



**City of
Courtenay**

Developer Industry Meetup

Hosted by:

City of Courtenay, Development Services

Tuesday, February 17, 2026 | 12:00 – 2:00 p.m.
Native Sons Hall – Lodge and Dining rooms



Acknowledgement

We respectfully acknowledge that the land we gather on is unceded territory of the K'ómoks First Nation, the traditional keepers of this land.



Today's agenda

- Welcome and objectives
- Recent updates and 2026 priorities
- Updates:
 - Official Community Plan
 - Downtown Revitalization Local Area Plan
 - Strategic Transportation Plan
- Future engagement
- Wrap-up



Welcome & purpose

- **Reconnect** with the development community
- **Clarify** recent process and policy changes
- **Update** on major planning initiatives
- **Identify** opportunities for meaningful input
- **Continue** regular communication and dialogue

City Updates

Look back at recent changes

Provincial Direction – Legislative Changes



Continued implementation of **Bill 44, 46**, and related housing legislation



Transition to ACC framework underway



DCC and ACC Bylaws under consideration



Ongoing provincial housing supply alignment requirements



Goal: The City continues to align local bylaws and processes with updated provincial housing legislation.

City-led Updates and Process Modernization

These updates are City-initiated and aim to improve efficiency, clarity, and alignment with Courtenay's long-term growth strategy.

Development Procedures Bylaw modernization

OCP update progressing toward Council consideration

Zoning Bylaw housekeeping (Phase 1) and alignment with OCP underway

DCC and ACC program development and technical review

Moving into Phase 3 of the Downtown Revitalization planning work

Internal workflow improvements to support service clarity



Goal: Improve efficiency, clarity, and predictability while supporting responsible growth.

What We Heard

From Q4 2025 engagement



Your feedback is informing how we structure engagement moving forward.



Desire for earlier and clearer communication



Interest in predictable timelines



Concerns about cumulative cost impacts



Support for transparency in DCC/ACC calculations



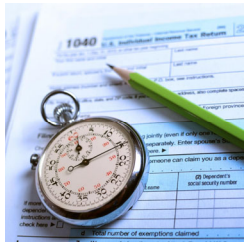
Interest in ongoing industry sessions

Streamlining Development Processes



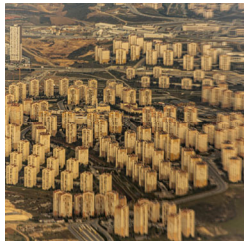
Reducing Delays and Uncertainty

Minimizing delays and uncertainties in development processes helps lower costs and supports smoother project completion.



Improving Time-to-Permit

Process improvements can decrease time-to-permit, allowing projects to start sooner and reducing financial pressures.



Supporting Growth Responsibly

Efficient permitting promotes growth without shifting costs onto taxpayers, especially important during inflationary periods.

Service Review Objectives

Process Performance Analysis

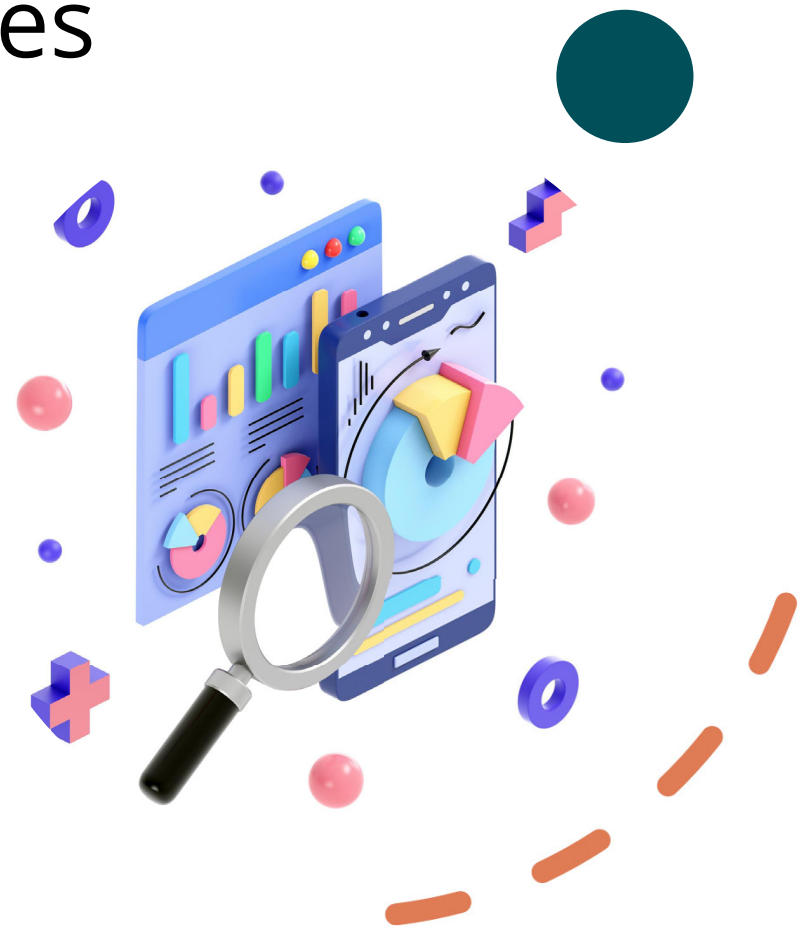
The review analyzes existing processes to identify areas of inefficiency and bottlenecks that hinder performance and improvement.

Data-Driven Transparency

Metrics are established to monitor speed, clarity, and outcomes, promoting transparency and accountability in service delivery.

Interest Holder Engagement

Involving industry ensures city processes align with applicant needs, guiding sustained improvements from mapping to implementation.



Delays and Key Metrics

Applicant Challenges

Delays are often caused by incomplete applications, complex criteria, and limited guidance, leading to process pain points.

Essential Metrics

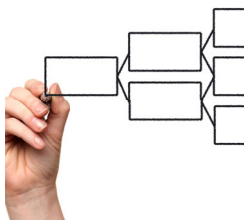
Metrics such as time-to-acknowledge, approval, touchpoints per application, and rejection rates help track progress and identify bottlenecks.

Unified Solutions and Feedback

Industry feedback and clarity indicators are used to inform improvements and drive unified solutions across the process.

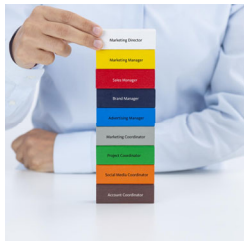


RFQ for Business Process Mapping



Mapping Current and Future States

The RFQ seeks consultants to document existing business processes and design improved future workflows for enhanced efficiency.



Comprehensive Transition Planning

A detailed transition plan will address change management, risk criteria, and create an optimized implementation roadmap for operations.



Scope and Industry Collaboration

The RFQ covers data needs, system interfaces, and encourages industry partners to join workstreams for successful project delivery.

Optimizing Tempest Workflows

Current Workflow Analysis

We are reviewing Tempest workflows to identify pain points and limitations for targeted improvements.

Designing Future-State Workflows

Over 60 new workflows are being designed with comprehensive business, technical, and reporting requirements.

* Feb/March

Functional Assessment and Integration

The project includes assessing functionality, recommending third-party tools, and evaluating feasibility, performance, and integration.

* March / April and beyond



Gathering Industry Feedback

Engaging Diverse Stakeholders

We will involve internal teams, industry associations, licensed practitioners, and applicants to gather a broad range of perspectives.

Collecting Input Through Various Methods

Feedback will be collected using surveys, focus groups, listening sessions, comment periods, and roundtables for specific permits.

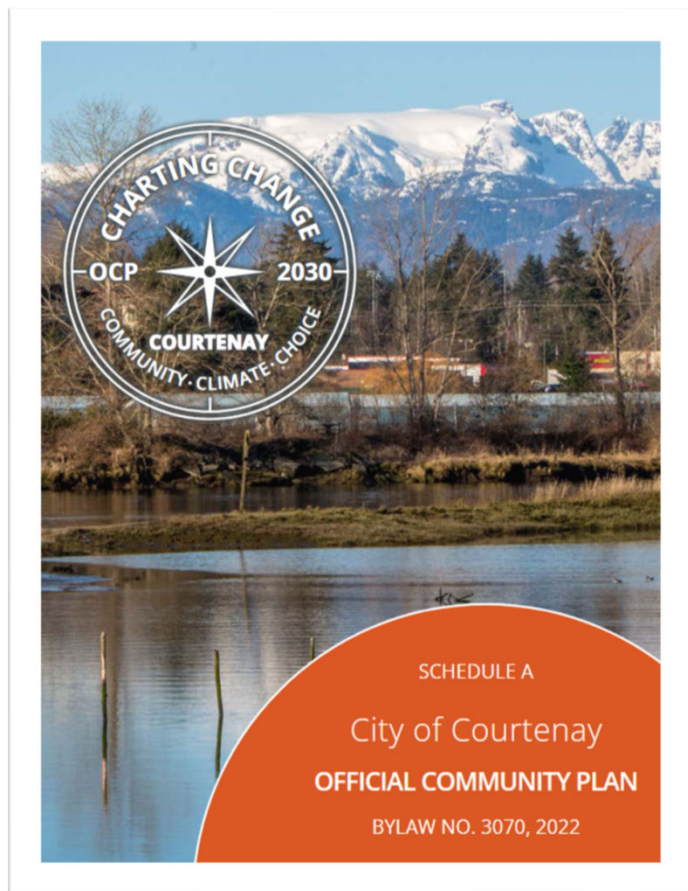
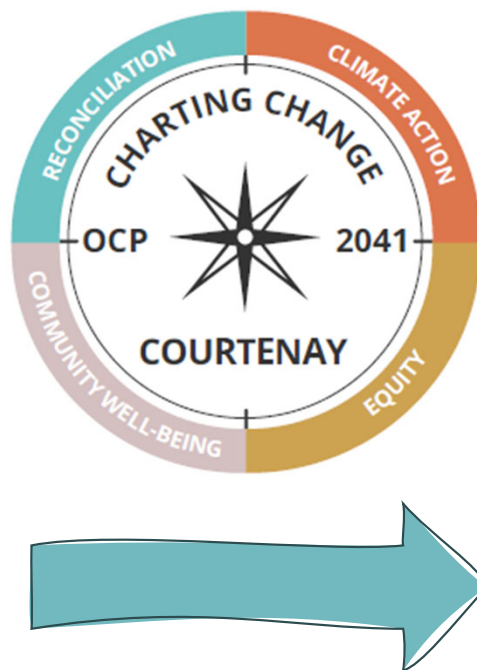
Prioritizing Based on Scoring Criteria

Input will inform changes using criteria such as processing time, ease of use, cost, and risk.



