



## TOWN OF COMOX

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### *PUBLIC HEARING MEETING* **AGENDA FOR WEDNESDAY APRIL 3, 2019**

*We respectfully acknowledge that we live, work and play on the traditional lands of the K'ómoks First Nation ... Gila'kasla ... Hay ch q' a'*

Meeting Location: Council Chambers, 1801B Beaufort Avenue, Comox

Call to Order: 6:30 p.m.

Adoption of the Agenda

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#### **PUBLIC HEARING TO CONSIDER THE FOLLOWING AGENDA ITEMS:**

**1. STREAMLINED APPLICATIONS FOR SIDE-BY-SIDE SECONDARY SUITES  
AND COACH HOUSES:**

(5) a. [Comox Official Community Plan Amendment Bylaw 1908](#)

(16) b. [Comox Zoning Amendment Bylaw 1909](#)

Adjournment

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Deputy Corporate Administrator



## **PUBLIC HEARING – Opening Statement**

This Public Hearing is hereby convened pursuant to Section 464 of the Local Government Act for the purpose of hearing representations from those persons who believe that their interest is affected by the proposed:

- 1. Streamlined applications for side-by-side secondary suites and coach houses:**
  - a. Comox Official Community Plan Amendment Bylaw 1908**
  - b. Comox Zoning Amendment Bylaw 1909**

The proposed bylaws have received first and second readings, but have not passed third reading or been adopted by Council. Notices of this Public Hearing have been published in accordance with the requirements of the Local Government Act. Also, copies of the proposed bylaws, supporting documentation and any submissions to Council received from the public have been available for inspection at Comox Town Hall as required by the Local Government Act. Copies are also available for review at the desk of the clerk.

To maintain order and to ensure everyone a reasonable opportunity to be heard, I ask that each person wishing to speak first sign the Speaker's List, located at the desk of the Clerk. Once called by the Chair, please begin your presentation to Council by clearly stating your name and address. Please make your presentation as brief as possible. After all have had an opportunity to be heard, anyone wishing to have further input may once again sign the Speaker's List.

Council will not debate with each other or members of the public. Council will not answer questions; we are here to hear from you. Technical questions may be directed by the Chair to the staff.

Everyone will be given a reasonable opportunity to be heard at this meeting. No one will be, or should feel, discouraged or prevented from making his or her views heard. Please refrain from any conduct that would intimidate others or discourage them from speaking.

## **Application Summary**

The Comox Official Community Plan Amendment Bylaw 1908 and the Comox Zoning Amendment Bylaw 1909 propose to:

- Amend the zoning definition of a secondary suite to allow side-by-side secondary suites, which are secondary suites that are located beside the principal dwelling unit, in addition to those that are located above or below the principle dwelling unit;
- Create a new Development Permit Area for side-by-side secondary suites;
- Amend the existing Development Permit area for coach houses in order to limit exemptions for changes to coach houses to those that are consistent with a previously approved Development Permit; and
- Allow coach houses in most single-family zones as an outright use, as opposed to requiring a site by site rezoning for each.

## **Public Hearing Submissions**

Written – To ensure that written submissions are included in the minutes of the meeting, please ensure that all are submitted to the desk of the Clerk before the end of the meeting.

Verbal – The proposed bylaws are now open for discussion.

## **Close of Public Hearing**

I would remind those present that legal considerations prevent the members of Council from considering any representation made after the close of this Public Hearing.

Before closing the Public Hearing, I am going to call three times for any further speakers on any of the matters contained in the proposed bylaws.

For the first time, is there anyone who wishes to make any further representation?

For the second time, is there anyone who wishes to make any further representation?

For the third time, is there anyone who wishes to make any further representation?

There being no further speakers, I declare this Public Hearing closed.

