



**MERGED AGENDA
REGULAR COUNCIL MEETING**

Monday, April 20, 2026

7:00 p.m.

Shaw Auditorium, Vancouver Island Conference Centre

80 Commercial Street, Nanaimo, BC

SCHEDULED RECESS AT 9:00 P.M.

Pages

1. CALL THE MEETING TO ORDER:
2. PROCEDURAL MOTION:
3. INTRODUCTION OF LATE ITEMS:
4. APPROVAL OF THE AGENDA:
5. ADOPTION OF THE MINUTES:
6. MAYOR'S REPORT:
7. RISE AND REPORT:
8. PRESENTATIONS:
9. COMMITTEE MINUTES:
10. CONSENT ITEMS:

- a. Finance and Audit Committee Meeting 2026-APR-15

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[Note: A link to the 2026-APR-15 Finance and Audit Committee Meeting agenda is attached for information.]

1. Rise and Report re: Vancouver Island Military Museum 2026 Financial Support and 2027-2031 Financial Plan Decision Point for Co-Management Agreement

That Council:

1. approve a one-time payment of \$60,000 in 2026, inclusive of

operating and capital, to be funded through taxation, and amend the 2026 – 2030 Financial Plan for final to incorporate this payment; and

2. add a decision point to the 2027-2031 Financial Plan deliberations to consider options for a 10-year Co-Management Agreement between the Vancouver Island Military Museum Society and the City of Nanaimo.

2. 2025 Annual Financial Statements

That Council accept the 2025 Annual Financial Statements for the City of Nanaimo.

3. Community Environmental Sustainability Project Grant

That Council approve a total of \$20,000, in accordance with the Community Environmental Sustainability Project Grant Guidelines and Criteria, and that the grant allocations be as follows:

1. **Beaufort Community Gardens** - \$1,500
Project: The Beaufort Bee Happy Garden
2. **Light House Sustainability Society** - \$3,000
Project: Building Materials Drive - Nanaimo Reuse Challenge
3. **Nanaimo & Areas Land Trust** - \$2,000
Project: Nanaimo Old City Pollinator Pathway Project
4. **Nanaimo Community Gardens** - \$2,000
Project: Project at Beban Park and Pine Street
5. **Nanaimo Climate Action Hub** - \$3,000
Project: Nanaimo Climate Connections
6. **Repair Café Nanaimo** - \$2,000
Project: Repair Café Nanaimo
7. **Rock City Neighbourhood Association** - \$2,000
Project: Rock City Community Nursery
8. **Synergy** - \$2,500
Project: Small Business, Big Impact: Greening Trades and Construction in Nanaimo
9. **Broombusters Invasive Plant Society** - \$2,000
Project: Broom Removal Nanaimo Parkway

4. Sunview Park - Partners in Parks Program Proposal

That Council award \$50,000 from the 2026 Partners in Parks Program Fund, to the Sunview Park Committee for the proposed park improvements and playground installation at Sunview Park.

5. Beyond Van Gogh: The Immersive Experience Funding Request

That Council approve the \$100,000 grant request to the *Beyond Van Gogh: The Immersive Experience* event.

6. Community Environmental Sustainability Project Grant (Part Two)

That Council request a Staff report on the criteria for accessing the Knowles Reserve Fund, and further, that Staff provide an opinion on applying those funds to the unsuccessful community environmental sustainability grants from the south end neighbourhood.

11. DELEGATIONS:

12. ADMINISTRATIVE REPORTS:

a. Alternative Approval Process Results - Municipal Boundary Extension

8 - 12

To be introduced by Sheila Gurrie, Director, Legislative Services.

Purpose: To report on the results of the Alternative Approval Process for a municipal boundary extension and seek a resolution from Council confirming the request to the Ministry of Housing and Municipal Affairs to extend the boundaries of the City of Nanaimo.

Recommendation: That Council direct Staff to submit all necessary documentation to the Ministry of Housing and Municipal Affairs to request the boundary extension to include IR#1, IR#2, IR#3 and IR#4 in the City of Nanaimo.

b. Development Cost Charge Bylaw Update

13 - 35

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

Purpose: To seek first three readings of renewed Development Cost Charge Bylaws for critical infrastructure to support community growth, specifically for Transportation, Water Distribution, Water Supply, Drainage, Sewer, Parks and South Nanaimo area-specific Transportation.

Recommendation:

"City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438"

1. That "City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438" (a bylaw to impose development cost charges) pass first reading.
2. That "City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438" pass second reading.

3. That "City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438" pass third reading.

"South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439"

1. That "South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439" (a bylaw to impose transportation development cost charges in the South Nanaimo Area) pass first reading.
2. That "South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439" pass second reading.
3. That "South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439" pass third reading.

c. South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw

36 - 41

To be introduced by Laura Mercer, General Manager, Corporate Services.

Purpose: To introduce "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444" for first, second and third readings.

Recommendation:

1. That "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444" (To establish a South Nanaimo Transportation Development Cost Charge Reserve Fund) pass first reading;
2. That "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444" pass second reading; and
3. That "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444" pass third reading.

d. Amenity Cost Charge Bylaw

42 - 76

To be Introduced by Jeremy Holm, Director, Planning and Development.

Purpose: To present the "City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440" for Council consideration of first, second and third reading.

Recommendation:

1. That "City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440" (a bylaw to impose amenity cost charges) pass first reading;
2. That "City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440" pass second reading;
3. That "City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440" pass third reading; and,

4. That the "Community Amenity Contribution Policy" (COU-212) be repealed.
- e. Amenity Cost Charge Reserve Fund Bylaw 77 - 82
- To be introduced by Laura Mercer, General Manager, Corporate Services.
- Purpose: To introduce "Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445" for first, second and third readings.*
- Recommendation:
1. That "Amenity Cost Charge Reserve Fund Bylaw 2026 No.7445" (To establish an Amenity Cost Charge Reserve Fund) pass first reading;
 2. That "Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445" pass second reading; and
 3. That "Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445" pass third reading.

- f. Development Cost Charge Reduction Bylaw 83 - 88
- To be introduced by Jeremy Holm, Director, Planning and Development.
- Purpose: To present the "City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449" for Council consideration of first, second, and third reading.*
- Recommendation:
1. That "City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449" (to offer a 50% DCC reduction for not-for-profit rental housing and supportive housing) pass first reading;
 2. That "City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449" pass second reading; and,
 3. That "City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449" pass third reading.

13. DEVELOPMENT REPORTS:

- a. Development Permit Application No. DP1402 - 270 Neen Road 89 - 106
- Purpose: To present for approval an Environmentally Sensitive Area Development Permit to facilitate an 11-lot subdivision at 270 Neen Road, including the construction of an emergency and pedestrian access crossing a watercourse.*
- Recommendation: That Council issue Development Permit No. DP001402 to:
1. Permit the subdivision of 6 fee-simple lots where the minimum lot area is not achieved exclusive of the watercourse leave strip; and,

2. Permit construction of an emergency and pedestrian access across Morgan Creek within the watercourse setback, with associated variances as outlined in the "Proposed Variances" section of the Staff report dated 2026-APR-20 and vary the required watercourse setback from 15.0m to 0.0m.

1. *Add - Delegation from Paul Chapman* 107

b. Liquor Licence Application No. LA167 - 25 Front Street 108 - 191

Purpose: To present for Council's consideration a new liquor primary licence application for an entertainment use in an existing building at 25 Front Street.

Recommendation: That Council recommend that the Liquor and Cannabis Regulation Branch approve the application for a liquor primary licence at 25 Front Street.

1. *Add - Delegation from Fin Edwards* 192

14. BYLAWS:

a. "Highway Closure and Dedication Removal Bylaw 2026 No. 7448" 193 - 195

That "Highway Closure and Dedication Removal Bylaw 2026 No. 7448" be adopted.

15. CORRESPONDENCE:

16. NOTICE OF MOTION:

17. OTHER BUSINESS:

18. QUESTION PERIOD:

19. ADJOURNMENT:

Please click the link below to access the 2026-APR-15 Finance and Audit Committee Meeting agenda:

<https://pub-nanaimo.escribemeetings.com/Meeting.aspx?Id=58afc12c-5808-476b-81fd-326afe7e6d30&Agenda=Agenda&lang=English>

FOR: COUNCIL

MEETING DATE: April 20, 2026

DEPARTMENT: Legislative Services Department

SUBJECT: **ALTERNATIVE APPROVAL PROCESS RESULTS – MUNICIPAL BOUNDARY EXTENSION**

OVERVIEW

Purpose of Report

To report on the results of the Alternative Approval Process for a municipal boundary extension and seek a resolution from Council confirming the request to the Ministry of Housing and Municipal Affairs to extend the boundaries of the City of Nanaimo.

Recommendation

That Council direct Staff to submit all necessary documentation to the Ministry of Housing and Municipal Affairs to request the boundary extension to include IR#1, IR#2, IR#3 and IR#4 in the City of Nanaimo.

BACKGROUND

At the 2026-FEB-23 Council meeting, Council directed staff to proceed with an Alternative Approval Process (AAP) to seek elector approval to initiative a municipal boundary extension. The proposed extension sought to include Snuneymuxw First Nation reserve lands (IRs 1, 2, 3 and 4) within the municipal boundary of the City of Nanaimo.

The AAP began at 8:30 a.m. on 2026-MAR-11 and closed at 4:30 p.m. on 2026-APR-13.

DISCUSSION

To receive approval of the electors, the number of elector response forms received by the deadline could not exceed 10% of the electors for the City of Nanaimo. Section 86(1) of the Community Charter states:

“Approval of the electors by alternative approval process under this section is obtained if... at the end of the time for receiving elector responses, the number of elector responses received is less than 10% of the number of electors of the area to which the approval process applies.”

For the purposes of conducting the AAP, the number of eligible electors was determined to be 79,569. In order for the bylaw to receive the approval of the electors, less than 10%, or 7,957 elector response

forms must have been received by the deadline of 2026-APR-13 at 4:30 p.m. The total number of elector response forms received by the deadline was 287.

As there was not a sufficient number of elector response forms received to meet the 10% threshold by the deadline, the Corporate Officer is not required to certify individual elector response forms to determine the AAP results. Based on this, the Corporate Officer has determined and certified that elector approval, in accordance with Section 86 of the *Community Charter* has been obtained (see Attachment A).

COMMUNICATION AND COMMUNITY ENGAGEMENT

Official notice of the AAP was published in the Nanaimo News Bulletin and on the City's website in accordance with Section 94.2 of the *Community Charter* and the City's "Public Notice Bylaw 2022 No. 7325".

Public notice of the proposed extension was also posted in the Gazette as required under Section 12 of the *Local Government Act*.

Additional information related to the alternative approval process was provided through various channels as outlined in the AAP Communication and Engagement Strategy endorsed at the 2026-FEB-23 Council meeting.

NEXT STEPS

With elector approval having been obtained through the alternative approval process, Council may now proceed with directing staff to submit the required documentation to the Ministry of Housing and Municipal Affairs to initiate the boundary extension. Following receipt, the Ministry will prepare Letters Patent reflecting the boundary change.

Under the *Local Government Act*, Cabinet approval through an Order in Council (OIC) is required to finalize a municipal boundary extension. The OIC formally amends the Letters Patent for both the municipality (City of Nanaimo) and the regional district (Regional District of Nanaimo).

ALIGNMENT WITH CITY PLAN

The report is aligned with the following City goals:

- A Green Nanaimo: Resilient and Regenerative Ecosystems
- A Connected Nanaimo: Equitable Access and Mobility
- A Healthy Nanaimo: Community Wellbeing and Livability
- An Empowered Nanaimo: Reconciliation, Representation and Inclusion
 - C4.1 Truth & Reconciliation
- A Prosperous Nanaimo: Thriving and Resilient Economy

ALIGNMENT WITH COUNCIL'S STRATEGIC PRIORITIES

The report is aligned with the following Council Strategic Framework priorities:

- Implementing City Plan Action Plans and Key City Management Plans
- Social, Health and Public Safety Challenges
- Maintaining and Growing Current Services
- Capital Projects
- Communicating with the Community
- Governance and Corporate Excellence

OPTIONS

Option 1:

That Council direct Staff to submit all necessary documentation to the Ministry of Housing and Municipal Affairs to request the boundary extension to include IR#1, IR#2, IR#3 and IR#4 in the City of Nanaimo.

- The advantages of this option: Extending the municipal boundary to include SFN reserves lands IRs 1, 2, 3 and 4 aligns with City Plan policy and the City's commitment to reconciliation. The proposed boundary extension would allow for SFN members living on these reserves to participate in City of Nanaimo elections, while still respecting the sovereignty of the Nation.
- The disadvantages of this option: None identified.

2. That Council provide alternate direction.

KEY MESSAGES

- An Alternative Approval Process for a municipal boundary extension was held between March 11, 2026 – April 13, 2026
- 287 elector response forms were received by the deadline of 2026-APR-13 as certified by the Corporate Officer.
- The total number of valid elector response forms required to proceed with the boundary extension must be under 10% at 7,957. With 287 forms received, elector approval in accordance with Section 86 of the *Community Charter* has been obtained.
- A Council resolution confirming the request for the boundary extension is required once elector approval is obtained.

ATTACHMENTS

ATTACHMENT A: Certification of Results for AAP – Municipal Boundary Extension

Authored by:

Natalie Sponaugle
Strategic Initiatives Advisor |

Concurrence by:

Sheila Gurrie
Director, Legislative Services and Communications

Dale Lindsay
Chief Administrative Officer |

ATTACHMENT A



ALTERNATIVE APPROVAL RESULTS

PROPOSED MUNICIPAL BOUNDARY EXTENSION

Under the proposed municipal boundary extension, the City of Nanaimo would apply to the Ministry of Housing and Municipal Affairs to expand the City's boundaries to include the following Snuneymuxw First Nation reserve lands:


- IR#1 (Nanaimo Town No.1)
- IR#2 (Nanaimo River No. 2)
- IR#3 (Nanaimo River No. 3)
- IR#4 (Nanaimo River No. 4)

The deadline for the receipt of elector response forms for the Alternative Approval Process for the Proposed Boundary Extension was 4:30 p.m. on 2026-APR-13.

Estimated number of eligible electors	79,569
10% of eligible electors within the City of Nanaimo	7,957
Number of valid elector response forms received by the deadline	287
Percentage of estimated electors who validly submitted elector response forms	0.4

On the basis of the elector response forms received before the deadline I have determined and hereby certify that elector approval in accordance with Section 86 of the *Community Charter* has been obtained.

Dated this 14 day of April 2026.


Corporate Officer

FOR: COUNCIL
MEETING DATE: April 20, 2026
DEPARTMENT: ENGINEERING AND PUBLIC WORKS
SUBJECT: **DEVELOPMENT COST CHARGE (DCC) BYLAW UPDATE**

OVERVIEW

Purpose of Report

To seek first three readings of renewed Development Cost Charge Bylaws for critical infrastructure to support community growth, specifically for Transportation, Water Distribution, Water Supply, Drainage, Sewer, Parks and South Nanaimo area-specific Transportation.

Recommendation

“City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438”

1. That “City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438” (a bylaw to impose development cost charges) pass first reading.
2. That “City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438” pass second reading.
3. That “City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438” pass third reading.

“South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439”

1. That “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439” (a bylaw to impose transportation development cost charges in the South Nanaimo Area) pass first reading.
2. That “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439” pass second reading.
3. That “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439” pass third reading.

BACKGROUND

Integrated Action Plan Priority #203, Staff calls for renewal of and updates to City of Nanaimo “Development and Cost Charge Bylaw 2017 No. 7252”.

Council's motion at its meeting of February 23 is as follows:

That Council proceed with a phased implementation of Development and Amenity Cost Charges and direct Staff to:

- a. Prepare a Development Cost Charge bylaw to establish new rates for sanitary sewer, drainage, water distribution, water supply, parks and roads with an implementation date of January 2027;*
- b. Prepare separate Police Facilities and Fire Protection Facility Development Cost Charge bylaws with an implementation date of January 2028; and,*
- c. Prepare an Amenity Cost Charge bylaw with an implementation date of January 2029.*

This report recommends that Council consider bylaw readings for No. 1 above. There are two bylaws associated with the proposed direction: the general City wide DCC program for critical infrastructure and the South Nanaimo Area specific transportation program.

Previous presentations, reports and Council decisions include:

- 1) November 25, 2024 – introduction to Development Cost Charge and Amenity Cost Charge programs and update process <https://pub-nanaimo.escribemeetings.com/Meeting.aspx?Id=5775a509-0bca-4dee-bcf1-00deb7c18dda&Agenda=Agenda&lang=English>
- 2) June 23, 2025 – presentation of draft rates with options and direction to complete economic analysis and public engagement <https://pub-nanaimo.escribemeetings.com/Meeting.aspx?Id=abdf7044-e11c-4746-a0bb-885bdaf5aef&lang=English>
- 3) December 8th, 2025 – presentation of economic analysis results and public engagement <https://pub-nanaimo.escribemeetings.com/Meeting.aspx?Id=71335540-758a-43a7-82eb-db3df2cdf0ea&lang=English>
- 4) February 18th, 2026 (motion modified and approved on February 23rd, 2026) – presentation of options for phasing the implementation of DCC and ACC programs.

DISCUSSION

There have been some minor adjustments to the rates previously shown to Council to account for ongoing projects at year end, updated DCC reserve balances, as well as several changes to the project list. The new rates are about 1% lower than previously shown. The proposed rates are as follows:

Land Use	Low Density Residential	Medium Density Residential	High Density Residential	Commercial	Industrial	Institutional
Unit	Per lot / unit	Per unit	Per unit	Per m ² of GFA*	Per m ² of GFA	Per m ² of GFA
Transportation	\$16,316.02	\$7,426.60	\$6,976.50	\$112.52	\$33.76	\$112.52
Water Distribution	\$2,010.48	\$1,368.08	\$832.74	\$6.54	\$2.68	\$6.54
Water Supply	\$6,596.15	\$4,488.51	\$2,732.13	\$21.47	\$8.78	\$21.47
Drainage	\$2,216.83	\$1,071.47	\$535.73	\$5.91	\$4.06	\$5.91
Sanitary Sewer	\$5,246.30	\$3,569.97	\$2,173.02	\$17.07	\$6.98	\$17.07
Parks	\$2,884.37	\$1,962.74	\$1,194.71	\$1.88	\$0.77	\$1.88
TOTAL	\$35,270.15	\$19,887.36	\$14,444.85	\$165.40	\$57.03	\$165.40

*Gross Floor Area

Note 1: The Regional District of Nanaimo (RDN) administers a regional Sanitary DCC charge, which will be levied on top of these rates.

Note 2: The Fire and Police Facilities DCC programs will also apply City-wide.

COMMUNICATION AND COMMUNITY ENGAGEMENT

The DCC and ACC Bylaw Project has included a lengthy history of technical review, engagement with Council, and purposeful public engagement, which have been documented in the December 8th, 2025 Council meeting and within the DCC background report in Attachment C.

ALIGNMENT WITH CITY PLAN

The report is aligned with the following City goals:

A Connected Nanaimo: Equitable Access and Mobility

- C2.1 Connected Communities
- C2.2 Integrated Walk, Roll, Cycle, and Transit Network
- C2.4 Safe Mobility (Vision Zero)
- C2.5 Complete Streets

A Healthy Nanaimo: Community Wellbeing and Livability

- C3.2 Affordable Housing
- C3.3 Intergenerational Living
- C3.5 Emergency Management
- C3.6 Recreation, Culture, and Wellness

An Empowered Nanaimo: Reconciliation, Representation and Inclusion

A Prosperous Nanaimo: Thriving and Resilient Economy

- C5.1 Economic Capital
- C5.2 Human, Social, and Environmental Capital
- C5.3 Business Development • C5.4 Innovation and Technology
- C5.5 Place Making and Investment Attraction

- C5.6 Tourism
- C5.4 Innovation and Technology
- C5.5 Place Making and Investment Attraction
- C5.6 Tourism

ALIGNMENT WITH COUNCIL'S STRATEGIC PRIORITIES

The report is aligned with the following Council Strategic Framework priorities (tick all applicable goals, consult [Council's Strategic Framework](#) for more details):

- Implementing City Plan Action Plans and Key City Management Plans
- Social, Health and Public Safety Challenges
- Maintaining and Growing Current Services
- Capital Projects
- Communicating with the Community
- Governance and Corporate Excellence

NEXT STEPS

If Council completes the first three readings of the two DCC bylaws, staff will submit the package of bylaws and background report to the Province for review and approval. An opportunity for final bylaw adoption will be presented in January 2027 in accordance with Council's previous direction on phasing/timing. For the Police and Fire DCC bylaw and opportunity for the first three readings will be provided in 2027 with an opportunity for adoption in January 2028.

OPTIONS

1. "City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438"

1. That "City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438" (a bylaw to impose development cost charges) pass first reading.
2. That "City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438" pass second reading.
3. That "City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438" pass third reading.

"South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439"

1. That "South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439" (a bylaw to impose transportation development cost charges in the South Nanaimo Area) pass first reading.
2. That "South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439" pass second reading.
3. That "South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439" pass third reading.

2. That Council provide alternate direction.

KEY MESSAGES

- The City collects Development Cost Charges (DCCs) to help fund new infrastructure needed to support growth.
- City Plan – Nanaimo Reimagined anticipates growth of 40,000 people over the next 25 years; growth which relies on infrastructure. The City’s DCC bylaw was last updated seven (7) years ago, and the revenue collected falls short of what is needed to build the necessary infrastructure.
- Phasing in of the DCC and ACC charges in a predictable way will provide a clear adjustment period and financial certainty to the development community.
- The new DCC bylaws will be adopted in January 2027.

ATTACHMENTS

ATTACHMENT A: City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438

ATTACHMENT B: South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439

ATTACHMENT C: DCC background Report

Authored by:

Poul Rosen
Director, Engineering

Concurrence by:

Jeremy Holm
Director, Planning and Development

Wendy Fulla
Director, Finance

Laura Mercer
General Manager, Corporate Services

Lisa Bhopalsingh
General Manager, Community Services and Deputy
CAO

Bill Sims
General Manager, Engineering and Public Works

Dale Lindsay
Chief Administrative Officer

ATTACHMENT A

CITY OF NANAIMO

BYLAW NO. 7438

A BYLAW TO IMPOSE DEVELOPMENT COST CHARGES

WHEREAS pursuant to the *Local Government Act*, the Council of the City of Nanaimo may, by bylaw, impose development cost charges;

AND WHEREAS development cost charges may be imposed for the purpose of providing funds to assist the municipality in paying the capital costs of providing, constructing, altering, or expanding sanitary sewer; water supply and distribution; drainage; and, transportation facilities; and, providing and improving park land to service directly or indirectly, the development for which the charges are imposed;

AND WHEREAS the Council of the City of Nanaimo is of the opinion that the charges imposed by this bylaw:

- (a) are not excessive in relation to the capital cost of prevailing standards of service in the municipality;
- (b) will not deter development in the municipality;
- (c) will not discourage the construction of reasonably priced housing or the provision of reasonably priced serviced land in the municipality; and,
- (d) will not discourage development designed to result in a low environmental impact in the municipality;

AND WHEREAS Council has considered the charges imposed by this bylaw in relation to future land use patterns and development, the phasing of works and services and the provision of park land described in the Official Community Plan (City Plan), and how development designed to result in a low environmental impact may affect the capital costs of sanitary sewer; water supply and distribution; drainage; transportation facilities; and, providing and improving park land;

AND WHEREAS in the opinion of the Council, the charges imposed by this bylaw are related to capital costs attributable to projects included in the municipality's financial plan and long-term capital plans, and to capital projects consistent with the Official Community Plan (City Plan).

THEREFORE BE IT RESOLVED that the Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as "City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438".

2. Definitions and other Interpretation Rules

2.1 In the event of a conflict with any term of this bylaw with the provisions of the *Local Government Act* authorizing the imposition of development cost charges, this bylaw is to be interpreted so that it is consistent with the authority set out in the *Local Government Act*.

2.2 For the purposes of this bylaw, the words or phrases that are not defined in this section shall have the meaning assigned to them in the “City Of Nanaimo Zoning Bylaw 2011 No. 4500”.

2.3 In this bylaw:

“BUILDING”	means a Structure which is used or intended to be used for the support, enclosure, and/or shelter of persons, animals, or property.
“BUILDING PERMIT”	means a permit authorizing the Construction, alteration, or extension of a Building or Structure.
“CAMPGROUND”	means the use of land for providing the temporary accommodation of persons for vacation or recreational purposes in recreational vehicles or tents; but excludes Mobile Home Parks.
“CITY”	means the City of Nanaimo.
“COMMERCIAL”	means any use of land or Buildings for any Commercial use, including, but not limited to: retail, tourist accommodation, restaurant, office, personal or professional service, or recreation or entertainment.
“CONSTRUCTION”	includes building, erection, installation, repair, alteration, addition, enlargement, moving, relocating, reconstruction, demolition, removal, excavation, or shoring requiring a Building Permit.
“DUPLEX”	means a Structure containing two (2) Dwelling Units within one (1) Building located on a single Lot and which is used or intended to be used as the residences for two (2) households.
“DWELLING UNIT”	means one or more habitable rooms, consisting of a self-contained unit used for residential purposes by a household, with a separate entrance and containing a cooking facility.

<p>“GROSS FLOOR AREA” OR “GFA”</p>	<p>means the Gross Floor Area of a Building or Structure calculated to the outside of the exterior walls, including floor areas over 1.8 metres in height, canopies with an occupancy or use, and parking Structures as the principal use, with the following exemptions: stairwells and elevators exceeding one floor only, gas canopies and parking portions of a Structure.</p>
<p>“HIGH DENSITY RESIDENTIAL”</p>	<p>means a residential Building that is used or designed where three (3) or more self-contained Dwelling Units are accessible via a common hallway or corridor and shared entrance facilities (e.g., apartments).</p>
<p>“INDUSTRIAL”</p>	<p>means any Industrial use of land or Buildings, including, but not limited to uses related to the co-generation, manufacturing, processing, assembling, fabricating, servicing, testing, repair, storing, transporting, warehousing, distributing of goods, materials, or things, or wholesaling provided that the merchandise being sold is distributed from the Lot.</p>
<p>“INSTITUTIONAL”</p>	<p>means the Institutional use of land or Buildings including, but not limited to, use for a school, hospital, correctional facility, or for a care facility including a senior’s care residence where a minimum of 20 percent of the floor area of all Buildings located on the Lot are operated under a license issued pursuant to the <i>Community Care and Assisted Living Act</i> or any enactments that replace it.</p>
<p>“LOT”</p>	<p>means any Parcel, block, or other area in which land is held or into which it is Subdivided whether under the <i>Land Title Act</i> or the Bare Land Strata Regulations under the <i>Strata Property Act</i> and includes a water Lot, but does not include a phased Subdivision boundary nor an air space Parcel.</p>
<p>“LOW DENSITY RESIDENTIAL”</p>	<p>means two (2) or fewer Dwelling Units on a Lot, where each may contain a Secondary Suite consistent with the provisions of the British Columbia Building Code.</p>
<p>“MEDIUM DENSITY RESIDENTIAL”</p>	<p>means a residential Building used or designed where there are three (3) or more self-contained Dwelling Units on a Lot, each having direct access to the outside whether via exterior staircase or at grade level (e.g., townhouse) and not via a public corridor, or exterior passageway. Also includes Row Houses, Secondary Suites, Secondary Suites within Accessory Buildings, Campgrounds, Recreational Vehicle Parks, or Mobile Home Parks.</p>

"MOBILE HOME"	means a Dwelling Unit built in an enclosed factory environment in one (1) or more sections, intended to be occupied in a place other than that of its manufacture, and includes Mobile Homes and modular homes that are either completely self-contained, or Mobile Homes that are incomplete and are assembled outside of the place of their manufacture.
"MOBILE HOME PARK"	means a use of land, carried out in accordance with the Zoning Bylaw, for the purpose of providing pads for the accommodation of two (2) or more Mobile Homes.
"PARCEL"	means any Lot, block or other area in which land is held or into which it is Subdivided but does not include a highway.
"RECREATIONAL VEHICLE PARK"	means a site intended for the temporary or permanent accommodation of persons in recreational vehicles or park model trailers, and excludes a Mobile Home Park or Campground, but may include an accessory laundry facility, washroom and shower facility, convenience store, office, storage area, and recreational facilities provided such uses are limited to the occupants of the Recreational Vehicle Park.
"ROW HOUSE"	means two (2) or more Dwelling Units which share a common party wall or are otherwise connected at the side yard lot line.
"SECONDARY SUITE"	means one (1) or more habitable rooms, but not more than three (3) bedrooms and one (1) cooking facility, constituting a self-contained unit with a separate entrance, but which is clearly subordinate to the principal dwelling for residential accommodation.
"SECONDARY SUITE WITHIN AN ACCESSORY BUILDING"	means a Secondary Suite within an Accessory Building attached to a foundation, used or designed as a self-contained, detached Dwelling Unit located on a Lot with a Single Residential Dwelling and does not include a strata Lot.
"SINGLE RESIDENTIAL DWELLING"	means a Building, consisting of one (1) Dwelling Unit, used or intended to be used as the residence of one household, and which Building may include one attached Secondary Suite.
"STRUCTURE"	means anything Constructed, placed, or erected on land.
"SUBDIVISION"	means a division of land as defined in the <i>Land Title Act</i> and a bare land Subdivision as defined in the

	<i>Strata Property Act</i> or any subsequent Act or Acts which may be enacted in substitution thereof.
"ZONING BYLAW"	means the "City of Nanaimo Zoning Bylaw 2011 No. 4500", as amended, or repealed and replaced from time to time.

3. Application

3.1 Except as provided in subsections 3.2 and 3.3, this bylaw applies to all lands in the City identified as "DCC Area" on the attached Schedule "A". Development cost charges are applicable in the following areas:

- (a) Transportation, drainage, and parks development cost charges are applicable within the municipal boundary of the City of Nanaimo;
- (b) Water supply and water distribution development cost charges are applicable within the Water Service Area; and,
- (c) Sewer development cost charges are applicable within the Sewer Service Area.