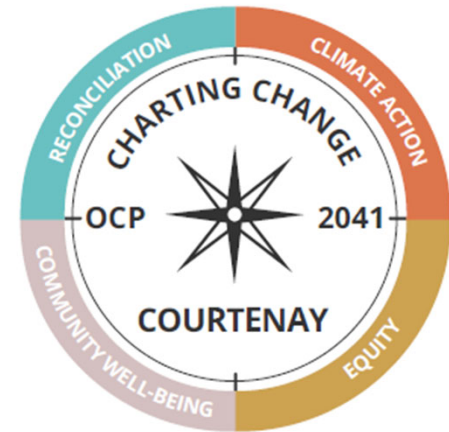
Official Community Plan Update

Presenter: Nancy Gothard

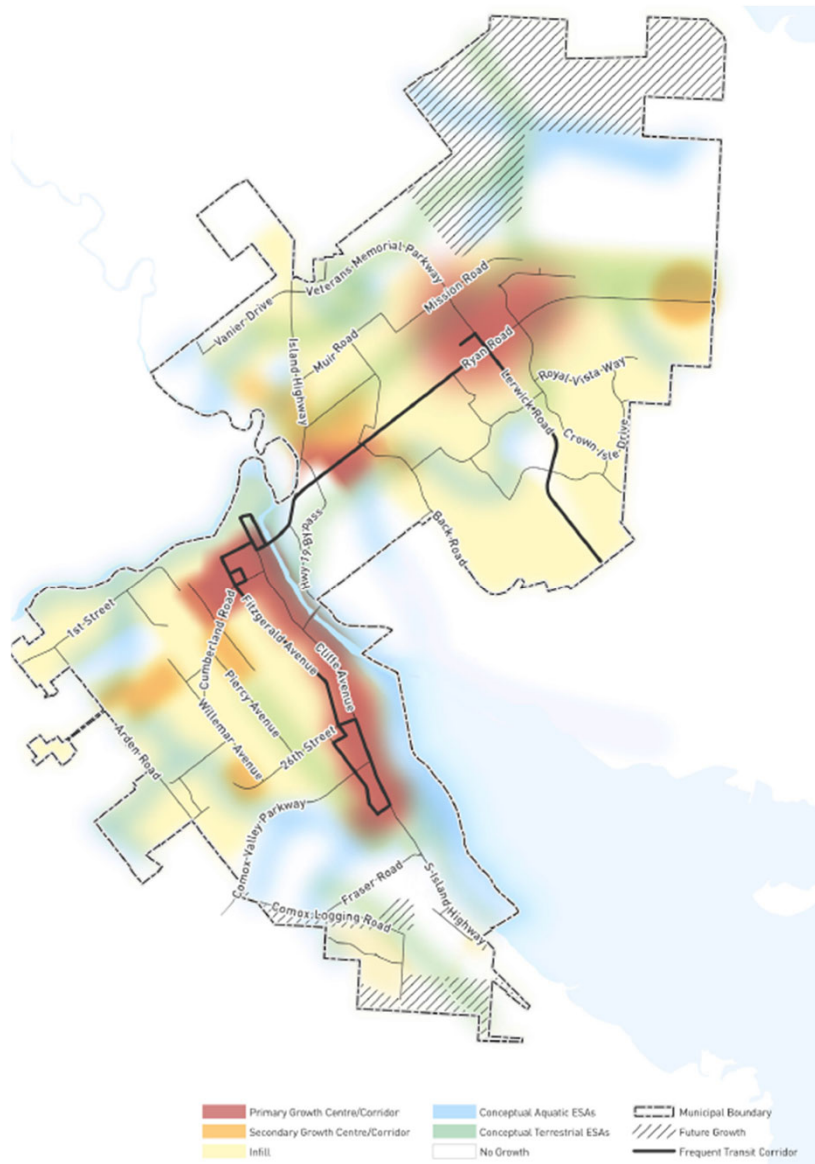
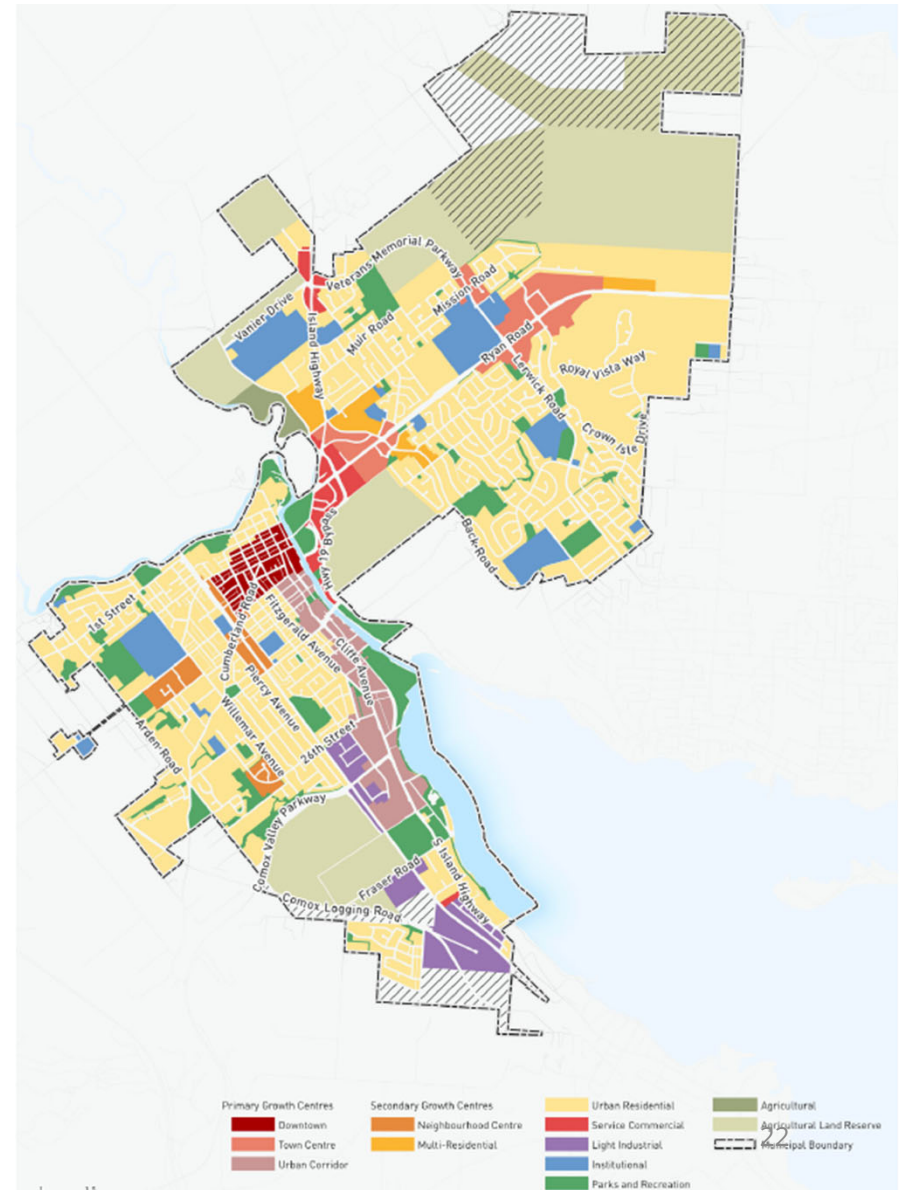


OCP: What's Staying the Same

- Cardinal directions, vision, goals
- **Urban growth framework** and focus on increasing densities, mixing land uses, high quality urban design
- **Regional context statement**
- **Minimal housekeeping changes** to policy chapters:
 - Buildings and Landscape, Social Infrastructure, Arts/Culture/Heritage, Foods Systems, Local Economy, Floodplain policies that reflect Flood Management Plan (2024)
- Development Approval Information Areas & Development Permit Area designations
- Arden Corridor Local Area Plan
- Maps of major infrastructure systems
- Emphasis on public comprehension and education
- Reconciliation policies

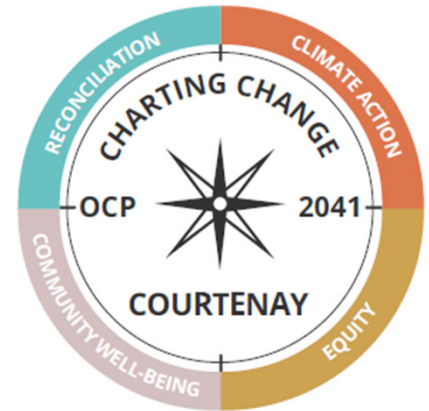


	Development standard
	New City standard
	City work plan action
	Routine City activity
	Opportunity action
	Partnership action
	Advocacy

