinery may be required to be barged to the site.
18. Construction may be restricted to certain times of the year to avoid storm seasons, unusually high or low tides and sensitive life-cycle times for wildlife such as nesting or migrating.
19. Where possible, vegetation and natural resources such as anchored logs and riparian plantings on protected shorelines will be incorporated into shore protection works.

DEVELOPMENT PERMIT AREAS

4.2.6. SHORELINE PROTECTION DPA MAP (MAP #4)



Map 4 : Shoreline Protection DPA

4.3. TSUNAMI HAZARD DEVELOPMENT PERMIT AREA

4.3.1. DESIGNATION

That part of the Port Renfrew Plan area indicated as Tsunami Hazard DPA on Map #5 is designated as a development permit area pursuant to 488(1)(b) of the LGA. The Tsunami Hazard Area DPA established under this section includes all lands identified by the CRD's Coastal Flood Inundation Mapping Project, which includes regions that may be susceptible to coastal flooding due to sea level rise and tsunamis based on detailed elevation and hydrodynamic modelling, particularly in lower-lying coastal areas.

4.3.2. JUSTIFICATION

Section 488(1)(b) of the LGA authorizes local governments to designate development permit areas for the protection of development from hazardous conditions.

Port Renfrew is a coastal community located along the outer coast of Vancouver Island and is exposed to tsunami hazards associated with seismic events, including distant-source, regional, and local earthquakes. Tsunami events can result in rapid inundation, strong currents, debris flow, and damage to buildings, infrastructure, and emergency access routes, posing a risk to life, property, and the environment.

The Tsunami Hazard DPA is intended to reduce risk of injury and damage to property by guiding the siting, form, and design of development, while recognizing that some development may continue to occur in hazard-prone areas where risks can be appropriately mitigated through design and professional assessment. Directing development away from areas at greatest risk, designing buildings and sites to reduce vulnerability, and ensuring safe evacuation and emergency response are critical components of community resilience.

A report prepared by a Qualified Professional (QP) with experience in coastal hazards is required to assess tsunami risk and recommend appropriate mitigation measures.

4.3.3. OBJECTIVES

To regulate development in a manner that:

1. Reduces the risk of injury to persons or damage to property.
2. Minimizes damage to buildings, infrastructure, and critical services during tsunami events.
3. Supports safe evacuation, emergency access, and post-event recovery.
4. Promotes long-term community resilience to coastal hazards.

4.3.4. SPECIFIC EXEMPTIONS

In the Tsunami Hazard DPA, no development permit will be required for the following:

1. Development where a Qualified Professional (QP) submits a report or provides certification acceptable to the CRD that the proposed development is located outside a Tsunami Hazard DPA.
2. Development on properties that already have a hazard notification covenant registered on title, provided the development is not associated with proposals to increase residential or tourist accommodation density.
3. Development that does not include overnight habitation, including but not limited to commercial or industrial uses.
4. Internal renovations or external alterations that do not increase building footprint, height, or intensity of use.
5. Replacement or repair of existing buildings or structures where there is no increase in floor area, occupancy, or exposure to tsunami risk.
6. Routine maintenance and repair of existing utilities and infrastructure.
7. Tree pruning and vegetation management that does not alter site grades or drainage patterns.
8. Emergency works required to protect life or property, provided the CRD is notified as soon as practicable.

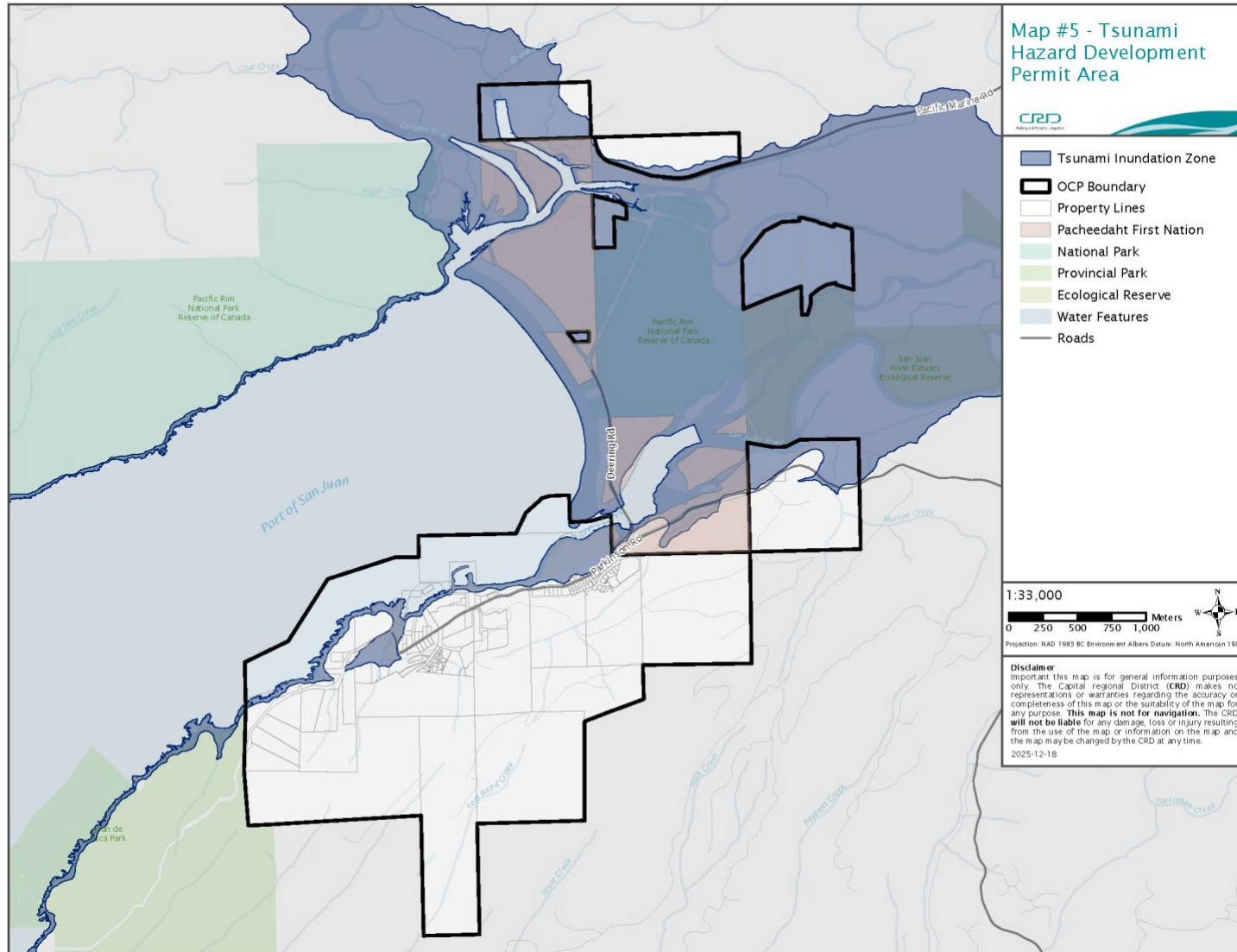
4.3.5. GUIDELINES

Development permits for development in the Tsunami Hazard DPA will be considered in accordance with the following guidelines:

1. As a condition of issuing a Development Permit, compliance with any or all recommendations provided in a report by a Qualified Professional (QP) may be included in a development permit, including but not limited to recommendations for:
 - a. Development siting and design measures to inhibit or lessen potential impacts from tsunami hazards or to avoid those areas, where practicable.
 - b. Risk reduction measures to reduce injury or property damage, such as establishing flood construction levels and/or setbacks, defining run-up elevations, and setting criteria for where overnight habitation should be prohibited.
 - c. Maintenance or improvement of evacuation routes and emergency access, including ensuring clear access to higher ground.
 - d. Avoidance of obstruction to evacuation or emergency response during or following a tsunami event.
 - e. Building design incorporating flood-resilient construction techniques, such as flood construction levels, breakaway walls, and flood-resistant materials.
2. Variances to setbacks, building height, and floor area may be considered:
 - a. If a variance would allow for development to be located outside, or reduce the footprint within, a designated tsunami hazard area; or
 - b. Where a Qualified Professional report demonstrates that risks of injury and property damage can be adequately mitigated.
3. Registration of a covenant or notification on title may be required to acknowledge tsunami hazard risks.

DEVELOPMENT PERMIT AREAS

4.3.6. TSUNAMI HAZARD DPA MAP (MAP #5)



Map 5 : Tsunami Hazard DPA

4.4. RIPARIAN AREA DEVELOPMENT PERMIT AREA

4.4.1. DESIGNATION

That part of the Port Renfrew Plan area indicated as a Riparian DPA on Map 6 is designated as a development permit area pursuant to Sections 488(1)(a) and 488(1)(i) of the LGA. The Riparian DPA established under this section also includes all lands entirely or partially within a riparian assessment area (RAA) as defined by the Riparian Areas Regulations (RAR), which includes:

1. For a stream, lake, wetland or ditch, the 30-metre strip on both sides, measured from the high-water mark.
2. For a ravine less than 60 metres wide, a strip on both sides of the stream measured from the high-water mark to a point that is 30 metres beyond the top of the ravine bank.
3. For a ravine 60 metres wide or greater, a strip on both sides of the stream is measured from the high-water mark to a point that is 10 metres beyond the top of the ravine bank.

