



VILLAGE OF SAYWARD

BYLAW NO. 308 Village of Sayward Official Community Plan Bylaw, 2000 (Consolidated)

A BYLAW TO ADOPT AN OFFICIAL COMMUNITY PLAN FOR THE VILLAGE OF SAYWARD

The following is a consolidated version of Bylaw No. 308, Village of Sayward Official Community Plan Bylaw, 2000 and includes the following amendment bylaws:

Bylaw No.	Bylaw Name	Adopted	Purpose
348	OFFICIAL COMMUNITY PLAN AMENDMENT NO. OCP05-01 WEYERHAEUSER COMPANY LTD. MacMillan Drive	May 11, 2005	To amend Schedule B, map amendment, Forest Land Reserve to Residential, District Lot 1604, Sayward District, except those parts in Plans 20197 and 21662 and part of the North East ¼ of the South East ¼ of Section 36, Township 4, Sayward District, except those parts in Plans 21662, 23763, 27978 and VIP54962, both located off of MacMillan Drive, Sayward, B.C.
354	OFFICIAL COMMUNITY PLAN AMENDMENT NO. OCP05-02 RIPARIAN AREAS	June 22, 2005	To amend section 3.2 Environment, addition of g) Riparian Assessment Areas
382	Official Community Plan Amending Bylaw No. 382 Greenhouse Gas Amendments	August 4, 2010	To amend Schedule A, multiple amendments to reflect greenhouse gas reducing goals.

CONSOLIDATED COPY FOR CONVENIENCE PURPOSES ONLY. This version of the bylaw may not be complete due to pending updates or revisions and therefore is here for reference purposes only. THIS BYLAW SHOULD NOT BE USED FOR ANY LEGAL PURPOSES. Please come into the Village office to view the complete bylaw when required.



VILLAGE OF SAYWARD
BYLAW NO. 308

A BYLAW TO ADOPT AN OFFICIAL COMMUNITY PLAN FOR THE VILLAGE OF SAYWARD

The Council of the Village of Sayward in open meeting assembled, enacts the following:

PART A TITLE

- 1) This Bylaw may be cited for all purposes as Bylaw No. 308, being the “**Village of Sayward Official Community Plan Bylaw, 2000**”.

PART B APPLICATION

- 1) This Official Community Plan Bylaw shall be applicable to all that land within the boundaries of the Village of Sayward described in Map 1.
- 2) For the purpose of this Bylaw, the text identified as Schedule “A” is attached to and forms an integral part of this Bylaw.
- 3) For the purpose of this Bylaw, Schedule “B”, being the Designation Map is attached to and forms part of this Bylaw.
- 4) Where matters in this Bylaw are deemed beyond the jurisdiction of the Council of the Village of Sayward, such regulations and/or policies shall be considered as broad objectives of Council pursuant to the *Local Government Act*.

PART C ENACTMENT AND REPEAL

- 1) Pursuant to the *Local Government Act*, the community plan forming this Bylaw is adopted as the Village of Sayward Official Community Plan, 2000 being Bylaw No. 308.
- 2) The following Bylaw is hereby repealed upon adoption of this Bylaw.
 - i) “Bylaw No.111, being the “Village of Sayward Official Settlement Plan Bylaw No. 111, 1981” and all amendments thereto.”

Read a first and second time this 8th day of November 2000.

Public hearing held this 29th day of November 2000.

Read a third time this 13th day of December 2000.

Adopted this 27th day of December 2000.

Original signed by "H. Sprout"

Mayor

Original signed by "J. Phye"

