

COVER LETTER

CONTEXT FOR OUR PROPOSAL

In 2003, Bowen Island adopted a Comprehensive Development Area plan for Cowan Point. This plan outlined phased development including a nine-hole golf course, single-family homes, a waterfront park at Seymour Bay, recreational facilities, a school site, trail networks, and environmental conservation areas. For 22 years, this vision guided development at Cowan Point.

Today we seek amendments to the Official Community Plan and Land Use Bylaw that will allow us to continue development of this unique neighbourhood to specifically address needs that were not anticipated in 2003.

Our application focuses on a small, 12-acre area within Cowan Point, seeking permission to develop in a way that better meets today's community needs. Specifically, we are proposing more diverse housing options centered around a neighbourhood hub, all designed to fit Bowen's existing character.

COUNCIL'S CONSIDERATION

After our presentation to Council (July 14, 2025) and further discussion at Committee of the Whole (September 15, 2025), Council voted with near-unanimous support to recommend that our application proceed with an Official Community Plan (OCP) amendment. **Answering that call, our amendment application is attached with an aim to expedite housing delivery where real opportunity exists.**

THREE REASONS

1. **Logical Continuation.** Within the Bowen's Land Use Bylaw, Cowan Point is zoned "[The purpose of the CD 6 Zone is] to recognize a comprehensively planned area called Cowan Point which includes residential areas, a golf course, parks and trails, nature conservation lands, local and tourist commercial services, and a retreat." (Section 4.2). Given the substantial infrastructure already in place — including public roads, parks and trails, potable water and sewer systems provided via two utility companies — we believe these lands should continue to support Bowen's broader community planning objectives and materially address housing needs and economic opportunities..
2. **Proposed Uses... and What's Already Permitted.** Of the 20 uses proposed in the application, 14 are already allowed under current zoning. We're requesting six additional uses that align with the neighbourhood vision: independent/supportive living, live/work units, daycare, outdoor recreation facilities, indoor entertainment facilities, and columbarium. To date, we have heard no objections to these uses (except for one concern about recreational facilities which would be addressed during building design and Municipal building permit review).
3. **No More Density... No More Homes?** We can do better. According to the July 10 Staff Report, Bowen Island is "built out." In no uncertain terms, the current message reads: no more housing units are available given current limits. While technically, Snug Cove is exempted from this limit, the practical reality is that further development within Snug Cove requires solving the Municipality's infrastructure limitations. This raises a critical question: Given these restrictions, how can Bowen Island address our community's immediate housing needs, particularly for supply, diversity, and affordability?

At Cowan Point, within the area we are seeking to rezone, we could proceed to sell the 9 estate lots that exist there today, resulting in 9 single family homes with potentially some secondary suites (although there is no guarantee these lots will include suites). Instead, we hope to offer a more efficient and greater community benefit.

We're requesting additional units for two reasons:

1. the 9 remaining estate style lots, in our opinion, do not address our island's current housing needs; and,
2. in order to create diverse and more affordable housing - including independent/supportive living and its associated economic opportunities - additional units are needed to ensure the viability of this project and the long-term viability of the associated economic opportunities.

So here's the question: **Is Bowen Island better service by these 9 residential lots remaining with that use, or should they be rezoned as per our application?**

OUR RECOMMENDATION: THREE OCP AMENDMENTS

The Official Community Plan policy was originally drafted in 1977 and assumed “one dwelling unit per lot.” Nearly fifty years later, most agree our Island community needs more, smaller, affordable homes. The OCP should be updated to reflect current and future needs.

We recommend:

1. **Remove Principle 3 and Policy 129.** Island-wide density policy should control development form and intensity (through site coverage, building height, setbacks, etc.) rather than setting absolute unit maximums. Unit allowances should be determined through zoning, based on:
 - a. Community (housing) needs assessments and targets;
 - b. Technical capacity (water supply, sewage treatment, transportation infrastructure, ferry capacity); and,
 - c. Development impact considerations.
2. **Remove Policy 147.** This provision has proven difficult to administer and have confused the public process. Alternatively, this policy could be improved by making them specific, measurable, actionable, relevant, and time-limited (i.e. “SMART” policies).
3. **Address Maximum Unit Limits (choose one):**

Option A (Preferred): Remove Maximum Unit Limits. Remove OCP principles and policies setting maximum dwelling units for Cowan Point (Policies 146 and 148). This recognizes Cowan Point as a growth area, aligns with the approach used for Snug Cove, and allows limits to be determined through zoning and servicing capacity.