4.4.2. JUSTIFICATION

Section 488(1)(a) of the LGA authorizes local government to designate DPAs where the protection of the natural environment, its ecosystems and biological diversity is desired and can be justified. Section 488(1)(i) of the LGA authorizes local government to designate DPAs where the promotion of water conservation is desired and can be justified.

The Province has enacted the RAR, under the Riparian Areas Protection Act (RAPA), which applies to the exercise of local government powers by the CRD under Part 14 of the LGA. The RAR is intended to protect the features, functions and conditions that support fish life processes. Concerning development proposals related wholly or partially to RAAs within the Plan area, the CRD must not approve or allow development to proceed in those RAA unless it receives notification that the Province has received a copy of an assessment report, prepared following the RAR by a Qualified Environmental Professional (QEP). In addition, when exercising its powers concerning development, the CRD must protect its riparian areas following the RAR.

Wells are relied upon in parts of Port Renfrew for potable water. It is important to maintain the quality and quantity of surface water and aquifers, both below ground and in surface recharge areas. Through the protection of riparian ecosystems, the Riparian DPA is also intended to address the maintenance of the natural hydraulic regime for environmental and water conservation purposes.

4.4.3. OBJECTIVES

To plan and regulate development in a manner that:

1. Preserves and protects fish habitat and riparian areas.
2. Protects, restores and enhances fish habitat and riparian areas in a relatively natural state while supporting adjacent land uses.
3. Meets the requirements of the RAR.
4. Protects water quality and quantity.

4.4.4. SPECIFIC EXEMPTIONS

In the Riparian DPA, no development permit will be required for the following:

1. Development where a QEP submits a report or provides certification acceptable to the CRD that the proposed development is located outside a RAA and the Riparian DPA. In the case of a subdivision, the entire plan of subdivision must be outside a RAA and the Riparian DPA.
2. External alterations, including adding an additional storey, that are entirely within the existing building footprint, provided that established driveways are used and there is no clearing of land.
3. Gardening and yard maintenance activities such as lawn mowing, pruning and minor soil disturbances that do not alter the general contours of the land within an existing landscaped area.
4. Removal of trees that threaten the immediate safety of life and buildings, provided that such trees are deemed hazardous by a QEP.
5. Removal of non-native, invasive species is subject to the prior provision and acceptance by the CRD of a report by a QEP.
6. Watercourses that have been determined to be non-fish bearing by a QEP demonstrating compliance with the RAR Assessment Methods.
7. Public trails may be developed in the Riparian DPA, but not within a Streamside Protection and Enhancement Area (SPEA).
8. Public trails may only be developed in the Riparian DPA if a QEP has determined that there will be a limited impact on the natural environment.

4.4.5. GUIDELINES

Development permits for development in the Riparian DPA will be considered in accordance with the following guidelines:

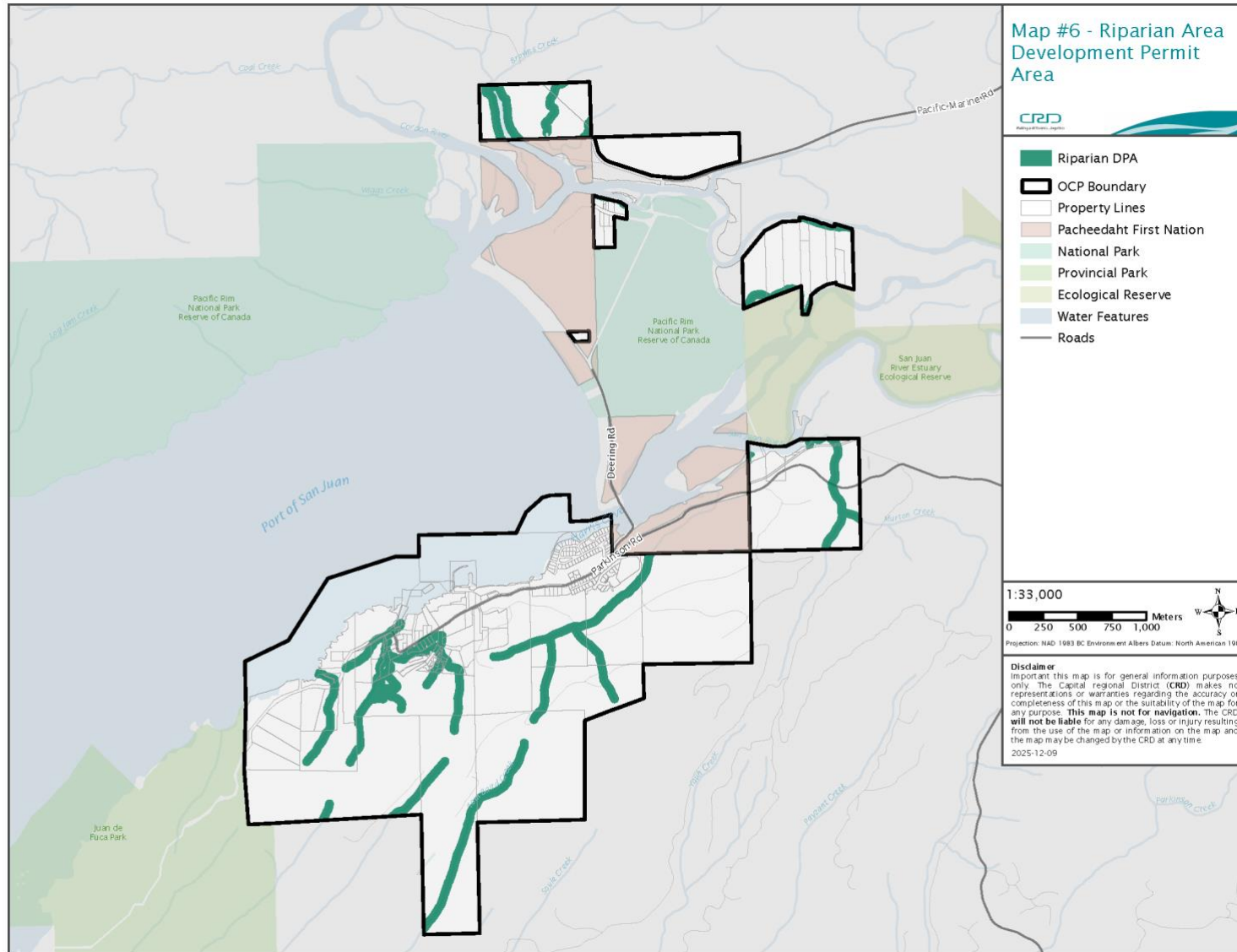
1. Development or alteration of land will be planned to avoid intrusion into and minimize the impact on the Riparian DPA.
2. Modification of channels, banks or shores must not result in harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes within the Riparian DPA. Any proposed modification of channels, banks or shores first requires the submission of a Notification or Approval under the *BC Water Sustainability Act*.
3. The removal of gravel and soil from streams is prohibited unless an approval under the *BC Water Sustainability Act* is obtained.
4. Proposed plans of subdivision will avoid stream crossings where possible and demonstrate the presence of building areas outside of the SPEA.
5. Stream crossings will be avoided, but where this is not possible, bridges are preferred rather than culverts, and any works will be sited to minimize disturbance to banks, channels, shores and vegetative cover, and submission of a Notification under the *BC Water Sustainability Act* is required.
6. Culverts may be designed to encourage in-stream storage of water to allow the unrestricted passage of fish in both directions at all life stages.
7. Construction at a certain time of year and using methods that minimize the impacts on rare and sensitive species may be required.
8. To minimize encroachments into the Riparian DPA, variances for the height and location of buildings and structures may be considered.
9. As a condition of the issuance of a development permit, compliance with any or all conditions recommended in a report by a QEP, prepared following the RAR, will be considered by the CRD and may be included in a development permit, including submission of a post-development report prepared by a QEP, as required by the RAR.
10. Development permits may include requirements for environmental monitoring, and when required, these monitoring reports must be prepared by a QEP.
11. All of the measures specified by a QEP necessary to maintain the integrity of a SPEA will be considered by the CRD for inclusion as a condition in a development permit.
12. Development permits will not be issued until the CRD has been notified by the [Riparian Areas Regulation Notification System \(RARNS\)](#) that the Province has received a [riparian areas](#) assessment report.
13. Where a QEP has required the planting of native vegetation to reduce the risk of erosion, restore the natural state of the site, improve water quality, or stabilize slopes and banks, a landscaping plan for the re-vegetation may be required.

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14. In situations where a SPEA would reduce the density of development permitted by the zoning bylaw, a QEP is required to provide recommendations on how the permitted density of development could be accommodated with the least possible impact on fish habitat.
15. An applicant may be required to provide an explanatory plan of a SPEA.
16. For all or part of land within a SPEA that has been identified by a QEP, property owners may wish to consider dedicating the land back to the Crown, gifting the land to a nature conservation organization or registering a conservation covenant.
17. All new developments or modifications to existing developments, including site works, gardening, landscaping and other related residential activities, should be designed and implemented to maintain the quantity and quality of water and to avoid the entry of pollutants or nutrient-rich water flowing into streams and wetlands.
18. Development will be designed to avoid any increase in the volume and peak flow of runoff, and a drainage plan and temporary silt mitigation measures may be required in support of this guideline.
19. Plantings of native vegetation may be required to reduce the risk of erosion, restore the natural state of the site, improve water quality, or stabilize slopes and banks.
20. Where necessary or desirable, a buffer zone to remain free of development may be specified, and protection measures for retention and management of vegetation in these areas may be established.
21. The boundary of the SPEA shall be permanently marked or fenced to avoid encroachment before, during and after construction.