Chief Administrative Officer

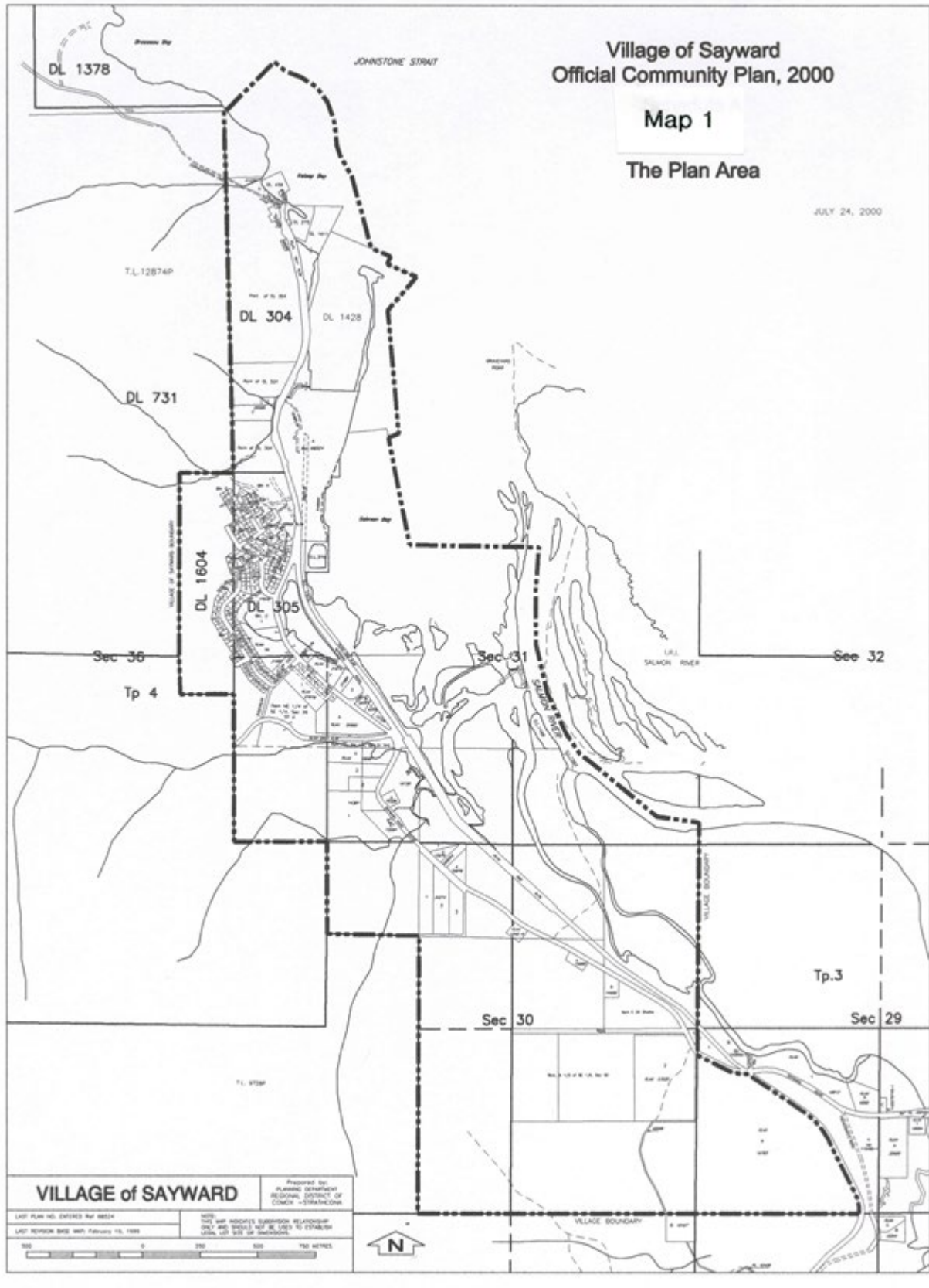


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PART ONE

Introduction

1.1 Purpose of the Official Community Plan

This Official Community Plan (OCP) is a guide for future land use and community development decisions in the Village of Sayward. The Plan is a statement of the community's shared values, goals, and objectives. The Sayward community strongly supports flexibility in land use to attract new economic development initiatives, to transition the village from a single resource-based community to a diversified economy.

1.2 The Planning Process

This Plan replaces a Village OCP that was completed in the early 1980's. Due to the changing single resource-based economy in the Village, Council felt it was time to involve the community to redefine how local land resources are utilized. This Plan has therefore evolved out of an intensive public process facilitated by planning consultants from the Regional District of Comox-Strathcona and conducted during the summer of the year 2000.

An Advisory Planning Commission (APC) of seven community members worked with the consultants throughout the public process. The consultants met with the APC weekly for seven weeks. The Village thanks those representatives of the Ministry of Forests, Ministry of Fisheries, BC Assets and Lands, Ministry of Environment Lands and Parks, Department of Fisheries and Oceans, Weyerhaeuser, and the North Island Salmon Farmer's Association for meeting with the APC to discuss opportunities and issues in the Village and region. In addition, three public workshops were held, and questionnaires were distributed in order to gather public input. The workshop sessions included community visioning, applying the visions to mapping and land use, policy development and reporting back to the community.

1.3 Plan Area

- a) This Plan shall apply only to those areas within the municipal boundaries of the Village of Sayward as shown on Map 1, although policy considerations also include regional advocacy policy statements.
- b) Land designation categories identified in Schedule A are shown on Schedule B.

PART TWO

Village Goals and Objectives

2.1 Settlement and Community

To maintain a safe, quiet, family-oriented Village lifestyle.

- a) To improve and protect the school and recreation facilities in the Village.
- b) To ensure village design that encourages community interaction, village cohesiveness and that incorporates the needs of children.
- c) To encourage Village stewardship and volunteer initiatives.
- d) To promote careful upkeep of both private and public areas in the Village.
- e) To respect the environment, culture, and economy of adjacent communities including the Regional District of Comox-Strathcona Electoral Area “H” and First Nations.

2.2 Environment

To protect and enhance the environment and scenic natural beauty of the Village and surrounding area.

- a) To enhance accessibility to parks, forests, ponds, the estuary and the ocean waterfront for recreational use.
- b) To protect the viewsapes of the surrounding mountains, ocean, forests, rivers, and estuary.
- c) To protect the air and water quality.
- d) To encourage the use of senior agency development guidelines such as the “Land Development Guidelines for the Protection of Aquatic Habitat” and “Best Management Practices”.

Bylaw 382, 2010 - Adds e) and f) - August 4, 2010

- e) To fulfill Climate Action Charter commitments by achieving carbon neutrality in all municipal operations by 2012.
- f) To reduce community greenhouse gas emissions by 33% below 2007 levels by 2020.

2.3 Resources

To promote the long-term viability of renewable resource-based industries including forestry, aquaculture, and agriculture.

- b) To encourage responsible forestry and agriculture practices with respect to soil conservation, water quality and quantity conservation, vegetation removal, and stormwater management.
- c) To consider the removal of Agricultural Land Reserve (ALR) and Forest Land Reserve (FLR) designated land from the Provincial Land Reserve with reasonable justification and demonstrated public support; and to respect the regulations of the Land Reserve Commission.
- d) To respect the policies and regulation of senior government agencies.