# TOWN OF COMOX

## BYLAW 1908

### A BYLAW TO AMEND COMOX OFFICIAL COMMUNITY PLAN BYLAW, 2011

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WHEREAS Council has the authority under the provisions of the Local Government Act to amend the Official Community Plan Bylaw;

AND WHEREAS Council has considered the amendments in conjunction with its financial plan and any waste management plan that is applicable in the municipality or regional district;

NOW THEREFORE the Council of the Town of Comox, in open meeting assembled, enacts as follows:

#### **Title**

1. This Bylaw may be cited for all purposes as “Comox Official Community Plan Amendment Bylaw 1908”.

#### **Amendments**

2. Comox Official Community Plan Bylaw, 2011 is hereby amended as follows:

- (1) Section 1. Title, by deleting the following text in its entirety:

This Bylaw may be cited for all purposes as “Comox Official Community Plan Bylaw, 2011”,

- (2) Section 1. Title by adding the following text:

This Bylaw may be cited for all purposes as “Comox Official Community Plan Bylaw 1685”

- (3) Schedule “A” Part 1: Introduction, Vision & Goals:

- a. Section 1.5 Official Community Plan Structure, by deleting the following text in its entirety:

“Part 3 consists of Development Permit Areas (DPAs) and requirements. There are a total of 17 Development Permit Areas. Seven address protection of the natural environment, its ecosystems and biological diversity. Eight concern the form and character of commercial, industrial or residential development. One (DPA #13) specifically addresses the protection of development from hazardous conditions. The final Development Permit Area addresses energy conservation, water conservation and the reduction of greenhouse gas (GHG) emissions. Means of reducing GHG emissions have also been included in a number of form and character

DPA. Each Development Permit Area includes objectives to justify the designation and specifies guidelines to address these objectives.”

- b. Section 1.5 Official Community Plan Structure, by adding the following text immediately after “Part 2 also addresses economic development, historical and cultural resources, future boundary expansion, and inter-jurisdictional co-operation.”:

“Part 3 consists of Development Permit Areas (DPAs) and requirements. There are a total of 18 Development Permit Areas. Seven address protection of the natural environment, its ecosystems and biological diversity. Nine concern the form and character of commercial, industrial or residential development. One (DPA #13) specifically addresses the protection of development from hazardous conditions. The final Development Permit Area addresses energy conservation, water conservation and the reduction of greenhouse gas (GHG) emissions. Means of reducing GHG emissions have also been included in a number of form and character DPAs. Each Development Permit Area includes objectives to justify the designation and specifies guidelines to address these objectives.”

- c. Section 1.5 Official Community Plan Structure, Table 1 – Maps and Figures in this OCP, by adding the following text:

DPA #18	Secondary Suites
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(4) Schedule “A” Part 2: Objectives and Policies

- a. Section 2.1.1.3 Residential Policies, by adding the following text as Section 2.1.1.3(e) and renumbering accordingly the subsequent sections:

Land designated to accommodate secondary suites is included in Development Permit Area #18 – Secondary Suites. The objectives and guidelines for DPA #18 are specified in Part 3 and the map showing areas designated in DPA #18 is contained in Part 5. In these areas, the property owner or authorized agent must first obtain a development permit prior to the issuance of a building permit, subdivision of land; alteration of land, including vegetation; or construction of, addition to or alteration of a building or structure pursuant to Section 489 of the *Local Government Act* unless exempted in this OCP under Section 488(4) of the *Local Government Act*.

- b. Section 2.1.1.4(b) Residential: Detached Policies, by deleting the following text in its entirety:

Coach houses may be considered on a site by site basis subject to the following:

- i. Owner occupation of either the principal dwelling or coach house;
- ii. Minimum site area of 500 square metres;
- iii. Maximum building area of 70 square metres, for larger parcels (over 1000 square metres) an increase to 90 square metres may be considered, where appropriate;
- iv. No increase in the maximum allowable parcel coverage; and
- v. Siting of coach house in the rear yard or visually screened from the front yard.

- c. Section 2.1.1.4 Residential: Detached Policies, by adding the following text as subsection (b):

Coach houses may be considered, subject to the following:

- i. Owner occupation of either the principal dwelling or coach house;
- ii. Minimum site area of 500 square metres;
- iii. Maximum building area of 70 square metres, for larger parcels (over 1,000 square metres) an increase to 90 square metres may be considered, where appropriate;
- iv. No increase in the maximum allowable parcel coverage; and
- v. Siting of coach house in the rear yard or visually screened from the front yard.

(5) Schedule “A” Part 3: Development Permit Areas

- a. Section 3.17.4 E by deleting the following text in its entirety:

- I. Changes are consistent with the general character of the development as previously approved in terms of colour, materials, form, landscaping and open space;
- IV. Changes in the exterior design of a building on any one side involve an area less than 50%; or

- b. By adding as Section 3.17.4 E(I) the following text:

Changes are consistent with a previously approved Development Permit, in terms of colour, materials, form, landscaping and open space.