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4.4.6. RIPARIAN AREA DPA MAP (MAP #6)



Map 6 : Riparian Area DPA

4.5. SENSITIVE ECOSYSTEM DEVELOPMENT PERMIT AREA

4.5.1. DESIGNATION

That part of the Port Renfrew Plan area indicated as a Sensitive Ecosystem DPA on Map 7 is designated as a development permit area pursuant to Sections 488(1)(a) and 488(1)(i) of the *LGA*. The Sensitive Ecosystem DPA established under this section includes the strip of land 30 metres from the natural boundary on either side of all watercourses.

4.5.2. JUSTIFICATION

Section 488(1)(a) of the *LGA* authorizes local government to designate DPAs where the protection of the natural environment, its ecosystems and biological diversity is desired and can be justified. Section 488(1)(i) of the *LGA* authorizes local government to designate DPAs where the promotion of water conservation is desired and can be justified.

The strip of land 30 metres from the natural boundary on either side of all watercourses has been designated in this Plan as a Sensitive Ecosystem DPA. Riparian ecosystems support a disproportionately high number of species for the area they occupy and are very diverse in terms of plant composition and structure. They support a high number of habitat niches, which provide critical habitats for numerous mammal, bird, reptile, amphibian, fish and vertebrate species. Several wildlife species are dependent upon these freshwater ecosystems for all of their life cycle, while others utilize this type of habitat at critical life stages.

Wetlands result from the close proximity of water and soil. Along with supporting animal and plant species, wetlands also function as drainage, storage and recharge areas for down-slope groundwater regions important to the community's water supply. They serve as temporary stormwater retention and transmission areas and are crucial to the natural environment.

Wells are relied upon in parts of Port Renfrew for potable water. It is important to maintain the quality and quantity of surface water and aquifers, both below ground and in surface recharge areas. Through the protection of riparian ecosystems, the Sensitive Ecosystem DPA is also intended to address the maintenance of the natural hydraulic regime for environmental and water conservation purposes.

4.5.3. OBJECTIVES

To regulate development in a manner that:

1. Protects, enhances and restores the biodiversity and ecological values and functions of environmentally sensitive areas.
2. Fosters compatibility between development, existing land uses and environmentally sensitive areas.
3. Maintains connectivity between sensitive ecosystems.
4. Protects water quality and quantity.

4.5.4. SPECIFIC EXEMPTIONS

In the Sensitive Ecosystem DPA, no development permit will be required for the following:

1. Gardening and yard maintenance activities, such as lawn mowing, pruning and minor soil disturbances that do not alter the general contours of the land, within an existing landscaped area.
2. Removal of hazardous trees that threaten the immediate safety of life and buildings, as determined by an assessment and report from a Certified Arborist.
3. Removal of non-native, invasive species.
4. External alterations that are entirely within the existing building footprint, including adding an additional storey, provided that established driveways are used and there is no clearing of land.
5. Development where a Qualified Professional (QP) submits a report or provides certification acceptable to the CRD that the proposed development is located outside of any sensitive ecosystem.
6. Where the sensitive ecosystem has been identified by a QP and is protected by a registered restrictive covenant that includes a reference plan showing the location of the sensitive ecosystem on that parcel.
7. Development in a RAA that is subject to the RAR and the Riparian DPA.

4.5.5. GUIDELINES

Development permits for development in the Sensitive Ecosystem DPA will be considered in accordance with the following guidelines:

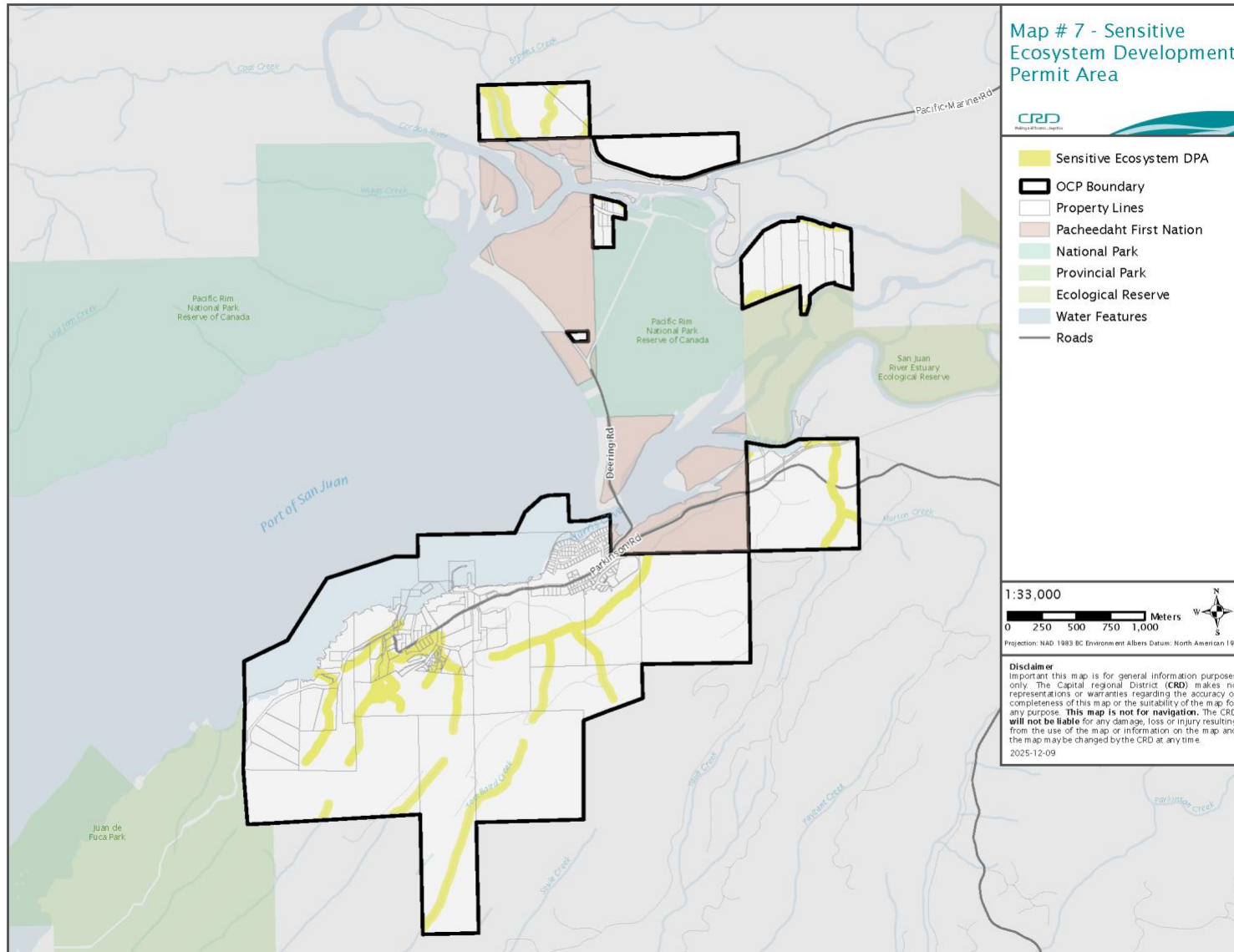
1. Development or alteration of land will be planned to avoid intrusion into and minimize the impact on the Sensitive Ecosystem DPA.
2. The removal of gravel and soil from watercourses is prohibited unless an approval under the BC Water Sustainability Act is obtained.
3. Proposed plans of subdivision will avoid watercourse crossings where possible.
4. Watercourse crossings will be avoided, but where this is not possible, bridges are preferred rather than culverts, and any works will be sited to minimize disturbance to banks, channels, shores and vegetative cover, and must be approved by the provincial government.
5. Changes in the land surface, which could affect the health of vegetation or the biodiversity of any plant communities and disturbance of mature vegetation and understorey plants, will be minimized.
6. Disturbance to existing vegetation not directly affected by the footprint of buildings, ancillary uses and driveways will be minimized.
7. Planting of non-native vegetation or invasive species in designated sensitive ecosystem development permit areas is not supported.
8. The CRD may consider variances to siting or size regulations where the variance could result in the enhanced protection of an environmentally sensitive area.
9. As a condition of the issuance of a development permit, compliance with any or all conditions recommended in a report by a QP will be considered by the CRD and may be included in the development permit.
10. Those areas where existing vegetation is disturbed will be rehabilitated with appropriate landscaping and habitat compensation measures in a manner recommended in a report by a QP.
11. Development and associated drainage will be designed and constructed so that there is no increase or decrease in the amount of surface water or groundwater available to the sensitive ecosystem.
12. Culverts may be designed to encourage storage of water within the watercourse.
13. Where necessary, provision will be made and works undertaken to maintain the quality of water reaching the sensitive ecosystem.
14. All new developments or modifications to existing developments, including site works, gardening, landscaping and other related residential activities, should be designed and implemented to maintain the quantity and quality of water and to avoid the entry of pollutants or nutrient-rich water flowing into watercourses, lakes, ponds and wetlands.