2.4 Economy

To proactively seek growth for a diverse, viable, self-sustaining economy.

- a) To support the development of a range of industries in the Village.
- b) To encourage tourism and to enhance tourism related opportunities and services.
- c) To improve the wharf and boat harbour facilities for economic and recreational use.
- d) To encourage the establishment of secondary industry such as fish farming, fish processing and value-added forestry businesses.
- e) To encourage the establishment of basic services such as health care, banking, and recycling.
- f) To encourage and support home-based businesses.
- g) To enhance the beauty of the Village to attract investors and new residents.
- h) To encourage businesses to come to the Village sewer and water services will be expanded.
- i) To maintain access to mineral extraction.

Bylaw 382, 2010 - Adds j) - August 4, 2010

- j) To promote sustainable economic development in the community.

PART THREE

Village Policies

3.1 Settlement and Community

a) Residential

- i) The primary use permitted in the Residential designation is single family residential.
- ii) Home-based businesses are supported in the Residential designation provided the home-based business is clearly secondary to the residential use of the property.
- iii) Affordable housing may be provided in the form of secondary suites in the Residential designation provided that building and fire codes are met, and that adequate off-street parking is provided.
- iv) The use of residences for a Bed and Breakfast operation shall be permitted in the Residential designation. Such residences shall contain three rooms or less which are available for the travelling public.
- v) The Village shall encourage similar densities and infilling of the established residential area.
- vi) Residential development proposed in the Forest Land Reserve shall be subject to the approval of the Land Reserve Commission and shall include buffering as required by the Commission to ensure that such development does not detrimentally affect adjacent forestry activity. Recreation access trails shall not interfere with forestry activity and be located on the residential side of the buffer.

Bylaw 382, 2010 - Adds vii) - August 4, 2010

- vii) Encourage the development of green buildings and the use of green building materials in new residential development.

b) Multi Residential/Commercial

- i) Permitted uses in this designation include commercial enterprises, live-work uses, and multi or high-density residential accommodation.
- ii) Senior's housing and facilities, affordable accommodation units, and special needs housing are encouraged in this designation.
- iii) The design and character of structures in the High-Density Residential/Commercial designation shall be sensitive to and integrate access to the Recreation Accessways, Village Open Space, and Community Facilities.

Bylaw 382, 2010 - Adds iv), v), and vi) - August 4, 2010

- iv) Require that new multiple unit residential developments include secure bicycle storage.
- v) Require that new commercial development include bicycle parking structures.

- vi) Encourage new multiple unit resident and commercial buildings to be developed to a recognized green standard.
- c) Rural Residential**
 - i) Permitted uses in the Rural Residential designation are single and multi family residential, and home occupations.
 - ii) Minimum lot sizes permitted in the Rural Residential designation are one hectare (2.47 acres).
 - iii) Smaller lot sizes may only be considered once water and sewer services are extended to the Rural Residential Area, and a floodplain study has been completed for the Plan Area delineating elevation construction levels and setbacks.
 - iii) The Rural Residential designation is a development approval information area because the area contains wetlands, streams and is adjacent to the Protected Estuary. Land uses shall respect the watercourses, sensitive ecosystems and aquatic habitat.
- d) Residential/Industrial**
 - i) Permitted uses in the Residential/Industrial designation are single family residential, live-work units, home based business and industrial.
 - ii) Industrial uses are supported on land designated as Residential/Industrial provided that:
 - 1) Potential negative impacts to the environment including the estuary, air quality, and water quality are mitigated.
 - 2) The applicant presents and executes a buffering plan that protects adjacent land uses and natural resource values on or adjacent to the property.
 - 3) Development approval information requirements and plans are satisfied.
 - iii) Development shall comply with floodplain construction requirements as established by senior agencies.
 - iv) Minimum lot sizes permitted in the Residential/Industrial designation are 2 hectares (4.94 acres).
- e) Community Facility**
 - i) The Village supports the enhancement of the community facilities core.
 - ii) Permitted uses in the Community Facility designation may include but are not limited to a medical centre, public educational services, and recreational facilities.
- f) Transportation**
 - i) Development requiring access to Sayward Road must meet Ministry of Transportation and Highways approval for access and parking lot layout.

Bylaw 382, 2010 - Adds ii) to vii) - August 4, 2010

- ii) Establish 'carpool parking' spots in Village parking lots to offer preferential parking spaces to multi-occupant vehicles.
- iii) Install bike racks in central locations.
- iv) Provide space in Village Offices to advertise ride share or car share programs.
- v) Expand trail and pedestrian networks to encourage active transportation and the reduction of vehicle use.
- vi) Work with the community to determine the feasibility of a “truckshare” co-op program to reduce the number of larger pick-up vehicles that are used for general day-to-day use.
- vii) Explore the concept of making the Village, in its entirety, an idle-free zone.