- c. By adding as Section 3.17.4 E(IV) the following text:

Changes in the exterior design of a building on any one side involve an area less than 50%.

- d. By adding as Section 3.18 Development Permit Area (DPA) #18 Secondary Suites, as shown on **Schedule “1”**, which is attached to and forms part of this bylaw; and renumbering accordingly the subsequent sections.

(6) Schedule “A” Part 4: Plan Implementation and Monitoring

- a. By deleting the following bold text in Section 4.2 “Focus/ Implementation/ Action” table:

Section 2.1.1.4 Residential: Detached Policies	
<b>Policy b: Coach Houses</b>	<b>Amend Zoning Bylaw to enable coach houses on a site by site basis</b>

- (7) Schedule "A" Part 5: Maps
  - a. By adding the following text to the list of maps after "DPA #17 Coach Houses":  
"DPA #18 Secondary Suites"; and
  - b. By adding the map for Development Permit Area #18 Secondary Suites, as shown on **Schedule "2"**, which is attached to and forms part of this bylaw.
  
3. Comox Official Community Plan Bylaw, 2011 is further amended by making the following revisions:
  - (1) References to section numbers in the *Local Government Act*, RSBC 1996 chapter 323 are updated to reflect the equivalent section numbers in the *Local Government Act*, RSBC 2015, chapter 1; and
  - (2) Such consequential changes, as are required to reflect the foregoing amendments, including without limitation changes in the numbering and order of the sections of the bylaw.

### **Adoption**

READ A FIRST time this	6 <sup>th</sup> day of March, 2019
READ A SECOND time this	20 <sup>th</sup> day of March, 2019
ADVERTISED A FIRST time this	26 <sup>th</sup> day of March, 2019
ADVERTISED A SECOND time this	28 <sup>th</sup> day of March, 2019
PUBLIC HEARING HELD this	3 <sup>rd</sup> day of April, 2019
READ A THIRD time this	day of , 2019
ADOPTED this	day of , 2019

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Russ Arnott  
Mayor

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Richard Kanigan  
Chief Administrative Officer



**BYLAW 1908**  
**SCHEDULE “1”**

### **3.18 Development Permit Area (DPA) #18 Secondary Suites**

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#### 3.18.1 Area Affected

DPA #18 – Secondary Suites applies to all areas as shown on the map *DPA #18 – Secondary Suites*.

#### 3.18.2 Purpose

In accordance with sections 488, 489, 490 and 491 of the *Local Government Act*, the purpose of DPA #18 is to establish objectives:

- For the form and character of intensive residential development consisting of side-by-side secondary suites;
- To promote energy and water conservation; and
- To promote a reduction in greenhouse gas emissions.

#### 3.18.3 Justification

Secondary suite development presents the possibility to create a range of housing opportunities in both “greenfield” sites and already established neighbourhoods. Secondary suites should be compatible with surrounding areas that typically contain a predominance of single detached dwellings. Appropriate site planning and landscaping can result in energy and water conservation and lead to a reduction in a community’s greenhouse gas emissions.

#### 3.18.4 Exemptions

A development permit is not required for the following actions:

- A. Construction of, addition to, or alteration of buildings and structures other than a single detached dwelling with a secondary suite; or
- B. Alteration of land, including vegetation.

Written confirmation of exemption from the Town is available prior to the commencement of the following actions:

- C. Construction of, addition to, or alteration of a single detached dwelling with a secondary suite, provided that the secondary suite is located above or below the principal dwelling, shared utility and storage areas are excluded from this requirement;
- D. Construction of, addition to, or alteration of a single detached dwelling with a secondary suite, provided that:
  - I. The exterior materials of secondary suite addition match the existing building exterior materials or are brick, fibre cement siding, stone masonry, wood, stucco or concrete and no building face is more than 20% unfinished concrete. Metal trim and architectural hardware and details are permitted;
  - II. Each secondary suite elevation facing a street:
    - a. provide no entrance doors, except on exterior side elevation;