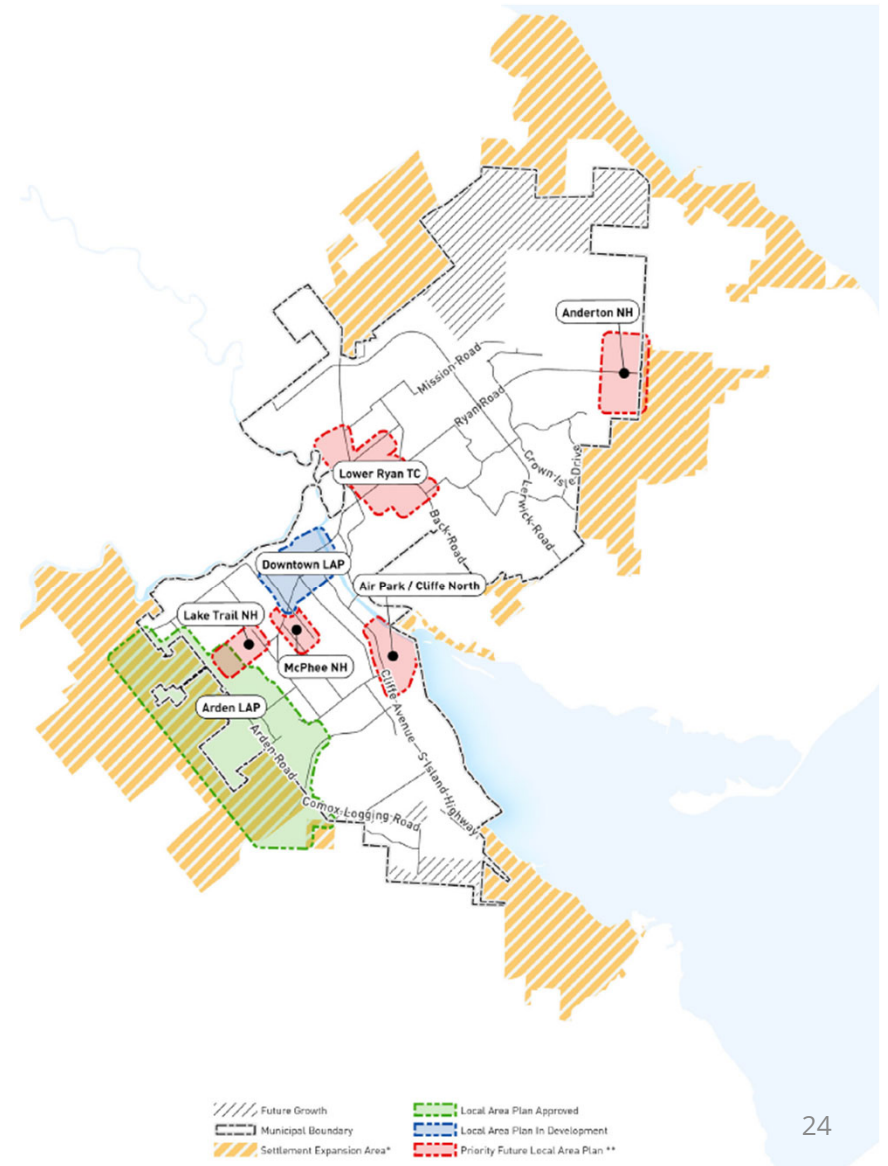


OCP: What's Changing

- Population, housing needs projections. High level employment lands update
- Removal of specific GHG figures
- Detailed guidance on Local Area Plans
 - Greenfield, Infill, Neighbourhood (+ Anderton LAP)
- Settlement Expansion Area policies
- Targeted Land Use Designations
- Policy chapter revisions:
 - Streets & Transportation, Natural Environment, Parks & Recreation, Municipal Infrastructure
- Policy chapter rewrite:
 - Housing
- Growth contribution policies
- Proactive planning cycle as implementation approach



Local Area Planning Areas & Settlement Expansion Areas



Will link to Zoning Bylaw zones

Land Use Designation	Description & Intent	Built Form	Supported Uses ²	Target Density (UPH) ³
Downtown	The downtown is intended to function as the local, city-wide and regional centre of cultural, civic, culinary, economic, and public life with the widest range of activities and attraction for residents and visitors.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise • Mid-rise • High-rise 	<ul style="list-style-type: none"> • Mixed-use multi-unit residential • Commercial • Institutional & community services • Supportive housing • Emergency shelter 	200+
Town Centre	The two Town Centres (lower and upper Ryan Road area) and Urban Corridor along Cliffe Avenue are intended to be primary focus areas of commercial and residential densities outside the downtown.	<ul style="list-style-type: none"> • Ground-oriented buildings 	<ul style="list-style-type: none"> • Multi-unit residential • Mixed-use 	120-140
Urban Corridor		<ul style="list-style-type: none"> • Low-rise • Mid-rise • High-rise 	<ul style="list-style-type: none"> • Commercial • Institutional & community services • Supportive housing 	
Neighbourhood Centre	Smaller-scale mixed-use areas that include a diversity of destinations and housing choices.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise • Mid-rise • High-rise 	<ul style="list-style-type: none"> • Multi-unit residential • Mixed-use • Light industrial use in McPhee and Tin Town Neighbourhood Centres • Commercial - (small-scale) • Community services and amenities • Institutional use • Supportive housing • Care facility • Makers spaces and live-work studios 	90-100
Multi-Residential	Provision of additional residential density in proximity to a mix of uses and act as transitional areas between higher-activity mixed-use and commercial areas and Urban Residential Neighbourhoods.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise • Mid-rise • High-rise 	<ul style="list-style-type: none"> • Multi-unit residential • Community services • Supportive housing • Care facility • Small-scale neighbourhood-serving commercial 	90-100
Urban Residential	Largely residential neighbourhoods comprising ground-oriented residential buildings and additional dwellings on lots with existing homes and through the small-scale redevelopment of existing properties.	<ul style="list-style-type: none"> • Ground-oriented buildings • Low-rise 	<ul style="list-style-type: none"> • Single-detached residential • Small-Scale Multi-Unit Housing (SSMUH) • Mobile homes & mobile home parks • Small-scale commercial • Community services • Supportive housing • Urban agriculture 	50

What's Changed: Revised Policy Chapters

Streets& Transportation

- Focus on traffic optimization through transportation demand management that shifts modal split targets strongly towards walking, cycling, transit
- Focus on working with other authorities:
 - MOTT coordinated land use, capital planning, explore transfer of jurisdiction were demonstrated to better support local objectives.
 - CVRD/Transit re: referral coordination.
- Monitor ICF planning process
- Comprehensive parking management review – on and off-street parking standards in an urbanizing context.
- Shift from *require* to - Multi-use pathways *may be* required as highway in accordance with clear transportation plan guidance.
- Future work: Bill 16 Site-level infrastructure and TDM authorities.

Municipal Infrastructure

- Discourage additional uses or densities unless sufficient capacity exists or necessary capacity can reasonably be provided without imposing additional burdens on City taxpayers (in the Land Use Policy section).
- How infrastructure planning will occur and what cycles, regional coordination.
- Renewed interest in working with development industry on building demolition and materials avoidance from landfill.
- Renewed focus on working with 3rd party utilities in coordination – e.g., BC Hydro.

What's Changed: Revised Policy Chapters

Natural Environment

- Develop an ecosystems-centric approach and strategy to manage and protect ecosystems, natural assets and green infrastructure across a variety of tools.
- Affirmation of a desire to exceed RAPR minimum setbacks – but that EDPA guidelines must be reviewed for clarity of when flexibility (in Zoning Bylaw update).
- Establish guidance for when management plans are required for ongoing management of Environmentally Sensitive Areas (on private or public land); and for developer's responsibilities when dedicating ESAs to City that have ongoing management concerns (e.g. tree windthrow).

Parks & Recreation

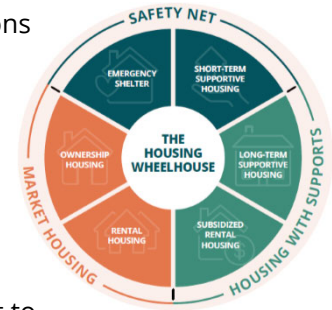
- Update the Parks and Recreation Management Plan, maps and implementation strategies to reflect evolving parks needs in an urbanizing context.
- More focus on urban park features and high-quality programming.

What's Changed: Rewritten Housing Policy Chapter

Four focused objectives:

1. **New housing supply keeps pace with demand.**
2. **A variety of housing options are permitted AND positively integrated in all neighborhoods.**
3. **Maintain and increase rental housing stock.**
4. **Increase the amount of new below - and non-market housing developed in Courtenay.**

- Policy alignment with Housing Wheelhouse
- Maintain regular two-way communication with development industry
- Stronger housing data monitoring and policy calibration
- Monitor rental vacancy rates to calibrate policy on rental conversions and short-term rentals (min 2 years data)
- More targeted of when to zone for existing rental.
- Explore City's role re: tenant displacement and rental building maintenance in relation to Province
- Supportive Housing:
 - Supported land use in all residential land uses
 - Consider pre-zoning for multi-residential supportive subject to criteria establishment.
- Emergency Shelters:
 - Temporary Use Permit support in most land use designations.
 - Supported land use in many land uses, with consultation.
 - Consider pre-zoning for emergency shelters subject to criteria establishment.
- 2026 City strategy on below- and non-market housing



What's Changed: Growth Contribution Policies

- Holistic approach of how tools to accommodate and incent growth work together to support infrastructure, amenities and below-market housing:
 - DCCs, ACCs, CACs, Density Benefits (future work) & Inclusionary Zoning (not proposed at this time)
 - No more CAC target monetary contributions & CACs to be reviewed/retired as part of future Density Benefits work (Zoning Bylaw Phase 2)
 - Regular land economics analysis as part of proactive planning cycle

What's Changed: Proactive Planning Cycle

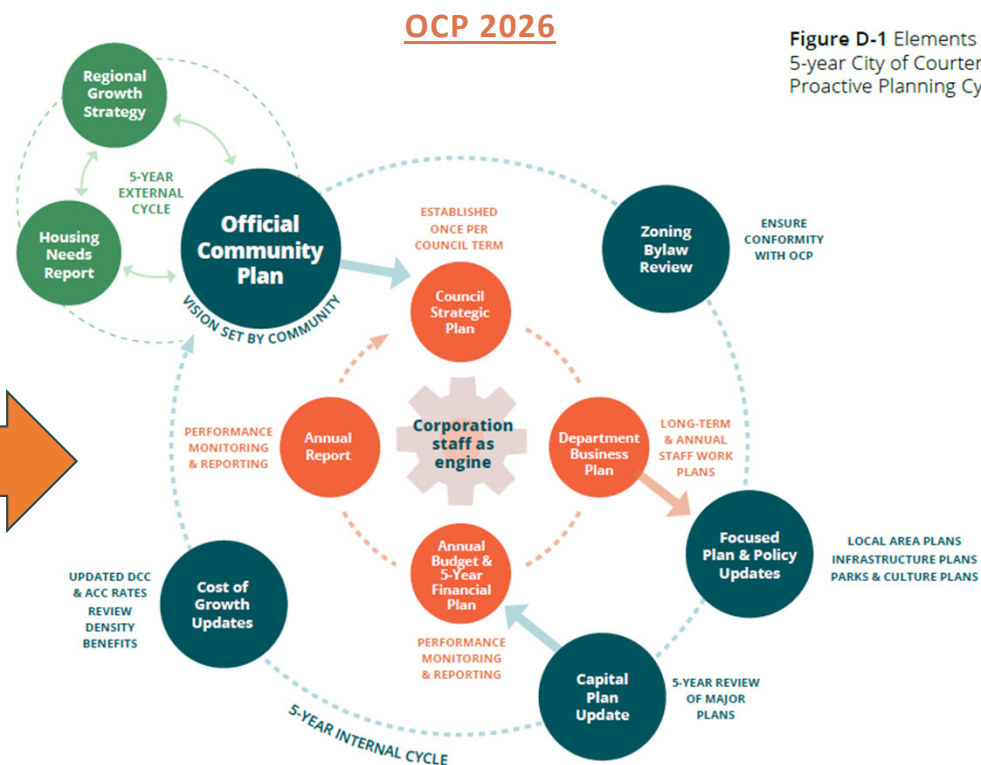


Figure D-1 Elements of the 5-year City of Courtenay Proactive Planning Cycle.