3.2 Environment

a) Village Open Space

- i) The Village Open Space designation is intended to provide the public with areas for recreational amenities such as picnic areas, interpretive kiosks, swimming areas, viewpoints, trails and sport fields.

b) Protected Estuary

- i) Land and water in the Protected Estuary designation shall be protected through measures such as restrictive covenants held by the Village and/or a registered conservancy organization, dedication to the Village or a registered conservancy, or protection by a Provincial agency.

c) Recreation Access

- i) The Recreation Access designation is intended to encourage public access to green space, parks and waterfront areas.
- ii) Recreation Access trails shall be for walkers, cyclists, and in some cases, equestrian use. Motorized vehicles such as trail bikes or ATVs are prohibited in the Protected Estuary and may be prohibited on other Recreation Access trails.
- iii) Recreation Access trails may connect to the road system, or to unopened road right-of-ways, however, signage and barriers may restrict vehicular access.
- iv) Buffers may be required along the trails and accesses to separate trail users and adjacent residences, roads, forestry and agricultural lands.
- v) Recreation Accesses are permitted on all land designations identified on Schedule B.
- vi) The Village may engage in partnerships with landowners, agencies, and non-profit groups for the acquisition, protection and implementation of Recreation Access trails.

d) Community Watershed

- i) The identification, protection, and maintenance of the entire Newcastle Creek Watershed shall be supported as it is the drinking water source for Village residents.

- ii) The Village may encourage partnerships with landowners and appropriate agencies for the purpose of providing control and protection of water quality and quantity in the Newcastle Creek Watershed.
- iii) The use of the Forest Practice Code guidelines for community watershed management and protection shall be encouraged.

e) Floodplain

- k) The floodplain construction standards established by senior agencies shall be adopted to protect Village residents from loss of property or personal injury.
- ii) Development shall be directed away from lands identified as floodplain by senior agencies.
- iii) Emergency preparedness plans shall continue to be prepared.
- iv) Flood mitigation measures that are compatible with the needs of local residents and are sensitive to the natural environment shall be adopted.
- v) A floodplain study for the Plan Area shall be supported.

f) Watercourses, Rivers, and Streams

- i) A biophysical study of the watercourses, aquatic habitat and sensitive ecosystems in the Village may be supported.
- ii) Development applications on land designated as Residential, Residential/Industrial, and Rural Residential will require development approval information for the protection of watercourses, aquatic habitat and sensitive ecosystems.
- iii) The use of senior agency development guidelines such as the “Land Development Guidelines for the Protection of Aquatic Habitat” for development applications on land with aquatic habitat and sensitive ecosystems shall be required.

Bylaw 354, 2005 - Adds h) “Riparian Assessment Areas” - June 22, 2005

g) Riparian Assessment Areas

The Village of Sayward establishes the following areas around streams as a riparian assessment area as defined in the Province of British Columbia’s Riparian Areas Regulation’s assessment method:

- Thirty (30) metres from top of the bank on all streams and ravines less than sixty (60) metres in width, and
- Ten (10) metres from top of the ravine bank for ravines greater than sixty (60) metres in width.

Any development, as defined in the Riparian Areas Regulation, proposed in these areas will require the applicant to have an assessment report prepared and the Streamside Protection and Enhancement Area defined by a Qualified Environment Professional according to the assessment methods outlined in the Province of British Columbia Riparian Areas Regulation. All development will also require the approval of the Department of Fisheries and Oceans. All

definitions in the Riparian Areas Regulation apply and the Streamside Protection and Enhancement Area apply to all streams as determined by the Village of Sayward.

Bylaw 382, 2010 - Adds h) "Municipal Carbon Neutrality" and i) "Community Greenhouse Gas Emission Reduction" – August 4, 2010

h) Municipal Carbon Neutrality

- i) The Village shall inventory all municipal operational greenhouse gas emissions.
- ii) The Village will conduct an energy audit on all Village buildings and operations to identify potential efficiency improvements.
- iii) Operations at the Kelsey Recreation Centre will be reviewed to investigate options for energy use reduction.
- iv) A no-idle policy will be implemented for Village vehicles.
- v) Opportunities for energy use reducing retrofits to Village buildings will be explored to reduce emissions and reduce energy costs.
- vi) Establish a municipal green procurement policy.
- vii) Explore opportunities to convert grassed municipal property into community garden space.
- viii) If required, carbon offsets may be used to achieve municipal carbon neutrality.
- ix) Retrofit lift stations with high efficiency motors at end of current life cycles.

i) Community Greenhouse Gas Emission Reduction

- i) Consider the establishment of a Community Emissions Reduction Committee to work with community members to find solutions to greenhouse gas emissions.
- ii) Provide information and education to residents regarding emissions reductions.
- iii) Expand municipal recycling and composting opportunity to reduce waste produced by community.
- iv) Explore opportunities to reduce or modify permit fees for renovation projects designed to reduce energy consumption.
- v) Develop water metering program to encourage water reduction.
- vi) Support the installation of low-flush toilets and water-saving fixtures.
- vii) Explore the opportunities to encourage residents to install energy-efficient woodstoves.