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15. Development will be designed to avoid any increase in the volume and peak flow of runoff, and a drainage plan may be required in support of this guideline.
16. Plantings of native vegetation may be required to reduce the risk of erosion, restore the natural state of the site, improve water quality, or stabilize slopes and banks.
17. The planting of non-native vegetation or alien invasive species, as defined in the provincial Spheres of Concurrent Jurisdiction – Environment and Wildlife Regulation 144/2004, is not supported.
18. Construction at a certain time of year and using methods that minimize the impacts on rare and sensitive species may be required.
19. Where possible, large tracts of wildlife habitat or continuous habitat corridors will be preserved in order to facilitate the movement of wildlife.
20. A buffer zone may be specified where land alteration or structures will be limited to those compatible with the characteristics of the sensitive ecosystem or those that can be mitigated in a manner recommended by a QP.
21. In order to ensure unnecessary encroachment does not occur into the sensitive ecosystem at the time of construction, permanent or temporary fencing measures may be required.
22. Development may be restricted during sensitive life-cycle times.

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4.5.6.SENSITIVE ECOSYSTEM DPA MAP (MAP #7)



Map 7 : Sensitive Ecosystem DPA

4.6. FORM AND CHARACTER DEVELOPMENT PERMIT AREA

4.6.1. DESIGNATION

The area identified as a Form and Character Development Permit Area (DPA) on Map 8 is designated as a development permit area pursuant to Section 488(1)(f), 488(1)(h), 488(1)(i), and 488(1)(j) of the Local Government Act (LGA). This DPA applies to commercial, industrial, and multi-family residential development, as identified in this Plan, and includes those lands where the form and character of development is intended to support high-quality design, compatibility with surrounding uses, and alignment with community objectives.

4.6.2.

Section 488(1)(f) of the LGA authorizes local governments to designate development permit areas to regulate the form and character of commercial, industrial, or multi-family residential development. This designation intends to ensure that development contributes positively to the built environment and supports the long-term vision for a vibrant, attractive, and functional community.

In Port Renfrew, this includes enhancing the community's visual identity, supporting local character, promoting pedestrian-friendly design, and ensuring that development responds to the coastal context and surrounding natural environment. Design considerations in this DPA will guide building scale and massing, architectural features, landscape integration, parking and access, signage, and energy efficiency.

This DPA is essential to:

1. Promote cohesive and context-sensitive development that reflects the scale and character of Port Renfrew.
2. Encourage high-quality design in commercial and multi-family developments that contribute to a vibrant community core.
3. Ensure new development enhances public realm experiences and maintains viewscales and natural features.
4. Promote sustainable building and site design practices aligned with climate action goals.

4.6.3. GUIDELINES STRUCTURE

The following sections outlines general guidelines that apply to all development within the designated area. In addition to these overarching guidelines, each development type, such as multi-dwelling, Commercial / Mixed use, and Single-use Commercial, is also subject to its own set of specific guidelines that provide more detailed direction appropriate to its context and use.

4.6.4. OBJECTIVES

The Form and Character Development Permit Area is intended to:

1. Enhance local character by encouraging development that reflects Port Renfrew's coastal setting, natural environment, and village/distinct community (either-or) identity.
2. Promote high-quality design that contributes to a cohesive and attractive built environment.
3. Support a pedestrian-friendly public realm through active frontages, human-scale design, and integrated landscaping.
4. Ensure compatibility with surrounding land uses in terms of building scale, siting, and materials.
5. Encourage sustainable and climate-responsive design that reduces environmental impact and integrates green building practices.

4.6.5. SPECIFIC EXEMPTIONS

In the Form & Character DPA, no development permit will be required for the following:

1. Additions or alterations to an existing principal or accessory building that are not visible from an adjacent public street, laneway, park, or residential property containing four or fewer dwelling units, provided no variances to the Zoning Bylaw are required and no provincial approvals are needed.
2. Residential development consisting of four dwelling units or fewer.
3. Replacement, alteration, or addition of exterior elements such as siding, roofing, doors, windows, awnings, and trim, where the proposed work does not negatively impact the form and character of the building or affect trees, access, or amenity space.
4. Interior renovations that do not affect the exterior form and character of the building.
5. Replacement of a building destroyed by natural causes, where the new building is identical in form and character to the original.
6. Home occupation uses are carried out in accordance with the Land Use Regulation Blyaw.
7. Tourist accommodation uses permitted as a home occupation.

4.6.6. GUIDELINES

4.6.6.1. GENERAL GUIDELINES

These guidelines apply to all developments.

Site Planning

1. Site buildings to fit natural site features, avoiding major grading or retaining walls.
2. Protect and incorporate mature trees, rock outcrops, and natural vegetation into site design.
3. Design outdoor spaces to provide sunlight and shelter from wind and rain.
4. Apply Crime Prevention Through Environmental Design (CPTED) principles to enhance public safety.
 - 4.1. Design outdoor areas so people can see and be seen, day or night.
 - 4.2. Use fences, landscaping, and design cues to show where private property begins and public space ends.
 - 4.3. Place windows, doors, and balconies so they look onto streets or walkways, helping people naturally watch over the area.
 - 4.4. Design sites so there aren't hidden corners, dead ends, or empty spots that feel unsafe or attract problems.
5. Keep landscaping, lighting, and buildings in good condition to show that spaces are cared for and monitored.
6. Use landscaping and low fences to define public vs. private space.
7. Maintain clear sightlines and avoid dead ends or poorly lit areas.
8. Integrate buildings with sloped sites through stepping, terracing, and minimal grade alteration.
9. Preserve key views and solar access through thoughtful building placement.
10. Design internal walkways and driveways to connect clearly with streets and open spaces.
11. Apply basic universal accessibility principles for walkways and entries.

Street-Facing Design

12. Orient the main building facades and entrances toward the street or open space.
13. Avoid blank walls; include windows, doors, or porches facing public areas.
14. On corner lots, design both street frontages with consistent materials and detailing.

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15. Keep setbacks shallow and consistent to support a defined and pedestrian-friendly street edge.
16. Avoid sliding patio doors as primary unit entrances.
17. Use landscaping or low walls to create semi-private front yards.

Building Size and Shape

18. Use varied rooflines, recesses, projections, or material changes to create visual interest and reduce the perception of bulk.
 - 18.1. Where facades exceed approximately 15 m in width along the public realm, incorporate modulation (e.g., changes in plane or shifts in material) to provide visual relief and reinforce a human-scaled streetscape.
19. Step building massing to reduce shadowing on outdoor spaces and neighbouring buildings.
20. Align roof forms and scales with surrounding rural buildings.
21. Limit building height to fit with the surrounding low-scale residential and small commercial forms.

Building Forms, Materials, and Local Character

22. Use simple, durable forms and materials that reflect Port Renfrew's natural setting and rural character.
23. Include features like covered porches, gables, dormers, and decks to add human scale and function.
24. Use natural and local materials such as wood, stone, and metal that are resilient in coastal conditions.
 - 24.1. Sustainable materials with an aesthetic that resembles natural elements or materials may be considered.
25. Highlight timber structure where possible and apply FireSmart design principles.
26. Use accent colours and textures to support wayfinding and reinforce community identity.
27. Where appropriate, reflect local First Nations cultural elements in design through artwork, materials, or collaboration.
28. New development may look to express architectural elements, articulation, scale, and massing that draw inspiration from the Beach Camp area of Port Renfrew.

Access and Parking

29. Locate service areas (e.g., garbage, utilities) at the rear or side of buildings and screen them with landscaping or fences.
30. Avoid placing parking lots in front of buildings. Use side or rear parking where possible.
31. Use landscape buffers and planting to screen parking from adjacent lots or roads.
32. Ensure snow storage areas are planned and do not block pedestrian routes.

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33. Provide secure and visible bicycle parking near entrances.
34. Use simple, durable bike racks that support the frame.

Landscaping and Outdoor Areas

35. Design outdoor areas to be usable year-round with seating, sun access, and weather protection.
36. Use native or drought-tolerant plants suited to the local climate.
37. Define spaces with low fences, planters, or hedges to maintain privacy while allowing visual connection.
38. Provide usable outdoor space for each unit, such as porches, patios, or small yards.
39. Design internal courtyards or shared areas with a mix of soft landscaping and hard surfaces.
40. Use permeable paving where appropriate to manage stormwater.
41. Maintain mature vegetation where feasible and integrate planting into the site design.

Stormwater Management

42. Manage rainwater on-site using natural systems like swales, rain gardens, or permeable surfaces.
43. Direct runoff away from buildings and walkways and use vegetated areas to filter water.
44. Avoid extensive hardscaping and maximize green cover for infiltration.

Lighting and Wayfinding

45. Use warm, low-glare lighting for safety and comfort, minimizing light spill and pollution.
46. Provide basic, well-marked signage at entrances and paths using durable, visible materials.
47. Integrate signage and lighting with the overall building and landscape design.

Fencing

48. Use low or permeable fencing (e.g., wood slats, wire mesh, or trellises) along public edges.
49. Avoid tall, solid fences that block views or reduce street connection.
50. Avoid the use of razor, barbed-wire, electrified fencing or the like, with an industrial or institutional appearance, except where required under federal or provincial regulation.
51. Encourage decorative gates or entry features to support wayfinding and identity.