Official Community Plan: Next Steps



We are here!



Stay up-to-date →
<https://engagecomoxvalley.ca/courtenay-ocp>



courtenay.ca

Downtown Revitalization Local Area Plan Update

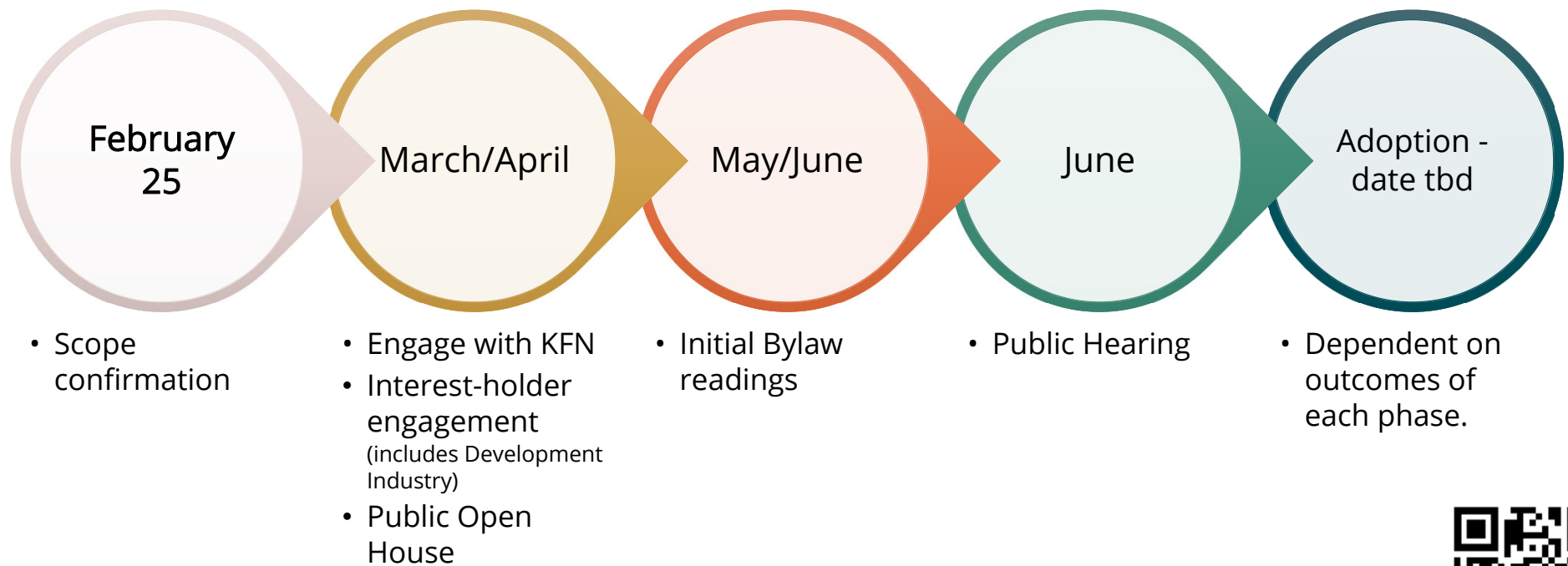
Presenter: Nancy Gothard

Downtown Revitalization Local Area Plan (DVLAP)

Upcoming Phase – Scope Update

- **February 25:** Council will confirm the scope of the final phase of the DVLAP.
- The DVLAP is proposed to align with the Local Area Plan structure introduced through the OCP.
- What this phase will address:
 - Land use, density, development pattern, neighbourhood transitions, and target housing mix
 - Strategic direction for key public properties
 - Mobility planning for walking, cycling, transit, and access
 - Municipal servicing readiness at a conceptual level
 - Environmental considerations, including flood management and tree canopy opportunities
 - Public realm vision, including parks, plazas, and connectivity
 - Character and design policy direction (to inform future DPA guideline updates)
 - Phasing, monitoring, and adaptive implementation.
- What this phase will not include:
 - Pre-zoning or density bonus tools
 - Detailed development incentive programs (e.g., Revitalization Tax Exemption)
 - Heritage protection designation
 - Detailed implementation strategy

DVLAP Next Steps



Strategic Transportation Plan Update

Presenters: Matt Brown



Let's move, Courtenay

STRATEGIC TRANSPORTATION PLAN

Development Industry Meetup

February 17, 2026

Background

Connecting Courtenay Transportation Master Plan

- Prepared 2017-2019
- Two-phased community engagement
- Travel demand modelling
- Parallel Cycling Network Plan (CNP) prepared



Background, cont.



What Changed since 2019?

- OCP updates, DVLAP (in progress)
- Major corridor improvements (5th, 17th, Fitzgerald)
- New traffic calming guide + policy
- Provincial legislative changes re: housing
- Cycling network plan updates
- Progress on regional transit (FTN, exchanges)

Process



Engagement



Phase 1

Web + Social Media

Online Survey

Open House

Partner Agency Conversations

Interest Holder Workshop

Phase 2

Web + Social Media

Online Survey

Open House

Pop-Up Activities

Overview



The Strategic Transportation Plan (STP) is a long-term strategy that will guide the development of safe, connected and efficient multi-modal transportation options.



Outcomes

Plan Framework (vision, goals, objectives)

Network Plans (streets, walking, cycling transit)

Strategies + Actions

Implementation + Investment Strategy

KPIs + Monitoring



Strategic
Transportation Plan

Policy Context



How We Move

Commute Trips (2021 Census)

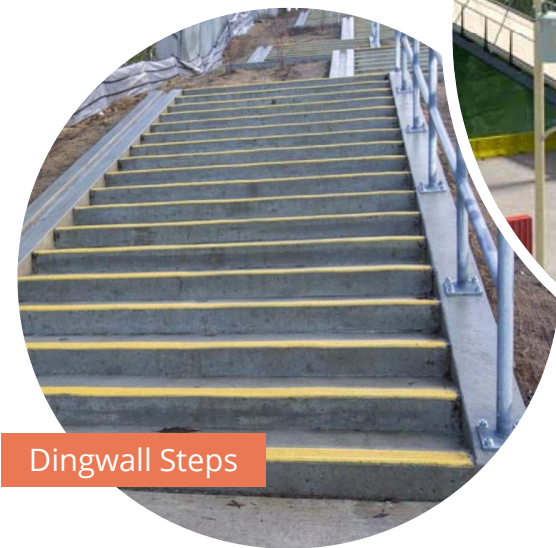
	Courtenay
Car, truck or van	84%
Public transit	3%
Walked	7%
Bicycle	3%
Other method	3%

How We Move

Commute Trips (2021 Census)

	Courtenay	Cumberland	Comox	Comox Valley	Campbell River	Nanaimo	Powell River	Port Alberni
Car, truck or van	84% 	86%	84%	86%	89%	87%	87%	89%
Public transit	3%	1%	2%	2%	3%	4%	2%	2%
Walked	7% 	5%	5%	6%	4%	5%	7%	6%
Bicycle	3%	3%	4%	3%	1%	1%	2%	1%
Other method	3%	5%	4%	4%	4%	3%	2%	2%