3.2 Lands identified as "Duke Point Area" on the attached Schedule "A" are subject only to development cost charges for water supply and water distribution.

3.3 Lands identified as "Harmac Area" on the attached Schedule "A" are not subject to development cost charges.

4. Development Cost Charges

4.1 The Development Cost Charges set out in Schedule "B", attached hereto and forming part of this bylaw, are hereby imposed on every person who obtains:

- (a) approval of a Subdivision that results in two or more Parcels on which the Zoning Bylaw permits the Construction of at least one Low Density Residential Dwelling Unit;
- (b) approval of a Building Permit authorizing the Construction of a Low Density Residential Dwelling Unit on an existing Parcel; or
- (c) approval of a Building Permit authorizing the Construction of Medium Density Residential, High Density Residential, Commercial, Industrial, or Institutional Building;

and the development cost charge shall be paid upon approval of a Subdivision or issuance of a Building Permit, as the case may be.

4.2 For certainty, this bylaw imposes charges in respect of Building Permits authorizing the Construction, alteration or extension of Buildings that will, after the Construction, alteration or extension, contain fewer than four self-contained Dwelling Units and be put to no other use than residential use in those Dwelling Units.

5. Calculation of Applicable Charges

- 5.1 The amount of development cost charges payable in relation to a particular development shall be calculated using the applicable charges set out in Schedule "B" of this bylaw.
- 5.2 Where a type of development is not specifically identified in Schedule "B" the amount of development cost charges to be paid to the City shall be equal to the development cost charges that are payable for the type of development that in the opinion of the Director of Planning and Development imposes the most similar cost burden on the City's transportation, sewer, water distribution and supply, drainage, and park services.
- 5.3 The amount of development cost charges payable in relation to mixed-use type of development shall be calculated separately for each portion of the development, in accordance with Schedule "B", based on the mix of uses included in the Building Permit application and the total development cost charges payable shall be the sum of the charges payable for each type.
- 5.4 In the case of a Building Permit for a Mobile Home Park, development cost charges are calculated by multiplying the total development cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "B", by the number of Mobile Home pads to be constructed.
- 5.5 In the case of a Building Permit for a Campground, development cost charges are calculated by multiplying the total development cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "B", by the number of Campground sites to be constructed.
- 5.6 In the case of a Building Permit for a Recreational Vehicle Park, development cost charges are calculated by multiplying the total development cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "B", by the number of Recreational Vehicle Park sites to be constructed.

6. Exemptions

- 6.1 Despite any other provision of this bylaw, a development cost charge is not payable if any of the following applies in relation to a development authorized by a Building Permit:
 - (a) the permit authorizes the Construction of a Building or part of a Building that is, or will be, after the Construction, exempt from taxation under section 220(1)(h) or 224(2)(f) of the *Community Charter*;
 - (b) the permit authorizes the Construction of Dwelling Units in a Building where the area of each Dwelling Unit is no larger than 29m², and each Dwelling Unit will be put to no other use than residential use;
 - (c) the value of the work authorized by the permit does not exceed \$50,000;
 - (d) a development cost charge has previously been paid for the development unless, as a result of further development, new capital cost burdens will be imposed on the municipality; or
 - (e) The *Local Government Act* or any regulations thereunder provide that no development cost charge is payable.

7. Effective Date

7.1 This Bylaw shall come into force and effect on the date of adoption.

8. Severability

8.1 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw remains valid.

9. Repeal

9.1 The "City of Nanaimo Development Cost Charge Bylaw 2017, No. 7252", and all amendments thereto are hereby repealed.

PASSED FIRST READING: _____

PASSED SECOND READING: _____

PASSED THIRD READING: _____

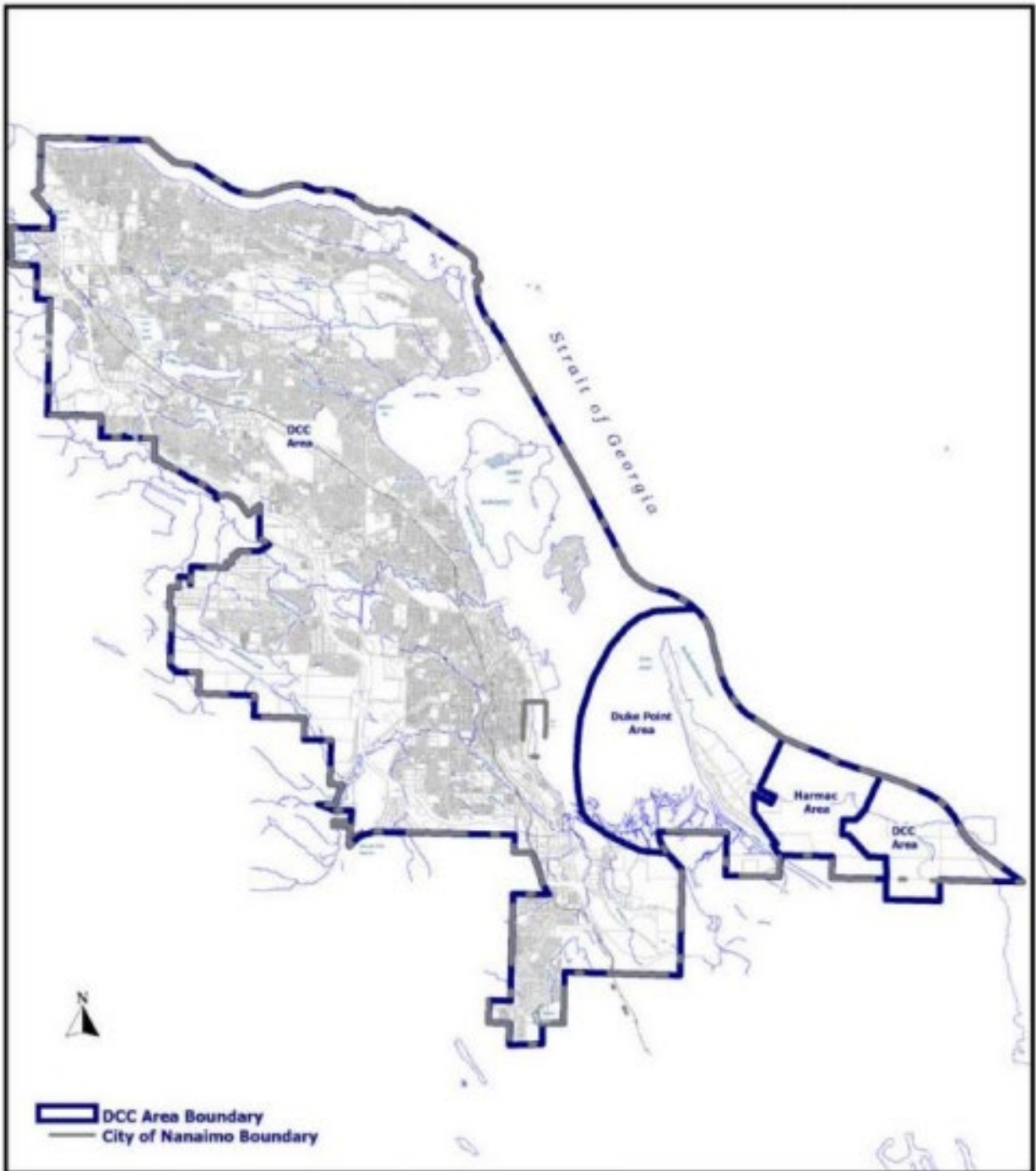
APPROVED BY THE INSPECTOR OF MUNICIPALITIES: _____

ADOPTED: _____

MAYOR

CORPORATE OFFICER

SCHEDULE "A"
DCC APPLICATION AREAS



SCHEDULE "B"
CITY WIDE DEVELOPMENT COST CHARGES

	Unit	Transportation	Water Distribution	Water Supply	Drainage	Sewer	Parks
Low Density Residential	Per Lot / Dwelling Unit	\$16,316.02	\$2,010.48	\$6,596.15	\$2,216.83	\$5,246.30	\$2,884.37
Medium Density Residential	Per Dwelling Unit	\$7,426.60	\$1,368.08	\$4,488.51	\$1,071.47	\$3,569.97	\$1,962.74
High Density Residential	Per Dwelling Unit	\$6,976.50	\$832.74	\$2,732.13	\$535.73	\$2,173.02	\$1,194.71
Commercial	Per square metre of GFA*	\$112.52	\$6.54	\$21.47	\$5.91	\$17.07	\$1.88
Industrial	Per square metre of GFA	\$33.76	\$2.68	\$8.78	\$4.06	\$6.98	\$0.77
Institutional	Per square metre of GFA	\$112.52	\$6.54	\$21.47	\$5.91	\$17.07	\$1.88

*GFA = Gross Floor Area

ATTACHMENT B

CITY OF NANAIMO

BYLAW NO.7439

A BYLAW TO IMPOSE TRANSPORTATION DEVELOPMENT COST CHARGES IN THE SOUTH NANAIMO AREA

WHEREAS pursuant to the *Local Government Act*, the Council of the City of Nanaimo may, by Bylaw, impose development cost charges;

AND WHEREAS development cost charges may be imposed for the purpose of providing funds to assist the municipality in paying the capital costs of providing, constructing, altering, or expanding transportation facilities to service directly or indirectly, the development for which the charges are imposed;

AND WHEREAS the Council of the City of Nanaimo is of the opinion that the charges imposed by this bylaw:

- (a) are not excessive in relation to the capital cost of prevailing standards of service in the municipality;
- (b) will not deter development in the municipality;
- (c) will not discourage the Construction of reasonably priced housing or the provision of reasonably priced serviced land in the municipality; and
- (d) will not discourage development designed to result in a low environmental impact in the municipality;

AND WHEREAS Council has considered the charges imposed by this bylaw in relation to future land use patterns and development, the phasing of works and services described in the Official Community Plan (City Plan), and how development designed to result in a low environmental impact may affect the capital costs of transportation facilities.

AND WHEREAS in the opinion of the Council, the charges imposed by this bylaw are related to capital costs attributable to projects included in the municipality's financial plan and long-term capital plans, and to capital projects consistent with the Official Community Plan (City Plan).

THEREFORE BE IT RESOLVED that the Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title

This bylaw may be cited as "South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439".

2. Definitions and Interpretation

- 2.1 In the event of a conflict with any term of this bylaw with the provisions of the *Local Government Act* authorizing the imposition of development cost charges, this bylaw is to be interpreted so that it is consistent with the authority set out in the *Local Government Act*.

2.2 For the purposes of this bylaw, the words or phrases that are not defined in this section shall have the meaning assigned to them in the “City of Nanaimo Zoning Bylaw 2011 No. 4500”.

2.3 In this bylaw:

“BUILDING”	means a Structure which is used or intended to be used for the support, enclosure, and/or shelter of persons, animals, or property.
“BUILDING PERMIT”	means a permit authorizing the Construction, alteration, or extension of a Building or Structure.
“CAMPGROUND”	means the use of land for providing the temporary accommodation of persons for vacation or recreational purposes in recreational vehicles or tents; but excludes Mobile Home Parks.
“CITY”	means the City of Nanaimo.
“COMMERCIAL”	means any use of land or Buildings for any Commercial use including, but not limited to: retail, tourist accommodation, restaurant, office, personal or professional service, or recreation or entertainment.
“CONSTRUCTION”	includes building, erection, installation, repair, alteration, addition, enlargement, moving, relocating, reconstruction, demolition, removal, excavation, or shoring requiring a Building Permit.
“DUPLEX”	means a Structure containing two (2) Dwelling Units within one (1) Building located on a single Lot and which is used or intended to be used as the residences for two (2) households.
“DWELLING UNIT”	means one or more habitable rooms, consisting of a self-contained unit used for residential purposes by a household, with a separate entrance and containing a cooking facility.
“GROSS FLOOR AREA” OR “GFA”	means the Gross Floor Area of a Building or Structure calculated to the outside of the exterior walls, including floor areas over 1.8 metres in height, canopies with an occupancy or use, and parking Structures as the principal use, with the following exemptions: stairwells and elevators exceeding one floor only, gas canopies and parking portions of a Structure.
“HIGH DENSITY RESIDENTIAL”	means a residential Building that is used or designed where three (3) or more self-contained Dwelling Units are accessible via a common hallway or corridor and shared entrance facilities (e.g., apartments).
“INDUSTRIAL”	means any Industrial use of land or Buildings, including, but not limited to uses related to the co-generation, manufacturing, processing, assembling, fabricating,

	servicing, testing, repair, storing, transporting, warehousing, distributing of goods, materials, or things, or wholesaling provided that the merchandise being sold is distributed from the Lot.
"INSTITUTIONAL"	means the Institutional use of land or Buildings including, but not limited to, use for a school, hospital, correctional facility, or for a care facility including a senior's care residence where a minimum of 20 percent of the floor area of all Buildings located on the Lot are operated under a license issued pursuant to the <i>Community Care and Assisted Living Act</i> or any enactments that replace it.
"LOT"	means any Parcel, block, or other area in which land is held or into which it is Subdivided whether under the <i>Land Title Act</i> or the Bare Land Strata Regulations under the <i>Strata Property Act</i> and includes a water Lot, but does not include a phased Subdivision boundary nor an air space Parcel.
"LOW DENSITY RESIDENTIAL"	means two (2) or fewer Dwelling Units on a Lot, where each may contain a Secondary Suite consistent with the provisions of the British Columbia Building Code.
"MEDIUM DENSITY RESIDENTIAL"	means a residential Building used or designed where there are three (3) or more self-contained Dwelling Units on a Lot, each having direct access to the outside whether via exterior staircase or at grade level (e.g., townhouse). Also includes Row Houses, Secondary Suites, Secondary Suites within Accessory Buildings, Campgrounds, Recreational Vehicle Parks, or Mobile Home Parks.
"MOBILE HOME"	means a Dwelling Unit built in an enclosed factory environment in one (1) or more sections, intended to be occupied in a place other than that of its manufacture, and includes Mobile Homes and modular homes that are either completely self-contained, or Mobile Homes that are incomplete and are assembled outside of the place their manufacture.
"MOBILE HOME PARK"	means a use of land, carried out in accordance with the Zoning Bylaw, for the purpose of providing pads for the accommodation of two (2) or more Mobile Homes.
"PARCEL"	means any Lot, block or other area in which land is held or into which it is Subdivided but does not include a highway.
"RECREATIONAL VEHICLE PARK"	means a site intended for the temporary or permanent accommodation of persons in recreational vehicles or park model trailers, and excludes a Mobile Home Park or Campground, but may include an accessory laundry facility, washroom and shower facility, convenience store, office, storage area, and recreational facilities provided such uses are limited to the occupants of the Recreational Vehicle Park.

“ROW HOUSE”	means two (2) or more Dwelling Units which share a common party wall or are otherwise connected at the side yard lot line.
“SECONDARY SUITE”	means one (1) or more habitable rooms, but not more than three (3) bedrooms and one (1) cooking facility, constituting a self-contained unit with a separate entrance, but which is clearly subordinate to the principal dwelling for residential accommodation.
“SECONDARY SUITE WITHIN AN ACCESSORY BUILDING”	means a Secondary Suite within an Accessory Building attached to a foundation, used or designed as a self-contained, detached Dwelling Unit located on a Lot with a Single Residential Dwelling and does not include a strata Lot.
“SINGLE RESIDENTIAL DWELLING”	means a Building, consisting of one (1) Dwelling Unit, used or intended to be used as the residence of one household, and which Building may include one attached Secondary Suite.
“STRUCTURE”	means anything constructed, placed, or erected on land.
“SUBDIVISION”	means a division of land as defined in the <i>Land Title Act</i> and a bare land Subdivision as defined in the <i>Strata Property Act</i> or any subsequent Act or Acts which may be enacted in substitution therefore.
“ZONING BYLAW”	means the “City of Nanaimo Zoning Bylaw 2011 No. 4500”, as amended, or repealed and replaced from time to time.

3. Application

- 3.1 This bylaw applies to all lands in the "South Nanaimo Area-Specific Transportation Development Cost Charges" shown outlined on the map attached to this bylaw as Schedule "A".

4. Development Cost Charges

- 4.1 The development cost charges set out in Schedule “B”, attached hereto and forming part of this bylaw, are hereby imposed on every person who obtains:
- (a) approval of a Subdivision that results in two or more Parcels on which the Zoning Bylaw permits the Construction of a Low Density Residential Dwelling Unit;
 - (b) approval of a Building Permit authorizing the Construction of a Low Density Residential Dwelling Unit on an existing Parcel; or

- (c) approval of a Building Permit authorizing the Construction of Medium Density Residential, High Density Residential, Commercial, Industrial, or Institutional Building;

and the development cost charge shall be paid upon approval of a Subdivision or issuance of a Building Permit, as the case may be.

- 4.2 For certainty, this bylaw imposes charges in respect of Building Permits authorizing the Construction, alteration or extension of Buildings that will, after the Construction, alteration or extension, contain fewer than four self-contained Dwelling Units and be put to no other use than residential use in those Dwelling Units.
- 4.3 For clarity, any person who obtains approval of a Subdivision or Building Permit within the defined area as outlined in Schedule "A" will pay the charges imposed in both Schedule "B" of this bylaw and Schedule "B" of the "City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438", as applicable.

5. Calculation of Applicable Charges

- 5.1 The amount of development cost charges payable in relation to a particular development shall be calculated using the applicable charges set out in Schedule "B" of this bylaw.
- 5.2 Where a type of development is not specifically identified in Schedule "B" the amount of development cost charges to be paid to the City shall be equal to the development cost charges that are payable for the type of development that in the opinion of the Director of Planning and Development imposes the most similar cost burden on the City's transportation services.
- 5.3 The amount of development cost charges payable in relation to mixed-use type of development shall be calculated separately for each portion of the development, in accordance with Schedule "B", based on the mix of uses included in the Building Permit application and the total development cost charges payable shall be the sum of the charges payable for each type.
- 5.4 In the case of a Building Permit for a Mobile Home Park, development cost charges are calculated by multiplying the total development cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "B", by the number of Mobile Home pads to be constructed.
- 5.5 In the case of a Building Permit for a Campground, development cost charges are calculated by multiplying the total development cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "B", by the number of Campground sites to be constructed.
- 5.6 In the case of a Building Permit for a Recreational Vehicle Park, development cost charges are calculated by multiplying the total development cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "B", by the number of Recreational Vehicle Park sites to be constructed.

6. Exemptions

6.1 Despite any other provision of this bylaw, a development cost charge is not payable if any of the following applies in relation to a development authorized by a Building Permit:

- (a) the permit authorizes the Construction of a Building or part of a Building that is, or will be, after the Construction, exempt from taxation under section 220(1)(h) or 224(2)(f) of the *Community Charter*;
- (b) the permit authorizes the Construction of Dwelling Units in a Building where the area of each Dwelling Unit is no larger than 29m², and each Dwelling Unit will be put to no other use than residential use;
- (c) the value of the work authorized by the permit does not exceed \$50,000;
- (d) a development cost charge has previously been paid for the development unless, as a result of further development, new capital cost burdens will be imposed on the municipality; or
- (e) The *Local Government Act* or any regulations thereunder provide that no development cost charge is payable.

7. Effective Date

7.1 This Bylaw shall come into force and effect on the date of adoption.

8. Severability

8.1 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw remains valid.

PASSED FIRST READING: _____

PASSED SECOND READING: _____

PASSED THIRD READING: _____

APPROVED BY THE INSPECTOR OF MUNICIPALITIES: _____

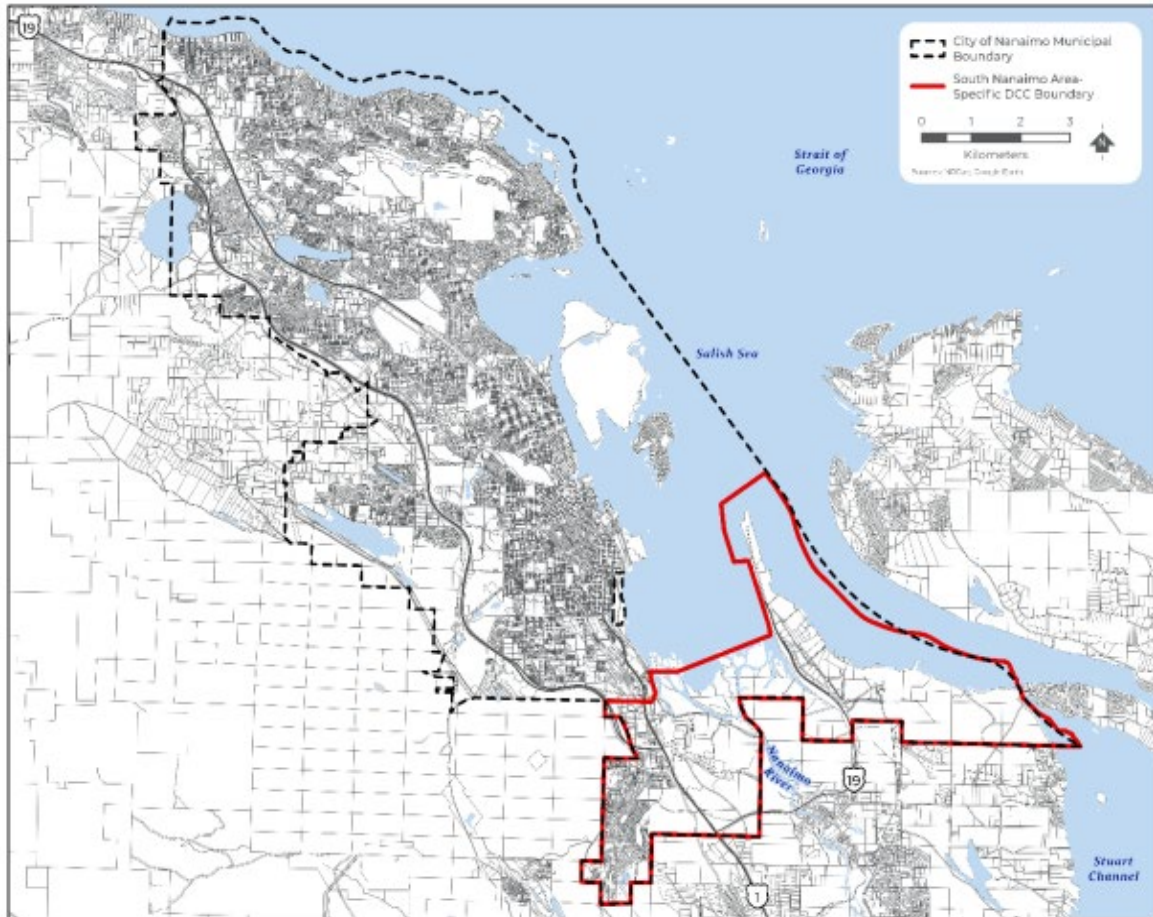
ADOPTED: _____

MAYOR

CORPORATE OFFICER

SCHEDULE "A"

SOUTH NANAIMO AREA-SPECIFIC TRANSPORTATION DEVELOPMENT COST CHARGE
APPLICATION AREAS



SCHEDULE "B"

SOUTH NANAIMO AREA-SPECIFIC TRANSPORTATION DEVELOPMENT COST CHARGES

	Unit	Transportation
Low Density Residential	Per lot / dwelling unit	\$5,520.21
Medium Density Residential	Per dwelling unit	\$2,512.65
High Density Residential	Per dwelling unit	\$2,360.37
Commercial	Per square metre of gross floor area (GFA)	\$38.07
Industrial	Per square metre of GFA	\$11.42
Institutional	Per square metre of GFA	\$38.07

ATTACHMENT C

Please click the link below to access “Attachment C – DCC Background Report” of the Staff Report titled “Development Cost Charge Bylaw Update” dated 2026-APR-20:

https://www.nanaimo.ca/docs/your-government/city-council/meeting-attachments/attc_dccbackgroundreport_c260420.pdf

FOR: COUNCIL
MEETING DATE: April 20, 2026
DEPARTMENT: FINANCE
SUBJECT: **SOUTH NANAIMO TRANSPORTATION RESERVE FUND BYLAW**

OVERVIEW

Purpose of Report

To introduce “South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444” for first, second and third readings. |

Recommendation

1. That “South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444” (To establish a South Nanaimo Transportation Development Cost Charge Reserve Fund) pass first reading;
2. That “South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444” pass second reading; and
3. That “South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444” pass third reading.

BACKGROUND

Under the provincial Development Cost Charge (DCC) framework, municipalities may establish area-specific DCCs where the infrastructure required to support development is not uniform across the community, or where certain growth areas generate the need for significant localized upgrades. Staff recommended the creation of an area-specific DCC for South Nanaimo Transportation as part of DCC Bylaw Update project to ensure that the costs generated by anticipated development in this area are appropriately allocated. This approach ensures that the developments driving the need for transportation improvements bear the associated costs, rather than distributing these costs across the broader community. |

DISCUSSION

Pursuant to section 566 of the Local Government Act, all DCCs collected by a local government must be deposited into separate special development cost charge reserve funds, established for each purpose for which a DCC is imposed.

Reserve fund balances, including accrued interest, may be used only for the following purposes:

1. Capital infrastructure costs
To pay the capital costs of providing, constructing, altering, or expanding sewage, water, drainage, fire protection, police, highway, and solid waste and recycling facilities (excluding off-street parking), where the costs relate directly or indirectly to the development for which the DCC was collected.
2. Debt servicing
To pay principal and interest on debt incurred by the local government as a result of expenditures described in paragraph (1).
3. Reimbursement of developers
To reimburse a person subject to a DCC for some or all of the eligible capital costs incurred in completing a project described in paragraphs (1), where:
 - a) the project was completed under an agreement with the local government; and
 - b) the project is included in the calculations used to determine the applicable DCC.

All expenditures from DCC reserve funds must be authorized by bylaw.

At the June 23, 2025, Governance and Priorities Committee meeting, the Committee recommended that Council direct staff to proceed with the preparation of a South Nanaimo Transportation DCC Reserve Fund Bylaw. Establishment of this reserve fund is required to support the new DCC bylaw that will be adopted in January 2027.

COMMUNICATION AND COMMUNITY ENGAGEMENT

This initiative does not require statutory notification and does not include new community engagement activities. Public engagement was conducted previously as part of the development of the new DCC bylaw.

ALIGNMENT WITH CITY PLAN

The report is aligned with the following City goals:

- A Green Nanaimo: Resilient and Regenerative Ecosystems
- A Connected Nanaimo: Equitable Access and Mobility
 - [C2.5.26 Maki-Fielding Connector]
- A Healthy Nanaimo: Community Wellbeing and Livability
- An Empowered Nanaimo: Reconciliation, Representation and Inclusion
- A Prosperous Nanaimo: Thriving and Resilient Economy

ALIGNMENT WITH COUNCIL'S STRATEGIC PRIORITIES

The report is aligned with the following Council Strategic Framework priorities:

- Implementing City Plan Action Plans and Key City Management Plans
- Social, Health and Public Safety Challenges
- Maintaining and Growing Current Services
- Capital Projects

- Communicating with the Community
 Governance and Corporate Excellence

NEXT STEPS

The City's Reserve Policy will be updated to include the new reserve.

OPTIONS

1. That "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444" (To establish a South Nanaimo Transportation Development Cost Charge Reserve Fund) pass first reading;

That "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444" (To establish a South Nanaimo Transportation Development Cost Charge Reserve Fund) pass second reading; and

That "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444" (To establish a South Nanaimo Transportation Development Cost Charge Reserve Fund) pass third reading.

- The advantages of this option: Creation of the reserve ensures the City's in compliance with the *Local Government Act*.
- Financial Implications: Funding collected under the new DCC Bylaw, once adopted, will be placed into the reserve fund and will be allocated to projects listed in the approved South Nanaimo Transportation DCC Bylaw project list.

2. That Council table the report and request more information from staff.

KEY MESSAGES

- Under the provincial Development Cost Charge (DCC) framework, municipalities may establish area-specific DCCs
- DCC revenues must be managed in dedicated reserve funds, with spending restricted to eligible capital purposes and authorized by bylaw.
- A South Nanaimo Transportation DCC Reserve Fund Bylaw is required to support the new South Nanaimo Transportation DCC bylaw.

ATTACHMENTS

ATTACHMENT A: "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444"

Authored by:

Wendy Fulla
Director, Finance

Concurrence by:

Poul Rosen
Director, Engineering

Jeremy Holm
Director, Planning & Development

Shelia Gurrie
Director, Legislative Services

Laura Mercer
General Manager, Corporate Services

ATTACHMENT A

CITY OF NANAIMO

BYLAW NO. 7444

A BYLAW AUTHORIZING THE CITY OF NANAIMO TO ESTABLISH THE SOUTH NANAIMO
TRANSPORTATION DEVELOPMENT COST CHARGE RESERVE FUND

WHEREAS the City of Nanaimo wishes to establish a reserve fund for the purposes of segregating development cost charges paid to the City of Nanaimo, as per the “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439”;

AND WHEREAS Section 188 of the *Community Charter* authorizes Council to establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund;

AND WHEREAS money in this reserve fund, and interest earned on it, must be used in accordance with section 566(2) of the *Local Government Act*

THEREFORE BE IT RESOLVED that the Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title:

This Bylaw may be cited as "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026, No. 7444".

2. Administration

2.1 Money in this reserve fund, and interest earned on it, must only be used for the following:

- (a) to fund expenditures for projects identified in the “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439”;
- (b) to pay principal and interest on a debt incurred by the City as a result of an expenditure under 2.1(a);
- (c) to pay a person subject to a development cost charge some or all of the capital costs the person incurred in completing a project described in section 2.1(a) if:
 - (i) the project was completed under an agreement between the person and the City, and
 - (ii) the project is included in the calculations used to determine the amount of that development cost charge.

2.2 Funds received from the “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439” shall be placed in this reserve.

3. Effective Date

This bylaw shall take effect upon adoption of this bylaw.