4.6.6.2. MULTI-UNIT DWELLING GUIDELINES

In Port Renfrew, multi-unit dwellings refer to small-scale residential developments that include multiple attached units on a single lot. These buildings typically feature shared walls and direct, ground-level access to the street or outdoor spaces. Multi-unit dwellings are suitable for Residential, Commercial, and Village Area designations. This housing form can provide more options for residents while maintaining compatibility with the surrounding rural character. Housing types may include:

- Houseplex
- Townhouse
- Apartment/Condominium Building
- Tourist Accommodations

Site Planning

1. Include clear, connected walking paths on-site that link:
 - 1.1. Main unit entrances to roadside pathways (or pathways) and shared outdoor areas.
 - 1.2. Visitor parking areas to building entrances.
 - 1.3. The site to near pedestrian, trail, or bike networks (if applicable).
 - 1.4. Roadside pathways and public spaces to secondary buildings, amenity buildings, or storage areas (e.g., bike garages).
2. Make walking routes feel safe and active by placing windows, doors, or indoor amenity areas along the path.
3. Place garbage, recycling, and compost bins away from public streets and keep them out of view as much as possible.
4. Plan for utility equipment early, like transformers, so they fit into the site without blocking access or affecting landscaping and public spaces.
5. Keep enough space between buildings to protect privacy and reduce visual crowding.

Street-Facing Design

6. Treat all streets like front yards in multi-building developments. Face doors toward the street and use low fences or landscaping to create a friendly and walkable edge.
7. Design front doors to be inviting and easy to find, with features like:
 - 7.1. Steps, stoops, porches, patios, or canopies.
 - 7.2. Direct access from the street or a pathway.

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- 7.3. Architectural details that clearly show where the entrance is.
8. Create a visible transition from public to private space using grade changes, planters, railings, or semi-private patios that feel safe and welcoming.
9. For buildings turned sideways to the street, make the end unit connect well to the street by:
 - 9.1. Adding a front door that faces and opens onto the street.
 - 9.2. Including windows and active living spaces (e.g., a living room or foyer) facing the street.
 - 9.3. Designing a front yard with plants and a clear path to the entrance.
10. For buildings near public parks, create a strong connection by:
 - 10.1. Facing entrances, balconies, and windows toward the park.
 - 10.2. Avoid long blank walls along the park edge.
 - 10.3. Adding landscaping and paths that connect directly to the park.

Building Size and Shape

11. In large townhouse projects, limit each row to six units or fewer before breaking into separate buildings.
12. Use different materials or colours to clearly distinguish between different blocks of housing, while keeping the design consistent.

Access and Parking

13. Use rear lanes or tuck-under garages for townhouse parking to keep vehicles out of sight and support walkable design.
14. If front-facing garages are needed, integrate them into the building design with:
 - 14.1. Recessed doors.
 - 14.2. Architectural details that reduce their visual impact.
15. Set garages back behind main entries to highlight the front door and make pedestrian access feel more prominent.
16. Keep driveways and internal roads buffered with landscaping when they're near shared property lines.
17. Place driveways carefully to prevent vehicle headlights from shining into homes.

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4.6.6.3. COMMERCIAL

Mixed-use buildings may become more common in Port Renfrew as the community grows and diversifies its local services. Key design considerations include creating active, street-facing uses, ensuring ground floors are welcoming and human-scaled, and breaking up larger building forms to reflect the rural character. Buildings should have a clear front-to-back orientation, prioritize pedestrian-friendly frontages, and use simple design features, like varied rooflines, porches, and material changes, to add interest and reduce visual bulk.

Building typologies include:

- Mixed-use (e.g., Residential, Commercial)

Site Planning

1. Align buildings parallel to the street, with a clear front-to-back layout that connects to roadside pathways, and open spaces to rear yards, parking areas, or shared courtyards.
 - 1.1. Fronts of buildings should face the street and activate public spaces with entrances, windows, and porches to encourage walking and social interaction.
 - 1.2. Backs of buildings should support privacy and provide shared outdoor space and access.
2. Break up large sites or buildings with pedestrian connections, such as mid-block walkways or paths between buildings. Where possible, make these publicly accessible.
3. Design ground-floor areas next to pedestrian paths to include entrances, windows, or other active uses to make the space feel safe and inviting.

Street-Facing Design

4. For corner sites or highly visible buildings, include distinct architectural features such as changes in rooflines, varied facades, large windows, and pedestrian-friendly elements like awnings or canopies.
5. For commercial ground-floor buildings in mixed-use areas:
 - 5.1. Provide a continuous row of transparent and active storefronts to create strong visual connections between the indoors and the public realm.
 - 5.2. Use varied setbacks, recessed entrances, wider roadside pathways, or small plazas to support outdoor seating, retail displays, and gathering areas.
 - 5.3. Break up long building faces with frequent doors and small storefronts to add visual interest and rhythm along the street.
 - 5.4. On sloped sites, step commercial units with the natural grade to maintain street-level access.
 - 5.5. Design signs to be easy to read for pedestrians by using perpendicular signs, like hanging or projecting signs, instead of large wall signs.
6. For residential ground-floor units in mixed-use buildings:

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- 6.1. Set residential entries farther back from the street than commercial ones, and clearly distinguish them using porches, stairs, landscaping, or unique entry features.

Building Size and Shape

7. Keep residential building fronts under 70 metres in length, with 40 metres preferred for a more human-scale feel.
8. Avoid residential buildings that are deeper than 24 metres.
9. If a building façade exceeds 40 metres, break it up using architectural features, changes in height, or small public spaces like plazas.

Access and Parking

10. Screen service areas like garbage, recycling, utilities, and loading zones from public view using landscaping or materials that match the building. These should be:
 - 10.1. Integrated into underground parking where possible,
 - 10.2. Built into the main building with compatible materials, or
 - 10.3. Enclosed and located at the rear of the site or away from streets and roadside pathways.
11. For buildings with ground-floor residential units, underground parking may extend up to a half-storey above grade, provided it's well integrated into the overall building design.
12. Tuck garages behind the building or integrate them into the building in a way that reduces their visual impact.
13. For front-facing garages (where allowed):
 - 13.1. Recess garage doors and use architectural details to reduce their visibility.
 - 13.2. Place garages behind the main building entrance to keep the front door prominent and pedestrian access clear.
 - 13.3. Buffer driveways with landscaping if they are close to neighbouring properties.
14. Avoid shining vehicle headlights directly into residential windows by carefully planning the location of driveways and access points.

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4.6.6.4. SINGLE-USE COMMERCIAL AND INDUSTRIAL

In Port Renfrew, commercial and light industrial sites are often designed with vehicle access as the primary focus. While this supports local service and trade needs, there are opportunities to enhance site design by improving pedestrian access, utilizing landscaping to soften large parking areas, and minimizing the impact on nearby homes or natural areas. Thoughtful design can make these developments more attractive, functional, and better integrated with the surrounding rural context.

Building typologies include:

- Single-use commercial
- Single-use Industrial

Site Planning

1. Use trees and landscaping along streets, property lines, and in parking areas to soften site edges and blend development into the natural environment.
2. Keep pedestrian routes separated from vehicle access and loading areas to avoid conflicts.
3. Provide safe, marked walkways connecting building entrances to roadside pathways and parking areas.
4. Place office or customer entry areas closer to the street, with warehouse or service areas set farther back.
5. Distribute landscaping across the site to:
 - 5.1. Mark boundaries and frame entrances.
 - 5.2. Define walkways, internal roads, and open areas.
 - 5.3. Screen service areas, utilities, and parking.
 - 5.4. Provide shade and enhance pedestrian comfort.
 - 5.5. Manage stormwater through planted areas.
6. Utilize bio-retention features, such as rain gardens or swales, to treat runoff from paved surfaces.
7. Include a tree planter every 8–10 parking stalls to break up large paved areas.
8. Use permeable paving where possible to support natural water infiltration.

Accessing and Parking

9. Where practical, allow vehicle access between neighbouring properties to reduce the number of driveway entrances.
10. Locate surface parking at the side or rear of buildings and avoid large lots between buildings and the street.

DEVELOPMENT PERMIT AREAS

11. Screen parking areas using trees, berms, hedges, low fences, or natural landscaping.
12. Break large parking areas into smaller clusters separated by landscaping.
13. Place bicycle parking in visible, well-lit locations near entrances.
14. Locate accessible parking spaces close to main entrances.