3.3 Resources

a) Forestry

- i) The economic importance of a sustainable forest industry shall be supported.
- ii) The Village may engage in partnerships with senior agencies and landowners of forested land to acquire or utilize recreational access trails.
- iii) To ensure that forestry activities maintain and protect the view qualities of forested land around the Village, the Village may engage in partnerships with landowners and agencies.
- iv) Value-added forestry businesses shall be promoted in the Village.
- v) Programs and initiatives which promote stewardship of the forest resource, and which utilize small-scale community and private woodlot operations shall be supported.

b) Agriculture

- i) Land uses adjacent to land designated as Agriculture shall be compatible with and not interfere with agricultural activities using buffering plans and development approval information requirements.
- ii) Agricultural related projects shall be encouraged and supported.
- iii) Applications for the removal of Agricultural Land Reserve land shall require a public meeting regarding the nature of the application to determine public support.
- iv) Agricultural uses are permitted on Agricultural Land Reserve land and forestry uses are permitted on Forest Land Reserve land.

c) Aquaculture

- i) The Village may support an aquaculture feasibility study that includes site biophysical capabilities, waste management strategy, as well as consultation with village residents, adjacent communities and stakeholders.
- ii) Aquaculture and related support services such as warehousing, processing, packaging, and hatchery facilities shall be encouraged.

d) Marine Access

- i) The enhancement and protection of safe public access routes to the waterfront areas in the Marine Access designation shall be provided.
- ii) Sustainable aquaculture and fisheries industries are supported in the Marine Access designation provided senior agency policies, regulations, and performance standards are respected including the "Navigable Waters Protection Act".
- iii) The development and enhancement of a marina and boat haven in the Marine Access designation shall be supported.
- iv) Wharf improvements shall support both recreational, tourism and industrial uses.

e) Natural Resource Extraction

- i) Natural resource extraction is a permitted use in the Forestry and Residential/Industrial designations.

- ii) All mining and mineral exploration activities are within provincial jurisdiction and will be subject to the "Mines Act" and "Mineral Tenure Act" regulations.

3.4 Economy

a) Commercial Policies

- i) The establishment of commercial services that serve the needs of local residents and businesses, tourists, marine users and industry shall be supported. These services may include but are not limited to retail stores, restaurants, office space and tourist services.

b) Temporary Industrial Use Permits and Temporary Commercial Use Permits

Temporary Industrial and Commercial Use Permits enable the community to approve industrial or commercial use on lands not designated for the industrial or commercial use for a period up to two years, at which point the use may be reconsidered and renewed for one more year.

- i) Lands appropriate for a Temporary Industrial Use Permit or Temporary Commercial Use Permit are those lands designated as Comprehensive Development 1, 2 and 3, Residential/Industrial, Marine Access and Forestry on Schedule B.
- ii) Issuance of such a permit shall be consistent with the policies of this Plan and provide a detailed description of:
 - 1) the proposed use;
 - 2) duration of the proposed activity;
 - 3) plans for mitigation of community and environmental impacts;
 - 4) site rehabilitation plans;
 - 5) approvals/permits from applicable provincial and federal agencies;
- iii) A performance bond may be required to guarantee performance of the terms of the permit.
- iv) The Village may require that the applicant provides an invitation to the local community to attend a public meeting on the application.
- v) Issuance of a permit shall be subject to the public notice and public participation requirements of the "Local Government Act".

PART FOUR

COMPREHENSIVE DEVELOPMENT AREAS

Three Comprehensive Development Areas have been specifically established to provide for flexible land use planning, to take advantage of future opportunities in tourism, marine services, residential, industrial, and commercial ventures. The village seeks to attract responsible, sustainable, development to build on the considerable assets currently in place.

4.1 Comprehensive Development Area 1 (CDA-1) Tourism/Marine

Objectives and Justification

- 1) The CDA-1 designation includes land in the waterfront area as indicated on Schedule B.
- 2) Development in the CDA-1 is intended to provide for tourism, recreation, commercial and industrial marine services, aquaculture and related services, and recreational access.
- 3) Permitted uses in the CDA-1 designation may include but are not limited to businesses catering to the needs of commercial and industrial watercraft users and the vacationing public such as fuel services, wharfage, boat launches, restaurants, cafes, shops, and marinas.
- 4) The CDA-1 designation is an access point to the community from the water and shall present a welcoming and interesting gateway to visitors.
- 5) A feasibility study in the CDA-1 area to determine the safest, highest and best use and design of the waterfront area shall be supported.
- 6) The CDA-1 designation is a Development Approval Information Area, which allows the village an opportunity to work with the landowner to realize proposed uses and to minimize environmental impacts.

4.2 Comprehensive Development Area 2 (CDA-2) Tourist/Residential

Objectives and Justification

- 1) The CDA-2 designation includes land in the area west of Sayward Road as indicated on Schedule B.
- 2) Development in the CDA-2 is intended to provide for mixed density residential, and tourist accommodation services.
- 3) Permitted uses in the CDA-2 may include mixed density residential development, senior's housing, and tourism accommodation, including RV parks.
- 4) The CDA-2 designation provides unique vistas across the Salmon Bay and Johnstone Strait; development should be oriented toward these views.
- 5) The CDA-2 designation is a Development Approval Information Area, which allows the village an opportunity to work with the landowner to realize proposed uses and mitigate environmental impacts.

4.3 Comprehensive Development Area 3 (CDA-3) Industrial/Commercial

Objectives and Justification

- 1) The CDA-3 designation includes land in the area east of the Sayward Road as indicated on Schedule B.
- 2) Development in the CDA-3 is intended to provide industrial and commercial uses, supporting services, and recreation access.
- 3) Permitted uses in the CDA-3 designation may include but is not limited to light and heavy industry, aquaculture and related services, commercial, entertainment, live/work units, and tourism services.
- 4) Public access to and along the spit shall be protected and enhanced as recreation access.
- 5) The CDA-3 designation is a Development Approval Information area, which allows the village an opportunity to work with the landowner to realize proposed uses and mitigate environmental impacts.