Walking



Dingwall Steps

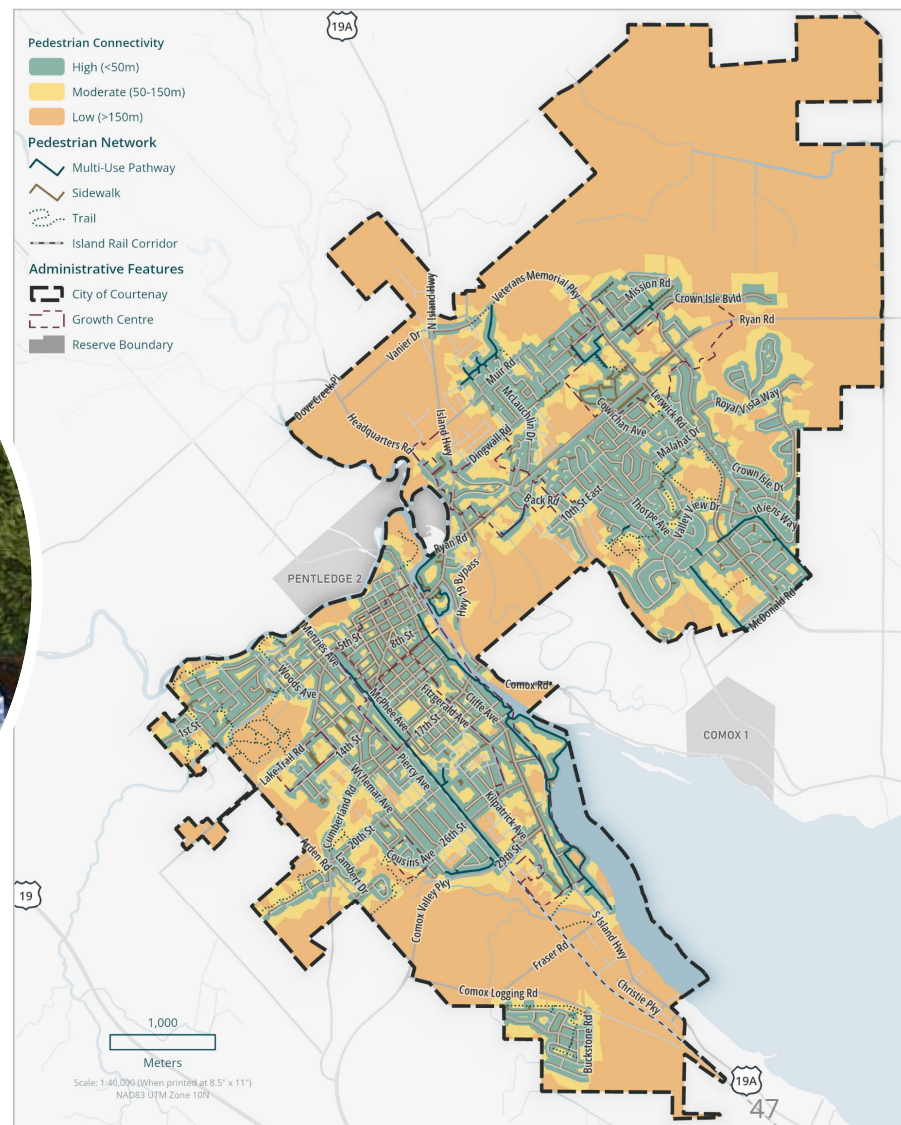


6th Street Bridge



Walking

Coverage / Connectivity



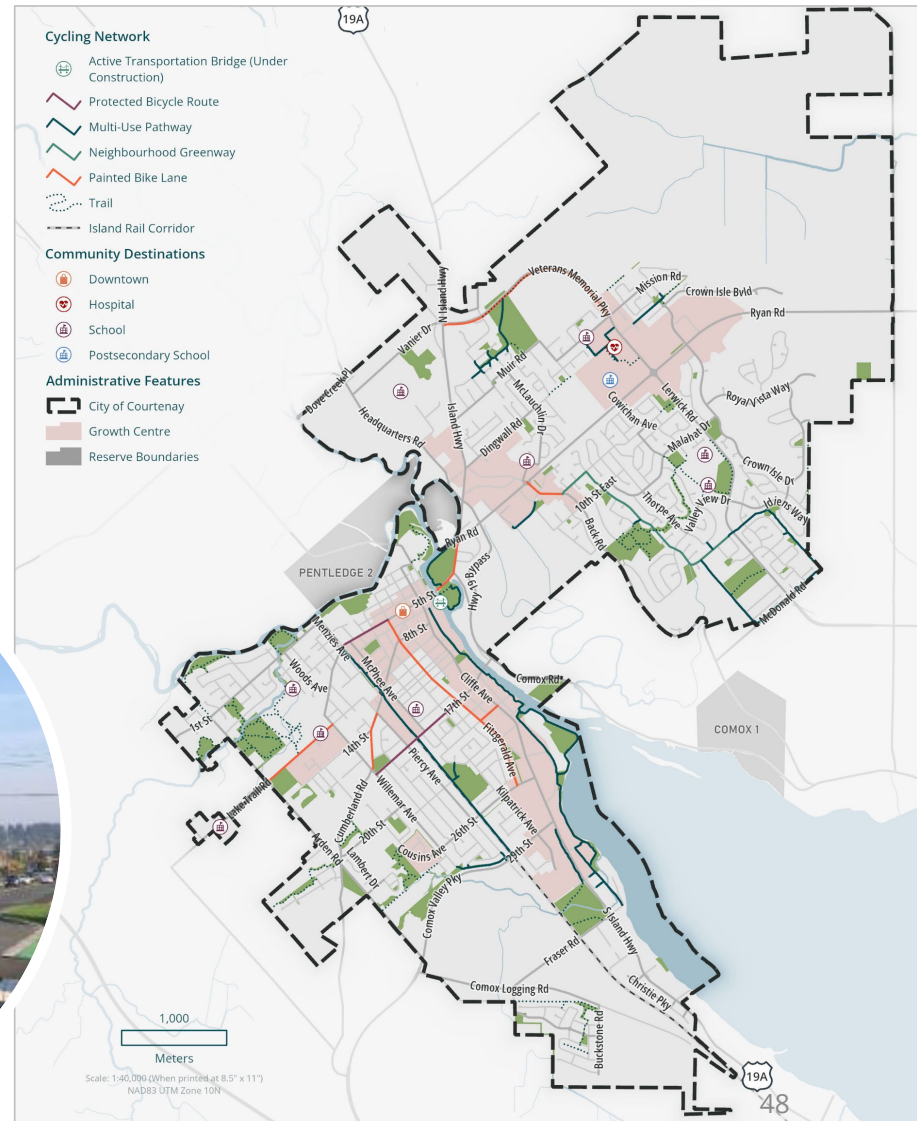
Cycling



5th Street



17th Street



Cycling

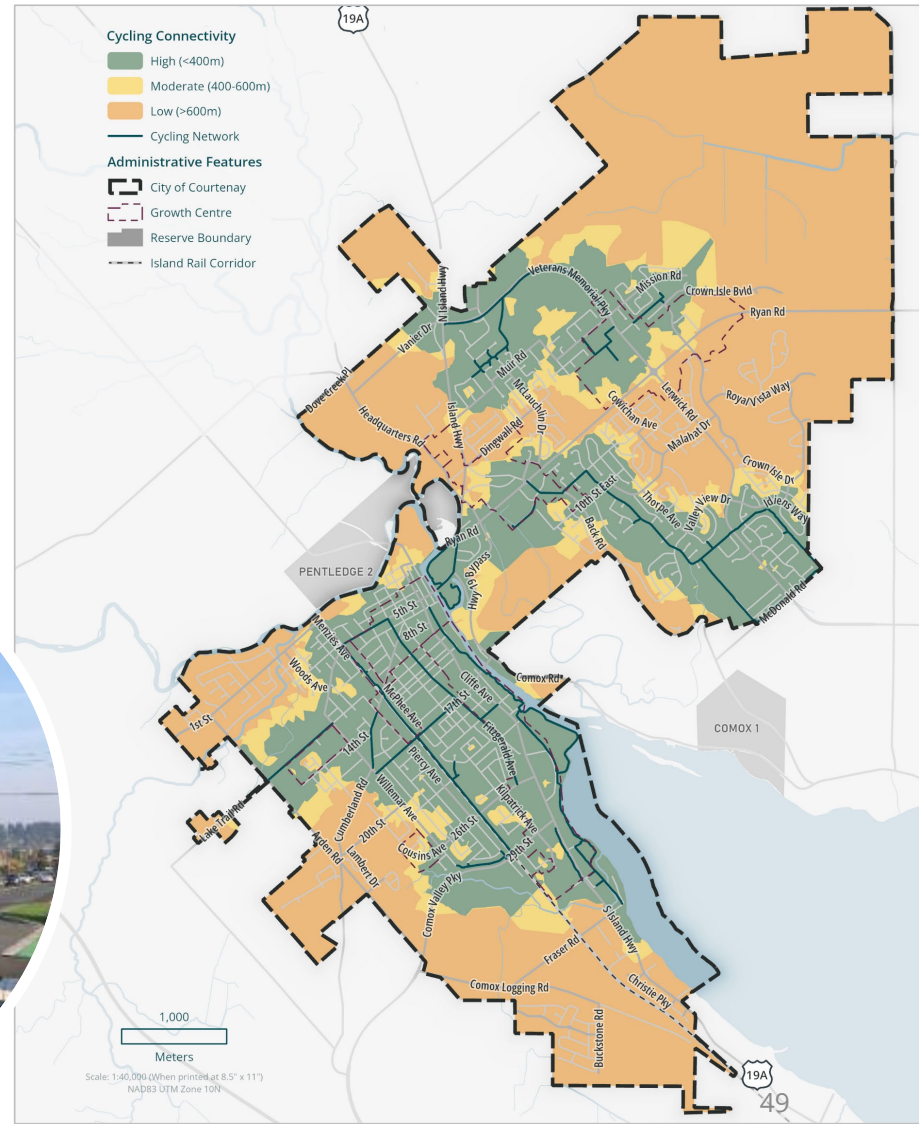
Coverage / Connectivity



5th Street



17th Street



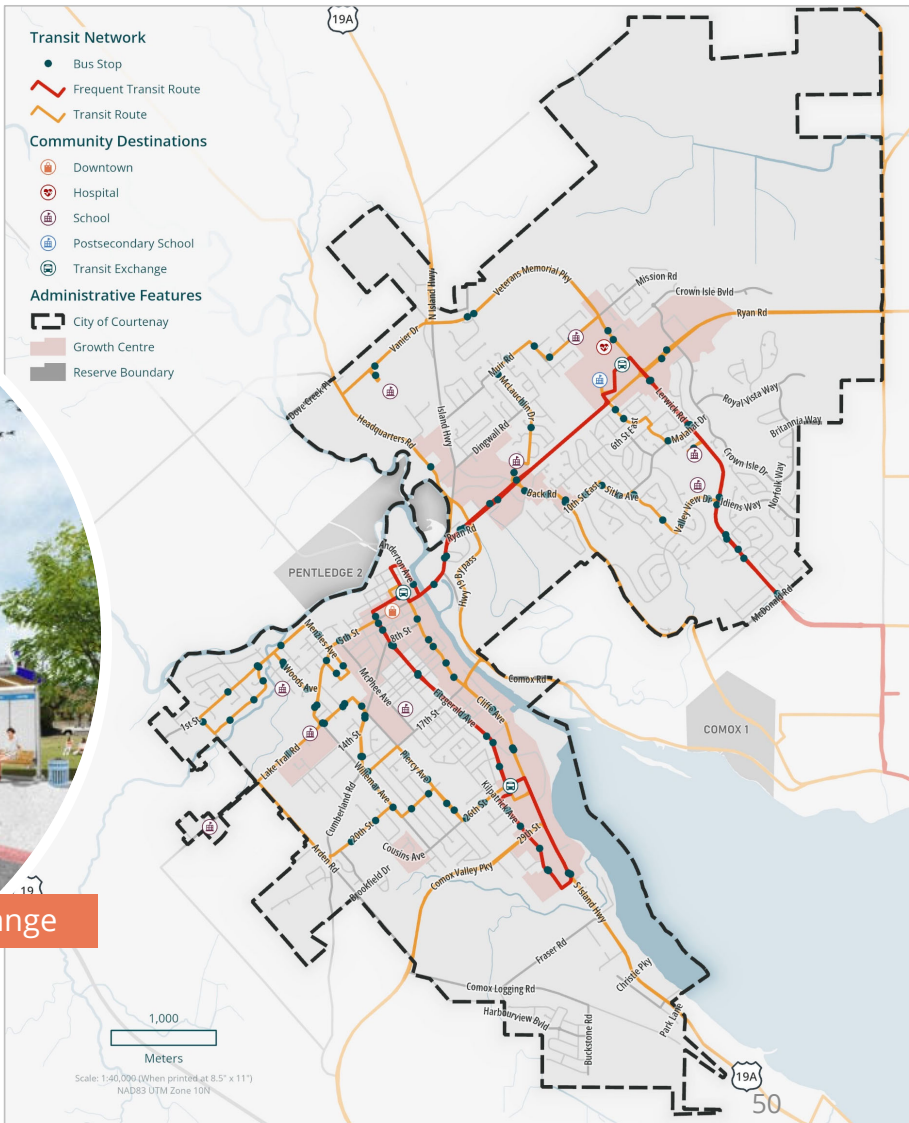
Public Transit