PASSED FIRST READING: _____
PASSED SECOND READING: _____
PASSED THIRD READING: _____
ADOPTED: _____

MAYOR

CORPORATE OFFICER

FOR: COUNCIL
MEETING DATE: April 20, 2026
DEPARTMENT: PLANNING & DEVELOPMENT
SUBJECT: **AMENITY COST CHARGE BYLAW**

OVERVIEW

Purpose of Report

To present the “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440” for Council consideration of first, second and third reading. |

Recommendation

1. That “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440” (a bylaw to impose amenity cost charges) pass first reading;
2. That “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440” pass second reading;
3. That “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440” pass third reading; and,
4. That the “Community Amenity Contribution Policy” (COU-212) be repealed.

BACKGROUND

As part of the Development Cost Charge (DCC) Bylaw update, Staff were directed to prepare an Amenity Cost Charge (ACC) bylaw (2025-JUL-07 Council meeting). ACCs help a municipality recover the costs of amenities that provide social, cultural, heritage, recreational, or environmental benefits to a community. The amenity projects must benefit current and future users and be driven by growth.

At the 2024-DEC-02 meeting, Council passed the following motion:

“That Council direct Staff to proceed with the development of an Amenity Cost Charge (ACC) program that includes the following facilities:

1. Improvements and expansions as outlined in the Beban Park Master Plan;
2. Improvements and expansions in the Stadium District; and,
3. A community recreation facility in the South Gate Urban Centre.”

The selection of the three facilities for the ACC program was based on Local Government Act criteria and best practice criteria, as shown in the decision matrix in Attachment A.

At the 2026-FEB-23 meeting, Council directed that Staff proceed with a phased implementation of the DCC and ACC programs, and prepare an Amenity Cost Charge bylaw with an implementation date of January 2029.

This report presents the “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440” (ACC Bylaw) which, over time, can help recover the costs of improvements for three recreation facilities in the City. The “Amenity Cost Charge Bylaw Development” report in Attachment B provides the full background to the proposed ACC program.

DISCUSSION

The proposed ACC Bylaw would apply to applications for a subdivision and building permit, similar to DCCs, with the exceptions outlined in Section 5.0 of the bylaw (and exceptions outlined in the *Local Government Act*). The proposed ACC rates are shown in Table 1.

Table 1: Proposed Amenity Cost Charge (ACC) Rates

Type of Development	Unit	ACC Rate
Low-Density Residential	Per lot or dwelling unit	\$5,278.43
Medium Density Residential	Per dwelling unit	\$3,591.83
High Density Residential	Per dwelling unit	\$2,186.33
Commercial	Per m ² of GFA*	\$3.44
Industrial	Per m ² of GFA*	\$1.41
Institutional	Per m ² of GFA*	\$3.44

*GFA = Gross Floor Area

Community Amenity Contribution (CAC) Policy

With the introduction of an ACC program, it is recommended to repeal the “Community Amenity Contribution Policy” (COU-212). The CAC Policy directs Staff to negotiate an amenity contribution as part of a rezoning or land use covenant amendment process. The CAC Policy contains a table of expected monetary contributions to be provided (per housing unit or gross floor area) to meet the amenity needs of a growing community. The proposed ACC program (and ACC Bylaw) will replace the expected monetary CACs, to avoid a double monetary amenity charge at the time of a development application. The purpose of ACCs is similar to a monetary CAC rate, except that the *Local Government Act* provides a clear authority and framework for the collection and use of ACC fees.

In situations where it is appropriate to negotiate for an in-kind amenity (i.e. parkland) as part of a rezoning application, City Staff can rely on the policy guidance in Section E4.2 of City Plan “Community Amenity Contributions”.

The City’s practice has been to secure the monetary CAC amount at the time of rezoning and then register a covenant on the title of the property requiring the landowner/developer to pay the monetary

CAC amount at the time of building permit issuance. Sometimes the in-kind amenity is also secured at a later stage in the development process. Due to the gap in time between an applicant submitting a rezoning and building permit application, there may still be CACs (previously secured through rezoning covenants) to be collected once the applicant applies for a building permit, after the ACC Bylaw is adopted. For properties/applicants in this situation, the recommended practice is to ensure that any monetary CAC that is owed to the City as a result of a previously secured rezoning covenant can be deducted from the total required ACC fee.

In addition, Section 570.9 of the *Local Government Act* states that despite an amenity cost charge bylaw, a local government may enter into an agreement with a person under which the person provides, constructs, alters or expands an amenity, or provides land for an amenity, instead of paying all or part of an amenity cost charge.

COMMUNICATION AND COMMUNITY ENGAGEMENT

The public engagement process for the DCC Update, and introduction to the ACC program was completed in the fall of 2025, and the results were presented at the 2025-DEC-08 Governance and Priorities Committee meeting. A summary of the consultation is also provided in Section 6.0 of the report in Attachment B.

During the engagement there was interest to phase in the proposed new DCC and ACC rates. In response, Council directed Staff (at the 2026-FEB-23 meeting) to proceed with an ACC Bylaw that contains an implementation date of January 2029. This means that the proposed ACC Bylaw can be adopted in 2026, and the ACC rates would not apply until January 2029, giving the development community time to adjust to the new ACC rates.

ALIGNMENT WITH CITY PLAN

- A Green Nanaimo: Resilient and Regenerative Ecosystems
- A Connected Nanaimo: Equitable Access and Mobility
- A Healthy Nanaimo: Community Wellbeing and Livability
 - City Plan policy C3.6.1 “Continue to provide recreation facilities and infrastructure to meet the demands of the community as it grows and that support overall recreation and wellness needs.
 - City Plan policy C3.6.22 “Continue the phased implementation of the Beban Park Master Plan and the Beban Park Facility Plan....”
 - City Plan policy C3.6.25 “Align facility and development planning to add new and updated facilities where they are needed, such as the proposed South End Community Centre.”
 - City Plan Section D6.4 and Figure 42 “Existing & Future Parks, Recreation, Culture, & Wellness Amenities” identifies: i) Beban Park and the Stadium District as existing facilities that are prioritized for future updates; and ii) prioritizes a new recreation, culture and wellness facility in the South Gate Secondary Urban Centre.
- An Empowered Nanaimo: Reconciliation, Representation and Inclusion
- A Prosperous Nanaimo: Thriving and Resilient Economy

ALIGNMENT WITH COUNCIL'S STRATEGIC PRIORITIES

The report is aligned with the following Council Strategic Framework priorities:

- Implementing City Plan Action Plans and Key City Management Plans
- Social, Health and Public Safety Challenges
- Maintaining and Growing Current Services
- Capital Projects
- Communicating with the Community
- Governance and Corporate Excellence

NEXT STEPS

It is recommended that Council give first, second and third reading to “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440”, and repeal the CAC Policy. The next step will be for Council to consider final reading of the ACC Bylaw in May 2026, with an implementation date of January 2029.

OPTIONS

- i)
 1. That “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440” (a bylaw to impose amenity cost charges) pass first reading;
 2. That “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440” pass second reading;
 3. That “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440” pass third reading; and
 4. That the “Community Amenity Contribution Policy” (COU-212) be repealed.
 - The advantages of this option: The proposed amenity cost charge program as outlined in Attachment B was created to ensure the City will have funds for capital improvements of three recreation facilities to accommodate the City’s future population growth. The implementation date for the ACC rate is proposed to be January 2029 to give the development community time to adjust to the proposed new ACC rates.
 - The disadvantages of this option: The City will need to wait until 2029 to accumulate ACC funds for the three recreation facilities.
 - Financial Implications: An ACC reserve fund will be required by January 2029, and the Finance Department will complete the annual LGA reporting requirements for the ACC reserve fund.
- ii) That Council give alternate direction to Staff.

KEY MESSAGES

- Council directed Staff to proceed with the development of an Amenity Cost Charge (ACC) program that includes improvements at Beban Park and the Stadium District, and a community recreation facility in the South Gate Urban Centre.
- The proposed ACC program (and ACC Bylaw) will replace the expected monetary charge in the CAC Policy, to avoid a double amenity charge at the time of a development application.
- It is recommended that Council give first, second and third reading to “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440”, and repeal the CAC Policy.

ATTACHMENTS

ATTACHMENT A: Decision Matrix for the City of Nanaimo Amenity Cost Charge Program

ATTACHMENT B: Amenity Cost Charge (ACC) Bylaw Development – 2026-FEB-12

ATTACHMENT C: “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440”

Authored by:

Lisa Brinkman
Manager of Community Planning

Concurrence by:

Jeremy Holm
Director of Planning & Development

Laura Mercer
General Manager of Corporate Services

Lisa Bhopalsingh
General Manager of Community Services &
Deputy CAO

ATTACHMENT A

DECISION MATRIX FOR THE CITY OF NANAIMO AMENITY COST CHARGE PROGRAM

	Beban Park Capital Improvements	Stadium District Capital Improvements	Community Centre (South Gate Area)	Purchase Land for Community Centre in Woodgrove Area	Waterfront Walkway	General Active Mobility Improvements Fund
Local Government Act ACC Required Criteria						
ACC projects must be an amenity that provides social, cultural, heritage, recreational or environmental benefit.	✓	✓	✓	✓	✓	✓
ACCs can only help fund the capital costs of amenities, thus there must be the potential for capital costs.	✓	✓	✓	✓	✓	✓
ACC amenities must benefit increased population growth.	✓	✓	✓	✓	✓	✗ Limited benefit to new population
The ACC amenities should not overlap with projects in the City's DCC program.	✓	✓	✓	✓	✗ Portions of waterfront walkway are in the DCC program	✗ There is potential for overlap with DCC program
ACC Best Practice Criteria						
ACC projects should benefit all City residents (existing and future).	✓	✓	✓	✓	✓	✗ Project dependant
To reduce risk the ACC amenities should be on City owned land.	✓	✓	✓	✓	✗ Some projects not on City land.	✓
The ACC reserve should support capital improvements within the designated ACC program timeframe.	✓	✓	✓	✗ Potentially beyond the ACC program timeframe	✓	✓
The ACC amenities should not overlap with amenities that may be secured as part of site specific rezoning negotiations.	✓	✓	✓	✓	✗ Potential to secure at rezoning	✗ Potential to secure at rezoning
The ACC projects should be a Council Priority in the Integrated Action Plan and have cost information.	✓	✓	✓	✓	✓	✗ Project dependant

AMENITY COST CHARGE (ACC) BYLAW DEVELOPMENT

CITY OF NANAIMO

ACC REPORT

February 12, 2026



312 - 645 Fort Street, Victoria, BC V8W 1G2 | T: 250.220.7060

CONTACT: Shaun Heffernan
E: sheffernan@urbansystems.ca



PREPARED FOR:

CITY OF NANAIMO

Lisa Brinkman
Manager, Community Planning
City of Nanaimo
455 Wallace Street
Nanaimo, BC, V9R 5J6

312 - 645 Fort Street, Victoria, BC V8W 1G2 | T: 250.220.7060

File: 1296.0103.04

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EXECUTIVE SUMMARY

In 2024, the City of Nanaimo (City) initiated the process to develop an Amenity Cost Charge (ACC) bylaw, the *City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440*.

The City of Nanaimo does not currently collect ACCs. The ACC program has been created with the aim of capturing current growth trends and the amenities needed to support growth.

The new ACC program will capture current capital costs for amenities that are driven by growth. The proposed rates ensures that those who will use and benefit from City-provided amenities share the growth-related costs in a fair and equitable manner. Key drivers for the development of the City of Nanaimo ACC program include:

- Meeting the needs arising from future development and growth; and,
- Ensuring timely and transparent recovery on the capital costs of amenities.

The City's new ACC program aligns with the new DCC program; the development of both programs drew on capital planning, the Official Community Plan (City Plan), Integrated Action Plan, as well as conversations with key staff across various departments. Key inputs prepared and reviewed for the DCC program, such as growth projections and equivalencies, were carried over to the ACC program to ensure greater alignment and administrative ease.

This report presents the City's proposed ACC rates and program. The proposed 2025 ACC rates are provided in **Table ES-1**.

Table ES-1: Proposed 2025 ACC Rates

Land Use	Unit	Total Proposed ACC Rate
Low-Density Residential	per lot / unit	\$5,278.43
Medium-Density Residential	per unit	\$3,591.83
High-Density Residential	per unit	\$2,186.33
Commercial	per m ² of GFA	\$3.44
Industrial	per m ² of GFA	\$1.41
Institutional	per m ² of GFA	\$3.44

1.1 ACC KEY ELEMENTS

There are key elements within an ACC program that should be considered when determining rates. **Table ES-2** outlines the key elements, decisions, and supporting rationale used in this update. More information on these elements can be found throughout the report.

All aspects of the program are intended to align with the information outlined in the ACC Best Practices Guide and, where possible, the City's DCC program.

Table ES-2: Key Elements - ACCs

Key Element	ACC Program	Rationale	Aligns with ACC Best Practices Guide?
Time Horizon	25 Years	<ul style="list-style-type: none"> Aligns with capital plans, OCP and infrastructure planning studies Aligns with DCC Bylaw update 	✓
City-wide or area-specific charge	City-wide charge	<ul style="list-style-type: none"> ACC projects are components of City-wide services and amenities and therefore provide a City-wide benefit 	✓
Grant Assistance	None	<ul style="list-style-type: none"> No identified ACC projects include grant assistance 	✓
Developer Contribution	None	<ul style="list-style-type: none"> No identified ACC projects include a developer contribution 	✓
Financing	No	<ul style="list-style-type: none"> No identified ACC projects include financing 	✓
Benefit Factor	30%	<ul style="list-style-type: none"> Rule of Thumb <ul style="list-style-type: none"> 30% - Primarily benefits existing development but will also add amenity capacity that benefits and supports the future population of the community. 	✓
Municipal Assist Factor (MAF)	1%	<ul style="list-style-type: none"> A 1% municipal assist factor was selected by Council. 	✓
Units of Charge	Per lot, per dwelling unit, and per m ² Gross Floor Area (GFA)	<ul style="list-style-type: none"> Per lot or per dwelling unit for low density residential. Per dwelling unit for medium density and high density residential.. Per m² of Gross Floor Area (GFA) for commercial, industrial, and institutional uses as impact on infrastructure is expected to correlate most closely with floor space. 	✓
Economic Viability	Completed	<ul style="list-style-type: none"> The province requires that economic analysis be conducted to determine the economic impacts of ACCs on development. The City has completed economic analyses: <ul style="list-style-type: none"> Development Cost Charges for the City of Nanaimo Building Cost Breakdown 2000 – 2024 (KPMG) Development Feasibility Analysis DCC Update and ACC Bylaw (October 2025; Urban Systems) 	✓

2.0 INTRODUCTION AND PURPOSE

In 2024, the City of Nanaimo (City) initiated the process to develop an Amenity Cost Charge (ACC) bylaw, the *City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440*.

The City of Nanaimo does not currently collect ACCs. The ACC program has been created with the aim of capturing current growth trends and amenities needed to support growth.

As a new cost-recovery tool, many municipalities across B.C. are beginning to implement ACCs to support municipal financial sustainability. The advantages of implementing an ACC Bylaw are as follows:

- Provides certainty to the development community about amenity upgrade costs and what projects these costs will pay for;
- Ensures costs for future infrastructure are fairly distributed across the benefiting developments;
- Fosters fairness by ensuring the development community and existing property taxpayers share the costs of growth-related amenities; and,
- Minimizes financial risk by allowing the City to save for growth-related amenity costs.

The new ACC program will capture current infrastructure costs for capitalized amenities that are driven by growth. The proposed rates ensures that those who will use and benefit from City-provided amenities share the growth-related costs in a fair and equitable manner. Key drivers for the development of the City of Nanaimo ACC program include:

- Meeting the needs arising from future development and growth; and,
- Ensuring timely and transparent cost recovery on capitalized amenities.

The City's new ACC program aligns with the new DCC program; the development of both programs drew on capital planning, the Official Community Plan (City Plan), Integrated Action Plan, as well as conversations with key staff across various departments. Key inputs prepared and reviewed for the DCC program, such as growth projections and equivalencies, were carried over to the ACC program to ensure greater alignment and administrative ease.

Please note that the material provided in this report is meant for information only. The City's adopted ACC Bylaw should be referred to for rates and requirements.

3.0 LEGISLATIVE AND POLICY CONTEXT

3.1 LEGISLATIVE FRAMEWORKS AND PROVINCIAL REQUIREMENTS

The ACC project list was reviewed to ensure it meets the criteria set out in the *Local Government Act* and the Amenity Cost Charge Best Practices Guide (Guide). The Guide sets a framework for local governments to underpin the creation and implementation process for new ACC bylaws. The proposed rates in this report follow the structure of the guide to ensure consistency with best practices.

3.2 LOCAL GOVERNMENT POLICIES AND DOCUMENTS

As the City's ACC program and bylaw were developed, the following municipal documents were consulted:

- The Official Community Plan (OCP) – City Plan;

- The Integrated Action Plan (IAP);
- The Housing Needs Report (HNR); and,
- The existing (2017) and proposed (2025) DCC programs.

In addition to the above documents, staff were regularly consulted on the proposed program. These discussions supported program refinement and finalization.

4.0 ACC PROJECTS

4.1 ACC PROJECTS

All projects included in the ACC program are reflective of current hard costs (i.e., construction, materials) and were vetted for eligibility according to the Ministerial requirements for ACCs. Capital costs for projects are based on new project lists and include contingency and engineering allowances. A summary of the ACC project lists is included in **Table 1**; the comprehensive ACC project list is provided in **Appendix A**.

Table 1: ACC Project List Summary

Service	Project List Summary
Amenities	<ul style="list-style-type: none"> • Beban Park Improvements • Stadium District Improvements • South Gate Urban Centre - Community Centre
Note: The City of Nanaimo will own and control all projects in this ACC program.	

5.0 ASSUMPTIONS AND METHODOLOGIES

5.1 CALCULATION METHODOLOGY

5.1.1 COST ESTIMATES

The ACC program was prepared using architectural cost estimates from 2024 as follows:

- **Beban Park Improvements:** \$10,000/sq. m.
- **Stadium District Improvements:** \$6,456/sq. m. (new build), \$2,690/sq. m. (renovation), in addition to separate estimates for stadium amenities (e.g., scoreboard, seating)

The South Gate Urban Centre Community Centre was costed by Colliers as follows:

- **South Gate Urban Centre - Community Centre (Design and Development):** total cost estimate of \$122.65 M (Proposed South Gate Urban Centre Community Centre Order of Magnitude Cost Estimate – February 2024)

5.1.2 GROWTH PROJECTIONS

The same projections used for the City-wide DCC bylaw update were used to calculate the proposed ACC rates. These residential and non-residential projections outlined in **Table 2** were prepared using multiple sources and references, including:

Unit Projections

- City of Nanaimo. (2022). *City Plan: Nanaimo Reimagined. Population Growth Estimates (Geodatabase). “Residential Unit Projections – 2023.04.06.”* Provided: August 31, 2023 by City staff.

Other References

- Statistics Canada. (2022). *Census Profiles, 2016 and 2021 Census of Population*. Government of Canada
- City of Nanaimo. (2017-2022). *Building Statistics*; and,
- Conversations with staff across departments.

These references provided information on the expected population increase and related dwelling unit construction over a 20-year time frame (2020-2040). To ensure alignment with the proposed DCC program time frame of 25 years, these numbers were then extrapolated an additional 5 years. The projections were then refined through collaboration with staff as new and ongoing building permit applications were received. As a result, adjustments were made based to better reflect recent permit data and development trends.

Growth projections for commercial, industrial, and institutional (ICI) uses are based on:

- City of Nanaimo. (2022). *City Plan: Nanaimo Reimagined*;
- Colliers Strategy & Consulting Group. (2020). *City of Nanaimo Land Inventory and Capacity Analysis*; and,
- Conversations with staff across departments.

Non-residential projections were prepared by completing a review of historical building permit data provided by the City for the last 10 years, then adjusted to account for new and ongoing development applications in order to better reflect anticipated changes development over the next 25 years.

Table 2: ACC Growth Projections

Land Use	Unit(s) of Growth	25-Year Growth Projections
Low-Density Residential	lot or dwelling units	2,200
Medium-Density Residential	dwelling units	5,300
High-Density Residential	dwelling units	12,200
Commercial	m ² of gross floor area	95,300
Industrial	m ² of gross floor area	515,600
Institutional	m ² of gross floor area	95,300

5.1.3 EQUIVALENCIES

Different land uses have different impacts on infrastructure. To reflect these differences, equivalent units are used to allocate ACC costs across land uses.

The amenity equivalencies included below in **Table 3** are based on future service population and anticipated needs for future land use. They align with the equivalencies used to calculate the Parks DCCs, which are based on the City’s modelling work, past equivalencies, and growth trends.

Table 3: ACC Equivalent Units

Land Use Category	ACC Equivalency Factor
Low-Density Residential	3.380
Medium-Density Residential	2.300
High-Density Residential	1.400
Commercial	0.0022
Industrial	0.001
Institutional	0.002

5.2 ACC COSTS

5.2.1 CAPITAL COST ESTIMATES AND REVENUE PROJECTIONS

The total ACC Program Costs amount to **\$197.7 M**—of those costs, **\$58.7 M** are eligible for recovery through ACCs (i.e., paid by the development community). The City is responsible for funding the remaining **\$138.9 M (\$5.6 M/year)** through City revenues (e.g., property tax). This is a key consideration for Council when considering the City’s financial sustainability and the costs to developers and existing taxpayers. These costs are included in **Table 4**.

Table 4: Total Cost of Proposed ACC Program

Service	Program Inputs			Developer Responsibility	Municipal Responsibility	
	Total Capital Costs	Benefit Factor	Municipal Assist Factor	ACC Recoverable Program Costs	Municipal Costs	Annual Municipal Costs (25 y)
Amenities	\$197.7 M	30%	1%	\$58.7 M	\$138.9 M	\$5.6 M

5.2.2 INTEREST ON LONG-TERM DEBT

No interest on long-term debt is included in the ACC program.

5.3 BENEFIT ALLOCATIONS

As is also the case with DCCs, project benefit factors (or benefit allocations) for ACCs are used to determine to what extent a proposed project benefits future growth versus existing users and are determined on a project-by-project basis.

Some ACC projects may benefit the population at large, in which case the capital costs (or a portion of them) should be shared by the entire community. Other projects will only benefit new growth, in which case the new users benefiting from these services will pay most of the project costs.

The benefit factor of each ACC eligible project was evaluated using a rule of thumb approach based on anticipated population change as follows:

Rule of thumb: 30% – Primarily benefits existing development but will also add capacity that benefits and supports the future population of the community.

A summary of the benefit factor methodology is included in **Table 5**.

Table 5: Benefit Factor Methodology

Service	Benefit Allocation (Developer Responsibility)	Benefit Factor Methodology
Amenities	30%	<p>Rule of Thumb:</p> <ul style="list-style-type: none"> 30% - Primarily benefits existing development but will also add amenity capacity that benefits and supports the future population of the community.

5.4 MUNICIPAL ASSIST FACTOR

The City has opted for a 1% assist factor. When selecting this assist factor, Council considered the impact of the proposed rates on development viability, as well as amenity needs over the course of the proposed program’s time frame of 25 years. As a result, there will be no phase-in of the ACC rates in the initial years of program implementation.

5.5 DETAILED RATE ANALYSIS

ACC rates are determined by applying the key elements, growth projections, and equivalencies described earlier in this report to projects that are ACC eligible and expected to be built within the specified ACC timeframe.

Table 6 below summarizes the total proposed ACC rates for the City, along with each ACC program. The ACC calculations were based on a 1% assist factor for all categories.

Table 6: Total Proposed ACC Rates

Land Use	Unit	Total
Low-Density Residential	Per lot / unit	\$5,278.43
Medium-Density Residential	Per unit	\$3,591.83
High-Density Residential	Per unit	\$2,186.33
Commercial	Per m ² of GFA	\$3.44
Industrial	Per m ² of GFA	\$1.41
Institutional	Per m ² of GFA	\$3.44

**The ACC rates include a 1% Municipal Assist Factor*

6.0 CONSULTATION SUMMARY

Per the ACC Best Practices Guide, engaging with interested parties is required when developing or updating an ACC program.

In September 2025, the City posted information about the update along with a survey on its [Get Involved website](#). In addition to information about the proposed update, a survey was posted on the same page to provide interested parties with the opportunity to provide written feedback.

An in-person open house for the City's DCC update and ACC program development was held on October 9, 2025 at the Beban Park Social Centre from 4:00-7:00pm. The open house was open to all members of the public and advertised on the City's social media pages. An advertisement was also placed in the City's local newspaper, the Nanaimo Bulletin. Direct invitations were also emailed out by the City to those who have recently submitted development applications. There were 52 attendees, in addition to staff and consultants on the project team. Attendees included architects, members of the development community, realtors, consultants, residents, business owners, and building designers.

Attendees were able to walk around the space and learn about the proposed programs. The project team was available throughout the evening to answer any questions.

General themes from the feedback received at the open house and through the survey included:

- Inquiries about charges for detached secondary suites (Secondary Suites within an Accessory Building) and the potential disincentivizing of this particular development type;
- Interest in increasing the Building Permit exemption value from \$50,000 to a higher amount;
- Concerns about housing affordability and the impact of the proposed rates on development viability;
- Inquiries about economic analysis conducted for this project, including scope and timing;
- Concerns about processing times for permits;
- Concern about introduction of a new rate;
- Interest in 'phasing in' the DCC and ACC through annual decreases to the Municipal Assist Factor; and,
- Questions about differences between DCCs and ACCs and the scale at which they operate.

To gather additional feedback from interested parties, the public, and those unable to attend the in-person open house in October 2025, an online survey was developed and hosted on the City's Get Involved webpage from September 22, 2025 to October 24, 2025. There were 62 individual responses to the survey, which focused on gathering feedback regarding specific elements of the proposed ACC program.

The survey was 8 questions long and included an opportunity to provide comments, questions, and feedback through an open-ended survey question. 62 individual responses were received. Key themes from the survey results included:

Housing Affordability and Development Barriers

Many survey respondents expressed concern that increasing development costs will worsen the housing unaffordability crisis and ultimately discourage or stall new construction, particularly single-family homes and small-scale projects. Respondents noted the impacts of the proposed DCCs and ACCs, as well as new building code requirements.

Financial Transparency and Fiscal Responsibility

Concern was raised over the need to control spending, improve operational efficiency, and for the City to prioritize essential infrastructure maintenance before raising fees or taxes.

Strategic Growth and Regional Equity

There is an interest in aligning rates with OCP designations (i.e., incentivizing development in transit corridors and service-ready areas). Similarly, feedback included suggestions to vary fees by region and discourage sprawl by charging more for remote developments.

Concerns were also expressed by respondents about how the current policies may make Nanaimo a less competitive place to build when compared to other municipalities.

Phasing of Fees and Implementation Suggestions

Many respondents voiced concern about a sudden increase in fees, with many advocating for gradual implementation (or a 'phase-in' of DCCs and ACCs) over a period of several years. There were also requests for relief for in-stream projects and an interest in seeing fee payments delayed until after construction to ease up-front costs.

Respondents also offered suggestions on making development charges more flexible and responsive to planning goals, such as by tailoring DCC rates by region to encourage growth in Transit-Oriented Areas, or aligning charges with the Official Community Plan (OCP).

Equity and Fairness

Concerns were raised over the proposed programs, which favour large developers and existing homeowners. Additional feedback was mixed, with some respondents desiring to see an increase to general taxation, rather than new development, to promote fairness. Conversely, some respondents expressed a desire for developers to fund all growth-related projects.

Respondents also suggested eliminating exemptions for certain groups (e.g., places of worship) to ensure all developments contribute to infrastructure costs.

Process Management and Public Engagement

Respondents expressed frustration with slow permit approval timelines and inefficient rezoning processes, which can be costly. Respondents also wished to see more opportunities for democratic input on City decisions to ensure fee structures reflect community priorities.

An engagement summary, along with additional consultation materials, is available in **Appendix C**.

7.0 ACC IMPLEMENTATION

7.1 FINANCIAL FEASIBILITY

As outlined in the *LGA* and ACC Best Practices Guide, local governments are required to consider whether ACCs will deter development and discourage the construction of reasonably priced housing or the provision of reasonably priced serviced land.

The extent of the analysis can vary based on several factors, including the magnitude of the proposed charges, the local housing market, and land supply conditions.

Per Council direction, the City has completed two economic analyses: one by KPMG, and one by Urban Systems. These analyses, which assessed financial feasibility for development in the region through proformas on a variety of different housing typologies in areas around the City, indicate that the proposed fees have a modest impact (~1-3%) on development viability, which is largely affected by other, market- and economic-driven factors (i.e., current land, financing, and construction costs).

7.2 BYLAW EXEMPTIONS

As per s. 570.4 of the *LGA*, an amenity cost charge is not payable if any of the following apply at the time of application for a building permit:

- No increase in the population of residents or workers is expected to result from the development;
- An ACC in respect of a particular amenity is not payable if an ACC in respect of that amenity has previously been paid for the same development, unless further development is expected to result in an increase in the population of residents or workers;
- An ACC is not payable in relation to affordable and special needs housing units that are required under an affordable and special needs housing zoning bylaw as defined under section 478.1 and 482.7 of the *LGA*;
- Units created through Inclusionary Zoning bylaws;
- The development falls within a class of rental units, supportive housing, cooperative housing, transitional housing, or emergency shelters as prescribed by regulation; or,
- The building permit authorizes the construction, alteration, or extension of a building or part of a building that is, or will be, after the construction, alteration, or extension, exempt from taxation under section 220(1)(h) or 224(2)(f) of the *Community Charter*;
- The *LGA* or any regulations thereunder provide that no ACC is payable.

7.3 COLLECTION OF CHARGES – BUILDING PERMIT AND SUBDIVISION

The *LGA* allows for ACCs to be collected at one of two times:

1. Subdivision approval; or,
2. Issuance of a building permit.

Of these two collection times, subdivision approval occurs earlier.