4.4 Comprehensive Development Area 1, 2, and 3 Policies

Development applications in the Comprehensive Development Area 1, 2, and 3 shall meet the following criteria:

- 1) Demonstrate support and compliance with the justification and objectives of the applicable CDA.
- 2) Demonstrate compatibility with adjacent uses.
- 3) Demonstrate mitigation of potential negative impacts to the environment including the estuary, air quality, and water quality.
- 4) Provide links to the recreation access trails.
- 5) Provide adequate sewage treatment and disposal, water supply and distribution systems.
- 6) Provide adequate transportation links, access and off-street parking.
- 7) Demonstrate respect for the policies and regulations of senior agencies and work within the framework of senior government agency policies in close contact with agency personnel.

Bylaw 382, 2010 - Adds 8) greenhouse gas emissions - August 4, 2010
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- 8) Demonstrate a commitment to minimizing greenhouse gas emissions through building design, site layout and provision for active transportation access.
- 9) Satisfy the development approval information requirements.

PART FIVE

Development Approval Information Requirements

In accordance with the policies and guidelines in this Plan, the following options are provided for the scope and nature of information the Village may require at the time of a rezoning, or development, in Comprehensive Development Areas 1, 2 and 3, Agriculture, Rural Residential, and Residential/Industrial designations. In addition to the application requirements in the “Bylaw Amendment, Permit Procedures and Fees Bylaw, 2000” being Bylaw No. 310, applications for subdivision, construction, rezoning, or development may require:

- 1) A Terms of Reference for the preparation of the development approval information. The Terms of Reference shall:
 - a) Specify professional expertise to be used for preparation of information, including their identity, qualifications, and experience.
 - b) Outline the information to be provided at each stage of approval and be accepted by the Village prior to the information being prepared.
 - c) A comprehensive plan at a scale of 1:10,000 or more detailed, with recommendations indicating proposed:
 - 1) Land use mix and density.
 - 2) Access, circulation and parking areas.
 - 3) Subdivision pattern, consolidation or parceling (conceptual lot layout plan).
 - 4) Ecological and recreational access trails.
 - 5) Proposed phasing plan of the development.
 - 6) Mitigation measures, to show how undesirable environmental impacts will be mitigated or avoided.
- 2) An applicant may be required to prepare the following plans and they must be acceptable to Council:
 - a) Sewage treatment and disposal system.
 - b) Stormwater management system.
 - c) Water supply and distribution system.
 - d) Community consultation strategy.
 - e) A buffering plan that protects adjacent land uses, that meets the objectives and policies of this Plan and that is acceptable to the Village.
 - f) An environmental assessment by registered professional(s) or other candidate deemed acceptable by Council and senior agency personnel, which assesses the impact of the proposed land uses on the surrounding community and ecological areas, and proposes mitigating measures, supported by:
 - 1) A fish and wildlife habitat inventory;
 - 2) A land use plan;

- 3) A hydrological assessment of drainage patterns and proposed stormwater management facilities;
 - 4) A geotechnical stability assessment and recommendations if required by the B.C. Building Code;
 - 5) A traffic and parking impact analysis;
 - 6) An assessment of environmental impacts and proposed mitigating measures, including a vegetation management plan and an erosion and sedimentation control plan; and
 - 7) A written statement indicating compliance with the Land Development Guidelines and the No Net Loss (NNL) guiding principle for fish habitat, or where variance with the Land Development Guidelines or NNL is proposed, the extent of and rationale for the proposed variance.
- 3) To the extent that the proposed activity or development can reasonably be expected to have an impact on any of the following, the following may be required in the information to be submitted.
- a) The natural environment of the area affected, e.g. surface drainage and groundwater, ecosystems and vegetation, soils, and identification of areas of environmental sensitivity and any rare plant or animal species, and existing or proposed recreation access trails;
 - b) Public infrastructure in the area affected, e.g. local highways, water supply and sewage disposal systems including wells and ground sewage absorption systems, utilities, parks, local transportation services, local parking facilities and any other affected public services or infrastructure;
 - c) Agricultural or forest land reserve areas, or other existing land uses in the vicinity;
 - d) Aesthetic and heritage values associated with the property and its surroundings;
 - e) Child impact study;

Bylaw 382, 2010 - Adds f) greenhouse gas emissions - August 4, 2010

- f) Estimates about the amount of additional greenhouse gas emissions generated during both the construction and operation of the project, and any abatement measures being taken;
 - g) Identification and evaluation of the impacts on the above resources, an assessment of the significance of the impacts and how they might be mitigated.
- 4) An applicant may request reconsideration by the Village of information requirements, setting out the grounds on which the information request is considered inappropriate and what, if any, alternative the applicant considers should be accepted.

PART SIX

Plan Implementation and Review

6.1 Implementation

- a) To encourage businesses to come to the Village, sewer and water services will be extended in the Plan Area.
- b) The Village may encourage partnerships with landowners and appropriate agencies for the purpose of identifying and providing control and protection of water quality and quantity in the Newcastle Watershed.
- c) A floodplain study for the Plan Area shall be supported.
- d) Flood emergency preparedness plans shall continue to be developed.
- e) An aquaculture feasibility study that includes site biophysical capabilities, waste management strategy, as well as consultation with village residents, adjacent communities and stakeholders may be supported.
- f) A feasibility study in the CDA-1 area to determine the safest, highest and best use and design of the waterfront area may be supported.
- g) A biophysical study and Habitat Classification mapping of the watercourses, aquatic habitat and sensitive ecosystems in the Village may be supported.
- h) The Village may engage in partnerships with landowners, agencies, and non-profit groups for the acquisition, protection and implementation of recreation access trails.
- i) The Village may engage in partnerships with landowners and agencies to ensure that forestry activities maintain and protect the view qualities of forested land around the Village.