Route 1 / FTN



Downtown Exchange



Public Transit

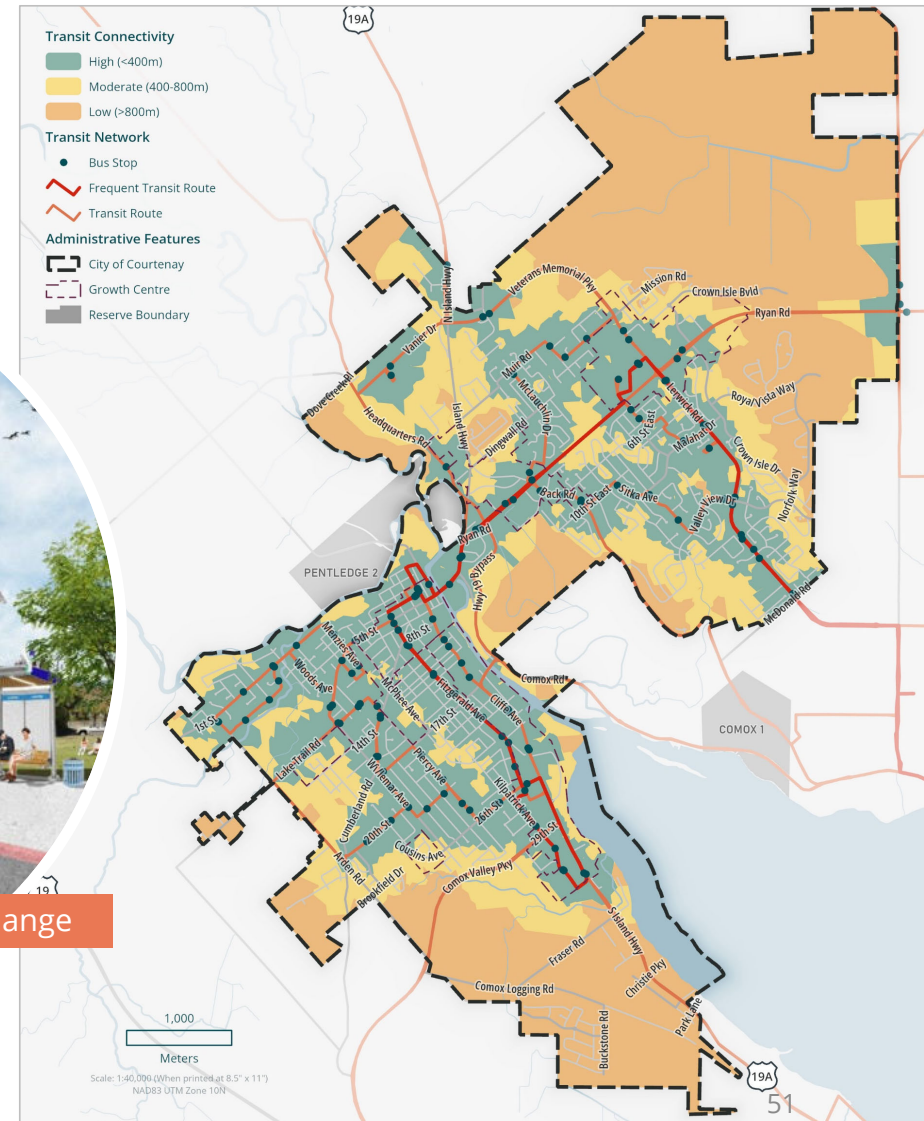
Coverage



Downtown Exchange



Route 1 / FTN



Public Transit

Coverage



Route 1 / FTN



Downtown Exchange

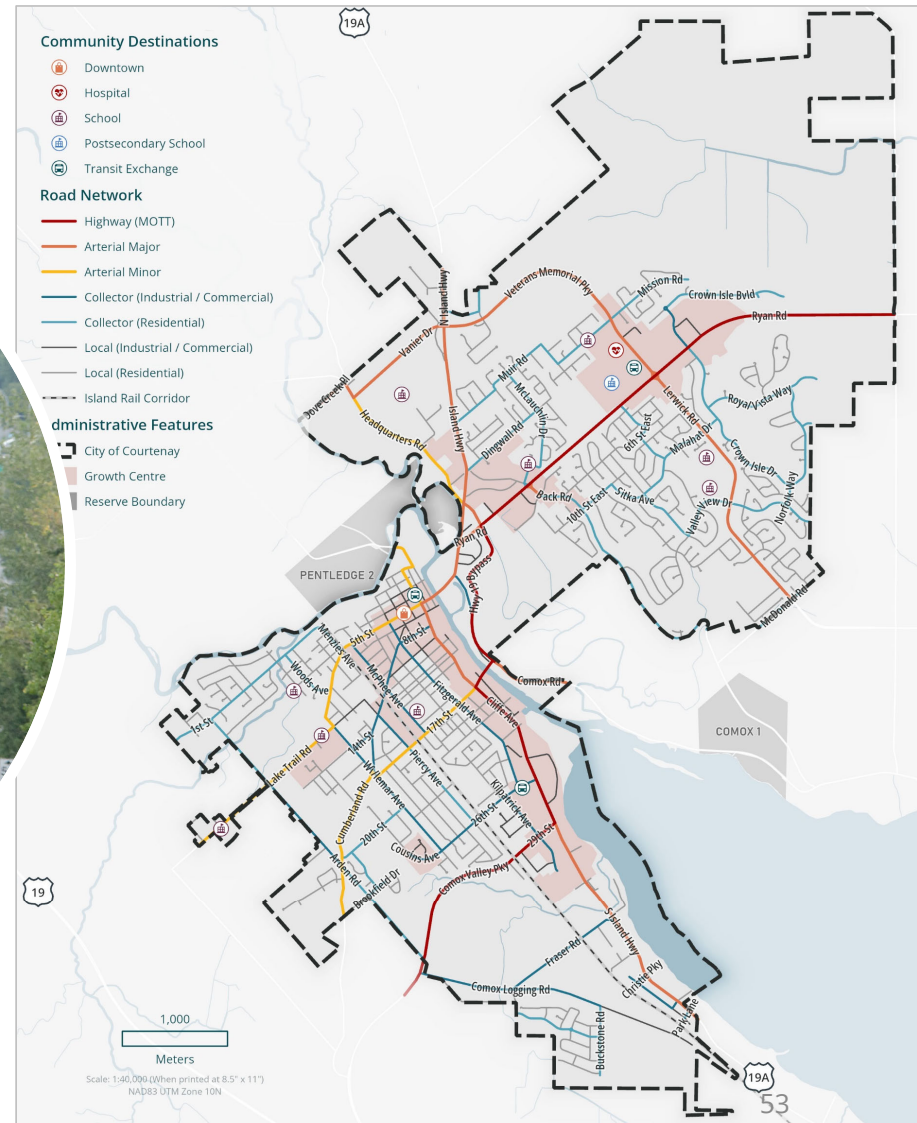


Road Network

Ryan Road

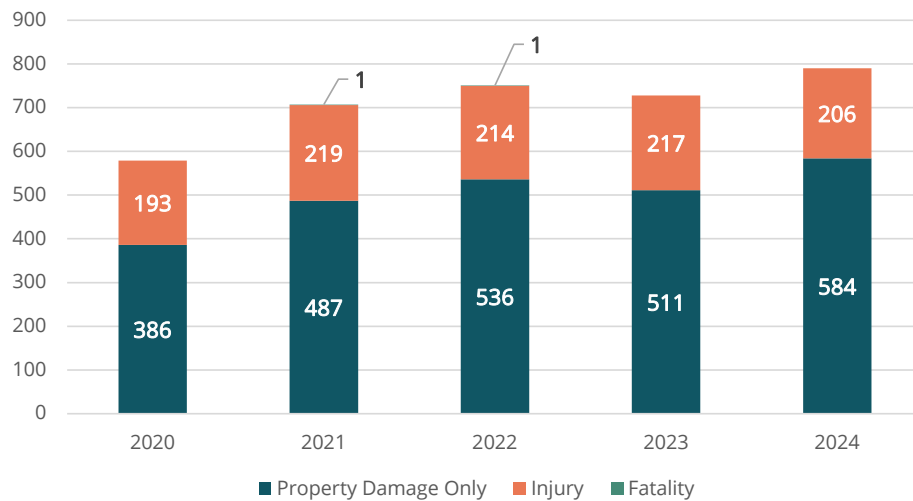
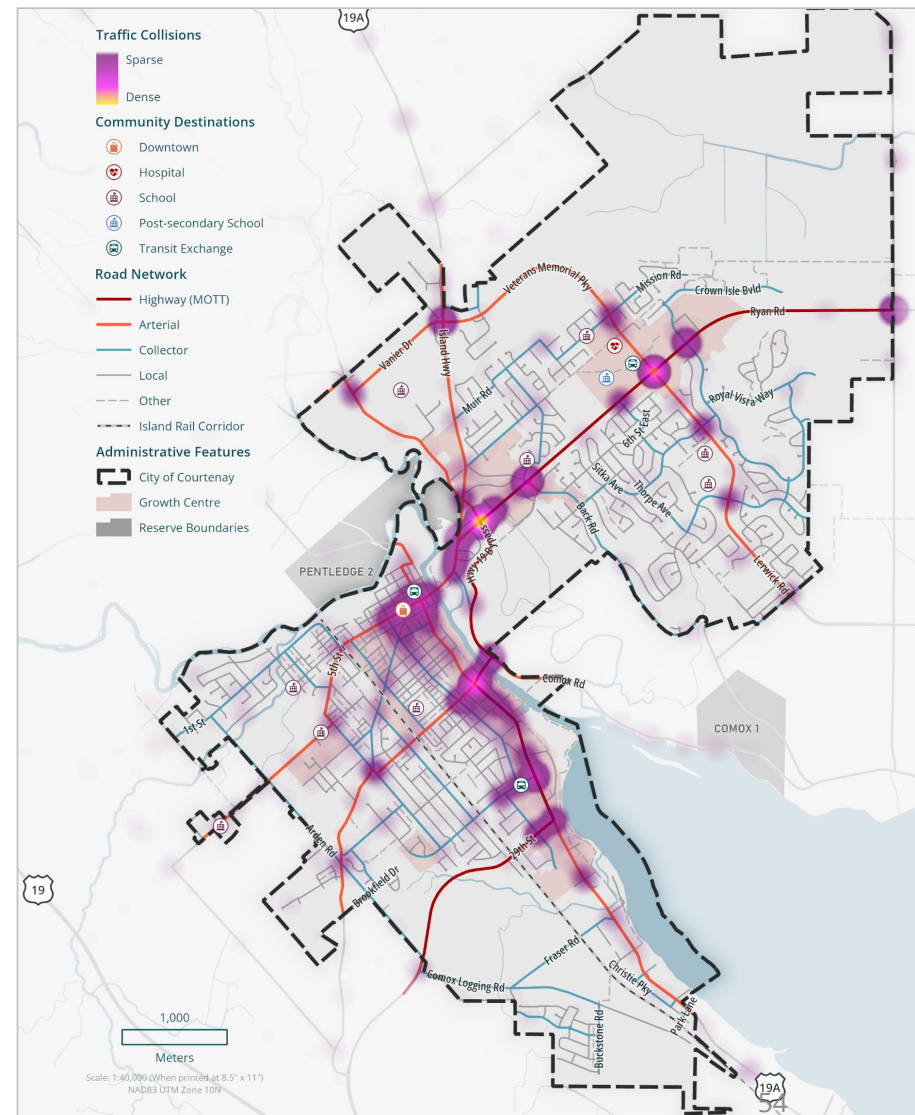