- b. not exceed 30% of total building frontage of the single-detached dwelling;
  - c. door and window trim match the existing building materials and style; and
  - d. window glazing not exceed 30% of secondary suite elevation area;
- III. Both the secondary suite and the principal dwelling have separate at grade outdoor space, or deck with a minimum depth of 2.5 metres, a minimum area of 15 square metres and not located closer than 2.0 to a lot line. For the secondary suite:
- a. the open space must abut an exterior secondary suite wall and be directly accessible from the secondary suite; and
  - b. an exterior faucet is provided to facilitate optional gardening by residents;
- IV. Existing trees with a DBH of more than 20 centimetres are retained, unless removal is necessary to allow for a secondary suite of the Zoning Bylaw maximum permitted gross floor area, in conformance with DPA #18 exemption criteria. In this case a replacement tree of comparable species of minimum 5 cm DBH for deciduous trees and 1.5 meter minimum height for coniferous trees is provided for each mature tree removed; and
- V. All new onsite wiring services are underground;
- E. Minor external additions or alterations to existing side-by-side secondary suites provided that:
- I. Changes are consistent with a previously approved Development Permit, in terms of colour, materials, form, landscaping and open space.
  - II. External additions or alterations are valued less than \$10,000 for materials and labour;
  - III. Additions or alterations do not exceed 30% of the existing secondary suite floor area to a maximum of 30 square metres; and
  - IV. changes in the exterior design of a single-family building on any one side involve an area less than 50%; and
- F. Subdivision of land.

### 3.18.5 Guidelines

Unless exempt under Section 3.18.4, no alteration of land, including vegetation; construction of, addition to, or alteration of a building or other structure is to occur unless the applicant first obtains a development permit. A development permit shall not be issued except in compliance with the following guidelines.

Use of the word “should” in a guideline does not indicate that compliance is at the option of the applicant. Rather compliance to the guideline will be required as a condition of issuance of a development permit unless there are exceptional reasons why the guideline should not be applied to its fullest extent.

Use of the term “encourage” indicates that compliance with the guideline may at the discretion of the Council be required as a condition of issuance of a development permit.

#### 3.18.5.1 Site Services and Access

- 1) All new onsite services should be underground; and
- 2) Vehicle access and egress from a parcel should be limited to one common driveway, except where secondary access is from a lane.

#### 3.17.5.2 Building Guidelines

- 1) Buildings should not give the appearance of a mirror image duplex as viewed from a street;
- 2) Buildings over 1 storey should be massed to reduce the appearance of height and increase ground floor weight through terracing or tapering of building mass and rooflines;
- 3) The exterior materials of secondary suites should be brick, fibre cement siding, stone masonry, wood, stucco or concrete. No building elevation should be more than 20% of unfinished concrete. The use of vinyl siding may be permitted only to match the existing building and where sufficient architectural details are provided to ensure visual interest. Metal trim and architectural hardware and details are permitted;
- 4) Exterior trim and architectural features should be robust and weather resistant;
- 5) Pedestrian access to a secondary suite is encouraged to be designed for universal access, to accommodate persons with mobility impairment;
- 6) Building siting and design should encourage crime prevention by using passive security design elements including, where applicable, the location of habitable rooms with windows that face streets, sidewalks, pathways and secondary suite associated open space, to promote informal surveillance through a high level of visual oversight;
- 7) Principal elevation of the principal dwelling should be orientated to a street and designed in such a manner as to promote a lively, energetic, pedestrian-oriented, streetscape including the provision of a strongly articulated, pedestrian entrance to the principal dwelling accentuated by:
  - a. door design, trim, and hardware;
  - b. provision of a door window or sidelight;
  - c. porch, dormer or recessing; and
  - d. a direct hard surfaced pedestrian pathway to the street. Use of smooth, level non-slip permeable surfacing suitable for use by those with mobility impairment (e.g. walkers, wheelchairs) is also permitted.

Other building elevations which are visible from adjacent streets should be treated similarly, excluding the pedestrian entrance requirement. On these building elevations, any pedestrian entrance should be clearly secondary and should not be strongly articulated or accentuated; and

- 8) All exterior building and site lighting fixtures should:
  - a. produce illumination levels in accordance with common engineering practices and standards;
  - b. be of a metal halide type or provide a similar light spectrum;
  - c. minimize illumination of adjacent properties;
  - d. consist of full cut off/flat lens pole lighting or fully shielded wall lighting;
  - e. be arranged so rays of light are directed upon the parking, walking, areas and not upon adjacent land or streets; and
  - f. be so arranged that no part of any fixture is more than 4.5 metres above finished grade level of off-street parking areas.

