

File: 3060-20/DP 15A 21

August 25, 2022

Dear local Comox Valley resident,

The Comox Valley Regional District (CVRD) has received a Commercial and Industrial (Form and Character) Development Permit (DP) for 501 Holiday Road in Fanny Bay. The intent of this letter is to provide background information on this proposal and answer some questions you may have. Additional information is available at www.comoxvalleyrd.ca/holidayroad.

What is being proposed on the subject property?

Fanny Bay Resort Inc., the current landowner, is proposing a campsite with 51 sites, a caretaker residence, two cabins and several associated buildings, such as an office, kitchen, dining and recreational facilities. CVRD staff have determined that the number and sizes of sites, as well as building locations, meet the regulations of the zone.

What is the zone of the property?

The property is zoned as Tourist Commercial Two (TC-2), which permits tourist accommodation and recreational uses for the travelling public. This zone specifically permits the following: campground, recreational vehicle (RV) park, tourist accommodation, and recreation facility. The proposed accessory uses include restaurants, office, outdoor recreation use, and residential use limited to one dwelling unit.

What is a Commercial and Industrial (Form and Character) Development Permit (DP) application?

In all commercial and industrial zones, any proposal to construct or alter a structure requires a Commercial and Industrial (Form and Character) DP before development. A DP specifies how development is to occur on a property. The decision of the CVRD Board is limited to whether the proposal meets the DP area guidelines, which are in Section 85 of [Rural Comox Valley Official Community Plan \(Bylaw No. 337\)](#).

The intent of this DP is to control the form and character of the proposed development, which includes matters on building scale and style, landscaping, screening, parking and rainwater management. The focus is on the external look of the development. For this application, the landowner is required to submit reports and drawings to address each guideline. Under the *Local Government Act*, a DP application does not require a local government, such as CVRD, to notify adjacent owners or hold any public hearings.

How may I provide comments on this application?

The subject property permits tourist commercial uses. The CVRD Board's decision is on whether the proposal meets the external form and character guidelines or not. Given this narrow focus, public comments should be on the proposal's adherence the guidelines.

What is the next step for this application?

This application will be presented to the Electoral Areas Services Committee on September 19, 2022 for review and will feature a staff report containing CVRD staff analysis of the application along with copies of the site plan and professional studies. This meeting will be streamed live on YouTube and is open to the public in the Civic Room of the CVRD Office (770 Harmston Avenue). Meeting agendas can be found at www.comoxvalleyrd.ca/agendas.

Their recommendations will then be brought forward to the September 20, 2022 CVRD Board meeting. If the Board were to issue the DP, the next step is for the landowner to submit building permit applications for the proposed structures.

What if I have more questions?

For more information, visit www.comoxvalleyrd.ca/holidayroad. Questions can be directed to Brian Chow, Planner II, at bchow@comoxvalleyrd.ca or 250-334-6017.