Option B: Revise Maximum Unit Limits. Amend Policy 146 to allow 327 dwelling units and Policy 148 to allow 312 dwelling Units in Block 2. We believe this is less effective than Option A and begs ongoing debate: Should every request for additional housing units at Cowan Point trigger a full OCP review—including Islands Trust referral and Public Hearing—to reconsider location, use, and density? We believe these questions are better addressed through the more detailed rezoning process, where we can examine specific, material concerns and negotiate equitable – and tangible – outcomes.

THE PATH AHEAD

The logic supporting Cowan Point as an area for planned growth is sound, backed by historical settlement, community vision, substantial investment and significant resource capacity.

Let’s move forward. An OCP amendment to revise density limits for Cowan Point will allow measurable progress towards addressing our community’s real housing needs.

We recognize: this process must conclude prior to rezoning, subdivision, development permitting, financing and construction. As time marches on, we will continue to lose our senior, young families and work force as they are forced to move off the island to find suitable housing. We are also delaying the creation of economic opportunities that can help reduce the need to commute off island for employment.

Respectfully,

BOWEN ISLAND Municipality

Planning Department - Bowen Island Municipality

981 Artisan Lane, Bowen Island, BC, V0N 1G2

Phone: 604-947-4255 ext. 6 Fax: 604-947-0193

Email: planning@bimbc.ca

OFFICIAL COMMUNITY PLAN AMENDMENT (OCP) APPLICATION

Please review the Land Use Bylaw (Rezoning) Guide before filling out and submitting this application form.

Email or deliver copies of this application form, plans and supporting documentation to the Planning Department and make your fee payable to Bowen Island Municipality.

| SECTION 1: APPLICATION TYPE | | FEE |
|-------------------------------------|---|-----------|
| <input type="checkbox"/> | Official Community Plan (OCP) Amendment | \$4000.00 |
| <input checked="" type="checkbox"/> | OCP Amendment in combination with a consistent application for a Land Use Bylaw Amendment | \$4500.00 |

| SECTION 2: PROPERTY OWNER(S) INFORMATION | | List all owners on Certificate of Title - attach additional page(s) if more than 2 owners | |
|--|---|---|-------|
| Name | Bowen Island Properties Ltd. | Name | _____ |
| Address | Suite 201 - 475 Bowen Island Trunk Road | Address | _____ |
| City | Bowen Island | City | _____ |
| Province | BC | Province | _____ |
| Postal Code | V0N 1G0 | Postal Code | _____ |
| Phone | 604-947-0099, extension 101 | Phone | _____ |
| Email | admin@bowenislandproperties.ca | Email | _____ |

| SECTION 3: APPLICANT CONTACT INFORMATION to act as agent (if different than property owner) | | | |
|---|-------|-------------|-------|
| Name | _____ | Postal Code | _____ |
| Address | _____ | | |
| City | _____ | Postal Code | _____ |
| Phone | _____ | | |
| Email | _____ | | |

Freedom of Information and Protection of Privacy

Personal information contained in this form is collected under the *Municipal Act* for the purposes of processing this application, or for purposes directly connected with this application. Information on your application form is available to the public on request under the Freedom of Information legislation. Please contact the Administration Department and the Deputy Corporate Officer at Bowen Island Municipality if you have questions regarding the collection of personal information included on this form.

SECTION 4: DESCRIPTION OF PROPERTY

Lot/Parcel _____ Plan _____ Block _____
 District Lot/ Section _____ Range _____
 Other Description See Appendix A, Schedule 1 of Land Use Bylaw Amendment application.
 Civic Address _____
 Jurisdiction & Folio Number _____ (From property tax assessment/ Tax Notice)
 Parcel Identifier (PID) _____ (From Certificate of Title)

SECTION 5: BYLAW AMENDMENT(S) REQUESTED

1. I/ we hereby apply to change the Land Use Designation of the 'subject property' in the Official Community Plan Bylaw No. 282, 2010

From CDA-1 Cowan Point Comprehensive Development Area _____ (current OCP designation)
 To No change to Land Use Designation sought. _____ (proposed OCP designation)

Purpose (in brief): (more detail included in the proposal summary)

No change to Land Use Designation sought. The purpose of the application is to increase the total number of dwelling units permitted in CDA-1.