#### 3.18.5.3 Integration with the Existing Development:

- 1) The design, siting and orientation of a secondary suite should reflect that of a secondary unit;
- 2) Secondary suite design, siting and orientation, should provide visual privacy between neighbouring properties; and
- 3) Secondary suite design, siting and orientation should be compatible with surrounding development.

#### 3.18.5.4 Energy, Water Conservation and Greenhouse Gas Reduction:

- 1) Secondary suites are encouraged to be sited, designed and landscaped to take advantage of passive solar exposure in wintertime and reduce sun penetration in summer. This guideline does not apply to sites which do not receive substantial solar exposure;
- 2) Incorporation of solar panels as a supplementary or alternative energy and geothermal heating is encouraged; and
- 3) Drought resistant landscaping and xeriscaping are encouraged.

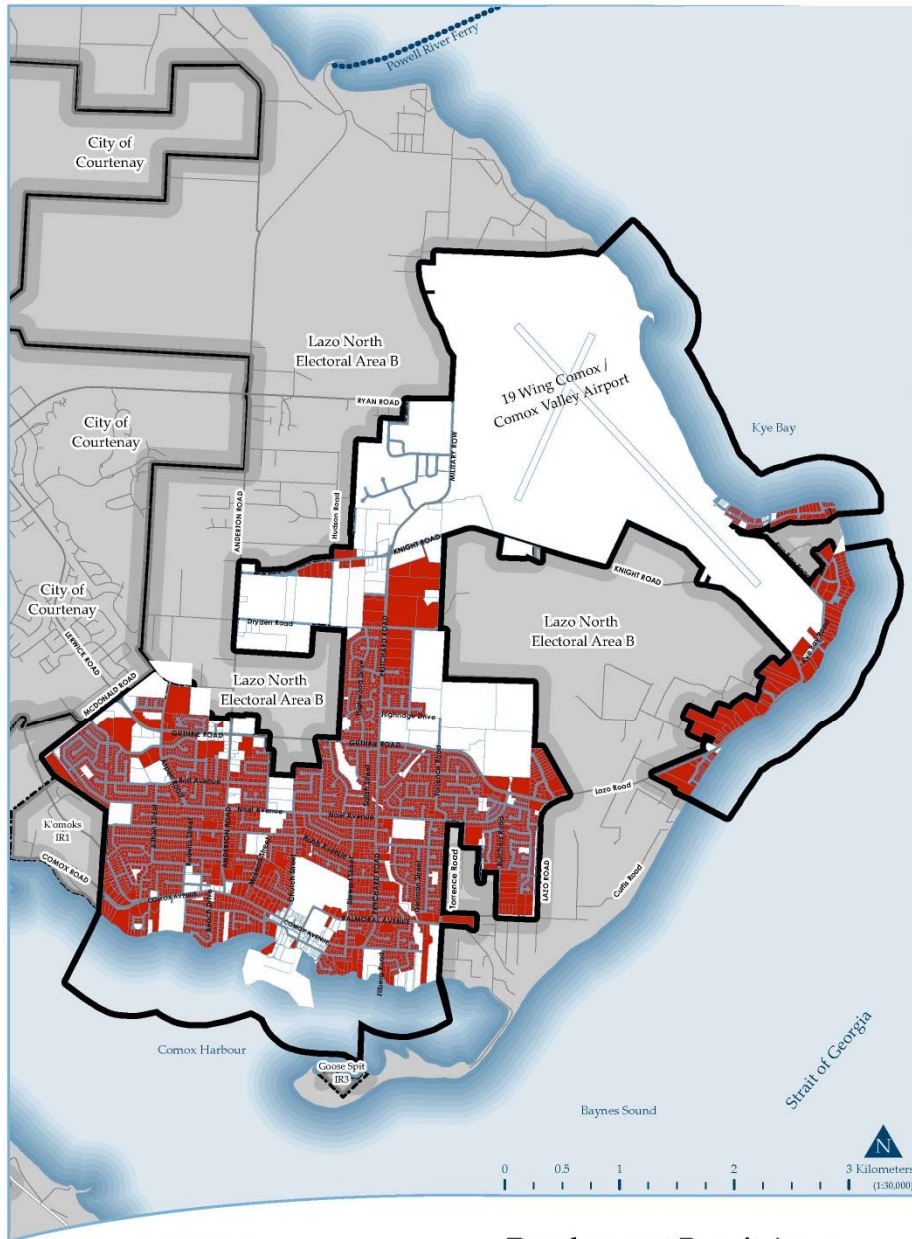
#### 3.18.5.5 Landscape Guidelines

- 1) Both the secondary suite and principal dwelling should be provided with their own separate outdoor space, balcony or deck, each with:
  - a. a minimum depth of 2.5 metres, a minimum area of 15 square metres and not located closer than 2.0 to a lot line;
  - b. located in a suitable location adjacent to the unit, serviced with direct access thereto; and
  - c. the secondary suite outdoor space should be provided with an exterior faucet to facilitate optional container gardening by residents;

- 2) Existing mature trees should be retained wherever possible. Owners should employ the principle of “no net loss” of significant plant material in any development. Where it is necessary to remove significant plant material in order to build a secondary suite on a property, replacement plantings should be provided of a sufficient number, size, type, suitability and maturity to off-set its removal; and
- 3) Fences should be aesthetically designed and be compatible with adjacent developments. Fencing should be robust. Wood fencing should have minimum 4” x 4” posts and 2” x 4” horizontal supports at the top and bottom of fence panels. All wooden fencing and other wooden landscape components should be treated with paint, stain, or other preservative, or contain a natural preservative (i.e. cedar).