5th Street



Road Safety

ICBC Claims, 2020-2024



Next Steps

- Future meeting to come after the visioning
- Please complete the survey
- What would you like to see as deliverables

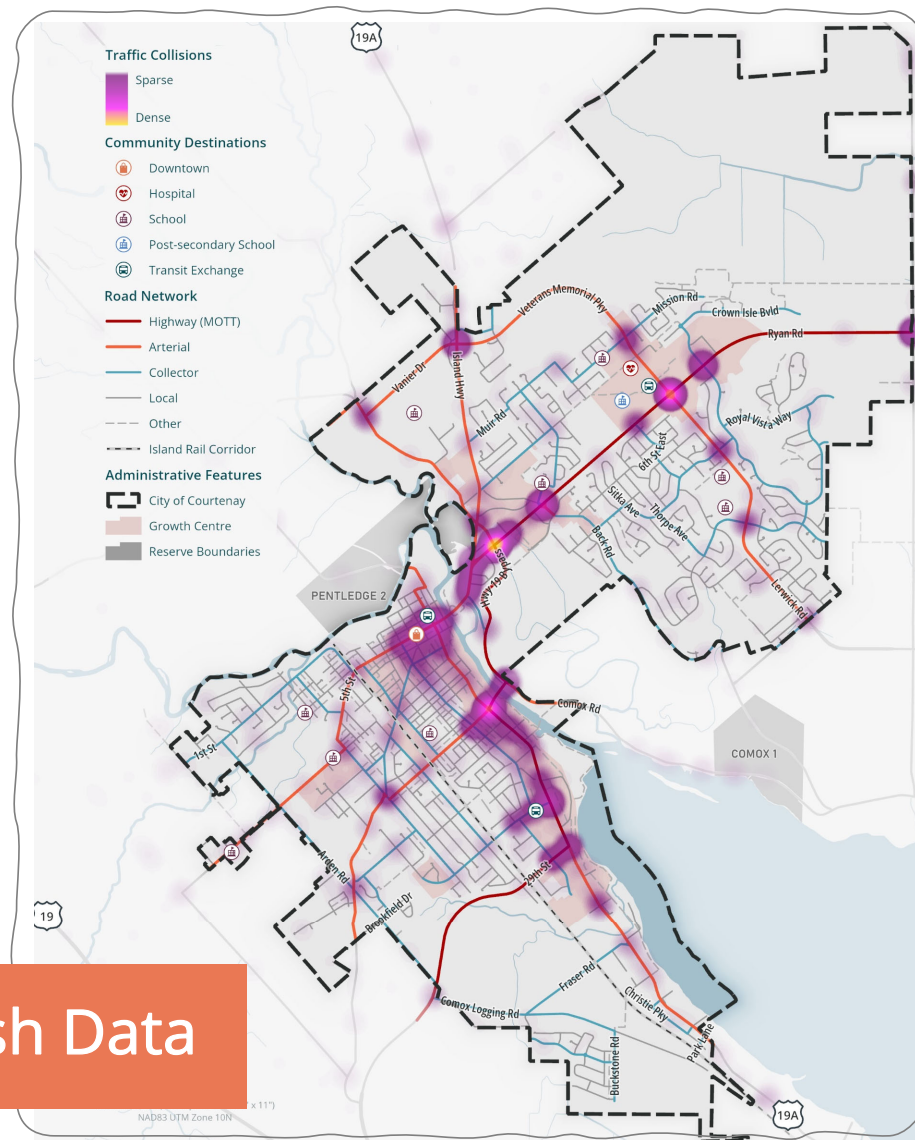


Compete the Survey Today!



Thank you!

For more information on the project and to learn more about
future engagement opportunities, go to:
engagecomoxvalley.ca/lets-move-Courtenay



Crash Data

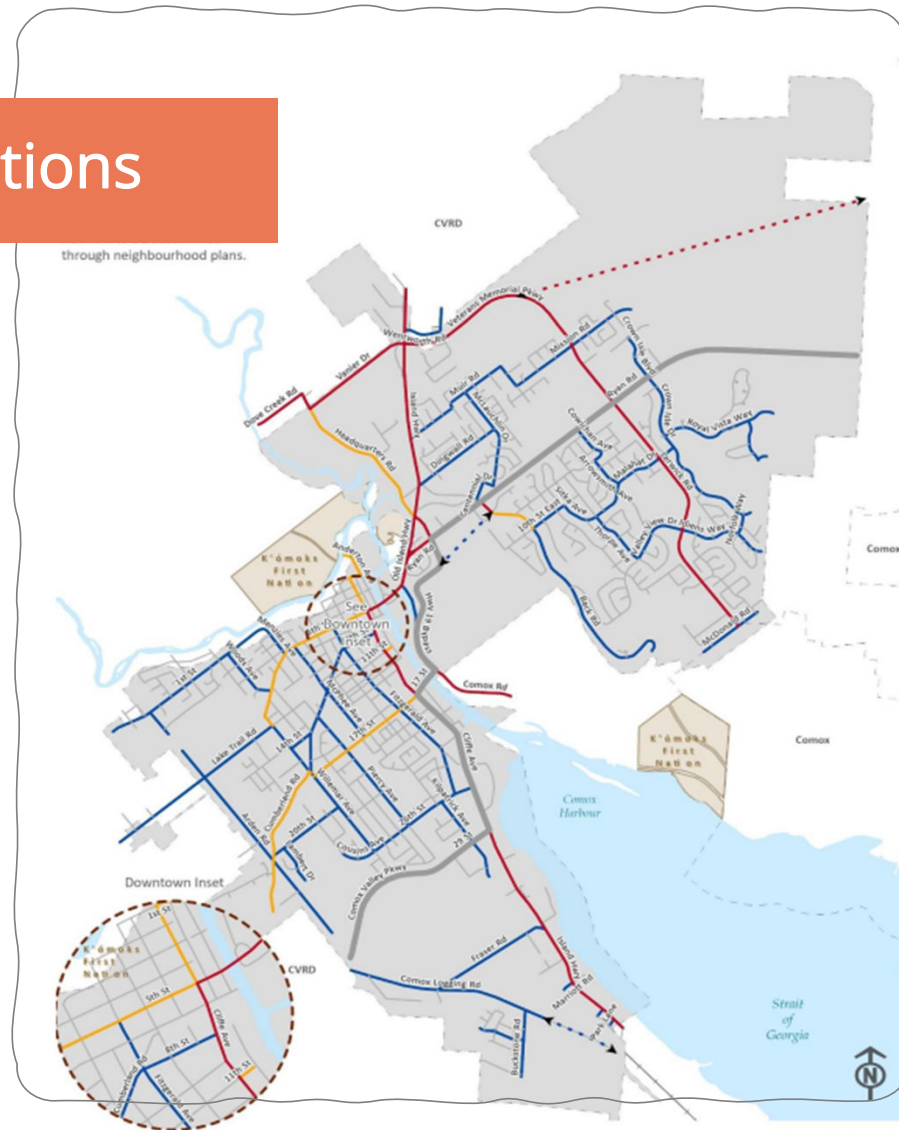
Street Classifications

Recommended Road Classification

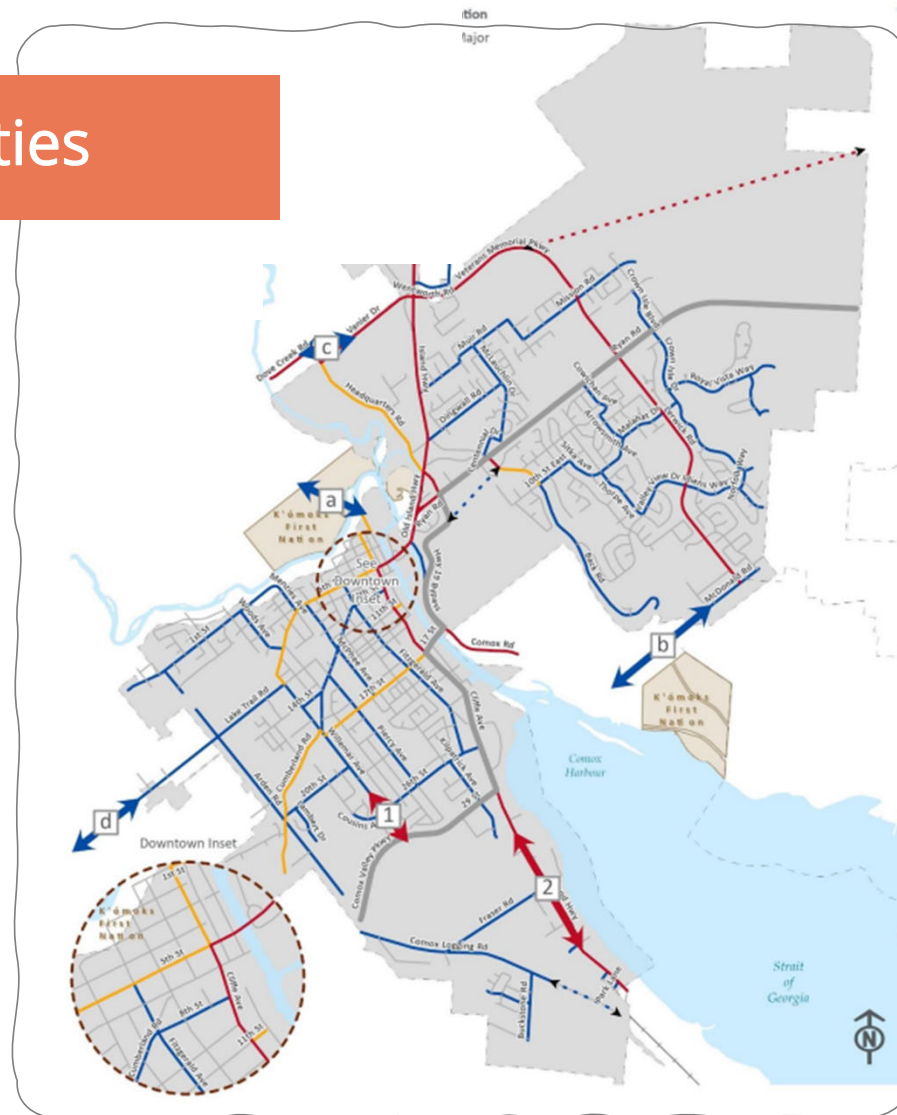
- Highway
- Arterial - Major
- Arterial - Minor
- Collector
- Local