6.2 Review

- a) Minor amendments to the Plan may be reviewed every second year or at the discretion of Council, at one or more meetings held specifically for that purpose. At these meetings all Plan amending applications received by the Village will be reviewed and considered.
- b) A formal request for an amendment to this Plan shall be submitted to the Village according to the "Bylaw Amendment, Permit Procedures and Fees Bylaw, 2000" being Bylaw No. 310.
- c) A major review of the Plan shall be carried out five years after its adoption.
- d) Plan amendments will follow "Local Government Act" requirements.

PART SEVEN

Interpretation

Agriculture	Farm operation as defined in the <i>Farm Practices Protection (Right to Farm) Act</i> .
Agricultural Land Reserve	Lands designated by the Provincial Land Reserve Commission as agricultural land suitable for farm use.
Aquaculture	The controlled rearing, cultivation, and harvesting of finfish, mollusks, crustaceans, or marine plants above the seabed, on the beach or upland where feed or chemicals may or may not be used.
Boat Haven	
Buffering	Mitigating impacts on neighbouring uses by way of a continuous fence, wall, compact evergreen hedge or other densely planted vegetation, of sufficient height, supplemented with landscape planting that would visually shield or obscure one abutting structure, building or lot from another, broken only by access drives and walks.
Commercial Use	A use providing for the retail, repair and maintenance of goods or the provision of services.
Community Facility	A non-profit or quasi public use or institution such as a library, public or private school, church, hospital, medical centre, community hall, postal outlet, recycling depot, government office, firehall, police and ambulance stations, or recreation centre.
Community Watershed	The drainage area above the downstream point of diversion for a water use that is for human consumption and that is licensed under the <i>Water Act</i> for a waterworks purpose, or a domestic purpose if the licence is held by or is subject to the control of a water users' community incorporated under the <i>Water Act</i> .
Council	The elected Mayor and Council of the Village of Sayward.
Development Approval Information Area	A designated area in which the Village has the authority to require additional information regarding proposed development, impacts and mitigation strategies before approving a rezoning or development application.
Ecosystem	The sum total of vegetation, animals and the physical environment in which they interact.
Estuary	A semi-enclosed body of water that has a free connection with the open ocean and within which sea water is measurably diluted with fresh water derived from land drainage. Estuaries are found at the mouths of rivers and streams and are subject to tidal conditions. They contain five main habitat types which are Upland, Freshwater, Inter-tidal Zone, Sub-tidal Zone, and Saltwater.
Floodplain	Flatland bordering a stream or river onto which a flood will spread. The underlying materials are typically unconsolidated and derived from past stream transportation activity. The extent of the floodplain varies according to the volume of water and is thus defined by a specified flood size.
Foreshore	The area below the high-water mark.
Forest Land Reserve	Crown land or private managed forest land designated as forest land by the Provincial Land Reserve Commission.
Forestry	The science, art, and practice of managing and using the natural resources that occur

	on and in association with forest lands.
Heritage Values	The historical, cultural, aesthetic, scientific or educational worth or usefulness of a site or object.
Home Based Business	Any occupation or profession carried out for gain and is incidental or secondary to the residential use of the property.
Industrial Use	A use providing for the fabricating, warehousing, testing, service, repairs, maintenance of goods or materials and includes wholesale and retail sales accessory to the principal use.
Live/Work Unit	A mixed-use structure in which a storefront, shop or studio is paired with a residential dwelling.
Recreational Access	Recreational Access trails create linkages between human development and natural systems and provide recreational opportunities.
Restrictive Covenant	A covenant placed on the title of real property pursuant to the <i>Land Title Act</i> to restrict or define certain activity. A restrictive covenant remains on title when the property changes hands, i.e. It runs with the title of the land, not with the owner.
Sensitive Ecosystem	A portion of landscape with a relatively uniform vegetation that is rare or fragile.
Temporary Commercial Use Permit	A permit that allows any temporary commercial use, pursuant to the <i>Local Government Act</i> , for a maximum period of two years renewable once only.
Temporary Industrial Use Permit	A permit that allows any temporary industrial use, pursuant to the <i>Local Government Act</i> , for a maximum period of two years renewable once only.
Tourism and Recreation	Related commercial uses including but not limited to eating and licensed drinking facilities, convenience commercial, guiding, fishing, travel and charter activities.
Value-Added Forestry Business	Processing of wood products usually following the initial breakdown of logs at sawmills.
Village Open Space	Land in exterior areas dedicated to recreation access trails, paths, public green areas, and natural greenspace.
Watercourse	Any drainage course or source of water, whether usually containing water or not, and includes any lake, river, creek, spring, wetland, or source of ground water and includes portions that may be contained within a channeled stream, conduit, ditch or culvert.

APPENDIX “A” Community Profile

The Village of Sayward is situated at the mouth of the Salmon River, about 70 kilometres north of Campbell River on the east coast of Vancouver Island. It has a total area of 595.6 hectares. Sayward Village is adjacent to Electoral Area ‘H’, the Sayward Valley, in the Regional District of Comox-Strathcona. It is bounded to the east by the Salmon River and Reserve lands and traditional territory of the Comox First Nation.