2. Amend the text of the Official Community Plan Bylaw No. 282, 2010

See attached Table 1 for proposed text amendments.

SECTION 6: PROPERTY DETAILS1. Property size (m² or ha) 9D: **5.35 ha** (13.22ac) 9E: **1.39ha** (3.43ac)

2. Describe the current use(s) of the land and buildings on the property.

Beyond road access, much of this land is undeveloped. See Land Use Bylaw Amendment application package for more details.

3. Describe the proposed use(s) of the land and buildings and show on your site plan the location of any proposed buildings or structures.

This amendment seeks to permit additional compact housing in Seymour Landing and to provide commercial and tourist accommodation uses to better address community needs. See application package for more details.

SECTION 7: EXISTING AND PROPOSED SERVICES

| Services | Currently Existing? | | Proposed |
|--------------------------------------|-------------------------------------|-------------------------------------|--|
| | Yes | No | |
| Road Access | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Well Water Supply | <input type="checkbox"/> | <input checked="" type="checkbox"/> | All properties will be served with water by Cowan Point Utility Company Ltd. |
| Connection to Community Water Supply | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Onsite Sewage Disposal | <input type="checkbox"/> | <input checked="" type="checkbox"/> | All properties will be served with sanitary disposal by Cowan Point Sewage Treatment Inc. |
| Connection to Snug Cove Sewer System | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Hydro* | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Telephone* | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Fibrotic* | <input checked="" type="checkbox"/> | <input type="checkbox"/> | We understand "Fibrotic" to refer to Rogers Cable service, which is installed at Seymour Bay Drive, and readily available. |

*Preferred installation is underground

SECTION 8: APPLICATION CHECKLIST

Applicants are responsible for ensuring that all the required information listed below is included or addressed in their application. Staff will not begin processing incomplete applications

| | | |
|-------------------------------------|------------------------------|---|
| <input checked="" type="checkbox"/> | Completed Application Form | Signed by all registered owners of the property & if applicable, the agent acting on the owner's behalf |
| | | Includes: |
| <input checked="" type="checkbox"/> | Current Property Information | <ul style="list-style-type: none"> - Certificate of Title dated within the last 90 days prior to application submission - Copy of all building schemes, easements & covenants registered on Title 1 <i>*BIM can obtain copies for a fee</i> |
| <input checked="" type="checkbox"/> | Payment | Payment of the appropriate application fee |
| <input checked="" type="checkbox"/> | Site Disclosure Statement | Contaminated Sites Regulation Form 2 |
| <input checked="" type="checkbox"/> | Site Plan | See below for site plan requirements |
| <input checked="" type="checkbox"/> | Proposal Summary | Includes: <ul style="list-style-type: none"> - Justification and support letter |
| <input checked="" type="checkbox"/> | Technical Report or Studies | Copies of any reports or studies relevant to the application |

SECTION 8 CONTINUED: SITE PLAN REQUIREMENTS

A site plan should include the following (where applicable):

- Dimensions of the property and property lines
- Existing and proposed roads, trails & driveways
- Location & dimensions of existing and proposed buildings (including setbacks)
- Location of any water courses or Development Permit Areas
- Any easements, covenants or statutory rights-of-way

Additional information may be required during the review of the application.

1 Copies already on file with Planning Department. Copies of specific charges can be supplied upon request.

2 Site Profile was submitted to the Municipal Planning Department on June 30, 2014.

SECTION 9: OWNER CONSENT & AUTHORIZATION

In order to process this application, the signature of all registered owners is required. For additional owners, including Strata Corporations or Companies, please attach a separate sheet.

As the registered owner of the property, I/we hereby authorize this application.
I/ We hereby certify that the above information is true, to the best of my/ our knowledge.

BOWEN ISLAND PROPERTIES LTD.

Property Owner (Full Name, Please Print)

Property Owner (Full Name, Please Print)

Date

Date

Authorization Signature

Authorization Signature

SECTION 10: AGENT AUTHORIZATION & SIGNATURE

By signing the above, I/ We as the registered owners authorize the applicant listed in Section 3 to act as the agent to represent this application on the owners' behalf.

I/ We also agree to notify the Planning Department in the event the agent acting on behalf of the owner(s) changes at any time during the application process.