Local governments should consider the timing of amenity construction, along with the potential impacts of collection time on cash flow. For administrative simplicity, it is recommended that municipalities align ACC collection times with those set for DCCs.

7.4 COLLECTION OF ACCs ON REDEVELOPED OR EXPANDED DEVELOPMENTS

Collection of ACCs in cases of redevelopment or expansion will follow the precedent set by DCC collection where a credit is provided for the existing development, ACCs would only apply to any additional floor space added.

7.5 IN-STREAM PROTECTION AND PHASE-IN OF ACC RATES

The City of Nanaimo will follow the *ACC Best Practice Guides* and the *Local Government Act (LGA)* requirements for in-stream protection when implementing the ACC rates. For more information, see **s. 511, s. 568**, and **s. 570.91** of the *LGA*.

7.6 REBATES AND CREDITS

The City should establish a practice to guide staff in the collection of ACCs and the use of ACC credits. Policies for ACC credits, rebates and latecomer agreements are often drafted to assist staff with development financing.

7.7 ACC MONITORING AND ACCOUNTING

To monitor the ACC Program, the City should enter all the projects contained in the ACC program into a tracking system. The tracking system would monitor the status of the project from the conceptual stage through to its final construction. The tracking system would include information about the estimated costs, the actual construction costs, and the funding sources for the projects. The construction costs would be based on the tender prices received, and the land costs based on the actual price of utility areas and or other land and improvements required for servicing purposes. The tracking system would indicate when projects are completed, their actual costs, and would include new projects that are added to the program.

As part of the creation of an ACC program, s. 570.8 of the *LGA* requires that the City deposit ACCs into a statutory reserve fund established by separate bylaw.

7.8 ACC REVIEWS

As ACC reviews and updates do not require Ministry approval, the program may be updated as needed. However, it is recommended to complete ACC bylaw updates in tandem or with consideration with DCC updates, financial planning, OCP, Housing Needs Report, or Zoning Bylaw updates to support efficiency and greater alignment. Regular updates can prevent sudden rate increases, which may affect development viability.

APPENDIX A: DEVELOPMENT PROJECTIONS



**CITY OF NANAIMO
DEVELOPMENT FORECAST
DCC AND ACC PROGRAMS**

Final Projections

Final 25-Year Growth Scenario	Unit	Total New Units	Total New Units	Total New Units
Notes		Area-specific combined (rounded; DCC ONLY)	City-wide combined	City-wide combined (rounded; DCC and ACC)
Low-Density Residential	Per unit	850	2,160	2,200
Medium-Density Residential	Per unit	2,280	5,326	5,300
High-Density Residential	Per unit	830	12,218	12,200
All Residential (Total)	Per unit	3,960	19,704	19,700
Commercial/Institutional	Per m2 Gross Floor Area (GFA)	6,800	190,600	190,600
Industrial	Per m2	15,600	515,625	515,600
ICI (Total)	Per m2	22,400	706,225	706,200

Split evenly between commercial and institutional (95,300 sq.m. each for City-wide; 3,400 each for Area-specific)

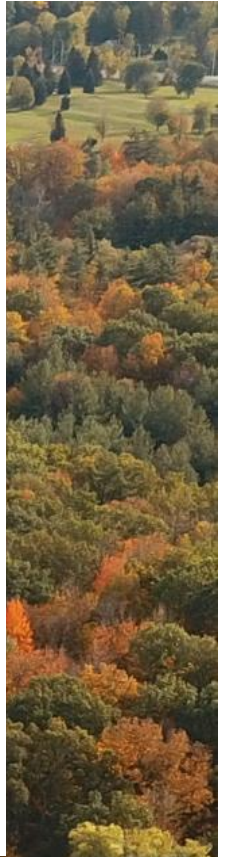
NOTES AND ASSUMPTIONS

- The projections are based on the 2021-2046 growth analysis (the Colliers Land Inventory and Capacity Analysis memo follows a time horizon up to 2046) and applies a 25-year planning horizon from the date of DCC/ACC Bylaw adoption.
- Nanaimo's growth is projected to increase between 0.86% and 1.4% (Colliers projects 1.4%) per year until 2046 (1,070 people). By 2046, there is expected to be a total housing growth rate of 38%
- Growth units for Small Lot Single Family Dwelling are based on the "other ground-oriented" category from the housing projections provided by Nanaimo
- Assumed that 60% of homes in Nanaimo have secondary suites
- Additional institutional inflation factor (20,000 sq.m.) incorporated into commercial and estimated based on 6 hectares of vacant developable institutional land as identified in the Colliers report (Land Inventory and Capacity Analysis, 2020), with the assumption of ~6500m2 of development per developed hectare assuming a similar development demand is commercial uses at approximately 50% (i.e., 3 of 6 hectares developed in the next 20 years)

Sources & References

- City of Nanaimo. (2023). City Plan: Nanaimo ReImagined. Population Growth Estimates (Geodatabase). "Residential Unit Projections – 2023.04.06." Provided: August 31, 2023 by City staff.
- Statistics Canada. (2022). Census Profile, 2021 Census of Population. Government of Canada;
- Statistics Canada. (2022). Census Profile, 2016 Census of Population. Government of Canada;
- City of Nanaimo. (2022). City Plan: Nanaimo ReImagined;
- Colliers Strategy & Consulting Group (2020). City of Nanaimo Land Inventory and Capacity Analysis;
- City of Nanaimo. (2022). City Plan Population Growth Estimates (Geodatabase);
- Conversations with staff across departments.

APPENDIX B:
COST AND RATE CALCULATIONS



**CITY OF NANAIMO
ACC PROGRAM**

ACC Project List ID (2025)	Project Name	Description/Extent	Cost Estimate w/ cont.	Benefit Factor %	Benefit to New Development	Municipal Assist Factor 1%	ACC Recoverable	Total Municipal Responsibility
A-1	Beban Park Improvements	Two multi-purpose buildings for recreation use, and a sports field.	\$ 60,000,000	30%	\$ 18,000,000	\$ 180,000	\$ 17,820,000	\$ 42,180,000
A-2	South Gate Urban Centre - Community Centre	Design and development of a Community Wellness Facility in the South Gate Secondary Urban Centre that integrates recreation, health, culture, and community service components	\$ 122,650,000	30%	\$ 36,795,000	\$ 367,950	\$ 36,427,050	\$ 86,222,950
A-3	Stadium District Improvements	Upgrades and expansions in the Stadium District (i.e., two amenity buildings)	\$ 15,000,000	30%	\$ 4,500,000	\$ 45,000	\$ 4,455,000	\$ 10,545,000
TOTALS			\$ 197,650,000		\$ 59,295,000	\$ 592,950	\$ 58,702,050	\$ 138,947,950

**CITY OF NANAIMO
ACC RATE CALCULATION**

Land Use	Col. (1)	Col. (2)	Col. (3)	Col. (4) = (1) x (3)	Col. (5) = (4) / (a)
	Estimated New Development	Unit	Person per unit (residential)	Multiple	% Population Equivalent
Low Density Residential	2,200	Dwelling Unit/ Lot	3.380	7,436	20%
Medium Density Residential	5,300	Dwelling Unit	2.300	12,190	32%
High Density Residential	12,200	Dwelling Unit	1.400	17,080	45%
Commercial	95,300	m2 Gross Floor Area	0.002	210	1%
Industrial	515,600	m2 Gross Floor Area	0.001	464	1%
Institutional	95,300	m2 Gross Floor Area	0.002	210	1%
			Total Equivalent Population	37,589 (a)	100%
B: Unit ACC Calculation					
Net Amenities ACC Program Recoverable		\$58,702,050	(b)		
Existing ACC Reserve Monies		\$0	(c)		
Net Amount to be Paid by ACCs		\$58,702,050	(d) = (b) - (c)		
ACC per Person		\$1,561.67	(e) = (d) / (a)		
C: Resulting ACCs					ACC Revenue Estimates
Low Density Residential		\$5,278.43	Per Dwelling Unit/ Lot	(e) x Col. (3)	\$11,612,553
Medium Density Residential		\$3,591.83	Per Dwelling Unit	(e) x Col. (3)	\$19,036,716
High Density Residential		\$2,186.33	Per Dwelling Unit	(e) x Col. (3)	\$26,673,266
Commercial		\$3.44	Per m2 Gross Floor Area	(e) x Col. (3)	\$327,419
Industrial		\$1.41	Per m2 Gross Floor Area	(e) x Col. (3)	\$724,676
Institutional		\$3.44	Per m2 Gross Floor Area	(e) x Col. (3)	\$327,419



APPENDIX C: CONSULTATION MATERIALS AND RECORD

Link to Appendix C section:

<https://www.nanaimo.ca/your-government/projects/amenity-cost-charge-bylaw-project>

ATTACHMENT C

CITY OF NANAIMO

BYLAW NO.7440

A BYLAW TO IMPOSE AMENITY COST CHARGES

WHEREAS pursuant to the *Local Government Act*, the Council of the City of Nanaimo may, by Bylaw, impose amenity cost charges;

AND WHEREAS amenity cost charges may be imposed for the purpose of providing funds to assist the municipality in paying the capital costs of providing, constructing, altering, or expanding a facility or feature (amenity) that provides social, cultural, heritage, recreational or environmental benefits to a community and service, directly or indirectly, the development for which the charges are imposed;

AND WHEREAS Council has considered the charges imposed by this Bylaw in relation to future land use patterns and development, the phasing of works and services and the provision of park land described in the Official Community Plan (City Plan), expected increases in population growth of residents and workers, the Financial Plan, and how development designed to result in a low environmental impact may affect the capital costs of facilities or features;

AND WHEREAS in the opinion of the Council, the charges imposed by this Bylaw are related to capital costs attributable to projects included in the municipality's financial plan and long-term capital plans, and to capital projects consistent with the Official Community Plan (City Plan).

NOW THEREFORE, the Council of the City of Nanaimo, in open meeting assembled, enacts as follows:

1. Title

This Bylaw may be cited as "City of Nanaimo Amenity Cost Charges Bylaw 2026, No. 7440".

2. Definitions and Interpretation

2.1 In the event of a conflict with any term of this Bylaw with the provisions of the *Local Government Act* authorizing the imposition of amenity cost charges, this Bylaw is to be interpreted so that it is consistent with the authority set out in the *Local Government Act*.

2.2 For the purposes of this Bylaw, the words or phrases that are not defined in this section shall have the meaning assigned to them in the Zoning Bylaw.

2.3 In this Bylaw:

"BUILDING"	means a Structure which is used or intended to be used for the support, enclosure, and/or shelter of persons, animals, or property.
"BUILDING PERMIT"	means a permit authorizing the Construction, alteration, or extension of a Building or Structure.
"CAMPGROUND"	means the use of land for providing the temporary accommodation of persons for vacation or recreational purposes in recreational vehicles or tents; but excludes Mobile Home Parks.
"CITY"	means the City of Nanaimo.
"COMMERCIAL"	means any use of land or Buildings for any Commercial use, including, but not limited to: retail, tourist accommodation, restaurant, office, personal or professional service, or recreation or entertainment.
"CONSTRUCTION"	includes building, erection, installation, repair, alteration, addition, enlargement, moving, relocating, reconstruction, demolition, removal, excavation, or shoring requiring a Building Permit.
"DUPLEX"	means a Structure containing two (2) Dwelling Units within one (1) Building located on a single Lot and which is used or intended to be used as the residences for two (2) households.
"DWELLING UNIT"	means one or more habitable rooms, consisting of a self-contained unit used for residential purposes by a household, with a separate entrance and containing a cooking facility.
"GROSS FLOOR AREA" OR "GFA"	means the Gross Floor Area of a Building or Structure calculated to the outside of the exterior walls, including floor areas over 1.8 metres in height, canopies with an occupancy or use, and parking Structures as the principal use, with the following exemptions: stairwells and elevators exceeding one floor only, gas canopies and parking portions of a Structure.
"HIGH DENSITY RESIDENTIAL"	means a residential Building that is used or designed where three (3) or more self-contained Dwelling Units are accessible via a common hallway or corridor and shared entrance facilities (e.g., apartments).
"INDUSTRIAL"	means any Industrial use of land or Buildings, including, but not limited to uses related to the co-generation, manufacturing, processing, assembling, fabricating, servicing, testing, repair, storing, transporting, warehousing, or distributing of goods, materials, or things, or wholesaling provided that the merchandise being sold is distributed from the Lot.

“INSTITUTIONAL”	means the Institutional use of land or Buildings including, but not limited to, use for a school, hospital, correctional facility, or for a care facility including a senior’s care residence where a minimum of 20 percent of the floor area of all Buildings located on the Lot are operated under a license issued pursuant to the <i>Community Care and Assisted Living Act</i> or any enactments that replace it.
“LOT”	means any Parcel, block, or other area in which land is held or into which it is Subdivided whether under the <i>Land Title Act</i> or the Bare Land Strata Regulations under the <i>Strata Property Act</i> and includes a water Lot, but does not include a phased Subdivision boundary nor an air space Parcel.
“LOW DENSITY RESIDENTIAL”	means two (2) or fewer Dwelling Units on a Lot, where each may contain a Secondary Suite consistent with the provisions of the British Columbia Building Code.
“MEDIUM DENSITY RESIDENTIAL”	means a residential Building used or designed where there are three (3) or more self-contained Dwelling Units on a Lot, each having direct access to the outside whether via exterior staircase or at grade level (e.g., townhouse). Also includes Row Houses, Secondary Suites, Secondary Suites within Accessory Buildings, Campgrounds, Recreational Vehicle Parks, or Mobile Home Parks.
"MOBILE HOME"	means a Dwelling Unit built in an enclosed factory environment in one (1) or more sections, intended to be occupied in a place other than that of its manufacture, and includes Mobile Homes and modular homes that are either completely self-contained, or Mobile Homes that are incomplete and are assembled outside of the place their manufacture.
"MOBILE HOME PARK"	means a use of land, carried out in accordance with the Zoning Bylaw, for the purpose of providing pads for the accommodation of two (2) or more Mobile Homes.
“PARCEL”	means any Lot, block or other area in which land is held or into which it is Subdivided but does not include a highway.
“RECREATIONAL VEHICLE PARK”	means a site intended for the temporary or permanent accommodation of persons in recreational vehicles or park model trailers, and excludes a Mobile Home Park or Campground, but may include an accessory laundry facility, washroom and shower facility, convenience store, office, storage area, and recreational facilities provided such uses are limited to the occupants of the Recreational Vehicle Park.
“ROW HOUSE”	means two (2) or more Dwelling Units which share a common party wall or are otherwise connected at the side yard lot line.

“SECONDARY SUITE”	means one (1) or more habitable rooms, but not more than three (3) bedrooms and one (1) cooking facility, constituting a self-contained unit with a separate entrance, but which is clearly subordinate to the principal dwelling for residential accommodation.
“SECONDARY SUITE WITHIN AN ACCESSORY BUILDING”	means a Secondary Suite within an Accessory Building attached to a foundation, used or designed as a self-contained, detached Dwelling Unit located on a Lot with a Single Residential Dwelling and does not include a strata Lot.
“SINGLE RESIDENTIAL DWELLING”	means a Building, consisting of one (1) Dwelling Unit, used or intended to be used as the residence of one household, and which Building may include one attached Secondary Suite.
“STRUCTURE”	means anything constructed, placed, or erected on land.
“SUBDIVISION”	means a division of land as defined in the <i>Land Title Act</i> and a bare land Subdivision as defined in the <i>Strata Property Act</i> or any subsequent Act or Acts which may be enacted in substitution therefore.
“ZONING BYLAW”	means the <i>City of Nanaimo Zoning Bylaw 2011 No. 4500</i> , as amended, or repealed and replaced from time to time.

3. Amenity Cost Charges

3.1 Pursuant to section 570.2(1) of the *Local Government Act* for the purpose of providing funds to assist the City in paying the capital costs of providing, Constructing, altering or expanding the amenities set out in Schedule “B” to this Bylaw to service, directly or indirectly, the development and the increased population of residents or workers that results from the development for which the charge is being imposed, the amenity cost charges set out in Schedule “A”, attached hereto and forming part of this Bylaw, are hereby imposed on every person who obtains:

- (a) approval of a Subdivision of land under the *Land Title Act* or the *Strata Property Act*, that results in two or more Parcels on which the Zoning Bylaw permits the Construction of Low Density Residential;
- (b) approval of a Building Permit authorizing the Construction of Low Density Residential on an existing Parcel; or
- (c) approval of a Building Permit authorizing the Construction of Medium Density Residential, High Density Residential, Commercial, Industrial, or Institutional;

and the amenity cost charge shall be paid upon approval of a Subdivision or issuance of a Building Permit, as the case may be.

4. Calculation of Applicable Charges

- 4.1 The amount of amenity cost charges payable in relation to a particular development shall be calculated using the applicable charges set out in Schedule "A" of this Bylaw.
- 4.2 Where a type of development is not specifically identified in Schedule "A" the amount of amenity cost charges to be paid to the City shall be equal to the amenity cost charges that are payable for the most comparable type of development.
- 4.3 The amount of amenity cost charges payable in relation to mixed-use type of development shall be calculated separately for each portion of the development, in accordance with Schedule "A", based on the mix of uses included in the Building Permit application and the total amenity cost charges payable shall be the sum of the charges payable for each type.
- 4.4 In the case of a Building Permit for a Mobile Home Park, amenity cost charges are calculated by multiplying the total amenity cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "A", by the number of Mobile Home pads to be constructed.
- 4.5 In the case of a Building Permit for a Campground, amenity cost charges are calculated by multiplying the total amenity cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "A", by the number of Campground sites to be constructed.
- 4.6 In the case of a Building Permit for a Recreational Vehicle Park, amenity cost charges are calculated by multiplying the total amenity cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "A", by the number of Recreational Vehicle Park sites to be constructed.

5. Exemptions

- 5.1 Despite any other provision of this Bylaw, an amenity cost charge is not payable in relation to a Building Permit that authorizes the Construction, alteration or extension of a building or part of a building that is, or will be, after the Construction, alteration or extension, exempt from taxation under section 220(1)(h) or 224(2)(f) of the *Community Charter*;
- 5.2 Despite any other provision of this Bylaw, an amenity cost charge is not payable:
 - (a) in relation to affordable and special needs housing units that are required under an affordable and special needs housing zoning bylaw as defined under section 478.1 of the *Local Government Act*;
 - (b) if no increase in the population of residents or workers is expected to result from the development;
 - (c) in respect of a particular amenity, if an amenity cost charge in respect of that amenity has previously been paid for the same development, unless further development is expected to result in an increase in the population of residents or workers;
 - (d) in respect of a capital cost for which a development cost charge may be imposed;

- (e) in relation to a development for any class of affordable housing prescribed by regulation; or,
- (f) the *Local Government Act* or any regulations thereunder provide that no amenity cost charge is payable.

6. Effective Date

6.1 This Bylaw shall come into force and effect on January 1st, 2029.

7. Severability

7.1 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the Bylaw remains valid.

PASSED FIRST READING: _____
PASSED SECOND READING: _____
PASSED THIRD READING: _____
ADOPTED: _____

MAYOR

CORPORATE OFFICER

SCHEDULE "A"
AMENITY COST CHARGES

	Unit	ACC
Low Density Residential	Per lot / dwelling unit	\$5,278.43
Medium Density Residential	Per dwelling unit	\$3,591.83
High Density Residential	Per dwelling unit	\$2,186.33
Commercial	Per square metre of gross floor area (GFA)	\$3.44
Industrial	Per square metre of GFA	\$1.41
Institutional	Per square metre of GFA	\$3.44

SCHEDULE "B"
LIST OF AMENITIES

1. Beban Park Improvements
2. South Gate Urban Centre – Community Centre
3. Stadium District Improvements

FOR: COUNCIL MEETING
MEETING DATE: April 20, 2026
DEPARTMENT: FINANCE
SUBJECT: **AMENITY COST CHARGE RESERVE FUND BYLAW**

OVERVIEW

Purpose of Report

To introduce “Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445” for first, second and third readings. |

Recommendation

1. That “Amenity Cost Charge Reserve Fund Bylaw 2026 No.7445” (To establish an Amenity Cost Charge Reserve Fund) pass first reading;
2. That “Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445” pass second reading; and
3. That “Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445” pass third reading.

BACKGROUND

In Fall 2023, the Province introduced Bill 46 – Housing Statutes (Development Financing) Amendment Act, 2023 (Bill 46), which provides local governments with the authority to establish Amenity Cost Charge (ACC) bylaws. ACC’s enable municipalities to recover a portion of the capital costs associated with amenities that provide social, cultural, heritage, recreational, or environmental benefits to a community. Eligible amenities must benefit current and future users and be necessitated by growth.

An ACC bylaw will allow the City to impose charges at the time of subdivision approval or building permit issuance to help fund the capital costs of eligible community amenities. |

DISCUSSION

Pursuant to section 570.8 of the *Local Government Act*, local governments are required to deposit ACCs into dedicated reserve funds established by bylaw for each area where the charges are collected. This requirement enhances transparency and accountability in the management of ACC funds.

Reserve fund balances, including accrued interest, may be used only for the following purposes:

- Covering the capital costs of providing, constructing, altering, or expanding the amenities identified in the ACC bylaw;
- Paying the principal and interest on debt incurred to finance eligible capital expenditures; and

- Reimbursing an applicant subject to an ACC for some or all of the eligible capital costs they have incurred in completing a project, provided the project was undertaken through a partnering agreement.

All expenditures from ACC reserve funds must be authorized by bylaw.

At the 2025-FEB-23 Governance and Priorities Committee meeting, the Committee recommended that Council direct Staff to proceed with the preparation of an ACC Reserve Fund Bylaw. This reserve fund is required to support “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440” that will be considered for adoption in 2026, with an implementation date of January 2029. |

COMMUNICATION AND COMMUNITY ENGAGEMENT

This initiative does not require statutory notification and does not include new community engagement activities. Public engagement was conducted previously as part of the development of the ACC bylaw. |

ALIGNMENT WITH CITY PLAN

The report is aligned with the following City goals:

- A Green Nanaimo: Resilient and Regenerative Ecosystems
- A Connected Nanaimo: Equitable Access and Mobility
- A Healthy Nanaimo: Community Wellbeing and Livability
 - C3.6 Recreation, Culture & Wellness
- An Empowered Nanaimo: Reconciliation, Representation and Inclusion
- A Prosperous Nanaimo: Thriving and Resilient Economy |

ALIGNMENT WITH COUNCIL’S STRATEGIC PRIORITIES

The report is aligned with the following Council Strategic Framework priorities:

- Implementing City Plan Action Plans and Key City Management Plans
- Social, Health and Public Safety Challenges
- Maintaining and Growing Current Services
- Capital Projects
- Communicating with the Community
- Governance and Corporate Excellence

NEXT STEPS

The City’s Reserve Policy will be updated to include the new reserve. |

OPTIONS

1. That “Amenity Cost Charge Reserve Fund Bylaw 2026 No.7445” (To establish an Amenity Cost Charge Reserve Fund) pass first reading;

That “Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445” pass second reading; and

That “Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445” pass third reading.

- The advantages of this option: Creation of the reserve ensures the City’s in compliance with the *Local Government Act*.
- Financial Implications: Funding generated under the new Amenity Cost Charge (ACC) Bylaw, once adopted, will be deposited into the Amenity Cost Charge reserve fund and allocated to eligible projects included on the approved Amenity Cost Charge Bylaw project list.

2. That Council table the report and request more information from staff.

KEY MESSAGES

- ACCs help fund growth-related community amenities by recovering a portion of capital costs through development at subdivision or building permit stage.
- ACC revenues must be managed in dedicated reserve funds, with spending restricted to eligible capital purposes and authorized by bylaw.
- An ACC Reserve Fund Bylaw is required to implement the City’s ACC framework and support the ACC bylaw.

ATTACHMENTS

ATTACHMENT A: “Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445” |

Authored by:

Wendy Fulla
Director, Finance

Concurrence by:

Lisa Brinkman
Manager Community Planning/Acting
Manager Sustainability

Jeremy Holm
Director, Planning & Development

Sheila Gurrie
Director, Legislative Services

Laura Mercer
General Manager, Corporate Services

ATTACHMENT A

CITY OF NANAIMO

BYLAW NO. 7445

A BYLAW AUTHORIZING THE CITY OF NANAIMO TO ESTABLISH THE AMENITY COST
CHARGE RESERVE FUND

WHEREAS the City of Nanaimo wishes to establish a reserve fund for the purposes of segregating amenity cost charges paid to the City of Nanaimo, as per the "City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440";

AND WHEREAS Section 188 of the *Community Charter* authorizes Council to establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund;

AND WHEREAS money in this reserve fund, and interest earned on it, must be used in accordance with section 570.8(2) of the *Local Government Act*

THEREFORE BE IT RESOLVED that the Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title:

This Bylaw may be cited as "Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445".

2. Administration

2.1 Money in this reserve fund, and interest earned on it, must only be used for the following:

- (a) to fund expenditures for projects identified in the "City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440";
- (b) to pay principal and interest on a debt incurred by the City as a result of an expenditure under 2.1(a);
- (c) to pay a person subject to an amenity cost charge some or all of the capital costs the person incurred in completing a project described in section 2.1(a) if:
 - (i) The project was completed under an agreement referred to in section 570.9(1) of the *Local Government Act* between the person and the City, and
 - (ii) The project is included in the calculations used to determine the amount of that amenity cost charge.

2.2 Funds received from the "City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440" shall be placed in this reserve.

3. Effective Date

This bylaw shall take effect upon adoption of this bylaw.

PASSED FIRST READING: _____
PASSED SECOND READING: _____
PASSED THIRD READING: _____
ADOPTED: _____

MAYOR

CORPORATE OFFICER

FOR: COUNCIL
MEETING DATE: April 20, 2026
DEPARTMENT: PLANNING & DEVELOPMENT
SUBJECT: **DEVELOPMENT COST CHARGE REDUCTION BYLAW**

OVERVIEW

Purpose of Report

To present the “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449” for Council consideration of first, second, and third reading. |

Recommendation

1. That “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449” (to offer a 50% DCC reduction for not-for-profit rental housing and supportive housing) pass first reading;
2. That “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449” pass second reading; and,
3. That “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449” pass third reading.

BACKGROUND

At the 2026-APR-13 meeting Council directed Staff to proceed with a Development Cost Charge (DCC) Reduction Bylaw with a 50% DCC reduction for not-for-profit rental and supportive housing units. Offering incentives for non-market housing is important because the City’s *2024 Interim Housing Needs Report* estimates that Nanaimo will need 12,962 new housing units between 2021-2031 (10-years), with 7,001 (54%) of the units needing to be non-market housing units. Also, the Official Community Plan (City Plan) policy C3.2.6 states the City should consider providing DCC reductions to provide incentives for affordable housing. The proposed new DCC Reduction Bylaw No. 7449 offers a similar reduction to the current Development Cost Charge Bylaw No. 7252, however with updated eligibility criteria for not-for-profit rental and supportive housing units. |

DISCUSSION

The “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449” proposes to reduce DCCs by 50% for each not-for-profit rental dwelling unit and supportive housing unit that meets the following eligibility criteria:

- The not-for-profit rental dwelling unit or supportive housing unit must be owned or leased by a government agency or a registered non-profit society.
- The not-for-profit rental dwelling unit or supportive housing unit must be rented for a monthly rate that is less than the current average market rent rate (for a comparable size unit) published by the Canada Mortgage and Housing Corporation for the City of Nanaimo.
- An operating agreement must be in place to manage the not-for-profit rental dwelling unit and supportive housing unit, and the agreement must be with a government agency or registered non-profit society.
- The commitment to the not-for-profit rental dwelling unit and supportive housing unit, must be for a minimum of sixty (60) years.
- A covenant under section 219 of the Land Title Act, and a housing agreement under section 483 of the Local Government Act, must be registered on the title of the land, and must have conditions to secure the eligibility criteria listed above.

Staff will introduce an application process such that all those who are seeking a DCC reduction must apply to the City and provide evidence that they meet the eligibility criteria. Additionally, Staff will monitor established housing agreements to ensure the long-term protection of non-market housing units.

COMMUNICATION AND COMMUNITY ENGAGEMENT

To inform the “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449”, Staff have reviewed:

- i) the public input received during the fall 2025 DCC engagement process, and have conducted interviews with non-profit housing providers;
- ii) DCC waiver and reduction programs from other municipalities; and,
- iii) the Provincial DCC Best Practices Guide published in March 2025.

ALIGNMENT WITH CITY PLAN

The report is aligned with the following City goals:

- A Green Nanaimo: Resilient and Regenerative Ecosystems
- A Connected Nanaimo: Equitable Access and Mobility
- A Healthy Nanaimo: Community Wellbeing and Livability
 - C3.2 Affordable Housing (C3.2.6)

- An Empowered Nanaimo: Reconciliation, Representation and Inclusion
 A Prosperous Nanaimo: Thriving and Resilient Economy

ALIGNMENT WITH COUNCIL'S STRATEGIC PRIORITIES

The report is aligned with the following Council Strategic Framework priorities:

- Implementing City Plan Action Plans and Key City Management Plans
- Social, Health and Public Safety Challenges
- Maintaining and Growing Current Services
- Capital Projects
- Communicating with the Community
- Governance and Corporate Excellence

NEXT STEPS

It is recommended that Council pass first, second and third reading of "City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449". To ensure that a 50% DCC reduction is offered with the City's proposed new DCC program, Bylaw No. 7449 will be presented to Council for consideration of final reading at the same time that the current "Development Cost Charge Bylaw 2017, No. 7252" is repealed, and the new DCC Bylaws are adopted.

OPTIONS

i)

1. That "City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449" (to offer a 50% DCC reduction for not-for-profit rental housing and supportive housing) pass first reading;
2. That "City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449" pass second reading; and,
3. That "City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449" pass third reading.