Building Form and Massing

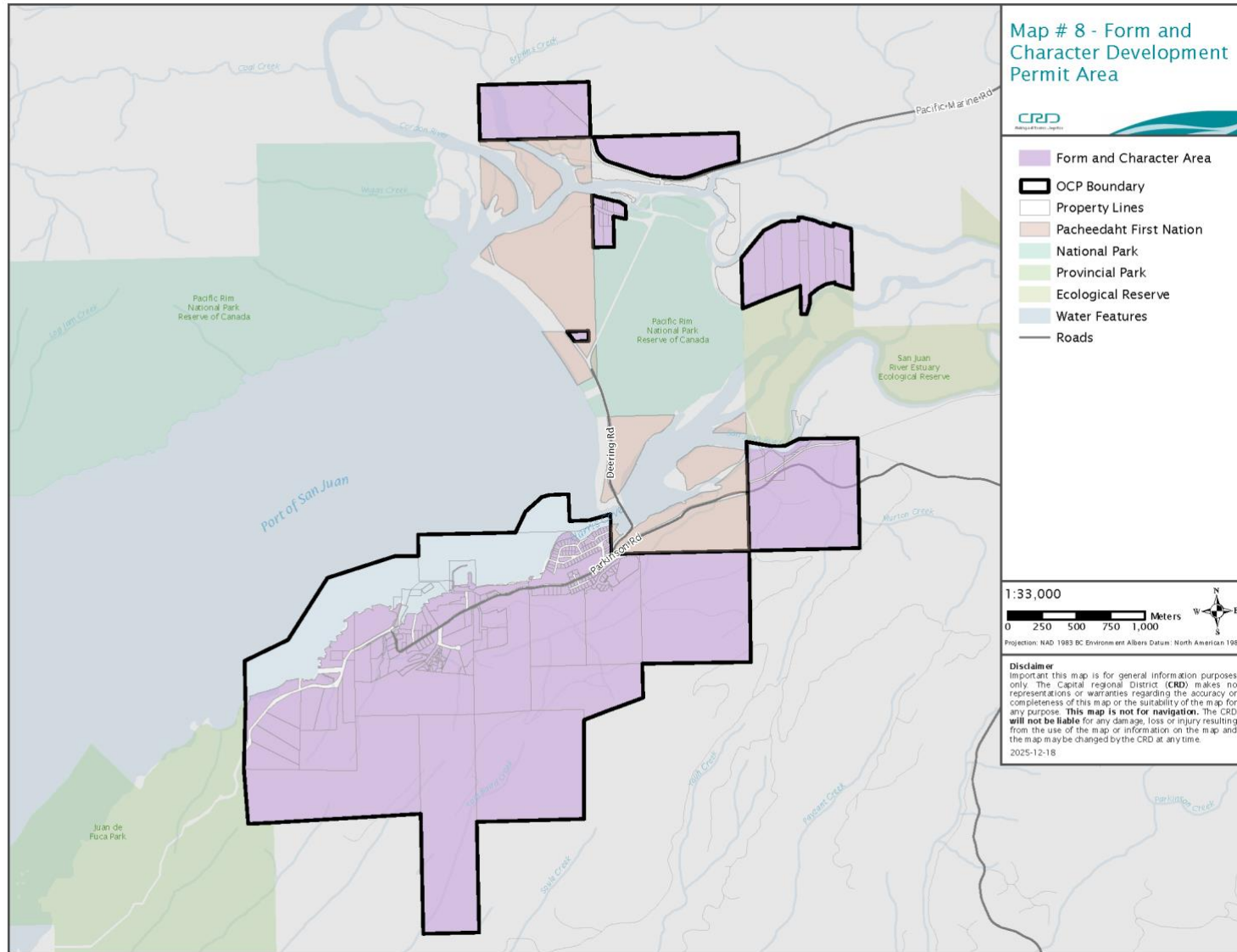
15. Design street-facing facades with windows and visible entrances to create transparency and a visual connection with the public realm.
16. Avoid blank walls or materials like blackout panels, dark reflective glass, or roll-down shutters.
17. Add awnings, plantings, and architectural details to break up long or unglazed walls.
18. Use different materials to distinguish warehouse or service areas from office or retail components. Use higher-quality materials in customer-facing areas.
19. Incorporate practical features like bay door covers, dock seals, or air curtains to improve energy efficiency.

Co-Existing with Residential

20. Minimize noise impacts near homes by using sound-insulating building materials, especially for walls and windows.
21. For multi-storey buildings that include light industrial uses, ensure ground floors have tall ceilings (e.g., 4.5 m) to support flexibility and long-term use.

DEVELOPMENT PERMIT AREAS

4.7. FORM AND CHARACTER DPA MAP (MAP #8)



Map 8 : Form and Character DPA



Figure 5. Image credit: BritishColumbia.com

5

**DEVELOPMENT APPROVAL INFORMATION
AREA**

5. DEVELOPMENT APPROVAL INFORMATION AREA

To assess the impact of a proposed development, additional detailed information or studies may be required. Provincial legislation requires local governments to identify the specific areas or conditions under which this information may be requested, and to outline the procedures and scope of such requirements through a bylaw.

5.1. DESIGNATION

The portion of the Port Renfrew Plan Area shown as a Development Approval Information Area (DAIA) on Map 9 is designated as a development approval information area under Section 485(1) of the Local Government Act. The DAIA shown on Map 9 includes all parcels of land within the Plan area.

5.2. PURPOSE

The purpose of this designation is to enable the CRD to obtain information in connection with an application for an amendment to a zoning bylaw, a development permit or a temporary use permit that could affect one or more of the following:

1. The natural environment including riparian areas, groundwater, and hydrology of the area is affected.
2. Traffic patterns and flows, in the case of a zoning amendment or a development permit that may create 10 or more parcels;
3. The provision of community services, including but not limited to schools, fire protection, policing and similar services; and
4. Local infrastructure, including water service, sewage treatment and disposal, and other services and utilities.

The CRD has, by separate bylaw, established the procedures and policies on the process for requiring development approval information and the substance of the information that may be required.

5.3. SPECIAL CONDITIONS AND OBJECTIVES

Section 485(1) of the LGA authorizes local governments to:

1. Specify the circumstances in which development approval information may be required.
2. Designate areas where development approval information may be required.
3. Designate areas where development approval information may be required under specific circumstances, provided that the special conditions or objectives justifying the designation are described.

Environmental Sensitivity and Site Considerations

The natural environment of the Port Renfrew Plan Area supports a diverse ecosystem, including rare and sensitive species of flora and fauna, alongside long-standing human habitation. Given the area's varied topography and rich biodiversity, many sites contain environmentally sensitive features that must be carefully evaluated before development.

DEVELOPMENT APPROVAL INFORMATION AREA

This includes an assessment of proposed liquid waste disposal systems to ensure they do not negatively impact human health or the surrounding environment.

Riparian Areas and Environmental Protection

Some watercourses in the Plan Area may not be formally mapped. However, any stream that contains fish habitat is subject to the Riparian Areas Regulation (RAR) under provincial legislation, regardless of whether it appears on a map.

In such cases, a Qualified Environmental Professional (QEP) is required to prepare a report assessing how proposed development may impact the RAA. Riparian Development Permits may be approved only if they meet the conditions outlined in the QEP's report, as submitted to the Province under the RAR.

For these reasons, riparian areas are designated as part of the Development Approval Information Area (DAIA).

Groundwater and Hydrological Impacts

Development activities that deplete groundwater or interfere with wetlands in one location can affect water quality and availability in surrounding areas. In particular, the potential for a new well to interfere with existing wells cannot be reliably predicted without direct interference testing.

As such, the ability of local aquifers and watercourses to supply potable water may be impacted by new development. More comprehensive hydrological information is needed to understand these effects and to assess how development might impact drinking water sources for nearby properties.

Transportation System Capacity

Highway 14 is the only major road providing access to and within the Plan Area. Larger development projects have the potential to generate traffic volumes that exceed the road's capacity, potentially compromising the safety of drivers, pedestrians, and cyclists.

As such, Information is required to assess transportation impacts of new development proposals, including recommendations on how these impacts can be addressed. This may involve improvements or contributions to active transportation options that towards mitigating potentially increased traffic along Highway 14 and other key routes throughout Port Renfrew.

Public Safety, Education, and Community Services

New development may place added pressure on emergency services, including police and firefighting capacity in the Port Renfrew area. It may also increase demand on existing services such as parks, trails, and community facilities or create demand for new services where none currently exist. Similarly, School District No. 62 (Sooke) may be impacted by population growth, particularly if it results in increased student enrolment and greater demand for bussing and school facility capacity.

Development applications should therefore include information on the potential impacts to:

- Fire protection and police services;
- School capacity and student transportation; and

DEVELOPMENT APPROVAL INFORMATION AREA

- Other key community services and facilities including parks, recreation, or community programs that may be affected by population growth.