Agent Name (Full Name, Please Print)

Date

Agent Signature

TABLE 1: PROPOSED OCP TEXT AMENDMENTS

| POLICY | CURRENT | PROPOSED AMENDMENT |
|--|--|--|
| General Residential Land Use Management Policies | | |
| Principle 3 | "Notwithstanding the potential to adjust the distribution and location of dwelling units on the Island, the overall number of primary dwelling units anticipated in the 1996 OCP will remain the same." | Remove. |
| Policy 129 | "The provision of multi-dwelling units will be achieved through density re-allocation – there will be no overall increase in the total number of primary dwelling units than was anticipated in the 1996 OCP." | <p>Option A: Remove.</p> <p>Option B: "The provision of multi-dwelling units will be achieved through density re-allocation – there will be no overall increase in the total number of primary dwelling units than was anticipated in the 1996 OCP.</p> <p>Notwithstanding the above, Council may consider site-specific amendments that provide for an increase in the total number of dwelling units where it can be demonstrated that the proposal:</p> <ul style="list-style-type: none"> • advances Official Community Plan objectives related to housing diversity, compact and sustainable settlement, and community serving amenities; and, • is supported by existing or proven infrastructure and servicing capacity." |
| CDA-1 Cowan Point Comprehensive Development Area Policies | | |
| Policy 146 | "The maximum number of residential dwelling units permitted in the residential clusters in the CDA-1 designation shall be 176." | <p>Option A: Remove.</p> <p>Option B: "The maximum number of residential dwelling units permitted in the residential clusters in the CDA-1 designation shall be 327."</p> |
| Policy 147 | "Council may consider innovative development proposals that exceed the maximum number of dwelling units, the minimum lot size, or the floor space levels for a particular area as established in the Zoning Bylaw or within a restrictive covenant, in cases where there is a demonstrated benefit accruing to the community. While such proposals need not require an amendment to the Official Community Plan if consistent with the objectives outlined above, rezoning will be required. Council encourages proposals to be submitted that provide for community amenities." | Remove. |

| POLICY | CURRENT | PROPOSED AMENDMENT |
|------------|--|--|
| Policy 148 | <p>Policy 148</p> <p>"The CDA-1 designation is divided into two distinctive Blocks as shown on Schedule C. The potential land uses within each Block is generally described below:</p> <p>Block 1:</p> <ul style="list-style-type: none"> • Residential: A maximum of 15 lots with an average density of 1 lot per ha; and • Parks & Other Uses: A trail network, an environmental protection area, and a site that would accommodate both an athletic park, an elementary school and an auxiliary public works yard. <p>Block 2:</p> <ul style="list-style-type: none"> • Residential: Nine distinct housing areas consisting of a maximum of 161 dwelling units; • Commercial: An inn with guest accommodation, restaurant and licensed pub, limited local service commercial use, and neighbourhood assembly use, including ancillary parking, transit stop and transit turnaround; • Recreational: A 9-hole public golf course, club house, ancillary parking, additional recreational, open-space, or community-serving uses; and • Parks & Other Uses: A site for a waterfront park and public recreational beach, a trail network, environmental protection areas, and a retreat centre." | <p>"The CDA-1 designation is divided into two distinctive Blocks as shown on Schedule C. The potential land uses within each Block is generally described below:</p> <p>Block 1:</p> <ul style="list-style-type: none"> • Residential: A maximum of 15 lots with an average density of 1 lot per ha; and • Parks & Other Uses: A trail network, an environmental protection area, and a site that would accommodate both an athletic park, an elementary school and an auxiliary public works yard. <p>Block 2:</p> <ul style="list-style-type: none"> • Residential: <ul style="list-style-type: none"> Option A: Nine distinct housing areas consisting of a mix of forms including single-detached, duplex, townhouse, multiplex and low-rise apartment housing; Option B: Nine distinct housing areas consisting of a maximum of 312 dwelling units, provided in a mix of forms including single-detached, duplex, townhouse, multiplex and low-rise apartment housing; • Commercial: An inn with guest accommodation, restaurant and licensed pub, limited local service commercial use, and neighbourhood assembly use, including ancillary parking, transit stop and transit turnaround; • Recreational: A 9-hole public golf course, club house, ancillary parking, additional recreational, open-space, or community-serving uses; and • Parks & Other Uses: A site for a waterfront park and public recreational beach, a trail network, environmental protection areas, and a retreat centre." |