- The advantages of this option: The City would continue to offer a DCC reduction for not-for-profit rental and supportive housing units.
- The disadvantages of this option: Supplementing the DCC reserve fund will be required. Council has directed that \$661,208 be allocated in 2026.
- Financial Implications: The program does not cap the number of units eligible for a reduction in any given year. In years with high demand, the value of DCC reductions could exceed the approved budget allocation, creating the risk of a budget deficit for that year.

ii) That Council provide alternate direction to Staff.

KEY MESSAGES

- Continuing to offer a 50% DCC reduction for not-for-profit rental housing and supportive housing provides an incentive for much needed non-market housing in the City.
- It is recommended that Council pass the first three readings of the “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449”, in conjunction with the City’s proposed new DCC program.

ATTACHMENTS

Attachment A - “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449”

Authored by:

Lisa Brinkman
Manager of Community Planning

Concurrence by:

Jeremy Holm
Director of Planning & Development

Bill Sims
General Manager of Engineering & Public Works

Laura Mercer
General Manager of Corporate Services

ATTACHMENT A

CITY OF NANAIMO

BYLAW NO.7449

DEVELOPMENT COST CHARGE REDUCTION BYLAW

WHEREAS pursuant to the *Local Government Act*, the Council of the City of Nanaimo may, by Bylaw, waive or reduce development cost charges for an eligible development;

NOW THEREFORE, the Council of the City of Nanaimo, in open meeting assembled, enacts as follows:

1. Title

This Bylaw may be cited as “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449”.

2. Definitions

2.1 For the purposes of this Bylaw, the words or phrases that are not defined in this section shall have the meaning assigned to them in the “City of Nanaimo Zoning Bylaw 2011 No. 4500” as amended or repealed and replaced from time to time.

2.2 In this Bylaw:

“SUPPORTIVE HOUSING UNIT”	means a unit of residential accommodation that will be provided to seniors, persons with disabilities, persons experiencing or at risk of homelessness, or other individuals who benefit from on-site supports and services.
---------------------------	--

3. Application

3.1 The charges imposed under the “City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438” and “South Nanaimo Area-Specific Transportation Development Cost Charge Bylaw 2026, No. 7439” are hereby reduced by fifty percent (50%) for each not-for-profit rental dwelling unit and supportive housing unit that clearly fulfills all of the following eligibility criteria:

- (a) The not-for-profit rental dwelling unit or supportive housing unit must be owned or leased by the Government of Canada, Government of British Columbia, or a not-for-profit society incorporated under the *Societies Act* or *Canadian Corporations Act*;
- (b) The not-for-profit rental dwelling unit or supportive housing unit must be rented for a monthly rate that is less than the current average market rent rate, for a comparable size unit, published by the Canada Mortgage and Housing Corporation (CMHC) for the City of Nanaimo;
- (c) An operating agreement must be in place to manage the not-for-profit rental dwelling unit and supportive housing unit, and the agreement must be with a government agency or registered not-for-profit society incorporated under the *Societies Act* or *Canadian Corporations Act*; and

(d) The commitment to the not-for-profit rental dwelling unit and supportive housing unit, must be for a minimum of sixty (60) years.

3.2 A covenant under section 219 of the *Land Title Act*, and a housing agreement under section 483 of the *Local Government Act*, must be registered on the title of the land, and must have conditions that ensure the not-for-profit rental unit and supportive housing unit meet the eligibility criteria in section 3.1.

4. Effective Date

This Bylaw shall come into force and effect on the date of adoption.

5. Severability

If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the Bylaw remains valid.

PASSED FIRST READING: _____
PASSED SECOND READING: _____
PASSED THIRD READING: _____
ADOPTED: _____

MAYOR

CORPORATE OFFICER

OVERVIEW**Purpose of Report**

To present for approval an Environmentally Sensitive Area Development Permit to facilitate an 11-lot subdivision at 270 Neen Road, including the construction of an emergency and pedestrian access crossing a watercourse.]

Recommendation

That Council issue Development Permit No. DP001402 to:

- (1) Permit the subdivision of 6 fee-simple lots where the minimum lot area is not achieved exclusive of the watercourse leave strip; and,
- (2) Permit construction of an emergency and pedestrian access across Morgan Creek within the watercourse setback, with associated variances as outlined in the “Proposed Variances” section of the Staff report dated [2026-APR-20] and vary the required watercourse setback from 15.0m to 0.0m.]

BACKGROUND

A development permit application (DP001402) was received from J.E. Anderson & Associates, on behalf of 1299144 B.C LTD, to facilitate an 11-lot fee-simple subdivision. The subject property, 270 Neen Road, is subject to three Development Permit Areas, including: DPA1 Environmentally Sensitive Area, DPA5 Wildfire Hazard, and DPA6 Steep Slopes. The subdivision is exempt from requiring a Wildfire Hazard Development Permit because a report has been submitted from a qualified professional that assesses the risk and provides recommendations to design and protect the proposed development from the wildfire interface hazard. The report will be registered on the titles of the affected parcels as a condition of the subdivision approval. A separate Steep Slopes Development Permit (DP001313) for the subdivision has been issued via delegated authority. A PLA has been issued for the subdivision (SUB01468) within the AR2 (Semi Rural) zone, which allows for two single residential dwellings on each lot.

Subject Property and Site Context

The subject property is located at the western boundary of the City of Nanaimo. It is bordered to the south by Westwood Lake Park and to the west by rural residential lands within the Regional District of Nanaimo; a mix of residential single-family and rural residential properties border the subject property to the north and east. A BC Hydro transmission line and right-of-way bisects the property generally north to south along the western extent of the parent parcel.]

DISCUSSION**Proposed Development**

The applicant proposes to subdivide the property into 11 fee-simple rural residential lots ranging in area from 1.0 to 2.37 ha, each permitting up to two single residential dwellings. Five of the proposed lots will be serviced by municipal water, and the remaining six will be serviced with private wells. All lots will have on-site septic systems that will be constructed at the time of building permit.

The subdivision requires an Environmentally Sensitive Area Development Permit for two conditions:

- (1) Lots being created by subdivision which do not meet the minimum lot area exclusive of the watercourse leave strip.
- (2) A variance to the required leave strip to facilitate construction of a watercourse crossing to provide emergency access and pedestrian connections.

(1) Minimum Lot Area Not Met Exclusive of Watercourse Leave Strip

A Development Permit is required for the proposed subdivision, as it does not qualify for the exemption under Section 18.1.6(k) of *City of Nanaimo Zoning Bylaw 2011 No. 4500* which requires, among other conditions, that minimum lot areas be achieved exclusive of watercourse leave strips. The AR2 (Semi Rural) zone does allow the area of the watercourse leave strips to be included in the minimum lot area for subdivision. Six of the eleven proposed lots do not meet the minimum lot area exclusive of watercourse leave strips; because the proposed lot areas were not increased to account for the watercourse leave strips, the subdivision does not meet the exemption criteria of DPA1 and therefore requires a Development Permit.

In the AR2 (Semi Rural) zone, the minimum lot area is 1.0 ha (10,000m²) for lots serviced by municipal water, and is 2.0 ha (20,000m²) for lots not serviced by a municipal water system. City Plan designates the future land use of the subject property as Semi-Rural Neighbourhood. City Plan Policy D4.5.45 prohibits the extension of water and sewer mains within the Semi-Rural Neighbourhood designation but does allow for additional connections where mains already exist. The subject property has sufficient access to an existing water main to provide water service connections to Lots 2-6, while Lot 1 and Lots 7-11 are proposed to be over 2.0 ha in area due to the lack of water connection.

Two Development Permit Area 1 (DPA1) watercourses are located on five of the proposed parcels. An additional small watercourse is located on the subject property, within proposed Lot 1, but is not subject to the Development Permit Area requirements; requirements for protection of this watercourse have been identified through the subdivision review. A copy of the proposed subdivision layout showing the extent of watercourse leave strips is included as Attachment C. The table below outlines the proportion of Development Permit Area watercourse leave strips within each of the proposed lots.

Lot #	Proposed Lot Area (m ²)	Leave Strip Area (m ²)	Remaining Lot Area (m ²)	Minimum Required Lot Area (m ²)	Leave Strip Area %
1	20,000	0.0	20,000.0	20,000	0
2	10,010	0.0	10,010.0	10,000	0
3	10,010	0.0	10,010.0	10,000	0
4	10,030	0.0	10,030.0	10,000	0
5	10,609	4,151.7	6,458.3	10,000	39%
6	12,195	4,916.6	7,278.4	10,000	40%
7	23,756	4,783.8	18,972.2	20,000	20%
8	20,093	2,941.0	17,152.0	20,000	14%
9	20,303	7,390.9	12,912.1	20,000	36%
10	20,502	6,924.3	13,577.7	20,000	33%
11	20,923	2,791.0	18,132.0	20,000	7%

As part of the subdivision review, consideration of buildable area and the ability to use the proposed lots for the uses permitted in the zone was undertaken; no concerns were identified since the proposed lots

are relatively large and the leave strip areas are located generally towards the edges of the parcels, leaving sufficient buildable areas.

A report from a Qualified Registered Professional (QRP) has been submitted in support of this Development Permit (Attachment E). The report provides recommendations to protect the leave strips and to ensure compliance with the Development Permit Area Guidelines with future Building Permits. Staff recommend that the report be registered on the title of all applicable lots, requiring that future development on these parcels meets the recommendations.

Furthermore, through subdivision, the Approving Officer has required the owner to register an Aquatic Setback Protection Covenant on all affected lots. The covenant will require the following:

- restrict vegetation removal and disturbance within the setback area;
- require the owner to maintain the required environmental fencing and/or signposts along the setback boundary for Lots 1 and 5-11;
- enable the City to repair the fence/signposts and charge the owner for the costs should the owner fail to do so.

Although the proposed lots do not meet the Development Permit exemption for minimum lot area being met outside of the watercourse leave strips, the lots have been reviewed to ensure that they can be developed to the use intended. In addition, aside from the construction within a watercourse outlined in the next section of this report, no additional disturbance is proposed within the ESAs or ESA leave strips; accordingly, the development is consistent with the Development Permit Area Guidelines.

(2) Construction Within A Watercourse

Through review of the subdivision, the Approving Officer has determined that access to Holmes Road is required in order to provide necessary and reasonable emergency vehicle and pedestrian access between the proposed subdivision and Holmes Road. As such, as a condition of the subdivision, the Approving Officer required the existing informal path to be upgraded to meet MoESS standards.

The widening of this road requires construction within an Environmentally Sensitive Development Permit Area where Holmes Road crosses Morgan Creek, which necessitates a Development Permit application. Construction activities for the access will affect a total of 205m² of the watercourse setback area.

In support of the application and to address the Development Permit Area (DPA1) guidelines, the applicant submitted a design of the crossing delineating the area of disturbance and restoration plan area (Attachment D). An environmental report was prepared by a Qualified Registered Professional (QRP) which concluded that the proposed works are minor in nature and the Development Permit Area Guidelines will be achieved with a net gain in the quality and quantity of functional habitat within the environmentally sensitive area once the improvements are complete. The report also confirms the construction will not have a measurable impact on the site hydrology (Attachment E).

To demonstrate compliance with the applicable guidelines, the following measures and maintenance strategies will be taken:

- To protect the watercourse and the associated leave strips from disturbance, silt fencing will be installed and maintained until site green-up.

- To ensure the health of the restoration plantings, the site design will adhere to the vegetation restoration plan and the three-year monitoring and maintenance plan.
- The QRP has provided an enhancement and restoration management plan that restores 520m², which is 2.5 times the area of impact.
- To increase the quality of the habitat, invasive plants within the leave strip will be removed and planting of native plants is proposed.

The site has been previously disturbed by existing trail and utility infrastructure and is currently characterized by a high prevalence of invasive species. The proposed restoration works will result in a net gain by establishing functional habitat with greater ecological value than the current condition.

Proposed Variances

Minimum Watercourse Setback

The required watercourse setback for Morgan Creek is 15.0m measured from the top of bank. The setback is proposed to be reduced to 0.0m to construct the pedestrian and emergency access over Morgan Creek. This represents a variance of 15.0m from the City of Nanaimo Zoning Bylaw.

As the area has been previously disturbed and no viable alternative alignment is available for the emergency and pedestrian access, this alignment was determined to be most suitable. As such, Staff support the proposed variance to construct the emergency and pedestrian access and proposed restoration of the leave strip area. The QRP did not identify any significant environmental constraints with regards to proposed subdivision. The restoration plan and recommendations meet the Development Permit Area Guidelines.

COMMUNICATION AND COMMUNITY ENGAGEMENT

This application does not require a statutory notification or community engagement.

KEY MESSAGES

- Development Permit Application No. DP1402 contains separate items for consideration:
 - (1) to permit the area of watercourse and watercourse leave strips to be included in the minimum lot area for 6 new rural residential lots.
 - (2) to construct an emergency access and pedestrian connection over a watercourse leave strip area, required as a condition of a subdivision. A variance is required to the watercourse leave strip from 15.0m to 0.0 m to allow for the crossing.
- An Environmental Assessment completed by a QRP was submitted in support of the application and the QRP concluded that the proposal achieves improved site conditions and a net gain in the quality and quantity of functional habitat over existing conditions.
- The application meets the Development Permit Area Guidelines.
- Staff support the proposed variance.

ATTACHMENTS

ATTACHMENT A: Permit Terms and Conditions
ATTACHMENT B: Subject Property Map
ATTACHMENT C: Watercourse Leave Strip and Setback Areas
ATTACHMENT D: Creek Crossing and Restoration Plan
ATTACHMENT E: Environmental Assessment

Authored by:

Matthew Rempel
Subdivision Planner, Subdivision

Concurrence by:

Claire Negrin
Manager, Subdivision

Jeremy Holm
Director, Planning and Development

ATTACHMENT A PERMIT TERMS AND CONDITIONS

TERMS OF PERMIT

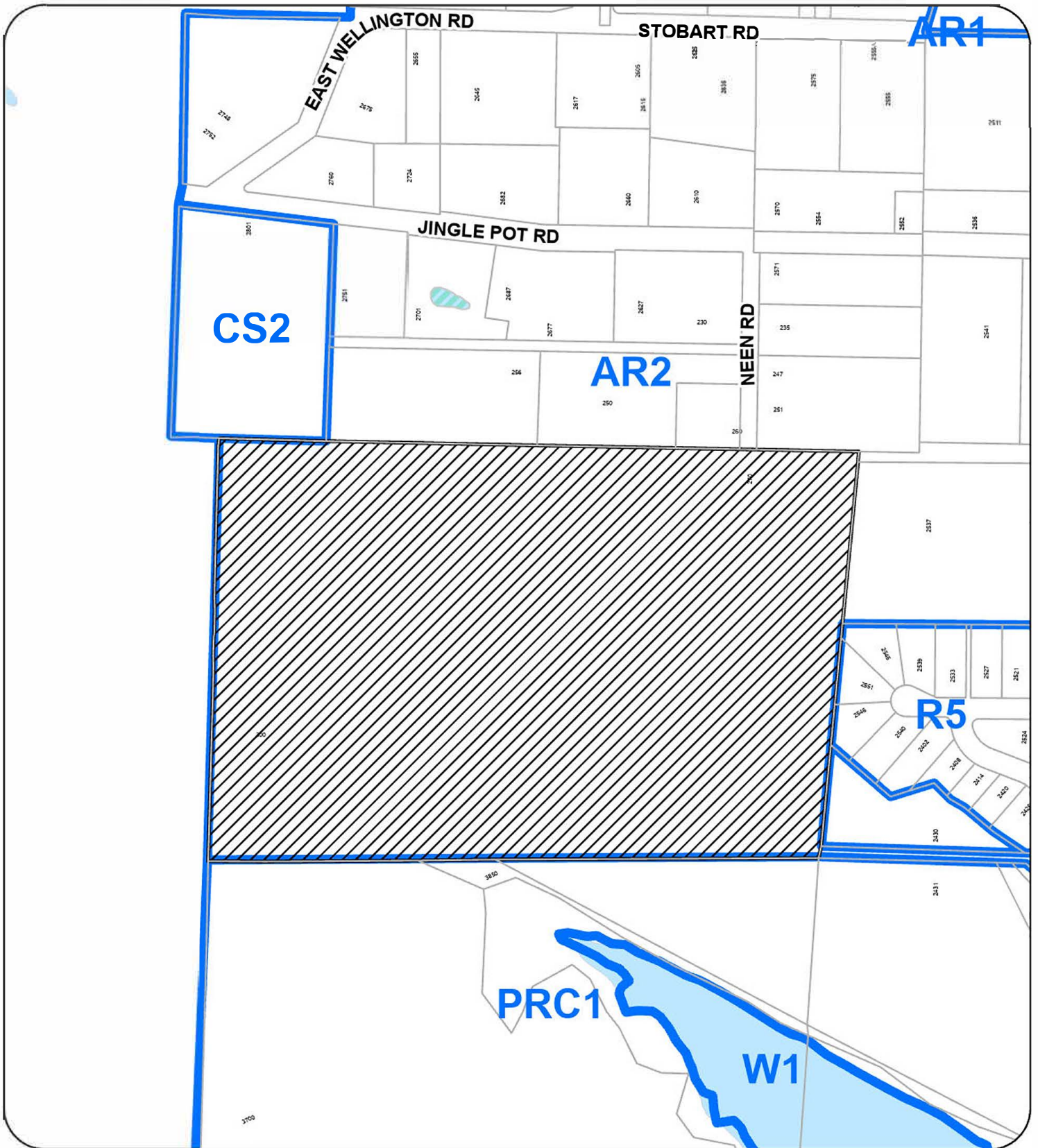
The “City of Nanaimo Zoning Bylaw 2011 No. 4500” is varied as follows:

1. Section 6. 3. 2 Location and Siting of Buildings and Structures to Watercourses - to reduce the minimum watercourse setback from 15m to 0m for the proposed emergency and pedestrian access.

CONDITIONS OF PERMIT

1. The subject property shall be developed in accordance with the Watercourse Leave Strip and Setback Area Plan, prepared by J E Anderson & Associates dated 2026-MAR-12, as shown on Attachment C.
2. With registration of the subdivision, a Land Title Act Section 219 Covenant is to be registered on the subject properties to require that future development is in accordance with the recommendations outlined in the Environmental Assessment report prepared by Toth and Associates Environmental Services, dated 2026-March-23.
3. Site restoration shall be completed in accordance with the Creek Crossing Plan prepared by J.E. Anderson and Associates, dated 2025-MAR-31, as shown on Attachment D
4. A landscape bond is required equal to 100% of the value of the vegetation restoration works to be held for a 3-year maintenance period. A certified letter of completion is required from the Qualified Registered Professional at the end of the 3-year maintenance period.

ATTACHMENT B SUBJECT PROPERTY MAP



 270 NEEN ROAD

ATTACHMENT C WATERCOURSE LEAVE STRIP AND SETBACK AREA



LOTS AFFECTED BY C.O.N COVENANTS			
LOT NO.	TOTAL LOT AREA	COVENANT AREA	USABLE AREA
5	10,609.7m ²	4,151.7m ²	6,458.0m ²
6	12,195.4m ²	4,916.6m ²	7,178.8m ²
7	23,756.9m ²	4,783.8m ²	18,973.1m ²
8	20,093.7m ²	2,941.0m ²	17,152.9m ²
9	20,303.4m ²	7,390.9m ²	12,912.5m ²
10	20,502.3m ²	6,924.3m ²	13,758.0m ²
11	20,923.8m ²	2,791.0m ²	18,132.8m ²

COVENANT AREAS
 PARK LAND AREAS



LEGAL DESCRIPTION	THE EAST 60 ACRES OF SECTION 11, RANGE 5, MOUNTAIN DISTRICT, EXCEPT PART IN PLAN 213 RW
PROJECT DATUM	ELEVATIONS ARE DERIVED FROM CON LIDAR

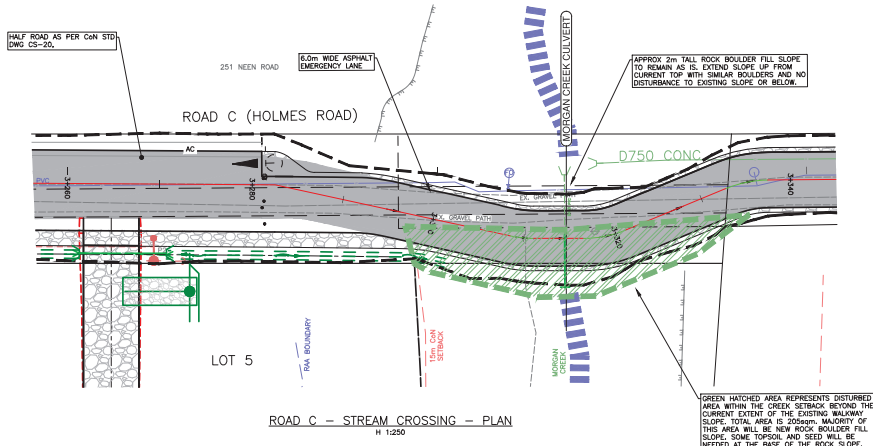
ISSUED		NO.	DESCRIPTION	YYYY	MM	DD	DE	DA	CK
10	ISSUED FOR CITY REVIEW			2026	03	12			
9	ISSUED FOR DSA			2025	08	12			
8	ISSUED FOR DSA			2025	07	31			
7	ISSUED FOR DSA			2025	06	27			
6	ISSUED FOR DSA			2025	03	04			
5	ISSUED FOR DSA			2024	12	18			
NO.	DESCRIPTION			YYYY	MM	DD	DE	DA	CK

LEGEND	
LAMP STANDARD	LS
POLE (Hydro, Tel.)	PP
U/G WIRING	UW
GAS	G
WATER	W
SEWER	S
DRAIN	D
CLEANOUT	CS
CATCHBASIN	CB
MANHOLE	MH
SERVICE RISER	SR
MOUNTABLE CURB	MC
NON-MOUNT. CURB	NMC
EDGE ASPHALT	EA
DITCH	DI
METER	M
FLUSH VALVE	FV
VALVE	V
REDUCER	R
HYDRANT	H
AIR VALVE	AV

JEA J.E. ANDERSON & ASSOCIATES
 SURVEYORS - ENGINEERS
 VICTORIA NANAIMO PARKSVILLE CAMPBELL RIVER
 #1A-3411 SHENTON ROAD, NANAIMO, BC V9T 2H1
 PHONE: 250-758-4831 EMAIL: ronaimo@jeaderson.com WEB: www.jeaderson.com

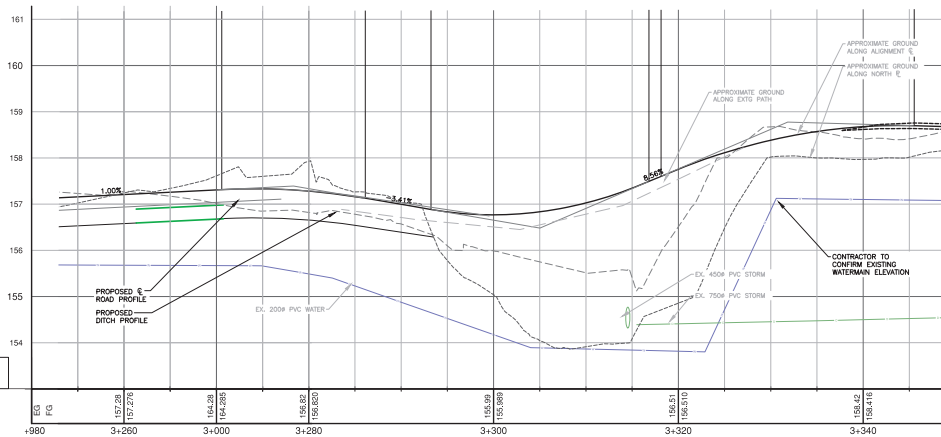
JURISDICTION	CITY OF NANAIMO
CLIENT	MUN. FILE SUB01468 ENG01735 1299144 B.C. LTD.
PROJECT	11-Lot SUBDIVISION 270 NEEN ROAD COVENANT AND PARK LAND AREA
ENGINEERS SEAL	90190 01 C1
MUN. DWG NUM	----
SHEET	1 OF 1

ATTACHMENT D CREEK CROSSING AND RESTORATION PLAN

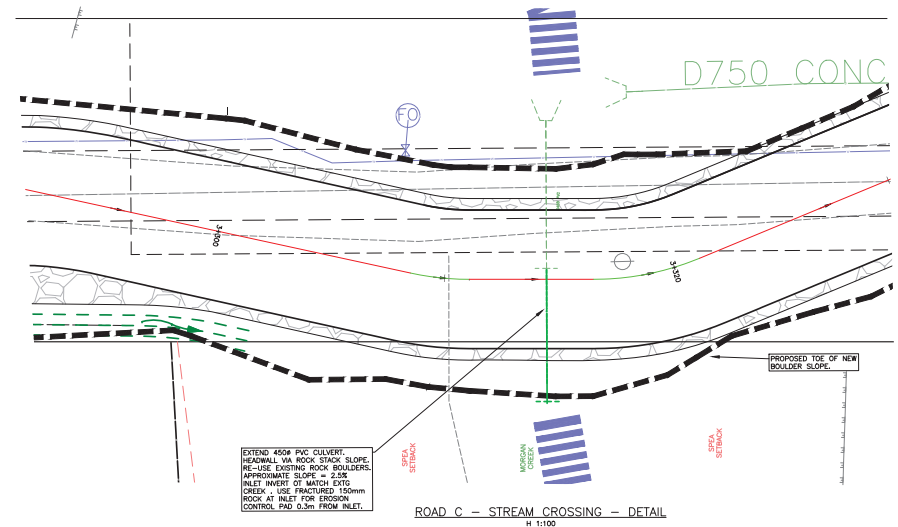


ROAD C - STREAM CROSSING - PLAN
H 1:250

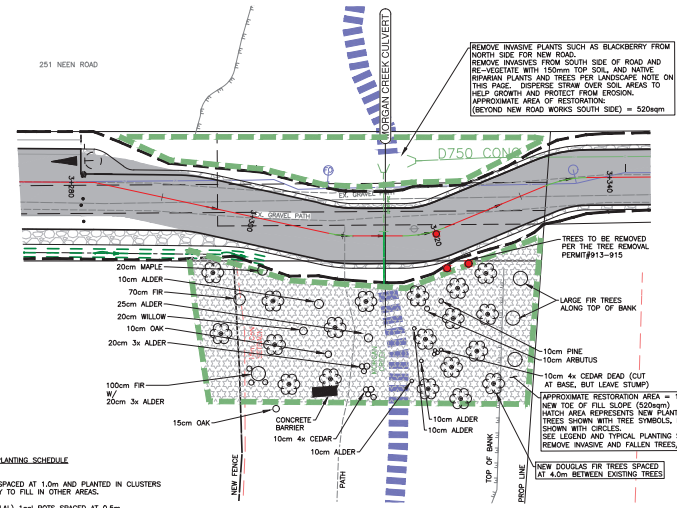
GREEN HATCHED AREA REPRESENTS DISTURBED AREA WITHIN THE CREEK SETBACK BEYOND THE CURRENT EXTENT OF THE EXISTING WALKWAY SLOPE. TOTAL AREA IS 200sqm. MAJORITY OF THIS AREA WILL BE NEW ROCK BOULDER FILL SLOPE. SOME TORSION AND SEED WILL BE NEEDED AT THE BASE OF THE ROCK SLOPE.



ROAD C - STREAM CROSSING - PROFILE
H 1:250
V 1:50



ROAD C - STREAM CROSSING - DETAIL
H 1:100



ROAD C - STREAM RESTORATION - PLAN
H 1:250

REPAIR AREA RESTORATION PLANTING SCHEDULE (SOUTH SIDE OF NEW ROAD)

- ① 300 SHROU FERN 1gpl POT, SPACED AT 1.0m AND PLANTED IN CLUSTERS WITH SALAL AND SALMONBERRY TO FILL IN OTHER AREAS.
- ② 500 GAULTHERIA SHALLOON (SALAL) 1gpl POTS SPACED AT 0.5m.
- ③ 200 SALMONBERRY 1gpl POTS SPACED AT 1.5m.
- ④ 30 DOUGLAS FIR TREES 2gpl SPACED AT 4.0m.

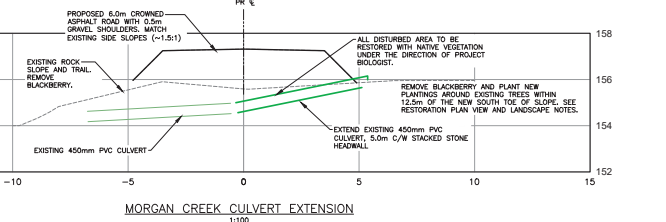
NEW PLANTINGS TO BE PLACED AROUND EXISTING TREES AND UNDER THE DIRECTION OF THE PROJECT BIOLOGIST, TDH AND ASSOC. EXACT FINAL NUMBER OF PLANTINGS TO BE DETERMINED ONSITE BASED ON AVAILABLE SPACE AND BEST PRACTICE, VIA PROJECT BIOLOGIST AND CITY INPUT.

ALL PLANTS AND PLANTING TO BE IN ACCORDANCE WITH THE PROVISIONS OF THE CURRENT EDITION OF THE CANADIAN LANDSCAPE SPECIFICATIONS AS WELL AS SECTION 14 OF THE CoM MOES.

ALL EXISTING TREES SHOWN ON PLAN TO REMAIN.

TYPICAL PLANTING SCHEME

NOTES:
REVIEW PLANTING SCHEME WITH TDH PRIOR TO START OF WORK.
PLANT NEW PLANTINGS AROUND EXISTING TREES TO REMAIN AND DO NOT DISTURB EXISTING ROOTS.
RESPIC PATTERN ABOVE THROUGHOUT THE RESTORATION AREA.