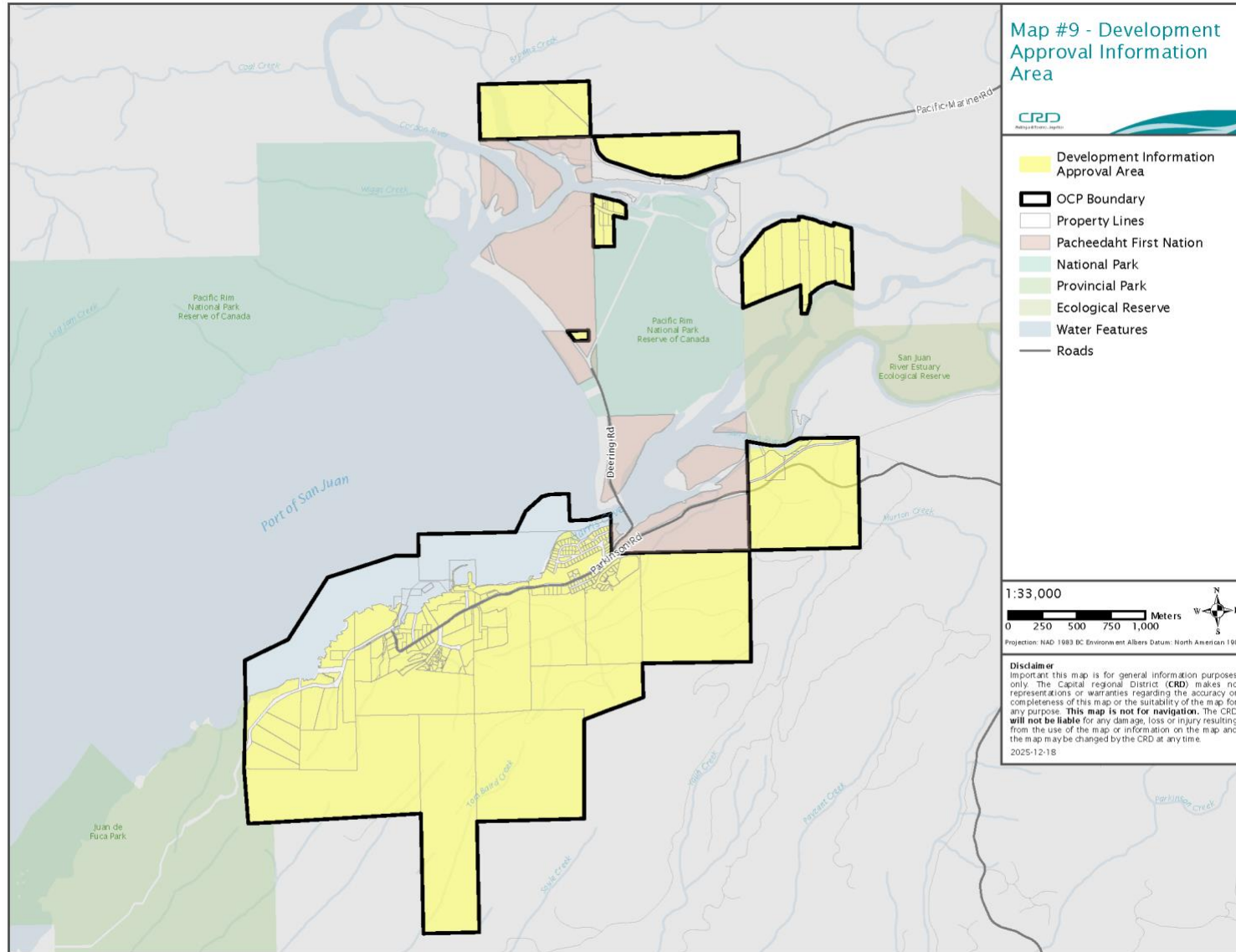
Infrastructure and Utilities

Port Renfrew's rural setting and limited infrastructure capacity require careful coordination of water, wastewater, and energy systems to ensure sustainable and reliable service delivery. Infrastructure expansion should align with community growth, environmental protection, and long-term cost recovery objectives. Given the area's reliance on a mix of private and community-managed systems, the establishment of new services must be supported through CRD-managed or provincially regulated frameworks that ensure public compliance with regional servicing policies. Upgrades or extensions to existing systems should not reduce capacity or increase costs for current users. Coordination between the CRD, PFN, and utility providers will be essential to support resilient, efficient, and environmentally responsible infrastructure over time. Therefore, information is needed to identify necessary improvements when connecting to local government sewer and water systems, including impacts to service capacity and costs for current users. For onsite systems (wells, septic, or licensed water sources), this information should provide details on addressing potential odours as well as impacts to public health and the natural environment through additional measures beyond the responsible Health Authority's requirements.



DEVELOPMENT APPROVAL INFORMATION AREA

5.4. DEVELOPMENT APPROVAL INFORMATION AREA MAP (MAP #9)



Map 9 : Development Approval Information Area





Figure 6. Image credit: Field and Forest

6. ACTION PLAN

6.1. APPROACH

The success of the OCP depends on translating policy into action. This action plan outlines key priorities that require coordinated effort and sustained investment. Many of the actions will involve collaboration with external partners, including Paaʔčiidʔatx Nation, the CRD, provincial and federal agencies, local organizations, and the private sector. By working together, the community can ensure that the plan's goals are achieved, resources are used effectively, and projects deliver lasting benefits for Port Renfrew.

6.2. ACTIONS

6.2.1. ONGOING ACTIONS

ACTION	POLICY REFERENCE	DESCRIPTION	LEAD / PARTNERS
Explore opportunities to better protect and conserve archaeological sites	General (Land Use Objectives and Policies)	<ul style="list-style-type: none"> Explore opportunities provided by the <i>Heritage Conservation Act</i> (HCA) and the <i>LGA</i> to better protect and conserve archaeological sites by regulating future development throughout the Port Renfrew OCP Area where possible/applicable. 	<ul style="list-style-type: none"> CRD PFN
Explore CRD-related Juan de Fuca meetings in Port Renfrew.	<u>Infrastructure & Services</u> (Essential <u>Community Services</u>)	<ul style="list-style-type: none"> Explore opportunities to host CRD-related Juan de Fuca meetings in Port Renfrew on key issues. 	<ul style="list-style-type: none"> CRD
Improve safety and accessibility on key roads	Transportation & Mobility (<u>Active Transportation</u> and Trail Connectivity, Pedestrian Safety and Accessibility)	<ul style="list-style-type: none"> Through development and/or funding, improve safety and accessibility on key roads including Parkinson Road, Highway 14, and Deering Road. Improvements may include the installation of <u>roadside pathways</u> and/or multi-unit paths Protected pedestrian and bicycle pathways that connect <u>community</u> destinations High-visibility <u>roadside pathways</u>, pedestrian-activated signals, and raised crossings Traffic calming measures such as speed thumbs, narrowed travel lanes, pedestrian refuge islands Road safety improvements such as roundabouts, traffic signals, enhanced signage, and turning lanes to reduce collision risk and alleviate vehicle congestion. 	<ul style="list-style-type: none"> CRD MoTT
Explore partnerships to study the feasibility of transit services to nearby communities such as Sooke and Victoria.	Transportation & Mobility (Transit and Shared Mobility)	<ul style="list-style-type: none"> Explore partnerships with BC Transit and other providers to study the feasibility of seasonal shuttle services, carpooling initiatives, and transit connections to nearby communities such as Sooke and Victoria. 	<ul style="list-style-type: none"> CRD MoTT



ACTION PLAN

<p>Engage with PFN to identify opportunities for cultural interpretation and inclusion in parks planning</p>	<p>Parks, Recreation, & Community Amenities</p>	<ul style="list-style-type: none"> ● Engage with PFN to identify opportunities for cultural interpretation and inclusion in parks planning, including site-specific initiatives such as the park and playground in Beach Camp. 	<ul style="list-style-type: none"> ● CRD ● PFN
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6.2.2.SHORT-TERM ACTIONS

ACTION	POLICY REFERENCE	DESCRIPTION	LEAD / PARTNERS
<p>Continue exploring CRD–PFN partnership framework opportunities</p>	<p>General (Land Use Objectives and Policies)</p>	<ul style="list-style-type: none"> Continue developing a partnership framework with paaʻāiidʻatx Nation ensuring early engagement , and collaboration on land use, <u>infrastructure</u>, and cultural priorities. 	<ul style="list-style-type: none"> CRD PFN
<p>Update Zoning Bylaw</p>	<p>Land Use Framework (Land Use Objectives and Policies)</p>	<p>Recommended updates include:</p> <ul style="list-style-type: none"> Improve density regulation by, for example, replacing lot size-based density regulations with density regulations that support a wider variety of housing types (e.g., units per hectare or floor area ratio). Update the TC-1 zone to better regulate the permitted amount and size of <u>tourist accommodation</u> units (e.g., Tourist Facility) and to not unduly restrict <u>staff accommodations</u>. Through new development applications, create new zones that: <ul style="list-style-type: none"> Permit multi-unit <u>residential</u> housing (e.g., triplexes, fourplexes, townhomes) in appropriate zones/areas, consistent with provincial legislation and the <u>community’s</u> vision for more diverse and <u>attainable housing</u>. Expand permitted uses to allow small-scale <u>commercial</u>, <u>live/work</u>, and <u>mixed-use development</u>. Future amendments to align with updated short-term rental policies. 	<ul style="list-style-type: none"> CRD
<p>Developing infrastructure financing and cost recovery tools such as Development Cost Charge (DCC) bylaw, Amenity</p>	<p>Land Use Framework (Land Use Objectives and Policies)</p>	<ul style="list-style-type: none"> Explore DCCs, ACCs, and CACs to ensure growth contributes equitably to <u>infrastructure</u>, amenities, and community needs. 	<ul style="list-style-type: none"> CRD



ACTION PLAN

<p>Cost Charges (ACC) bylaw, and Community Amenity Contribution (CAC) policies.</p>			
<p>Explore partnerships to deliver community infrastructure solutions</p>	<p><u>Infrastructure</u> & Services (<u>Infrastructure</u> and Servicing)</p>	<ul style="list-style-type: none"> • Explore partnerships with senior governments, paaʔciidʔatx Nation, and private sector providers to deliver community infrastructure solutions (e.g., sewer and water) 	<ul style="list-style-type: none"> • CRD • PFN • Island Health
<p>Review short-term rental regulations</p>	<p>Land Use (Housing)</p>	<ul style="list-style-type: none"> • Undertake a review of short-term rental regulations to explore approaches to balancing visitor accommodation with long-term housing needs. 	<ul style="list-style-type: none"> • CRD
<p>Explore and seek to secure a licence of occupation for Highway corridors and key routes.</p>	<p>Transportation & Mobility (Transportation Partnerships and Governance)</p>	<ul style="list-style-type: none"> • CRD to explore obtaining a licence of occupation or similar arrangement to enable <u>active transportation</u> routes along Parkinson Road, Highway 14, and other provincially controlled corridors. 	<ul style="list-style-type: none"> • CRD • MoTT