## BYLAW 1908

### SCHEDULE "2"



#### Development Permit Areas

■ DPA # 18 Secondary Suites

OCP Amendment Bylaw 1908,  
 2019  
 map created by the Town of Comox  
 data provided by:  
 Town of Comox, Comox Valley Regional District,  
 Province of British Columbia,  
 Department of Natural Resources Canada © All rights reserved

DEVELOPMENT PERMIT AREAS

## TOWN OF COMOX

### BYLAW 1909

#### A BYLAW TO AMEND COMOX ZONING BYLAW 1850

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WHEREAS Council has the authority under the provisions of the *Local Government Act* to amend the Zoning Bylaw;

NOW THEREFORE the Council of the Town of Comox, in open meeting assembled, enacts as follows:

#### **Title**

1. This bylaw may be cited for all purposes as the “Comox Zoning Amendment Bylaw 1909”

#### **Amendments**

2. Comox Zoning Bylaw 1850, Section 3.2, is hereby amended by deleting the definition for “Secondary Suite” and replacing it with the following:

##### **Secondary Suite**

A dwelling unit that is secondary to another dwelling unit.

Single-family dwellings containing a secondary suite shall be owner occupied.

Secondary suites shall:

- (1) be located only in single-family dwellings;
- (2) be limited to one (1) per single-family dwelling;
- (3) be completely contained within the principal building;
- (4) have a dwelling unit gross floor area not exceeding 40% of the gross floor area of the principal building or 90 m<sup>2</sup> whichever is the lesser;
- (5) have their own entrance separate from that of the other dwelling unit; **and**
- (6) not be located on a parcel on which a coach house exists.

3. Comox Zoning Bylaw 1850, Schedule “A” is hereby amended by:

A. Adding “Coach houses” as permitted use under the following Sections:  
103.1; 104.1; 106.1; 108.1; 110.1; 801.1; 818.1

B. Deleting Sections:  
101.2(2); 106.2; 107.2(2); 109.2(3); 805.2(2); 815.2(3) and 815.2(4)

C. Adding as Sections 106.2 (1) and (2) the following text:

- (1) Bed and Breakfast accommodations shall not be permitted on a parcel on which a secondary suite or a coach house exists.