MORGAN CREEK CULVERT EXTENSION
1:100

LEGAL DESCRIPTION	THE EAST 60 ACRES OF SECTION 11, RANGE 5, MOUNTAIN DISTRICT, EXCEPT PART IN PLAN 213 RW
PROJECT DATUM	ELEVATIONS ARE DERIVED FROM CoN LIDAR

ISSUED		NO.	DESCRIPTION	YYYY	MM	DD	DE	DA	CK
2	ISSUED FOR DPA1 APPLICATION			2026	03	31			
1	ISSUED FOR DPA1 APPLICATION			2025	09	22			

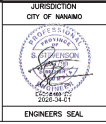
LEGEND	
CLEANOUT	□
CATCHBASIN	□
U/G WIRING	—
GAS	—
WATER	—
SEWER	—
DRAIN	—
DITCH	—
METER	○
FLESH VALVE	○
VALVE	○
REDUCER	○
HYDRANT	○
AIR VALVE	○

J.E. ANDERSON & ASSOCIATES
SURVEYORS - ENGINEERS

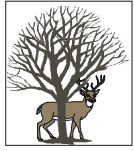
VICTORIA NANAIMO PARKSVILLE CAMPBELL RIVER

#1A-3411 SHENTON ROAD, NANAIMO, BC V9T 2H1

PHONE: 250-758-4831 EMAIL: rosalina@janderson.com WEB: www.janderson.com



MUN. FILE SUB01468	CLIENT	1299144 B.C. LTD.
	PROJECT	11-Lot SUBDIVISION 270 NEEN ROAD CREEK CROSSING SHEET PLAN AND PROFILE
		90190 01 SK1
ENGINEERS SEAL	MUN. DWG NUM	---



Toth and Associates Environmental Services

6821 Harwood Drive, Lantzville, B.C. V0R 2H0
Tel: (250) 390-7602
E-mail: stoth@shaw.ca

March 23, 2026

1085766 BC Ltd

Unit #2B – 3411 Shenton Road,
Nanaimo, B.C., V9T-2H1

Re: Summary of environmental assessment results for proposed subdivision of 270 Neen Road (PID# 000-034-568), Nanaimo.

Toth and Associates Environmental Services were retained by 1085766 BC Ltd to conduct a tree inventory, bio-inventory, rare plant survey and a provincial *Riparian Areas Protection Regulation* (RAPR) assessment for the proposed subdivision of the 23.5 ha (60 acre) parcel located at 270 Neen Road. The RAPR report (Assessment #9390) has been approved by the province.

The subject property is located within the City of Nanaimo's Environmentally Sensitive Areas and Steep Slope Development Permit Areas (DPAs 1 & 6), and is zoned AR2 (Urban Reserve).

The proposed subdivision includes creation of 11 lots ranging in size from 1.0 – 2.38 ha, and approximately 3.99 ha of parklands, plus road dedication and construction (Figure 1). Our measurements indicate that approximately 7.31 ha (31.1%) of the property will be contained within watercourse ESA leave strips or proposed parklands. The proposed tree retention area measures 3.31 ha or 35.8% of the treed area of the property, *excluding* treed areas within parklands or watercourse ESA leave strips.

No rare plant or wildlife species were found during the course of field surveys. Survey effort from all field surveys conducted on the property included 32.2 km of survey.

McNeil Creek which is the primary outlet stream for Westwood Lake flows through the southwest corner of the property. A ditched drainage running along the east side of the subject property forms a tributary to Morgan Creek, which is a seasonal fish-bearing tributary of the Millstone River. The City of Nanaimo's 15 m from top of bank watercourse ESA leave strip requirements result in extensive setbacks for McNeil Creek and for the east side of the ditched tributary to Morgan Creek due to the presence of slopes exceeding 3:1 adjacent to these streams.

The Streamside Protection and Enhancement Area (SPEA) setbacks required by the provincial RAPR are contained within the City's larger watercourse ESA leaves strips. J.E. Anderson & Associates have surveyed the subject property, and have plotted the watercourse ESA leave strip setbacks.

The proposed parklands / green-space areas along McNeil Creek will provide a substantial biodiversity / wildlife corridor between the north facing slopes of Mount Benson / west end of Westwood Lake Park and the Millstone River Valley.

Proposed Roads B and C and sections of the proposed access lane (Figure 1) are located on existing old road grades.

The only area of proposed physical development within the City's watercourse ESA leave strips associated with the subdivision of the property is the widening of the existing gravel surfaced trailway at the culvert crossing on the ditched tributary to Morgan Creek at Holmes Road in the northeast corner of the property. Widening of Holmes Road to provide a single lane emergency vehicle access is a requirement of the City of Nanaimo. A Senior Authorization Specialist at the Ministry of Water, Land, and Resource Stewardship has indicated that as the tributary appears to be entirely man-made a *Water Sustainability Act* Section 11 Notification will not be required for the proposed works.

Toth and Associates have reviewed the specific area of the Holmes Road crossing several times over the course of the field surveys. Based on the engineered design provided by J.E. Anderson & Associates, the proposed works will require disturbance of approximately 205 m² within the leave strip. This area consists primarily of dense Himalayan blackberry, scotch broom, common weeds and grasses along the south edge of the existing path. The works will require removal of 4 trees including a 12 cm diameter bigleaf maple, 26 cm Douglas-fir and 2 arbutus trees (22 & 14 cm).

A watercourse ESA leave strip restoration prescription and cost estimate has been prepared for the widening of Holmes Road by Spartan Outdoor Ltd. The cost estimate for the restoration prescription is \$54,980.52 and includes planting of 1,000 native plants over a 520 m² area, 30 native trees, plus maintenance over a 3 year period. The restoration prescription for the watercourse ESA leave strips at the Holmes Road crossing will reduce invasive Himalayan blackberry occurrence, increase soil stabilization, native plant diversity, habitat quantity and quality. Widening of Holmes Road will not have a measurable impact on site hydrology.

It is our understanding that covenants will be registered on title of the lots created by subdivision outlining requirements for sediment & erosion control, tree retention and watercourse leave strip protection during future physical development.

Temporary fencing of tree removal area boundaries and permanent fencing of watercourse ESA leave strip boundaries, complete with ESA boundary signage will be required by the City prior to development. Permanent fencing of watercourse ESA leave strips on the BC Hydro Right-of-Way on Lots 10 and 11 may not be permissible / practical.

As there are two separate Development Permit (DP) situations being addressed with this application the City has requested that we separate the recommendations for each DP as outlined below.

1. Minimum Lot Area DP - Disturbance is not being proposed within the ESA leave strips, as such only the guidelines within Section 18.1.5 will be applicable.
2. Disturbance within the Morgan Creek DP - As disturbance is being proposed and protection will be required all guidelines within 18.1.4 & 18.1.5 will be applicable.

Our environmental assessments did not identify any significant environmental constraints to proposed subdivision of the subject property. Please contact us if you require any additional information.

Sincerely,
Steve Toth, R.P.Bio.

Toth and Associates Environmental Services

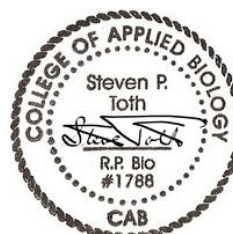
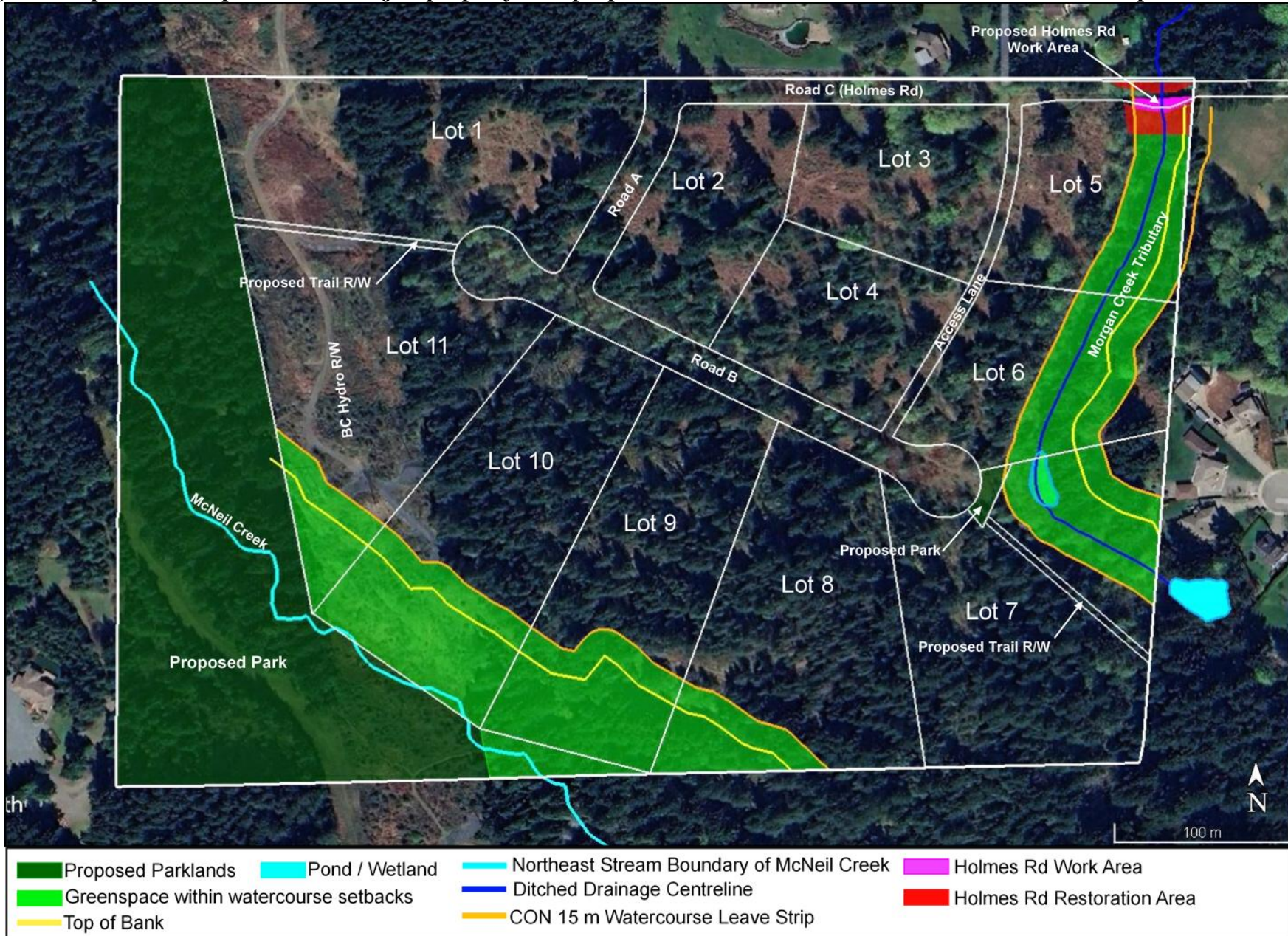


Figure 1. April 2024 air photo of the subject property with proposed road / lot lines and watercourse ESA leave strips



Minimum Lot Area DP Recommendations

- The City of Nanaimo requires that permanent fencing be installed along ESA boundaries prior to site clearing and construction, and that the fencing must have signage that identifies the area as an environmentally sensitive area.

Disturbance within Morgan Creek DP Recommendations

- Any land clearing that is scheduled to be undertaken during the March 12 to August 17 breeding bird season¹ should be preceded by a bird nest survey conducted by a Qualified Registered Professional.
- The City of Nanaimo requires that runoff, erosion and sediment control be installed adjacent to the ESA leave strip prior to site clearing and construction.
- We recommend that a pre-construction meeting be held at the Holmes Road stream crossing site between the contractor and a Qualified Environmental Professional (QEP), site monitoring by a QEP during construction and a post-development assessment report by a QEP following green-up of the site.
- Permanent ESA leave strip boundary fencing and signage will be installed upon completion of construction.
- Spartan Outdoor Ltd will manage revegetation of the site, plant maintenance, plus inspection reports supplied at least every 6 months over the 3 year maintenance term.

Table 1. ESA Guidelines

Section 18.1.4 (Guidelines) indicates that “Where disturbance within an ESA or ESA leave strip cannot be avoided, the following information must be provided to support the DPA1 development permit application in order to ensure protection, connectivity and increased functional habitat through mitigation, compensation and restoration of the ESA:	
a) A detailed biophysical assessment of the property, prepared by a Qualified Registered Professional.	Toth and Associates have prepared a bio-inventory report for the subject property and have reviewed the proposed works at the Holmes Road crossing of the ditched tributary to Morgan Creek.
b) A survey, completed by a registered BC Land Surveyor, of the ESA and ESA leave strip area.	J.E. Anderson & Associates have surveyed the subject property, and have plotted the watercourse ESA leave strip setbacks.
c) A Riparian Areas Protection Regulation (RAPR) assessment report prepared by a Qualified Registered Professional where applicable.	Toth and Associates have prepared a RAPR report for the proposed subdivision. The RAPR report (Assessment #9390) has been reviewed and approved by the province.
d) An assessment of the proposed development’s impact to the site hydrology completed by a	Widening of Holmes Road will not have a measurable

¹ https://www.canada.ca/en/environment-climate-change/services/avoiding-harm-migratory-birds/general-nesting-periods/nesting-periods.html#_zoneA_calendar

<p>Qualified Registered Professional.</p>	<p>impact on site hydrology.</p>
<p>e) An Executive Summary of the required strategy and recommended measures to protect the ESA prior to site disturbance, during the construction process and post construction must be included in the Qualified Registered Professional assessment.</p>	<p>As outlined in this summary report. The limits of construction and restoration for the widening of Holmes Road at the existing culvert crossing on the ditched tributary to Morgan Creek will be delineated with construction fencing prior to construction and fencing will be maintained in place for the duration of the project. Staked in place silt fencing will be installed along both banks of the ditched tributary and maintained in place until site green-up. A QEP will monitor the site during construction and Spartan Outdoor Ltd will manage revegetation of the site, plus plant maintenance over the 3 year maintenance term. Permanent ESA leave strip boundary fencing and signage will be installed upon completion of construction. A post-development site assessment / project team meeting will be scheduled following green-up to review the site and a post-development assessment report will be prepared by Toth and Associates or another QEP.</p>
<p>f) A restoration and enhancement management plan and detailed cost estimate for any restoration works, prepared by a Qualified Registered Professional, for the disturbed portion of the ESA and ESA leave strip. The plan shall meet the following criteria:</p> <ul style="list-style-type: none"> i. include restoration and enhancement of ESAs that were impacted by previous development activities; ii. utilize vegetation that is indigenous to Vancouver Island; and iii. meet or exceed the landscaping and maintenance requirements in Part 14 of the City of Nanaimo Manual of Engineering Standards and Specifications (MoESS), as amended from time to time. 	<p>A cost estimate and native plant revegetation prescription for the widening of Holmes Road at the Morgan Creek Tributary crossing has been prepared by Spartan Outdoor Ltd based on native plant species recommended for the site by Toth and Associates. The restoration plan is to City of Nanaimo and BC Landscape Specifications.</p>
<p>g) The principle of net gain will be followed, and a Qualified Registered Professional must demonstrate how an increase in the quality and quantity of functional habitat within the ESA and ESA leave strip will be achieved once the proposed development is complete, such that any areas restored shall be of better ecological value, and shall be contiguous with the original ESA and ESA leave strip. The following principles will apply to establishing net gain:</p> <ul style="list-style-type: none"> i. Outcomes through habitat creation, enhancement, and/or restoration; ii. Target condition (functional habitat in 20 years); and iii. Target metric (twice the area of encroachment into the leave strip). 	<p>The revegetation prescription for the watercourse ESA leave strip at the Holmes Road crossing will reduce invasive Himalayan blackberry occurrence, increase soil stabilization, native plant diversity, habitat quantity and quality. The 520 m² restoration area is 2.5X the area of encroachment.</p>
<p>Section 18.1.5 indicates that: "To protect the ESA the following will be required:"</p>	
<p>a) Prior to site clearing and construction:</p> <ul style="list-style-type: none"> i. permanent fencing shall be installed to sufficiently protect the ESA from construction and development activity; ii. the fencing must have signage that identifies the area as an environmentally sensitive area; 	<p>Temporary fencing of tree removal area boundaries and permanent fencing of watercourse leave strip boundaries complete with ESA signage will be required prior to development.</p>

<p>iii. runoff, erosion and sediment control must be installed adjacent to the ESA leave strip; and, iv. demarcation of wildlife corridors, wildlife trees, and significant trees as identified in the Tree Bylaw may also be required.</p>	
<p>b) Provision shall be made, and works undertaken, to provide for the disposal of surface runoff and stormwater flowing over the land, contributed by either the proposed development or past development. Such works shall be required to divert drainage away from areas subject to sloughing. Post development surface flow and groundwater must be maintained in volume and direction.</p>	<p>The proposed development includes subdivision and road construction. Roadside drainage will be required as part of road construction. However, as the majority of the proposed road alignments are on old existing road grades, road development is not expected to result in appreciable changes in post development run-off rates.</p>
<p>c) Restricting development activity during sensitive life cycle times, as determined by a Qualified Registered Professional and following the Develop With Care – Environmental Guidelines for Urban and Rural Land Development in British Columbia as prepared by the Province and amended from time to time.</p>	<p>Any land clearing that is scheduled to be undertaken during the March 12 to August 17 breeding bird season² should be preceded by a bird nest survey conducted by a Qualified Registered Professional.</p>
<p>d) The property owner or applicant will retain a Qualified Registered Professional to monitor and inspect the site during construction and during site restoration, for the duration of the project and the specified maintenance period, which will be the greater of three years from completion of restoration and enhancement, or as recommended by the Qualified Registered Professional. Post-completion monitoring and inspection reports will be provided to the City on a regular basis at a minimum of once every six months, or more frequently if recommended by the Qualified Registered Professional.</p>	<p>We recommend a pre-construction meeting be held between the contractor and a QEP of the Holmes Road crossing site, monitoring by a QEP during project construction, and a post-development assessment following revegetation / green-up of the site by a QEP. Post-construction revegetation maintenance and reporting will be conducted by Spartan Outdoor Ltd.</p>
<p>e) Indigenous trees and vegetation, as well as their root zones, within the ESA and ESA leave strip should not be cut, pruned, altered, removed or damaged.</p>	<p>The works will require removal of 4 trees including a 12 cm diameter bigleaf maple, 26 cm Douglas-fir and 2 arbutus trees (22 & 14 cm). Vegetation at the Holmes Road crossing is almost entirely non-native Himalayan blackberry.</p>
<p>f) Development should be located in the least environmentally sensitive areas, such as previously disturbed areas, to minimize impact on the ecology of the ESA and the ESA leave strip.</p>	<p>The entire footprint of the Holmes Road widening site is a previously disturbed area consisting of an existing gravel trailway, culvert crossing, water main and storm drain outfall.</p>
<p>g) Maintaining the connectivity of forested corridors is a priority and is strongly encouraged.</p>	<p>A significant forested corridor (approximately 170 m in width) will be maintained along McNeil Creek, with a lesser corridor maintained along the ditched tributary to Morgan Creek.</p>
<p>h) The 'green shores' principles and guidelines in the Stewardship Centre for British Columbia's Green Shores for Home shall be applied to minimize impacts to the marine foreshore area.</p>	<p>Not applicable to this development.</p>
<p>i) Gravel, sand, soils, and peat must not be removed from the ESA, or ESA leave strip, and soil or other fill must not be deposited in the ESA or ESA leave strip.</p>	<p>The revegetation plan for the Holmes Road crossing requires deposit of topsoil within the leave strip in order to be successful.</p>

² https://www.canada.ca/en/environment-climate-change/services/avoiding-harm-migratory-birds/general-nesting-periods/nesting-periods.html#_zoneA_calendar

j) ESAs and ESA leave strips must not be impacted by blasting or run-off of sediments and construction-related contaminants.	There will not be blasting or run-off of sediments and construction related contaminants within the watercourse ESA Leave Strips.
k) To ensure long-term protection of the ESA and ESA leave strip, the registration of a Land Title Act Section 219 covenant on the title of the property may be required.	At the discretion of the City and the landowner.
l) Varying or relaxing other bylaw requirements (e.g., building setbacks, building height, or parking requirements) will be considered to facilitate safeguarding an ESA and ESA leave strip, particularly where the relaxation can make possible the development of the remainder of the lot, while avoiding disturbance within the ESA and ESA leave strip.	Likely not necessary for this development.
Section 18.1.6 (DPA Exemptions) indicates that “A development permit is not required for the following activities in DPA1:”	
a) Construction, alteration, or addition to a building or structure, or alteration of land occurring outside of an ESA and ESA leave strip on a lot, where the location of the ESA and ESA leave strip have been confirmed by the City of Nanaimo, or by a Qualified Registered Professional and identified on a survey, completed by a registered BC Land Surveyor. In addition, permanent fencing, signage, runoff and erosion and sediment control must installed prior to site clearing and construction to protect the ESA and ESA leave strip.	This DPA exemption may be applicable to future development of the lots created by subdivision.
b) Internal alterations to an existing building or structure.	NA
c) External alterations to an existing building or structure that do not alter its footprint.	NA
d) The placement of temporary structures used for short-term special events and emergency facilities where no functional habitat is being disturbed.	NA
e) Demolition of a building or structure located within the ESA and ESA leave strip on a lot provided no further disturbance of the ESA or ESA leave strip occurs outside of the footprint of the existing building or structure and provided the work is performed in accordance with the guidelines.	NA
f) The erection of a sign or fence provided no native vegetation is removed or disturbed.	May be applicable to temporary fencing requirements.
g) Routine maintenance of existing landscape conditions, such as lawn mowing, minor pruning of trees and shrubs, planting of vegetation, and minor soil disturbance that does not alter the general contour of the land, provided no removal of vegetation, replacement with non-landscaped surfaces, or removal of trees occurs and provided no further impact to the ESA or ESA leave strip occurs.	NA
h) Planting and maintenance of native (indigenous) trees, shrubs or groundcover and removal of invasive plants or noxious weeds (such as Scotch broom, Himalayan blackberry, morning glory and purple loosestrife) for the purpose of restoring or enhancing habitat values and/or soil stability within the ESA and ESA leave strip, provided such planting is carried out in accordance with the guidelines and meeting or exceeding the landscaping and maintenance requirements in Part 14 of the City of Nanaimo Manual of Engineering Standards and Specifications (MoESS), as amended from time to time.	NA
i) Tree cutting, pruning or removal, completed by a Certified Arborist, and approved through a permit issued by the City under the Tree Bylaw.	Any tree cutting will be conducted under a tree removal permit.
j) Pedestrian trail construction within a watercourse leave strip or marine foreshore if: <ul style="list-style-type: none"> i. it is for access to water only; ii. only one trail is built; iii. the trail is for pedestrian, non-vehicular use; 	NA. There are proposed trail SRW's as part of the subdivision, but none are for access to water only.

Summary of environmental results for proposed subdivision of 270 Neen Road (PID# 000-034-568), Nanaimo.

<ul style="list-style-type: none"> iv. the trail is less than 1.5 metres wide; v. no native trees are removed; vi. the trail's surface is pervious, including soil, mulch or gravel; vii. the overall slope of the trail is less than 10% and where portions of the trail are greater than 10% the trail is designed to prevent erosion; and viii. disturbance of soil, fill, or aggregates occurs within a corridor less than 2 metres in width. 	
<ul style="list-style-type: none"> k) Subdivision of land where: <ul style="list-style-type: none"> i. Minimum lot areas are met exclusive of the watercourse leave strip; ii. Development activities related to the subdivision or servicing of lots does not occur in the ESA or ESA leave strip; iii. The ESA and the ESA leave strip has been protected through dedication, Land Title Act Section 219 covenant or other provisions acceptable to the Approving Officer; and iv. All requirements in accordance with the City of Nanaimo Subdivision Control Bylaw for identifying and marking watercourses, terrestrial ESA, marine foreshore, natural boundary, top of bank, wetland boundary and other ESA related features are met. 	<p>The minimum lot sizes, excluding watercourse leave strips on some of the lots will not meet the minimum lot areas for this exemption.</p>
<ul style="list-style-type: none"> l) Lot consolidation, road dedication, or a boundary adjustment subdivision where: a new building footprint is not proposed, and provided lot area requirements are met exclusive of the ESA and the ESA leave strip. 	<p>NA</p>
<ul style="list-style-type: none"> m) The removal of culverts for watercourse daylighting projects, as approved by a Qualified Registered Professional and accepted by the City of Nanaimo. 	<p>NA</p>
<ul style="list-style-type: none"> n) Commercial or industrial activity or marine or transportation facilities occurring on an existing filled marine foreshore on land appropriately zoned for the use. 	<p>NA</p>
<ul style="list-style-type: none"> o) Works undertaken by the City of Nanaimo, Regional District of Nanaimo, Federal or Provincial Government, or their authorized agents where appropriate measures have been undertaken to satisfy the applicable development permit area guidelines. 	<p>NA</p>
<ul style="list-style-type: none"> p) Emergency procedures undertaken by the City of Nanaimo, including: <ul style="list-style-type: none"> i. Emergency flood, erosion or forest fire control protection works; ii. Protection, repair or replacement of public utilities; iii. Clearing of an obstruction from a bridge, culvert or drainage flow; and, iv. Repairs to bridges or safety fences. 	<p>NA</p>
<ul style="list-style-type: none"> q) Actions and activities necessary to prevent immediate threats to life or property provided any disturbance within the ESA and the ESA leave strip is immediately reported to the City. A development permit may be required for remediation once the emergency has passed. 	<p>NA</p>

Delegation Request

Delegation's Information:

Paul Chapman has requested an appearance before Council.

City: Nanaimo

Province: BC

Delegation Details:

The requested date is 2026-APR-20

Bringing a presentation: No

Details of the Presentation: DP 1402 - 270 Neen Road - Commenting on the proposed stream crossing proposed as part of this development.

FOR: COUNCIL MEETING
 MEETING DATE: April 20, 2026
 DEPARTMENT: PLANNING AND DEVELOPMENT
 SUBJECT: LIQUOR LICENCE APPLICATION NO. LA000167 – 25 FRONT STREET



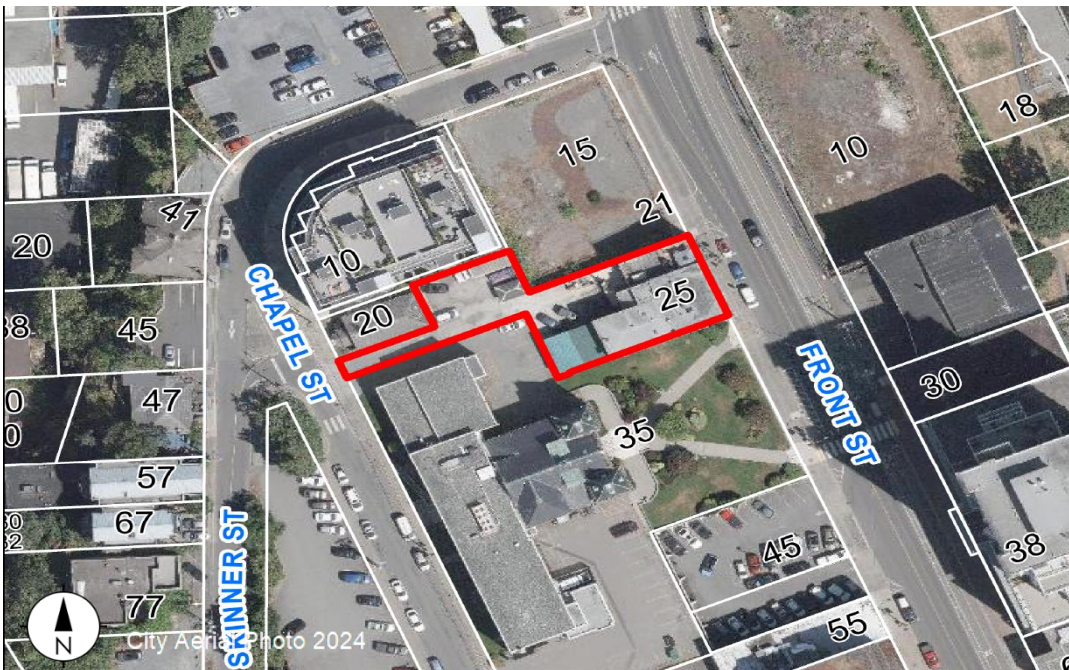
Proposal:
 Consideration of a new liquor licence application



Zoning:
 DT5 – Chapel

City Plan Land Use Designation:
 Primary Urban Centre

Lot Area:
 902.59m²



OVERVIEW**Purpose of Report**

To present for Council's consideration a new liquor primary licence application for an entertainment use in an existing building at 25 Front Street. |

Recommendation

That Council recommend that the Liquor and Cannabis Regulation Branch approve the application for a liquor primary licence at 25 Front Street. |

BACKGROUND

A notice of application was received from The Globe Live Studio Ltd., on behalf of Richard Scott Enterprises Ltd. requesting a local government resolution in support of their application to the Provincial Liquor and Cannabis Regulation Branch (LCRB) to permit liquor to be served for an entertainment use (which can include nightclubs, cabarets, cinemas, theatres, and the like) within the existing building located at 25 Front Street. A local government resolution is required before the LCRB will further consider this application.

The history of licenced uses in the space subject to application include:

- Pub (The Globe Bar and Grill) 1997-2011;
- Neighbourhood Pub (The Courts) 2011-2013;
- Pub (25 Front Street Bar and Grill) 2013-2016;
- Limited-service restaurant/café with private club premises (The Joint) 2017-2018;
- Limited-service restaurant (The Globe Grill) 2018-2019;
- Limited-service restaurant, delivery and take out only (The Kebap Food Services) 2022-2025; and,
- Limited-service restaurant (The Globe Live Studio) 2025-present.

The subject property was rezoned to allow 'Cannabis Retail Store' as a site-specific use in August 2020. The LCRB gave Approval in Principle in October 2020, pending a final inspection. The applicant did not pursue the cannabis retail store application with the LCRB and the file was terminated in July 2024. Recently, the establishment has been operating with special event permits from the LCRB for each event and show to provide liquor service.