6.2.3. MEDIUM-TERM ACTIONS

ACTION	POLICY REFERENCE	DESCRIPTION	LEAD / PARTNERS
<p>Explore the streamlining of zoning, permitting, and approval processes.</p>	<p>Land Use (Economic Development and Tourism)</p>	<ul style="list-style-type: none"> Explore the streamlining of processes to support the development of small businesses and entrepreneurship. 	<ul style="list-style-type: none"> CRD
<p>Explore funding opportunities and partnerships for a multi-purpose community facility.</p>	<p>Parks, Recreation, & Community Amenities</p>	<ul style="list-style-type: none"> Explore funding opportunities and partnerships to plan, develop, and operate a multi-purpose <u>community facility</u> that supports year-round recreational, cultural, and social programming for all ages. 	<ul style="list-style-type: none"> CRD PFN
<p>Develop a master plan for Lot 64 (the area in Beach Camp with a multi-use sports court) that reflects community-identified priorities and interests.</p>	<p>Parks, Recreation, & Community Amenities</p>	<ul style="list-style-type: none"> Community-identified Priorities include: <ul style="list-style-type: none"> Recreation features such as a small skate park or mini ramp, a kids’ climbing area, a nature-themed playground, a pump track, and walking trails. Public amenities include washrooms with running water or outhouse options, drinking fountains, shaded structures, and picnic tables. Design that prioritizes accessibility, safety, and year-round usability, including regular maintenance and site upkeep. Site planning and facility design that considers long-term flood risk and integrates appropriate mitigation measures. 	<ul style="list-style-type: none"> CRD





Figure 7. Image credit: BritishColumbia.com

7. DEFINITIONS

TERM	DEFINITION
Accessory Dwelling Unit (ADU)	A self-contained dwelling unit located within or accessory to a principal dwelling, often used for rental, family, or seasonal housing.
Accessory Dwelling Unit	Secondary self-contained units located within, attached to, or detached from a principal dwelling.
Active Transportation	Ways of getting around that use physical activity, such as walking, cycling, or using a wheelchair.
Agriculture	Food production, livestock, and other agricultural operations consistent with permitted uses of the Agricultural Land Commission Act.
Agricultural Land Reserve (ALR)	Land protected for farming and food production, where non-farm uses are limited.
Agri-tourism	Farm-based activities or attractions that bring visitors to learn about and experience agriculture.
Amenity	A feature or service that improves the quality of life for residents, such as parks, trails, or community facilities.
Attainable Housing	Homes that are affordable to residents based on typical incomes, without government subsidies.
Base Development	A type of development that is considered broadly supportable within the community. It reflects the scale, use, and form of development that can be reasonably expected without requiring additional justification.
Biodiversity	The variety of plants, animals, and ecosystems in an area.
Buffer Zone	A strip of land left in its natural state or landscaped to separate and protect sensitive areas from development.
Caretaker Unit	A small self-contained dwelling integrated within or adjacent to an industrial or commercial building, intended to provide on-site accommodation for facility management or security personnel.
Climate Resilience	The ability of a community and its ecosystems to prepare for, withstand, and recover from climate-related impacts such as flooding, storms, and wildfires.
Commercial	Retail, office, personal and professional services, and business activities that serve residents, visitors, and the broader community.
Community	Public, civic, or institutional uses such as parks, recreation, education, emergency services, cultural facilities, supportive housing, non-profit and support services.

DEFINITIONS

Community Amenity Contribution (CAC)	A benefit or contribution provided by a developer to support community needs—such as parks, trails, or affordable housing—in exchange for increased development potential.
Community Facility	A building or site used for public, institutional, or cultural purposes, including recreation, education, health, emergency, or gathering spaces that serve community needs.
Conditional Development	A type of development that can include more housing, different uses, or larger buildings in exchange for providing community benefits, like parks or affordable housing.
Cottage	A small detached dwelling, often used seasonally or for compact year-round living in rural or recreational settings.
Coastal Management	The planning and protection of shoreline areas to balance recreation, access, development, and natural habitat conservation.
Cultural Heritage	Places, practices, and stories of historical, spiritual, or cultural importance, particularly those connected to Paaʔčiidʔatx (Pacheedaht First Nation) and the Coast Salish peoples.
Development Approval Information Area (DAIA)	An area where the CRD may require applicants to provide studies (e.g., traffic, stormwater, environmental) to support development decisions.
Development Permit Area (DPA)	An area where special rules apply to protect the environment, guide building design, or address hazards before construction happens.
Duplex	A building containing two self-contained dwelling units, either side-by-side or stacked vertically.
Dwelling Unit	A self-contained unit with its own kitchen, bathroom, and living area, designed and used for year-round residential occupancy by one household.
Ecosystem Restoration	The process of helping a damaged natural area recover to a healthier state by improving habitat, water, and vegetation.
Emergency Access	A route designed to allow safe entry and exit for first responders and residents during emergencies such as fires or floods.
Environmental Stewardship	The responsible care and management of natural resources to protect them for future generations.
Form and Character Guidelines	Design rules that guide how new buildings and sites look, ensuring they fit the community's identity and values.
Green Infrastructure	Natural or engineered systems that use vegetation, soils, and other natural processes to manage water, improve air quality, and provide habitat.
Hazardous Conditions	Natural or human-made risks to people or property, such as flooding, erosion, wildfires, or unstable slopes.

DEFINITIONS

Heritage Site	A place that has cultural, historical, or architectural significance and is protected or recognized for its value.
Home-based Business	Small-scale enterprises operated from a residence that remain clearly secondary to the home's primary residential use.
Houseplex	A small multi-unit residential building designed to resemble a large house in scale and form.
Industrial	Lands for manufacturing, processing, storage, and service operations that contribute to the local and regional economy.
Industrial Unit	A building or space designed for manufacturing, processing, storage, or service activities, typically occupied by a single business or operation.
Infrastructure	Basic services and facilities needed for a community to function, such as water, sewer, roads, and communications.
Limited Agriculture	Small-scale agricultural activities such as gardens, orchards, or hobby farms.
Limited Commercial	Small commercial uses serving local and visitor needs, compatible in scale and character with surrounding development.
Limited Industrial	Low-impact industrial or light manufacturing uses that support local employment and are compatible with nearby uses.
Local Government Act (LGA)	The BC legislation that provides the authority for regional districts and local governments to adopt OCPs and regulate land use.
Lot 64	A large parcel of land in Port Renfrew identified for future community recreation and amenity development.
Low Impact Development (LID)	Design approaches that manage rainwater close to where it falls using natural features like rain gardens, permeable paving, and green roofs.
Marine Protection	The safeguarding of ocean and shoreline areas to maintain ecological health, scenic views, and recreational value.
Mixed Use	Integrated Residential, Commercial, Limited Industrial or Community functions within the same building or site.
Mixed-Use Building	Buildings that combine housing with ground-floor or integrated commercial use.
Mixed-use Development	A development that combines different uses, such as housing, shops, and offices, in the same building or area.
Multi-unit Dwellings	Larger residential buildings containing multiple self-contained units, such as townhouses, apartments, houseplex, or condominiums.
Primary Land Use	The main or predominant activity intended for a property that defines its overall purpose and character.

DEFINITIONS

Public Realm	All publicly accessible spaces, including streets, roadside pathways, trails, parks, and plazas.
Qualified Environmental Professional (QEP)	A person registered with a professional organization and recognized as qualified to conduct assessments under provincial regulations.
Qualified Professional (QP)	A person registered and in good standing with a relevant professional association with expertise appropriate to the matter under review.
Reconciliation	An ongoing process of building respectful relationships between Indigenous and non-Indigenous peoples through recognition of rights, truth-telling, shared decision-making, and mutual respect.
Residential	Housing, supporting a range of dwelling types and tenures that reflect community needs.
Resource Extraction	The removal of resource products, such as but not limited to forest or mining products, by either physical labour or with machinery or a combination of the two.
Riparian Area	Land next to rivers, streams, lakes, or shorelines that helps protect water quality, fish habitat, and natural vegetation.
Riparian Areas Regulation (RAR)	Provincial legislation that protects watercourses and adjacent riparian ecosystems by requiring environmental assessment before development.
Roadside pathway	A separated walking and cycling route located alongside a roadway, designed to support safe and comfortable active transportation outside of motor vehicle traffic.
Secondary Land Use	A complementary or supportive activity that may occur alongside a primary use, provided it remains smaller in scale and compatible with the surrounding area.
Sensitive Ecosystem	An area with high environmental value, such as rare habitats or important wildlife areas, where development is carefully managed or restricted.
Setback	The required minimum distance between a building and a property line or natural feature.
Single-detached	A standalone dwelling on its own lot, typically accommodating one household.
Single-use Commercial	Buildings used exclusively for Commercial purposes.
Single-use Industrial	Buildings used exclusively for Industrial uses.
Special Plan Area (SPA)	Large development sites identified in the OCP where master planning is required to secure community benefits and align with infrastructure capacity.

DEFINITIONS

Staff Accommodation	Housing intended for seasonal or long-term workers that supports local employment and tourism activity.
Streamside Protection and Enhancement Area (SPEA)	The setback area adjacent to a stream that must remain free from development to protect habitat.
Tourist Accommodation	Short-term lodging for visitors, such as cabins, motels, or guest suites.
Townhouse	Ground-oriented attached homes, each with a separate entrance, typically arranged in a row along a shared street or lane.
Village	The designated mixed-use centre of Port Renfrew supporting residential, commercial, tourism, and community services.
Wayfinding	A coordinated system of signs, landmarks, and markers that help people navigate and understand a place while reflecting local character and culture.