

**DATE:** February 12, 2024

**FILE:** 5600-01/BCOB

**TO:** Chair and Director  
Black Creek-Oyster Bay Services Committee

Supported by James Warren  
Chief Administrative Officer

**FROM:** James Warren  
Chief Administrative Officer

J. Warren

**RE: Black Creek-Oyster Bay Water Local Service Area  
Development Cost Charge Study**

### **Purpose**

To provide information on implementation of a Development Cost Charge (DCC) study for the Black Creek-Oyster Bay (BCOB) Water Local Service Area.

### **Recommendation from the Chief Administrative Officer:**

THAT staff be directed to complete a major update to the Development Cost Charges and Capital Improvement Cost Charges for the Black Creek/Oyster Bay Water Local Service Area.

### **Executive Summary**

- The Comox Valley Regional District (CVRD) recently completed the BCOB Water Master Plan, which provided updated growth projections and detailed a number of projects required to directly or indirectly service development in the service area.
- Now that growth related projects are understood, the development cost charge (DCC) bylaw for within the service area, and capital improvement cost charge (CICC) bylaw for when the service area is expanded should be updated to ensure that development related infrastructure costs are captured by future development as identified within the water master plan.
- DCCs are collected at time of subdivision or building permit, CICC are collected at time of service area expansion when new residential units or commercial or industrial floor area are added to the service. Water DCC and CICC funds are constrained for use only to fund growth related components of water infrastructure projects.
- For uniformity and clarity, the new DCC and CICC bylaws will adopt language and structure more consistent with other CVRD DCC and CICC bylaws. For BCOB, addition of a campsite specific rate will also be included.

- Staff anticipate the studies will be complete, with associated bylaw amendments to the committee, in late 2024. A high-level project timeline is provided below:
  - **June 2024:** Draft background report and proposed rates presented
  - **Summer/early fall 2024:** Public information meeting
  - **Fall 2024:** Third reading on DCC and CICC bylaw, submission of bylaw to inspector of municipalities and adoption of bylaws following inspector approval

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**Government and Community Interests Distribution (Upon Agenda Publication)**

Strathcona Regional District	✓
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