Future Road Classification

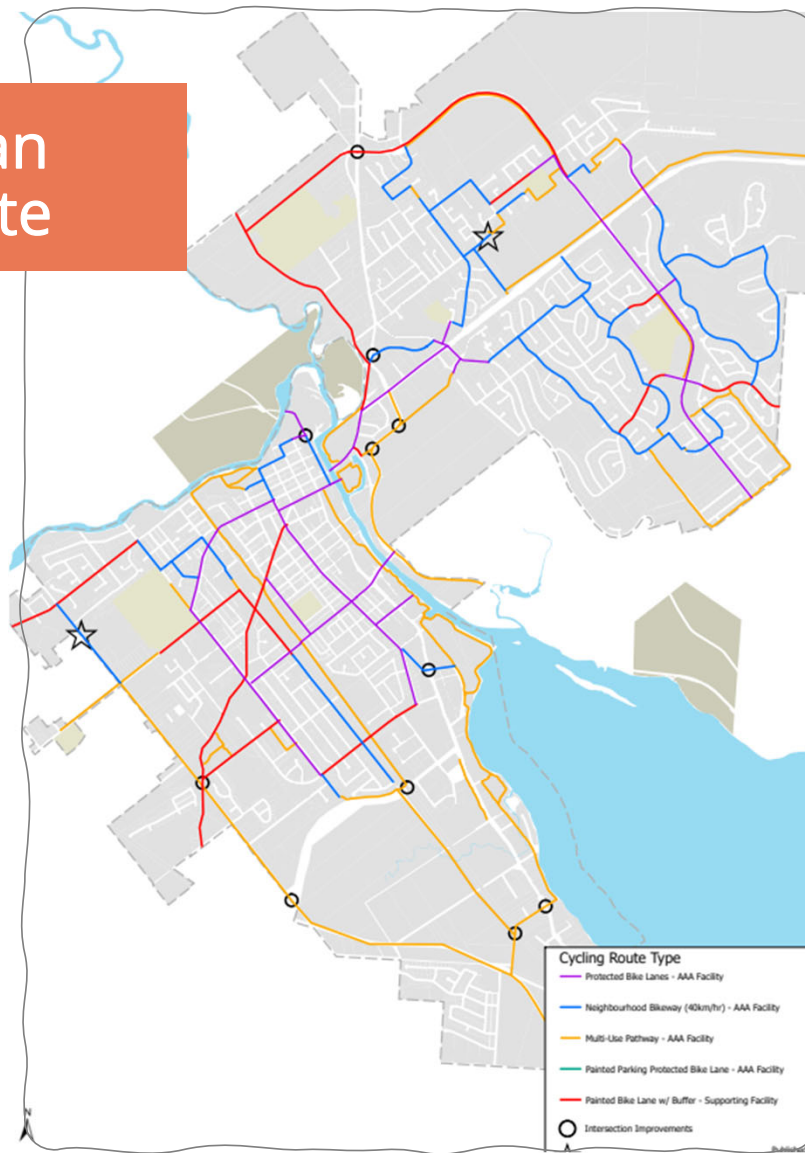
- Arterial - Major
- Collector



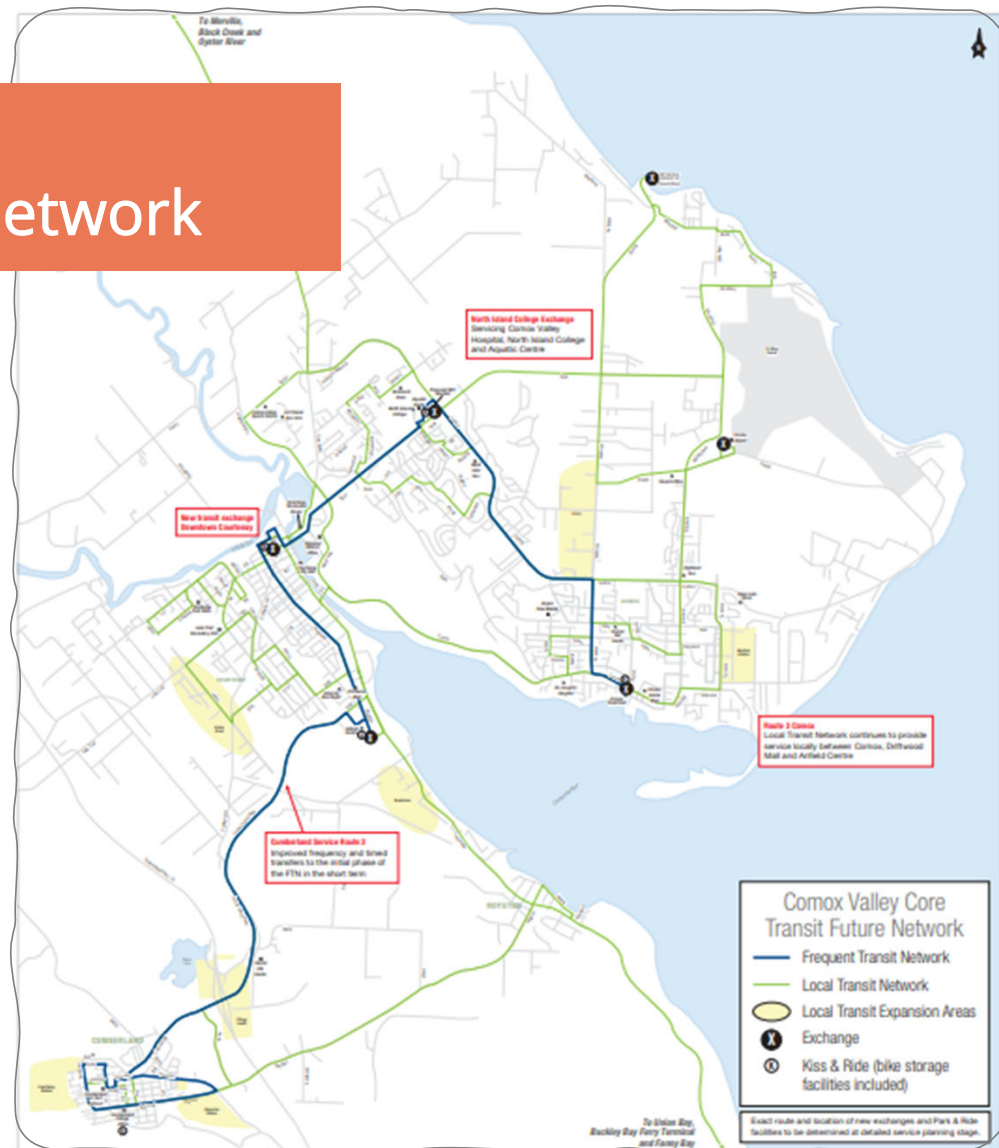
Future Possibilities



Cycling Network Plan Long Term / Ultimate



Comox Valley Future Regional Transit Network



Future engagement & next meetup



Transportation Survey

Feb 17, 2026 (survey closes)



Next Development Industry Meetup

April 14, 2026

Opportunities to discuss the OCP before the public hearing, as well as the objectives and engagement process for Zoning Bylaw Phase 2.



Official Community Plan Public Hearing

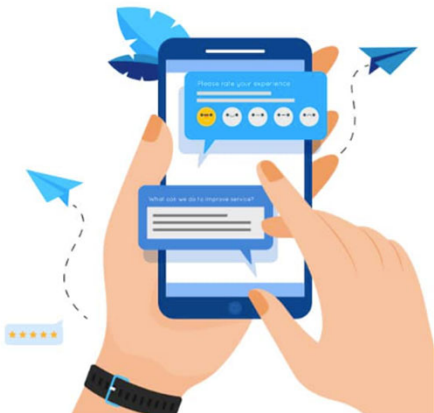
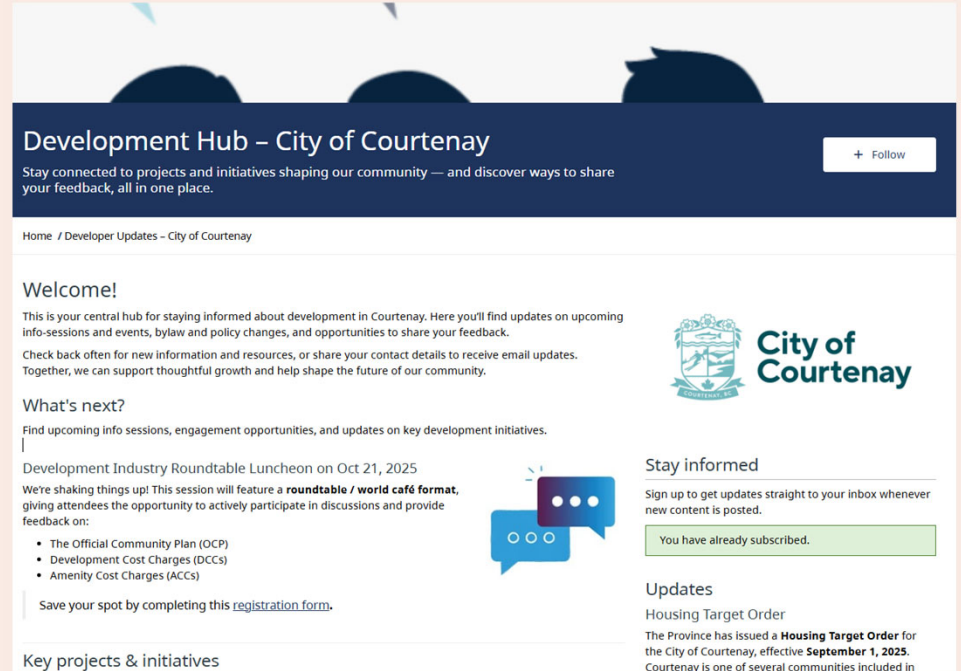
Anticipated for May 6, 2026

(pending Council's OCP Bylaw readings Feb 25)



Stay connected!

- Visit the **Development Hub** for regular updates
- Participate in **follow-up survey**!



<https://engagecomoxvalley.ca/devhub>

Wrap Up

- Thank you for your continued engagement
- Summary and follow-up materials will be shared
- We look forward to ongoing dialogue

Thank you!