History

Sayward has evolved from its earliest role as a trading stop, to a forestry camp, to an incorporated, well-serviced Village. Until the late 1880’s the area was occasionally used by ocean-going traders who stopped at the Salmon River. At the end of the nineteenth century the region was noted for its resource potential. Farming, logging and mining began in the lands along the Salmon River and a forestry work camp was established on the site of the current Village. It was named Sayward in 1911.

The Village of Sayward was incorporated in 1968. At the time MacMillan Bloedel was the major land holder. During the 1970’s the Village undertook a boundary expansion and also the preparation of its first community plan. The initial plan clearly reflected the role of the parent company in Sayward. Now, with the Weyerhaeuser forestry company planning to close its operations in the Village, the community has undertaken to redefine its community vision, reconsider its land use needs and shape a new plan that will support a necessary economic transition. The community is governed by a Mayor and four Councillors with the support of the Clerk Administrative Officer, one part-time Assistant, one Public Works person and the assistance of summer students.

The Community Today

The population of Sayward has been declining over the past decade. The 1996 census shows a population of 440. The demographic has been shifting, and since then a number of younger families have left the area. The community is seeking ways to encourage young families to remain in the Village and also to attract newcomers, particularly retirees. Residents are housed primarily in single family dwellings, the majority clustered in the dense village core and some on the periphery in larger rural lots. Some multifamily residences are also located in the village core.

The Village enjoys high quality community facilities including a school (kindergarten to ninth grade), a parent-run cooperative pre-school, a 3 member police force, an ambulance service, a recreation centre with an indoor pool, sauna and tennis court and a small shopping centre. The Village is proud of these services and would like to contribute more to this strong service base in the hopes of attracting new residents.

The majority of Village properties are serviced by water and sanitary sewer systems. The remaining properties rely on wells and traditional septic systems. Community water is taken from Newcastle Creek. The water license from the Creek has the potential to serve a population of 1000 with current industrial use at the dryland sort, or up to 5000 with the planned closing of the log sort. Fire protection is extended to the Sayward valley in an agreement with the Regional District and waste collection is currently provided by the Regional District.

Environment and Natural Resources

The Village of Sayward sits at the end of the Sayward Valley, set against the New Castle Range and the mouth of the Salmon River. The 21 hectare (52 acre) protected Salmon River estuary provides excellent fish and wildlife habitat and is currently owned and managed by the Nature Trust of British Columbia in cooperation with the Ministry of Environment, Land and Parks. The community is committed to its preservation and importance as a passive recreation area. Bird watching and sports fishing - both fresh and saltwater, among other activities, are enjoyed year-round in Sayward.

Part of the rural area in the community is within the Salmon River floodplain and has experienced significant flooding in the past. A part of this area has been mapped, with 200-year flood construction levels now established by the Ministry of Environment, Lands and Parks.

There are two partial sections within the municipality currently managed under Tree Farm License or Managed Forest Unit. Remaining forested areas cover the steep terrain of the westerly mountain range. The community is surrounded by Tree Farm License #39 managed by Weyerhaeuser.

Sayward's location makes it a desirable gateway to the outer islands and mainland areas along the Johnstone Strait. Planned improvements to the breakwater and wharf will make it a more convenient access point.

Sayward has a Healthy Communities Steering Committee which works toward enhancing the quality of life in the whole community. The Village is aware of its family-oriented appeal and is working to preserve the small-town character that now exists.

Economic Status

The forestry industry has historically been the largest employer in the Village. Other employment is found in fishing, transportation, communication, retail trade, manufacturing, educational services, health, social service and hospitality. The unemployment ratio in 1996 was 14.6%, considerably higher than BC's average 9.6%. Average household incomes, on the other hand, were higher than the BC average at \$56,841. Weyerhaeuser logging company currently uses the Sayward log sort as a shipping point for its timber but is planning to phase out this operation in the next two to five years. The community is seeking to enhance its secondary industry.

Bylaw 382, 2010 - Adds "Greenhouse Gas Emissions" - August 4, 2010

Greenhouse Gas Emissions

The Village of Sayward recognizes the importance of reducing community greenhouse gas emissions. The Province of British Columbia has committed to reducing provincial emissions by 33% below 2007 levels by 2020, and the Village of Sayward supports that commitment.

The provincial government has produced a Community Energy and Greenhouse Gas Emissions Inventories (CEEI). This inventory roughly calculates the combined emissions from all homes, businesses, transportation and solid waste in the community.

Source	Emissions (CO₂e (t))	
Transportation	2,228	75%
Structures (Residential, Commercial and Industrial)	529	18%
Solid Waste	211	7%
Total:	2,968	

The overwhelming majority of emissions are generated from the use of motor vehicles in the community. The majority of emissions attributable to transportation are generated by personal pick-up trucks or other non-commercial light trucks.

In order to achieve the reduction targets, the Village of Sayward must reduce emissions by 1,446 tonnes of Carbon Dioxide equivalents by 2020. The Village has included reductions strategies in this Official Community Plan and will actively explore additional opportunities to further reduce emissions.

The Village of Sayward has also signed the Climate Action Charter, which commits the Village to becoming carbon neutral in its operations by 2012. The commitment will require a reduction in emissions from municipal operations coupled with offsets for any unavoidable emissions. This document includes strategies for reducing offsets from Village activities.

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