The Globe Live Studio operates primarily as an event, rehearsal, and creative production venue (for example live music and comedy performances, rehearsals, recording sessions, and video and media production). Food and liquor services are provided as complimentary ancillary services, based on the nature of the event or booking, rather than as the primary use of the venue.

The applicant is proposing to operate under a liquor primary licence with a family food service endorsement, using a hybrid operating model that allows different modes of operation depending on the type of event, rehearsal, or rental. The family food service endorsement allows minors, accompanied by a parent or guardian, in all liquor service areas until 10:00 p.m. when meal service is available, in accordance with provincial regulations. For youth-focused programming, community

events, matinees, and school or family-oriented shows the liquor licence will be temporarily suspended and liquor service will not be available.]

DISCUSSION

In accordance with the City of Nanaimo's Liquor Licence Review Policy and the *Liquor Control and Licensing Act*, liquor licence applications are reviewed against the following criteria:

- The location of the establishment;
- The person capacity;
- The hours of liquor service;
- The impact of noise; and,
- The impact on the community.

Public Consultation

The following summarizes the opportunities for public consultation and information sharing:

- In accordance with the Liquor Licence Review Policy, public notification was mailed and delivered in February 2026 to owners and occupants of buildings within 100m of the subject property at 25 Front Street.
- Public comments from nearby residents and business owners were gathered for a period of 30 days, concluding on 2026-MAR-15.
- A total of 73 submissions were received by the City, of which 24 indicated support of the application and 49 did not support the application. The public comments received are included as Attachment C. Public concerns include noise, location in proximity to residential dwellings, increased traffic, lack of parking, and the number of liquor establishments in the area. Public support highlights supporting live music events, local youth musicians, and arts and entertainment downtown.
- The liquor licence application was referred to City departments for review and comments, and the responses are discussed in the sections below.

Location of the Establishment

The subject property contains an existing commercial building and is located within the Downtown/Old City neighbourhood. The surrounding area includes apartment buildings, commercial, and institutional uses. City Plan designates the property as 'Primary Urban Centre', which is the distinct cultural, economic, tourism, and mobility hub with the highest density and mix of land uses and a destination for all residents and visitors. The property is zoned DT5 (Chapel), which is intended to provide for higher density residential developments and some compatible office, retail, cultural, recreational, service, and institutional uses.

The DT5 (Chapel) zone allows several uses including, but not limited to, the following:

- Assembly Hall;
- Cultural Facility;
- Entertainment Use;
- Hotel;
- Lounge;
- Micro Brewery;

- Neighbourhood Pub;
- Production Studio;
- Restaurant; and,
- Theatre.

The proposal aligns with these permitted uses and encourages gathering and activation of the downtown.

Person Capacity and Hours of Service

The proposed operating hours will vary depending on the type of event, rehearsal, or rental. The proposed hours of liquor service will also vary depending on the type of event, rehearsal, or rental, but will fall within the hours of 10:00 a.m. and 1:00 a.m. seven days a week. During the week, activity at the venue is generally limited to rehearsals and recording, with live events primarily taking place from Thursday through Saturday.

The consumption of alcohol is proposed within the existing building and patio, which supports a maximum occupant load of 200 persons (staff and patrons). The applicant has indicated that the patio is intended to be a secondary amenity for guests and not an entertainment area. No performances, amplified music, or projected sound will occur on the patio or outside of the building.

Noise and Community Impact

The application was referred to several City departments for comment. Through this process the following concerns were raised about the history of the subject property:

- 16 noise complaints were received by the City between 2011 and 2025 regarding loud music and disturbances affecting neighbouring businesses and properties;
- Business licence and zoning contraventions; and,
- Other operational and daytime disturbances in relation to the previous private club use.

It was noted that the pattern of disturbances is not limited to a single business model or operator.

The application was referred to the RCMP for comment. The RCMP has indicated that they do not expect the proposed licence to unduly impact police resources. They add that this establishment previously had a liquor primary licence and has recently been operating with special event permits for each event.

Given the proximity to multiple-family dwellings, there is potential that nearby residents will be impacted by noise. However, the applicant has indicated that since taking over operations in 2018, they have made efforts to reduce sound transmission from the building, including:

- The addition of soundproofing materials throughout the main stage area, including on doors, walls, and ceilings, to help contain music within the premises; and,
- Implementation of an entry policy under which patrons may leave an event, but re-entry is not permitted, to reduce the frequency of doors opening during shows and to discourage patrons from gathering outside and contributing to noise on the street.

To support their intention to operate in a way that is orderly, respectful, and compatible with the surrounding downtown area, the applicant has indicated that staff expectations and procedures are set out through internal policies, staff training, Serving It Right–certified service, supervision, signage, capacity controls, and enforcement of licence conditions.

The applicant would like to continue operating as a live music venue that can also serve food and beverages in a lawful and structured manner. The applicant has applied for the liquor licence with the family food service endorsement so that they do not need to apply for special event permits each time they wish to have liquor service at a show or event.

CONCLUSION

City Plan and the Zoning Bylaw support entertainment uses in the ‘Primary Urban Centre’ and DT5 zone. The proposal is similar to other establishments downtown. Given the proximity to multiple-family dwellings, there is potential that nearby residents will be impacted by noise. However, there are bylaws in place to address those concerns, and the applicant has indicated that they will have measures in place to mitigate disturbances. Staff recommend support of the application.

KEY MESSAGES

- The application, if approved, will allow liquor to be served within an existing commercial building and patio.
- Public comments from nearby residents and business owners were gathered for a period of 30 days, concluding on 2026-MAR-15.
- 73 public responses were received, 24 in support and 49 in opposition to the application.
- Staff recommend support of the application.

ATTACHMENTS

ATTACHMENT A: Subject Property Map
ATTACHMENT B: Site and Floor Plans
ATTACHMENT C: Public Comment Sheets

Authored by:

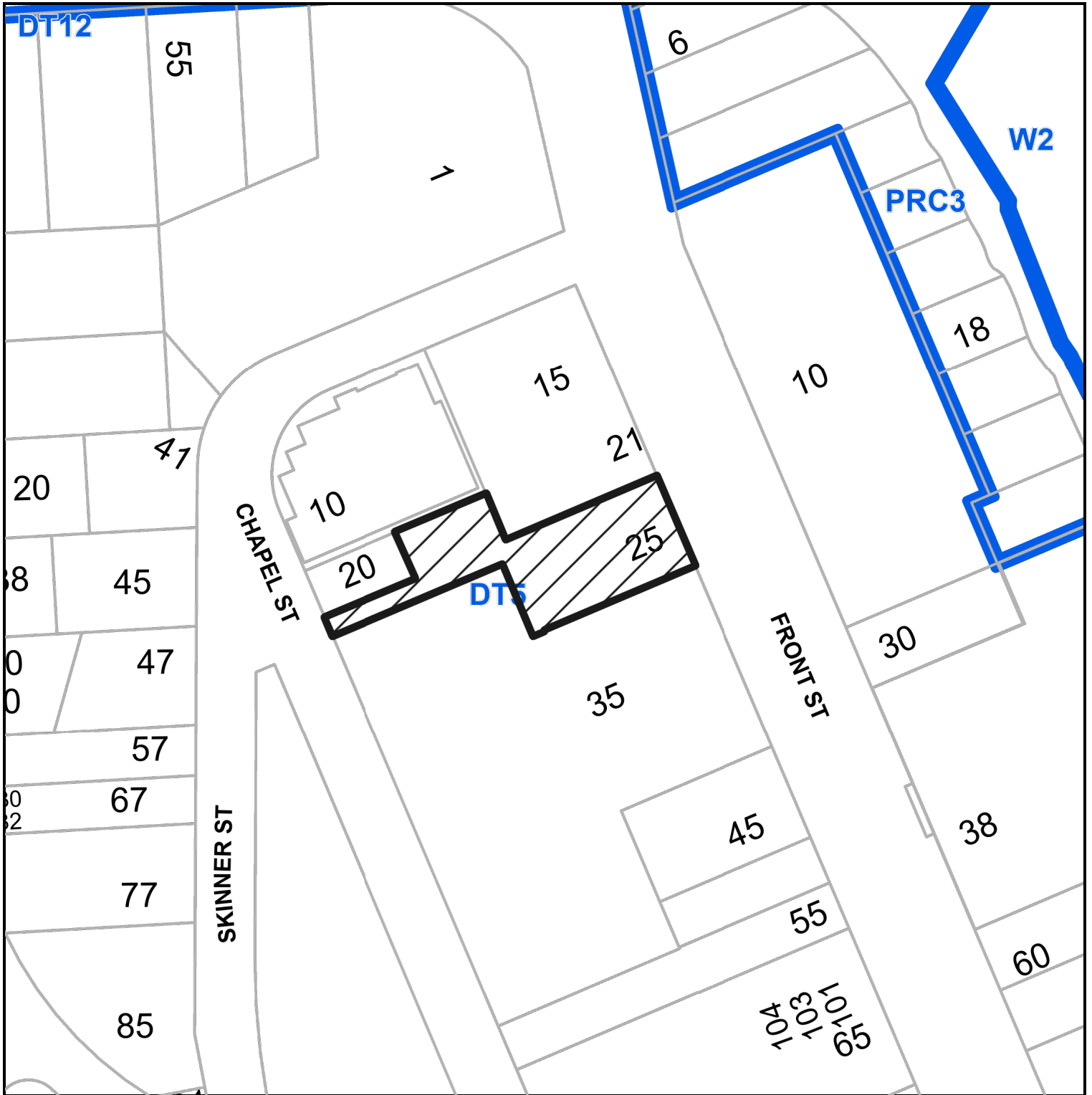
Morgan Paiement
Planner II, Current Planning

Concurrence by:

Lainya Rowett
Manager, Current Planning

Jeremy Holm
Director, Planning and Development

ATTACHMENT A
SUBJECT PROPERTY MAP

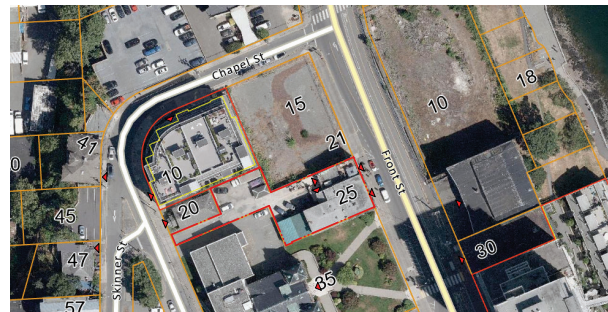


 25 FRONT STREET

ATTACHMENT B SITE AND FLOOR PLAN



Site Plan
Scale: 3/32" = 1'-0"



Context
Scale: NTS

Client

25 Front Street
Nanaimo B.C.

Date
2025 09 02

Revision/Issue
Occupant Load For
Liquor Licence

RECEIVED
LA167
2025-NOV-12
Current Planning

Middleton
Architect
553 Larch Street, Nanaimo B.C.
Canada, V9S 2G2
nemiddle@telus.net
Mobile: 250 713 7697

Seal



Project

25 FRONT STREET
NANAIMO B.C.

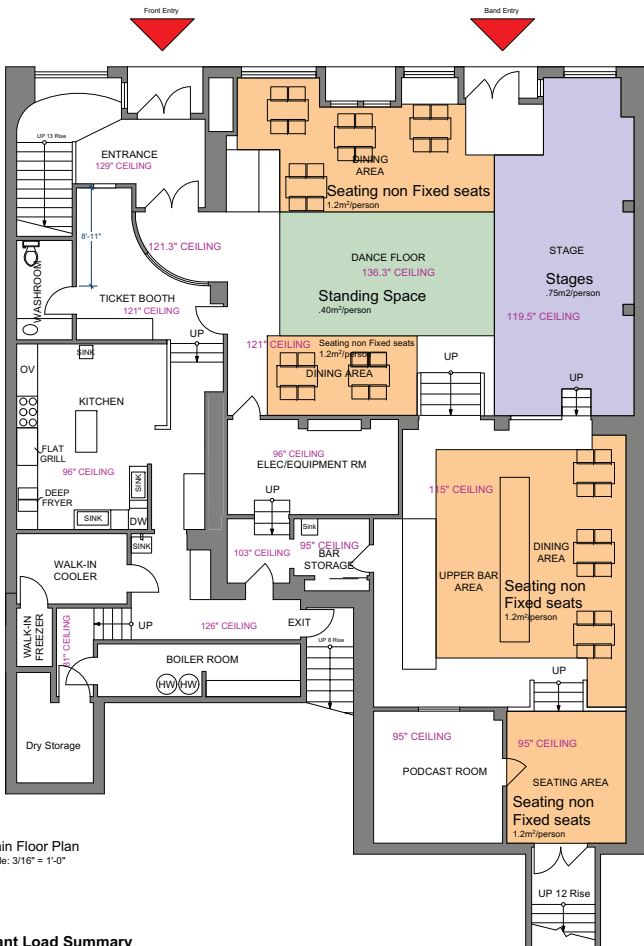
Sheet Title

Site Plan &
Context Plan

Sheet Number

A 1.0

Front Street



Main Floor Plan
Scale: 3/16" = 1'-0"

Occupant Load Summary

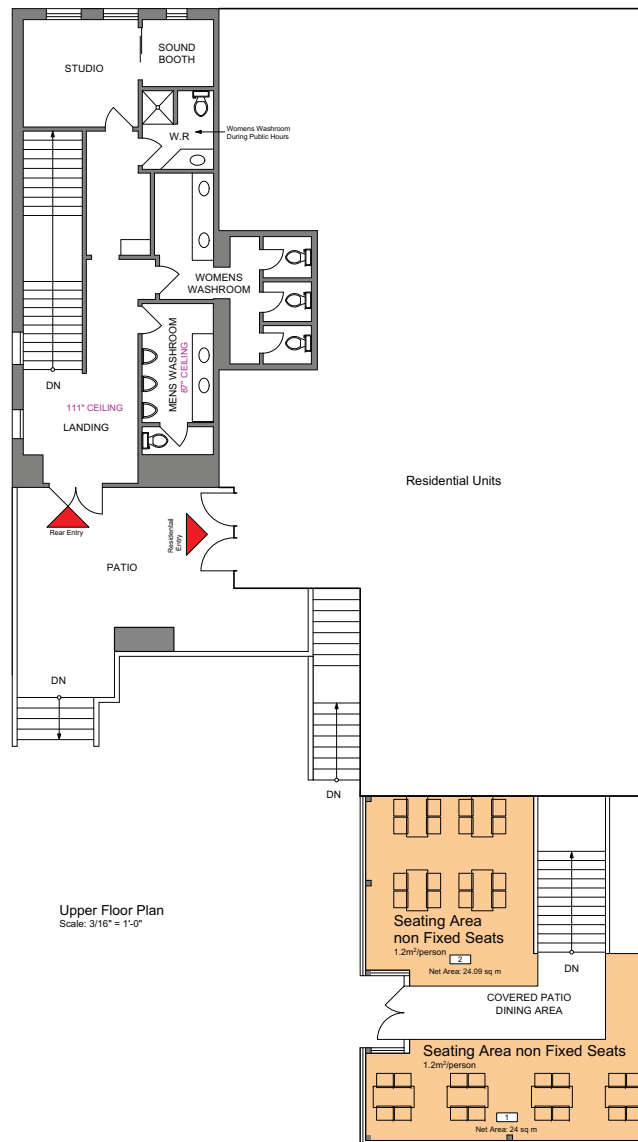
BCBC 2024 3.1.17 Table 3.1.17.1

1. Seating non Fixed Seats	24m²/1.2 = 20 persons
2. Seating non Fixed Seats	24m²/1.2 = 20 persons
3. Seating non Fixed Seats	20m²/1.2 = 16 persons
4. Standing Space	21m²/.40 = 53 persons
5. Stages	32m²/.75 = 42 persons
6. Seating non Fixed Seats	32m²/1.2 = 26 persons
7. Seating non Fixed Seats	12m²/1.2 = 10 persons
8. Seating non Fixed Seats	9.0m²/1.2 = 7.0 persons
	Total 194 persons
	Staff 15 persons
	Total 209 persons

BCBC 2024 3.7.2.2 Water Closets

Assembly Occupancy 4 Female and 2 Male = 100 persons of each sex = **200 persons Total**

Front Street



Upper Floor Plan
Scale: 3/16" = 1'-0"

Client

25 Front Street
Nanaimo B.C.

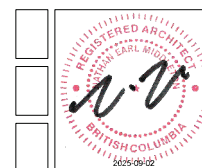
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Occupant Load For
Liquor Licence

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LA167
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Current Planning

Middleton
Architect
553 Larch Street, Nanaimo B.C.
Canada, V9S 2G2
nemiddle@telus.net
Mobile: 250 713 7697

Seal



Project

25 FRONT STREET
NANAIMO B.C.

Sheet Title

Floor Plans
& Occupant Load

Sheet Number

A 1.1



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET**

The City of Nanaimo has received notice of an application to the Provincial Liquor & Cannabis Regulation Branch (LCRB) for a new liquor primary licence with family, live entertainment, and patron participation endorsements to allow liquor to be served at a restaurant and nightclub located at 25 Front Street.

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Using this comment sheet, please indicate your name, address and whether or not you support the application. Please add any relevant comments. Once completed, please submit this comment sheet no later than **4:00 p.m., March 15th, 2026** to:

CITY OF NANAIMO
Current Planning Section
Service and Resource Centre
411 Dunsmuir Street, Nanaimo BC V9R 0E4
Email: planning@nanaimo.ca

Comment sheets can also be mailed to 455 Wallace Street, Nanaimo, BC V9R 5J6.

If you have any questions regarding this application, contact **Morgan Paiement, Planner** at (250) 755-4429, Ext. 4220.

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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: _____

For Residents

For Businesses

Name: _____ Business Name: _____
Address: _____ Address: _____
Signature: _____ Signature: _____



RECEIVED
LA167
2026-FEB-17
Current Planning
LA000167 – 25 Front Street



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
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- I SUPPORT THE APPLICATION.**
 I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____



Business Name: _____
Address: _____
Signature: _____

RECEIVED
LA167
2026-FEB-17
Current Planning
LA000167 – 25 Front Street

From: [Planning](#)
To: [Planning Admin](#)
Cc: [Morgan Paiement](#)
Subject: Fw: 25 Front Street
Date: February 17, 2026 9:12:53 AM

Public comment for LA167

From: [REDACTED]
Sent: Monday, February 16, 2026 12:13 PM
To: Planning <Planning@nanaimo.ca>
Subject: 25 Front Street

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,

I do not support the application from the Globe to change their liquor license and hours. I live at [REDACTED]
[REDACTED]
We have enough noise issues with the Nanaimo Bar.

Thank you
[REDACTED]

R E C E I V E D
LA167
2026-FEB-17
Current Planning



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET**

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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

<i>For Residents</i>	<i>For Businesses</i>	RECEIVED LA167 2026-FEB-17 <small>Current Planning</small>
Name: _____	Business Name: _____	
Address: _____	Address: _____	
Signature: _____	Signature: _____	



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET**

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Current Planning Section
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: As A Resident Across The Street, will
Bring To Much Noise Late At Night

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

RECEIVED
LA167
2026-FEB-17
Current Planning
LA000167 - 25 Front Street

From: [Planning](#)
To: [Planning Admin](#)
Cc: [Morgan Paiement](#)
Subject: Fw: Liquor Licence Application in
Date: February 17, 2026 1:48:54 PM

From: [REDACTED]
Sent: Tuesday, February 17, 2026 12:55 PM
To: Planning <Planning@nanaimo.ca>
Subject: Re: Liquor Licence Application in

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

This makes me absolutely furious

Under no circumstances, should a Liquor license be given to this establishment
This location is far too close to 38 Front St. "Pacifica "
a large condominium complex with families and adults who are keen to preserve their right to quiet enjoyment of their properties.
There are 169 units composed of adults and families who expect to have enjoyment of their units, including the ability to sleep at night!
It is time people took a look at this idea with some common sense
Think about yourself personally.
Would you want a noisy establishment with drunk people walking up and down the sidewalk in front of your home till all hours of the night right beside where you live?!
Not to mention the noisy music pounding out a beat till early every morning!
Did I mention Doctors now consider alcohol to be a toxin and recommend that No alcohol is best for the body.
I am in fact, one of the owners in Pacifica and extremely opposed to this application.
I pay over \$10,000 a year in property taxes to the city and I'm only one owner in this building.
Please remember that the people in this building have long memories and definitely know how to vote.



R E C E I V E D
LA167
2026-FEB-17
Current Planning

From: [REDACTED]
Sent: Tuesday, February 17, 2026 6:04 PM
To: Planning [REDACTED]
Cc: [REDACTED]
Subject: RE: New Liquor Primary Licence Application for 25 Front St. - The Globe Live Studio Ltd.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.
This is my reply for the Liquor application for The Globe Live Studio Ltd.

- I DO support the application for a liquor license

Comments: From my perspective as a resident of 38 Front St, who, as a resident facing Front St, I would like to see more police presence in the area for the establishments in the downtown area during the weekend evenings/after hours to assist in keeping the area safe.

[REDACTED]

R E C E I V E D
LA167
2026-FEB-18
Current Planning



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET**

The City of Nanaimo has received notice of an application to the Provincial Liquor & Cannabis Regulation Branch (LCRB) for a new liquor primary licence with family, live entertainment, and patron participation endorsements to allow liquor to be served at a restaurant and nightclub located at 25 Front Street.

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Using this comment sheet, please indicate your name, address and whether or not you support the application. Please add any relevant comments. Once completed, please submit this comment sheet no later than **4:00 p.m., March 15th, 2026** to:

CITY OF NANAIMO
Current Planning Section
Service and Resource Centre
411 Dunsmuir Street, Nanaimo BC V9R 0E4
Email: planning@nanaimo.ca

Comment sheets can also be mailed to 455 Wallace Street, Nanaimo, BC V9R 5J6.

If you have any questions regarding this application, contact **Morgan Paiement, Planner** at (250) 755-4429, Ext. 4220.

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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments

Our main concern is the outdoor covered patio area of The Globe Live studio. Without any sound mitigation; the live entertainment seven days a week from 10am to 1pm would significantly disturb the residents of three surrounding, densely populated buildings (Seacrest Apartments, Aqua Residences and Pacifica).

For Residents

For Businesses

Name: _____ Business Name: _____
Address: _____ Address: _____
Signature: _____ Signature: _____



RECEIVED
LA167
2026-FEB-18
Current Planning

LA000167 – 25 Front Street

From: [REDACTED]
Sent: February 19, 2026 8:37 AM
To: Mayor&Council <Mayor&Council@nanaimo.ca>
Subject: The Globe Nanaimo

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,

I am writing in support of the liquor primary licence application for The Globe Live Studio at 25 Front Street.

I am a Nanaimo parent of two children (ages 9 and 11) and we have attended several live music events at the venue, including performances featuring local youth musicians. I have personally seen Barsby Secondary School students perform to a full and respectful audience. The environment was supervised, organized and positive.

I understand there may be concerns whenever alcohol service is proposed, however in this case I believe the venue actually improves community safety rather than harms it. The Globe provides a structured, monitored location for live music and youth arts participation. Without venues like this, young people and emerging performers do not simply stop gathering, they instead move to unsupervised house parties or informal settings, which are far less safe and far more disruptive to neighbourhoods.

The Globe Live Studio fills an important gap in Nanaimo's cultural infrastructure. It allows youth to participate in music, learn performance skills and interact with the arts in a responsible environment where staff and security are present. This type of venue keeps young people engaged in positive activities and supports the development of the local arts scene.

Based on my experiences attending events, I have not observed disorderly behaviour, noise issues outside the venue or public safety concerns. The events have been well run and respectful to surrounding businesses and pedestrians.

For these reasons, I support the City approving the licence application and believe it will benefit both community safety and youth engagement in Nanaimo.

Thank you for your consideration.

Sincerely,

[REDACTED]
[REDACTED]

R E C E I V E D
LA167
2026-FEB-19
Current Planning



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET**

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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: _____

	<i>For Residents</i>	<i>For Businesses</i>
Name:	_____	Business Name: _____
Address:	_____	
Signature:	_____	Signature: _____

LA000167 – 25 Front Street

RECEIVED
LA167
2026-FEB-19
Current Planning

From: [REDACTED]
Sent: February 19, 2026 2:22 PM
To: Mayor&Council <Mayor&Council@nanaimo.ca>
Subject: Globe Hotel

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Mayor and Council. I have volunteered at charity fund raising events at the Globe Hotel. Many youngsters and teens get their first chance to perform on stage here. It is a beautiful heritage building. The atmosphere is friendly and respectful. I support them having a liquor permit. Thank-you [REDACTED] Nanaimo

R E C E I V E D
LA167
2026-FEB-19
Current Planning



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____



Business Name: _____
Address: _____
Signature: _____

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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: _____

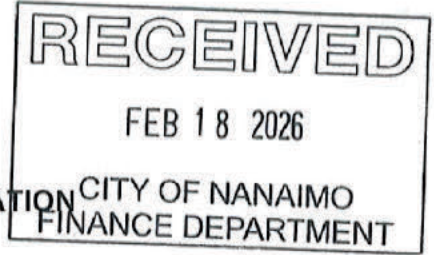
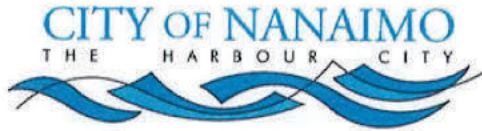
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Signature: _____

Business Name: _____
Address: _____
Signature: _____

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THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET

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Using this comment sheet, please indicate your name, address and whether or not you support the application. Please add any relevant comments. Once completed, please submit this comment sheet no later than 4:00 p.m., March 15th, 2026 to:

CITY OF NANAIMO
Current Planning Section
Service and Resource Centre
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Email: planning@nanaimo.ca

Comment sheets can also be mailed to 455 Wallace Street, Nanaimo, BC V9R 5J6.

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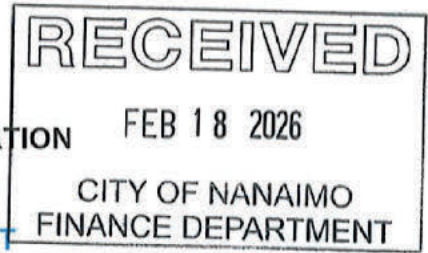
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: WOULD LOVE TO HAVE MORE VENUES
OPEN TO BRING PEOPLE DOWNTOWN & STAY
DOWNTOWN. NANAIMO HAS A LOT OF TALENTED MUSICIANS
& HAS A LOT OF TOURING BANDS THAT PASS THROUGH. WE NEED
MORE PLACES TO HOST LIVE MUSIC! ALSO SERVE LIQUOR!
For Residents *For Businesses*

Name: _____ Business Name: THE NANAIMO BAR
Address: _____ Address: #2-75 FRONT ST V9R 5H9
Signature: _____ Signature: _____





NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: _____

For Residents

For Businesses

Name: _____ Business Name: _____
Address: _____ Address: _____
Signature: _____





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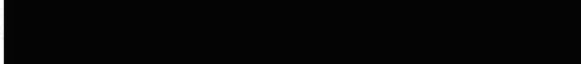
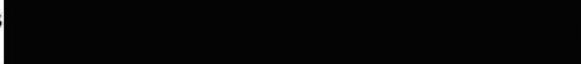
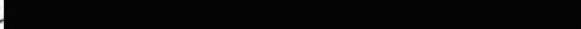
- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments:

*too close to the building of 38 Front Street.
too noisy already from the cars*

For Residents

For Businesses

Name: 
Address: 
Signature: 

Business Name: _____
Address: _____
Signature: _____



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I SUPPORT THE APPLICATION.

I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

RECEIVED
LA167
2026-FEB-19
Current Planning



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
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I SUPPORT THE APPLICATION.

I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

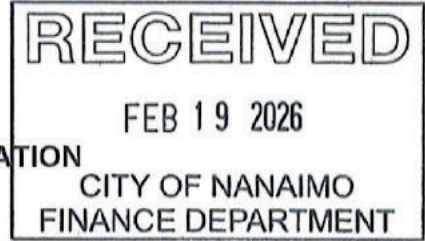
R E C E I V E D

LA167

133 2026-FEB-19

Current Planning

LA000167 – 25 Front Street



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

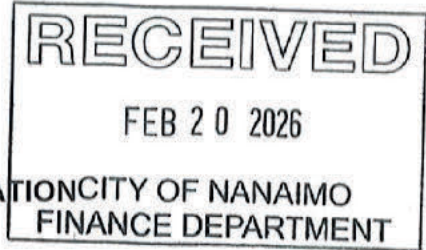
Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: WE HEAR ENOUGH NOISE FROM THIS PLACE ALREADY, [REDACTED] IS FACING THE GLOBE. WITH THE ADDITIONAL ADDITION OF ALCOHOL IS "NOT" GOING MAKE IT LESS NOISY THAN IT ALREADY IS.

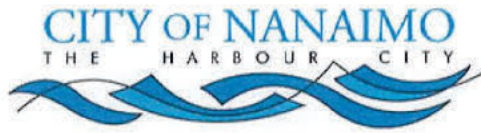
For Residents

For Businesses

Name: [REDACTED]
Address: [REDACTED]
Signature: [REDACTED]

Business Name: _____
Address: _____
Signature: _____





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I SUPPORT THE APPLICATION.



I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

RECEIVED
LA167
2026-FEB-20
Current Planning

LA000167 – 25 Front Street



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: LOTS OF SHADY ACTIVITY HAPPENING
AT THIS PROPERTY. ADDING ROOZE WON'T
HELP AT ALL.

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: DSF HOLDINGS LTD.
Address: _____
Signature: _____

RECEIVED
LA167
2026-FEB-20
Current Planning

501



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
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I SUPPORT THE APPLICATION.