- (2) Gross floor area of the second storey of a building shall not exceed 75% if the gross floor area of the first storey of the building including attached garages, except for:
- (a) When no portion of the first storey is more than 0.6 metres above the established ground level, as measured along all elevations of the building, which face the rear lot line; or
  - (b) When no portion of the first storey is more than 0.6 metres above the established ground level, as measured along the building frontage.
- D. Adding as Sections 101.2(2); 103.2(1); 104.2(2); 106.2(3); 107.2(2); 108.2(4); 109.2(3); 110.2(4); 801.2(3); 805.2(2); 815.2(3); 818.2(2) the following text and renumbering accordingly:

Coach Houses shall:

- (a) not be permitted on a parcel on which a secondary suite exists;
- (b) not be permitted on a parcel where the parcel area is less than 500 m<sup>2</sup>;
- (c) not be permitted on a parcel where the rear yard is less than 15.0 metres in width;
- (d) have a parcel coverage not exceeding 10%;
- (e) be located in a rear yard;
- (f) in combination with the gross floor area of accessory buildings, not exceed :
  - i. 50 m<sup>2</sup> in gross floor area, where the parcel area is less than 650 m<sup>2</sup>;
  - ii. 60 m<sup>2</sup> in gross floor area, where the parcel area is equal to or greater than 650 m<sup>2</sup> and less than 1,000 m<sup>2</sup>; and
  - iii. 70 m<sup>2</sup> in gross floor area, where the parcel area is equal to or greater than 1,000 m<sup>2</sup>.
- (g) for the purpose of sub-section (f) only, gross floor area shall:
  - i. include garages and carports, excluding carports attached to a coach house to a maximum of 20 m<sup>2</sup> and garages and carports forming part of a single-family dwelling; carport gross floor area shall be calculated as the roofed floor area;
  - ii. exclude one accessory building less than 10 m<sup>2</sup>; and
  - iii. exclude one room less than 40 m<sup>2</sup> in gross floor area, completely contained within the principal building and used by residents of a coach house for storage, vehicle parking or workshop purposes;
- (h) not exceed 10.0 m<sup>2</sup> roofed patio and deck floor area, where the roofed floor area is measured from the exterior of supporting walls or columns to the eave or gutter whichever is greater;
- (i) not exceed in height:
  - i. 4.5 metres, where the coach house gross floor area is less than 50 m<sup>2</sup>; and
  - ii. 5.5 metres, where the coach house gross floor area is equal to or greater than 50 m<sup>2</sup>; and
- (j) not be located closer than 4.0 metres to a principal building;
- (k) be excluded from required rear setback, provided that no coach house is located closer than 2.0 metres to a rear lot line; and
- (l) conform to Section 5.20 Special Needs Housing Standards – Adaptable Housing.

E. Deleting Figures 101-1; 107-1; 805-1;

F. Adding as 107.2(3) the following text:

Coach Houses shall not be permitted:

- i. on a parcel shown shaded in Appendix "F"; and

ii. on a parcel shown shaded in Appendix "G" that has a parcel area less than 1,500 square metres.

G. Deleting the following Sections 101.11; 103.11; 104.11; 106.11; 108.11; 109.11; 110.11; 805.11; 815.12; and 818.11;

H. Adding as Sections 101.11; 103.11; 104.11; 106.11; 108.11; 109.11; 110.11; 805.11; 818.11 the following text:

The following shall be screened in accordance with Section 8:

- (1) Above ground utility boxes and utility transformers; and
- (2) Coach houses abutting Residential zoned parcels.

I. Adding as Section 801.11(3) the following text:

Coach houses abutting Residential zoned parcels shall be screened in accordance with Section 8.

J. Adding as Section 815.11 the following text:

Screening

The following shall be screened in accordance with Section 8:

- (1) Garbage compounds;
- (2) Above ground utility boxes and utility transformers;
- (3) Coach houses abutting Residential zoned parcels; and
- (4) Parcels used for campground purposes from abutting Residential or Multi-Family Residential parcels.

K. Comox Zoning Bylaw 1850 is further amended by making such consequential changes, as are required to reflect the foregoing amendments, including without limitation changes in the numbering and order of the sections of the bylaw.

## Adoption

READ A FIRST AND SECOND time this	6 <sup>th</sup> day of March, 2019
ADVERTISED A FIRST time this	26 <sup>th</sup> day of March, 2019
ADVERTISED A SECOND time this	28 <sup>th</sup> day of March, 2019
PUBLIC HEARING held this	3 <sup>rd</sup> day of April, 2019
READ A THIRD time this	day of , 2019
ADOPTED this	day of , 2019

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Russ Arnott,  
Mayor

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Richard Kanigan,  
Chief Administrative Officer