I DO NOT SUPPORT THE APPLICATION. - *Adamantly oppose!!!*

Comments: *The current operation has an open patio that's late hour activities disturbs the peace until late hours. A 7 day, until 1:00 am operation will affect all residents of 10 Chapel Street (21 strata units) more than it does now.*

For Residents

For Businesses

Name:
Address:
Signature:



Business Name: _____
Address: _____
Signature: _____

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LA167
2026-FEB-20
Current Planning

LA000167 - 25 Front Street



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- I SUPPORT THE APPLICATION.**
 I DO NOT SUPPORT THE APPLICATION.

Comments: _____

	For Residents	For Businesses
Name: _____		Business Name: _____
Address: _____		Address: _____
Signature: _____	 NANAIMO	Signature: _____

LA000167 – 25 Front Street

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LA167
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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: I SUPPORT THIS APPLICATION, THE GLOBE
IS ALREADY OPERATING AS A LIVE MUSIC
VENUE - THE APPLICATION SIMPLY ALLOWS THEM
TO SERVE ALCOHOL ON SITE !!

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____



Business Name: _____
Address: _____
Signature: _____

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Current Planning

LA000167 - 25 Front Street



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THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET**

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CITY OF NANAIMO
Current Planning Section
Service and Resource Centre
411 Dunsmuir Street, Nanaimo BC V9R 0E4
Email: planning@nanaimo.ca

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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: Seven days a week! would be nice
to have one day of peace!

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

RECEIVED
LA167
2026-FEB-23
Current Planning

LA000167 – 25 Front Street



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET**

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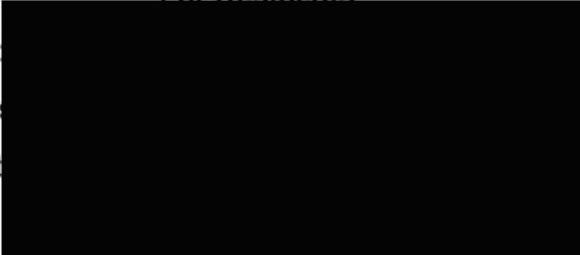
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: THIS ESTABLISHMENT AT 25 FRONT ST. HAS BEEN A
NUISANCE PROPERTY FOR 10 YEARS - VERY LOUD MUSIC WENT
INTO THE NIGHT - THE PATRONS ARE LOUD, OBSCENE AND HAVE
LITTLE RESPECT FOR THE STREET AND SURROUNDING NEIGHBOURS.
MANAGEMENT IS VERY IRRESPONSIBLE. I STRONGLY DO NOT SUPPORT
THIS APPLICATION

For Residents

For Businesses

Name:  Business Name: _____
Address: _____
Signature: _____

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2026-FEB-23
Current Planning

LA000167 - 25 Front Street



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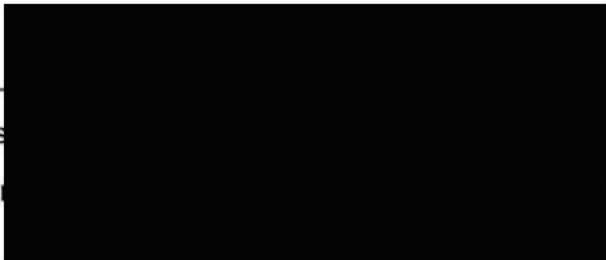
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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: _____

For Businesses

Name: _____ Business Name: _____
Address: _____
Signature: _____



RECEIVED
LA167
2026-FEB-23
Current Planning

LA000167 – 25 Front Street



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

_____ - predominately this is a residential area.

_____ - 1:00 AM is too late

_____ - limited parking

_____ - "

For Residents

For Businesses

Name: _____

Address: _____

Signature: _____

Business Name: _____

Address: _____

Signature: _____

RECEIVED
LA167
2026-FEB-23
Current Planning

LA000167 - 25 Front Street



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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

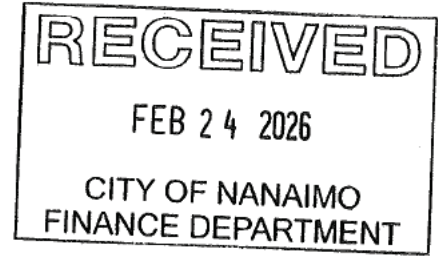
Comments: _____

	<i>For Businesses</i>
Name: _____	Business Name: _____
Address: _____	Address: _____
Signature: _____	Signature: _____

R E C E I V E D
LA167
2026-FEB-24
Current Planning

LA000167 – 25 Front Street

EPS2816 Aqua Residence Strata Council
C/O Ardent Properties Inc.,
371 Franklyn St.
Nanaimo BC V9R 2X5



City of Nanaimo
Current Planning Section
Service and Resource Center
411 Dunsmuir St. Nanaimo BC V9R 0E4

Attention: Morgan Paiment
Re: New Liquor Licence Application 25 Front St

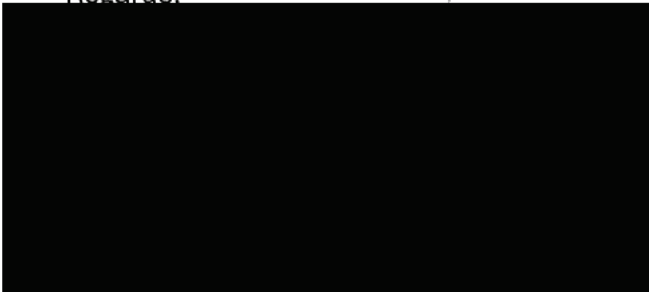
With regard to a new liquor primary licence application notice for 25 Front Street Nanaimo that was mailed by the City of Nanaimo last week, we, the Strata Council at 10 Chapel Street Nanaimo, would like to record our lack of support for this application.

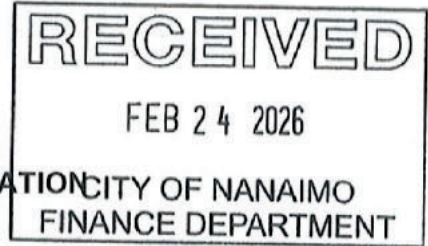
Last week, one of the Strata Council members, who also resides in the building ([REDACTED]), spoke with Morgan Paiment, Planner to discuss this application. She advised that City Council will take into account all input from interested parties. Our strata is somewhat unique insofar as there are 4 rental units included in the building and owned by the strata. At present, 2 of them are vacant so with the fluctuations in tenancy there are comments that will likely miss the March 15 2026 deadline. Rather than a no comment recordation, we the council would like to register at least 2 more No Support votes.

The council is unanimous in its belief that a LCRB licence will only serve to increase noise in the neighbourhood. The entry doors for each and every unit in the building (including the rental units) at 10 Chapel Street Nanaimo are on the southern side of the building and directly exposed to the applicant's address. In recent memory, festive and loud partying disturbances have occurred on summer evenings; especially weekends, sometimes beyond midnight from the open patio at the rear of 25 Front Street. A 7 day a week licence until 01:00 (which would equate to 02:00 or later when last call is finished) would be highly undesirable.

Please consider our comments and deny this LCRB licence application.

Regards,





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25 FRONT STREET
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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: _____

For Residents

For Businesses

Name: _____ Business Name: _____
Address: _____ Address: _____
Signature: _____ Signature: _____

RECEIVED
LA167
2026-FEB-25
Current Planning

LA000167 – 25 Front Street

I SUPPORT THE APPLICATION.

I DO NOT SUPPORT THE APPLICATION.

liquor license at 25 Front St.
The Globe Live studio

Comments: After the events are over, usually at 1:00am, the patrons spill onto Front Street and begin unruly behavior. The shouting and arguing on the Court House lawn and adjacent parking lot is negatively affecting my quality of life.

For Residents

For Businesses

Name: _____

Business Name: _____

Address: _____

Address: _____

Signature: _____

Signature: _____

LA000167 - 25 Front Street

R E C E I V E D
LA167
2026-FEB-25
Current Planning



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: Will this mean Minors will no longer be permitted? If yes, I support this. The children are very Loud outside this establishment.

For Residents
Name: 
Address: 
Signature: 

For Businesses
Business Name: _____
Address: _____
Signature: _____

RECEIVED
LA167
2026-FEB-26
Current Planning

LA000167 - 25 Front Street



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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

R E C E I V E D
LA167
2026-FEB-26
Current Planning

LA000167 – 25 Front Street



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I SUPPORT THE APPLICATION.



I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

R E C E I V E D
LA167
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

We feel this should not be allowed close to residences. Noise levels + extra traffic could be an issue

For Residents

For Businesses

Name: _____

Business Name: _____

Address: _____

Address: _____

Signature: _____

Signature: _____



RECEIVED
LA167
2026-MAR-03
Current Planning

LA000167 – 25 Front Street



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

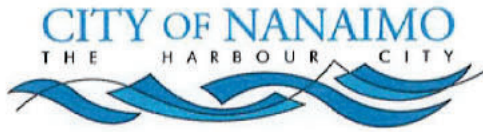
Comments: unnecessary,

For Businesses

Name: _____ Business Name: _____
Address: PARKSVILLE, BC
Signature: _____ Signature: _____

RECEIVED
LA167
2026-MAR-03
Current Planning

LA000167 – 25 Front Street



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CITY OF NANAIMO
Current Planning Section
Service and Resource Centre
411 Dunsmuir Street, Nanaimo BC V9R 0E4
Email: planning@nanaimo.ca

Comment sheets can also be mailed to 455 Wallace Street, Nanaimo, BC V9R 5J6.

If you have any questions regarding this application, contact **Morgan Paiement, Planner** at (250) 755-4429, Ext. 4220.

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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: I've lived here 15 yrs across from Globe
The soundproofing is NOT Good enough. It has been a
strip club... a bar... a live radio station... And
always a noisy mess / Please no live music!
Front st is mostly residential now... not entertainment
For Residents and current loud *For Businesses* attracts tons of
noisy vehicles + parties

Name: [Redacted] Business Name: _____
Address: [Redacted] Address: **RECEIVED**
Signature: [Redacted] Signature: **LA167**
2026-MAR-03
Current Planning

To be honest I have no hope that noise concerns
will be seriously debated with this application
It hasn't been an issue with the Globe previously :-(
It continues to be a noisy neighbour

From: [Planning](#)
To: [Planning Admin](#)
Subject: FW: Restaurant and Nightclub at 25 Front Street
Date: March 3, 2026 4:19:10 PM
Attachments: [image001.png](#)

Vidhi Kyada *(she/her)*

Planner I, Current Planning
Planning & Development

City of Nanaimo | Ph: 250-755-4460 ext. 4509



I am grateful to live, work and play on the traditional territory of the Snuneymuxw First Nation.

From: [REDACTED] >
Sent: March 2, 2026 3:28 PM
To: Planning <Planning@nanaimo.ca>
Subject: Restaurant and Nightclub at 25 Front Street

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Attention: Morgan Paiement, Planner

Please accept this email as my non support of the liquor primary licence applied for at 25 Front Street. I live at [REDACTED], which is a condo/townhouse residential complex across the street from this development.

Thank you for your consideration of the residents on Front Street.

[REDACTED]
[REDACTED]

R E C E I V E D
LA167
2026-MAR-03
Current Planning



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET**

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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: The nanaimo bar is much smaller and
when people are on the sidewalk it is
disturbingly loud. Having 200 people capacity
will disrupt all the housing in the area

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

RECEIVED
LA167
2026-MAR-05
Current Planning

LA000167 – 25 Front Street



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25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: No parking for a night club
• there are already too many night clubs in this area.
• It is already so loud & disruptive to have the Globe &
Nanaimo Bar operating - I have a hard time sleeping from the
screaming, music & fighting! No more please

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

R E C E I V E D
LA167
2026-MAR-05
Current Planning

LA000167 – 25 Front Street



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: There are 3 large Condo buildings across the street and increasing capacity plus a full liquor license would result in more noise, vehicle traffic, street & crowd altercations, an increase from the issues that already exist. In addition, the approval of this application would further exacerbate the parking problems, as there is already very limited parking available. Where would all the people park?

For Residents For Businesses

Name: _____ Business Name: RECEIVED

Address: _____ Address: LA167

Signature: _____ Signature: 2026-MAR-05
Current Planning

As a resident of one of the condo buildings affected, the noise, loud music, vehicle traffic & crowd altercations are a regular occurrence. Approving this expanded license would be increasing all these problems. This section 150 Front St is residential, not appropriate for a bar with loud music and a full liquor license.

LA00Q167 - 25 Front Street



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- I SUPPORT THE APPLICATION.**
 I DO NOT SUPPORT THE APPLICATION.

Comments:

This is an appropriate location to have a bar and
music venue (i.e. downtown)

For Residents

For Businesses

Name: _____

Business Name: _____

Address: _____

Address: _____

Signature: _____

Signature: _____



R E C E I V E D

LA167

2026-MAR-05

Current Planning

LA000167 – 25 Front Street



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: Noise concerns.

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

R E C E I V E D
LA167
2026-MAR-05
Current Planning



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____

Business Name: Pentimenti Art Studio

Address: _____

Address: 10 Chapel St #101

Signature: _____

Signature: _____

R E C E I V E D

LA167

163

2026-MAR-05

Current Planning

LA000167 – 25 Front Street



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

*It is already too noisy from the
Globe. Sometimes till 2:00 A.M. people out
side arguing & talking loud.*

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

R E C E I V E D

LA167

2026-MAR-05
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____
_____ *Never!!* _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____



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- I SUPPORT THE APPLICATION.
 I DO NOT SUPPORT THE APPLICATION.

Comments: _____
I do not want a party in my back yard
seven days a week And having drugs & liquor
around in my back yard.

For Residents

For Businesses

Name: _____ Business Name: _____
Address: _____ Address: _____
Signature: _____ Signature: _____

RECEIVED
LA167
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: MY CONDO IS ADJACENT WHERE MOSTLY SENIORS AND PROFESSIONALS RESIDE. THERE IS VERY LITTLE PARKING. CURRENTLY THEY ARE OPEN ON FRIDAY & SATURDAY WITH PATRONS STANDING OUTSIDE, MANY SMOKING THROWING THE CIGARETTE BUTTS ON THE STREET AS WELL AS GARAGE. DURING THE SPRING & SUMMER, MANY CONGREGATE IN THE BACK WITH LOUD MUSIC, DRINKING & DRUGS.
For Residents *For Businesses*

Name: [REDACTED] Business Name: _____
Address: [REDACTED] Address: _____
Signature: _____ Signature: _____



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET**

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Using this comment sheet, please indicate your name, address and whether or not you support the application. Please add any relevant comments. Once completed, please submit this comment sheet no later than **4:00 p.m., March 15th, 2026** to:

CITY OF NANAIMO
Current Planning Section
Service and Resource Centre
411 Dunsmuir Street, Nanaimo BC V9R 0E4
Email: planning@nanaimo.ca

Comment sheets can also be mailed to 455 Wallace Street, Nanaimo, BC V9R 5J6.

If you have any questions regarding this application, contact **Morgan Paiement, Planner** at (250) 755-4429, Ext. 4220.

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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: The back patio of the Globe faces our open building and it is already quite noisy. Residents' bedrooms face the open walking which opens up to the Globe. This condo bldg does not have 4 traditional walls to keep sound out, so it's quite noticeable

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____



Business Name: _____
Address: _____
Signature: _____

R E C E I V E D
LA167
2026-MAR-05
Current Planning



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
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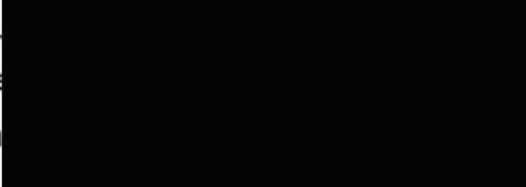
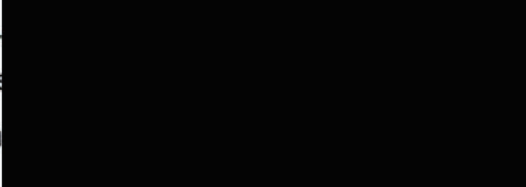
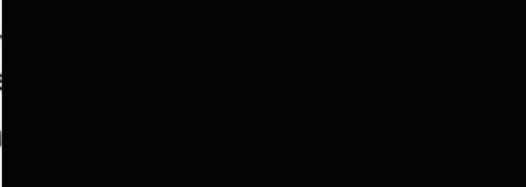
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: There is already too much noise thru 11pm and later from this establishment. This is a dense residential neighbourhood. Noise past 10pm is highly disturbing and unwelcomed!

For Residents

For Businesses

Name: 
Address: 
Signature: 

Business Name: _____
Address: _____
Signature: _____



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: Too noisy to sleep at night.
Unfair for neighbours.

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____



Business Name: _____
Address: _____
Signature: _____



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____ Business Name: _____

Address: _____ Address: _____

Signature: _____ Signature: _____



R E C E I V E D
LA167
2026-MAR-05
Current Planning



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: During the summer the noise from that establishment
is very annoying, there are fights, people yelling, there is
enough rowdiness as it is, and I certainly don't want to
hear it any later than I already do.

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

R E C E I V E D
LA167
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

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Address: _____
Signature: _____

R E C E I V E D
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: I am very concerned about the noise level we are already hearing of complaints within the residence and surrounding locations we have to put up with the unwanted noise until 11:00 and it keeps most of us awake. Plus we don't need any more drunk people wandering around at night.

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

R E C E I V E D
LA167
2026-MAR-05
Current Planning



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

Do not want this out of control establishment to get a primary liquor license. Have nothing but ~~trouble~~ trouble with noise, fighting, drunks, drugs etc. with this globe.

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

RECEIVED
LA167
2026-MAR-05
Current Planning



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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: PARKING IS ALREADY DIFFICULT HERE + THERE ARE 2 VENUES SERVING LIQUOR IN THAT BLOCK. ALSO 1 AM IS WAY TOO LATE IN A RESIDENTIAL AREA.

For Residents	For Businesses
Name: _____	Business Name: _____
Address: _____	Address: _____
Signature: _____	Signature: _____

LA000167 - 25 Front Street

R E C E I V E D
LA167
2026-MAR-09
Current Planning



**NEW LIQUOR PRIMARY LICENCE APPLICATION
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I SUPPORT THE APPLICATION.
I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____ Business Name: Gina's Mexican Cafe
Address: _____ Address: 47 Skinner St, Nanaimo, BC.
Signature: _____ Signature: _____

RECEIVED
LA167
2026-MAR-10
Current Planning



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

**R E C E I V E D
LA167**

2026-MAR-10
Current Planning

LA000167 – 25 Front Street



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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: _____

<i>For Residents</i>	<i>For Businesses</i>
Name: _____	Business Name: _____
Address: _____	Address: _____
Signature: _____	Signature: _____

LA000167 – 25 Front Street

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Email: planning@nanaimo.ca

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If you have any questions regarding this application, contact Morgan Paiement, Planner at (250) 755-4429, Ext. 4220.

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- I SUPPORT THE APPLICATION.
 I DO NOT SUPPORT THE APPLICATION.

Comments: _____

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

RECEIVED
LA167
2026-MAR-10
Current Planning

LA000167 - 25 Front Street



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
THE GLOBE LIVE STUDIO LTD.
PUBLIC NOTICE AND COMMENT SHEET**

The City of Nanaimo has received notice of an application to the Provincial Liquor & Cannabis Regulation Branch (LCRB) for a new liquor primary licence with family, live entertainment, and patron participation endorsements to allow liquor to be served at a restaurant and nightclub located at 25 Front Street.

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Using this comment sheet, please indicate your name, address and whether or not you support the application. Please add any relevant comments. Once completed, please submit this comment sheet no later than **4:00 p.m., March 15th, 2026** to:

CITY OF NANAIMO
Current Planning Section
Service and Resource Centre
411 Dunsmuir Street, Nanaimo BC V9R 0E4
Email: planning@nanaimo.ca

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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: _____

<i>For Residents</i>	<i>For Businesses</i>
Name: _____	Business Name: <u>WARREN'S RENTAL</u>
Address: _____	Address: _____
Signature: _____	Signature: _____

RECEIVED
LA167
2026-MAR-10
Current Planning

[REDACTED]

From: Planning Admin
To: Planning
Subject: RE: Liquor licence 25 Front St

Good afternoon I am writing this in response to the application for a liquor licence for 25 Front St The Globe live music studio. I live at [REDACTED] and represent multiple residents here as well as [REDACTED] and [REDACTED]. Our wish to to remain anonymous [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

This email represents multiple residents in all three buildings listed. We have met and spoken about this application at length and want to voice our concerns. Over the last year or more The Globe has been hosting all ages shows, young people of all ages and adults attend these shows. We as local residents have had to deal with noise from the patio, the smell of cannabis use both in the parking lot, patio and outside. Some of us have also attended these shows to get a sense of what is happening in our back yard. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

As tax payers and concerned citizens we absolutely support new businesses if done correctly. Our concern is as stated and if given a liquor license having patrons out on the street after 1am after drinking and attending a live music event. The other bars in this city are not close to residential properties. This will create noise and not only devalue our properties but also create more issues for RCMP and public safety and our own personal safety as residents next door to this venue. Its our understanding City Council is trying to improve our downtown not enable a new venue [REDACTED]. A strip club and now potentially a rock venue [REDACTED] is not what Nanaimo is about, this is Nanaimo of the past. We are aware some residents in all three buildings I represent will be submitting a resounding no [REDACTED]. Our understand is they wish to have both 19 plus shows and continue to do all ages. We can only imagine if they cant handle noise and intoxication [REDACTED] what would happen once given a full licence for 19 plus and the ability to open until 2. Some of us have paid well over a million dollars to live here. Please consider all the factors and do not grant this licence. Its a disaster waiting to happen.

Thank you for your time we look forward to your response.

[REDACTED],
[REDACTED]
[REDACTED]
[REDACTED]



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- I SUPPORT THE APPLICATION.**
 I DO NOT SUPPORT THE APPLICATION.

Comments: *Another liquor establishment does nothing to add to the quality of life for local residents. There are @ least three multi-family residences directly neighbouring the Globe location and the noise and ~~del~~ from both the nightclub and patrons leaving the Globe @ closing time will significantly impact neighbouring residents*

For Residents

For Businesses

Name: _____
Address: _____
Signature: _____

Business Name: _____
Address: _____
Signature: _____

LA000167 - 25 Front Street

RECEIVED
LA167
2026-MAR-13
Current Planning



**NEW LIQUOR PRIMARY LICENCE APPLICATION
25 FRONT STREET
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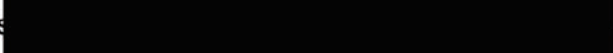
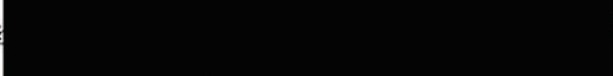
I SUPPORT THE APPLICATION.

I DO NOT SUPPORT THE APPLICATION.

Comments: See attached letter

For Residents

For Businesses

Name: 
Address: 
Signature: 

Business Name: _____
Address: _____
Signature: _____

R E C E I V E D
LA167
2026-MAR-13
Current Planning

LA000167 – 25 Front Street

██████████
██████████
March 12, 2026

City of Nanaimo Current Planning Section

Subject: Formal Objection to Liquor Primary Licence Application – The Globe

Dear Mayor, City Council, and Planning Staff,

We are writing to formally object to the Liquor Primary licence application for The Globe Live Studio at 25 Front Street in Nanaimo. Having resided at ██████████ for over 14 years, we have seen first-hand the challenges of balancing downtown entertainment with high-density residential living. We believe this application is contrary to the public interest for the following reasons:

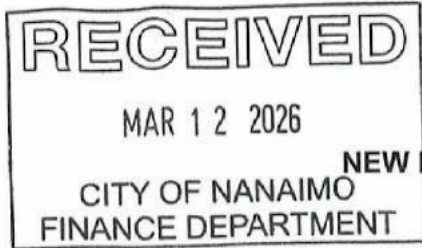
1. **Severe Noise Impact:** The proposed 200-person capacity and liquor service until 1 a.m., seven days a week, will cause significant sleep disruption for hundreds of residents in our 169-unit building. As higher floor residents we are particularly vulnerable to vertical sound transfer.
2. **Cumulative Disturbance:** Our neighbourhood already manages noise from an existing smaller bar. Adding a larger venue with “Patron Participation” and “Live Entertainment” endorsements will create an untenable level of late-night disturbance in an area primarily comprised of residents. The dispersal of large numbers of patrons in the street at closing time will lead to increased street noise, potential for loitering, and traffic issues in our immediate vicinity.
3. **Lack of Enforcement Recourse:** While the applicant may sign a “Good Neighbour Agreement” there is no practical way for them to monitor exterior noise and or patron dispersal. According to our city’s own policy, bylaw enforcement is only available until 4:30 p.m. weekdays leaving the RCMP—who already face high priority demands —the only recourse for noise disturbances.
4. **Historical Precedent:** This location previously operated as a nightclub over a decade ago, which resulted in a documented history of excessive noise and disorder. Reintroducing a liquor primary-model to this specific site repeats past failures.

R E C E I V E D
LA167
2026-MAR-13
Current Planning

For these reasons, we urge council to recommend denial of this application to protect the peace and liveability of our downtown residential community.

Sincerely,

A solid black rectangular redaction box covering the signature area.



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25 FRONT STREET
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- I SUPPORT THE APPLICATION.**
- I DO NOT SUPPORT THE APPLICATION.**

Comments: _____

I would be thrilled to support more arts and entertainment in downtown Nanaimo. The work that has been done to revitalize the globe building has set it up as a destination for touring artists. A liquor primary makes sense for a quality music venue.

For Residents

For Businesses

Name: _____ Business Name: _____
Address: _____ Address: _____
Signature: _____ Signature: _____

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- I SUPPORT THE APPLICATION.
- I DO NOT SUPPORT THE APPLICATION.

Comments: OUTDOOR AREA IS NOISY AT NIGHT WITH PEOPLE DRINKING,
LOUD CONVERSATIONS, LOUD MUSIC, NOISY CARS COMING & GOING.
THIS IS MOSTLY ON WEEKENDS AND AT TIMES OTHER NIGHTS
WITH IT GOING ON UNTIL PAST 1 AM. IF this license is approved for
7 days (until 1:00 AM) then we will have this ongoing above noise to contend with which
will impact our [For Residents] ability to sleep every day. [For Businesses] Some of us have
to go to work the next day.

Name: [Redacted] Business Name: _____
Address: [Redacted] Address: _____
Signature: [Redacted] Signature: _____

RECEIVED
LA167
2026-MAR-15
Current Planning

From: [REDACTED]
Sent: March 16, 2026 10:11 AM
To: Planning <Planning@nanaimo.ca>
Subject: [REDACTED] Comments

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello there,

I am an owner of a [REDACTED]

I DO NOT support the application as written.

Rationale: noise on the streets from patrons would increase. This has been a realized impact on the downtown residents from the Nanaimo Bar. The noise comes late, well after the City's Bylaws noise curfew, from patrons on the streets. Noise from the establishment itself is also heard and is disruptive. The noise disrupts the regular sleeping hours of residents and general quality of life.

Disrupting sleep has impacts on one's mental and physical health and overall quality of life. These impacts have been well studied and documented by science.

A question to the planning department is what is the plan for the downtown core of Nanaimo? Are you trying to attract residents? If so, what demographic? What do you want to see the future of downtown look like?

Right now, Pacifica is a mature environment of quieter nature. It is a safe place for people to be.

Attracting a different demographic will change this.

I DO NOT support another establishment in my neighbourhood with a liquor and cannabis licence that is open to 1:00am 7 days a week for 200 patrons.

Thank you,

[REDACTED]
[REDACTED]

Delegation Request

Delegation's Information:

Fin Edwards has requested an appearance before Council.

City: Nanaimo

Province: BC

Delegation Details:

The requested date is 2026-APR-20

Bringing a presentation: No

Details of the Presentation: Explanation of the globes current and future endeavors and what we do for the community and how the license will help us continue to do this into the future.

CITY OF NANAIMO

BYLAW NO. 7448

A BYLAW TO PROVIDE FOR HIGHWAY CLOSURE AND DEDICATION REMOVAL

WHEREAS Council has deemed it expedient to stop up, close to traffic and remove highway dedication of portions of Victoria Avenue and Corunna Avenue adjacent to 4295 Victoria Avenue for the purpose of consolidating the adjacent landowner's lands; and

WHEREAS all lands and premises immediately adjoining, and in the vicinity of the portions of highway that are stopped up and closed are adequately serviced by well-established highways giving convenient access to all such premises; and

WHEREAS pursuant to Sections 40(3) and (4) and Section 94 of the *Community Charter* the City of Nanaimo has published notice of its intention to adopt this Bylaw, has delivered notice to the operators of utilities whose transmission or distribution facilities or work Council considers will be affected, and has provided an opportunity for persons who consider they are affected to make representations to Council.

THEREFORE the Council of the City of Nanaimo, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Highway Closure and Dedication Removal Bylaw 2026 No. 7448".
2. Portions of Victoria Avenue and Corunna Avenue adjacent to 4295 Victoria Avenue comprising of Area 1: 325.2m² more or less, Area 2: 649.5m² more or less and Area 3: 18.9m², shown as "Closed Road" on Plan EPP150927 prepared by Tyler Hansen, B.C.L.S., a reduced copy of which is attached as Schedule A hereto, are hereby closed to all traffic.
3. The highway dedication of portions of Victoria Avenue and Corunna Avenue referred to in Section 2 is hereby removed.
4. His Worship the Mayor and Corporate Officer are hereby authorized to execute all the necessary documents as may be required for the due completion of the aforesaid highway closure and dedication removal.

PASSED FIRST READING: 2026-MAR-23

PASSED SECOND READING: 2026-MAR-23

Notice of intention to proceed with this bylaw was published on the City's website on the 2nd day of April, 2026 and in the Nanaimo News Bulletin newspaper on the 8th day of April, 2026, pursuant to Section 94.2 of the *Community Charter*.

PASSED THIRD READING: 2026-APR-13
ADOPTED: _____

MAYOR

CORPORATE OFFICER

File: LD004179

