



<b>RCRS Secondary:</b>	GOV-02	<b>Effective Date:</b>	2026-MAY-25
<b>Policy Number:</b>	COU-256	<b>Amendment Date/s:</b>	
<b>Title:</b>	Master Development Plan Policy	<b>Repeal Date:</b>	
<b>Department:</b>	Planning & Development	<b>Approval Date:</b>	2026-MAY-25

## 1.0 PURPOSE

The purpose of this policy is to clarify when a Master Development Plan (MDP) is required in support of a development application submission, and to provide administrative guidance for the preparation of Master Development Plans. The purpose of a MDP is to provide a finer level of detail for how large, multi-phase sites will be developed over time. The MDP will reinforce the policy direction in the *City Plan (Official Community Plan)*, applicable Area Plan and other relevant City bylaws and policies and demonstrate how long-term development can be achieved without negatively impacting land use, transportation, access to daily needs, infrastructure, and other community needs.

## 2.0 SCOPE

The MDP policy applies to the review of *Zoning Bylaw* amendment, subdivision and development permit applications. A MDP may be required for any development of land with a Future Land Use Designation of Primary or Secondary Urban Centre with a site area of 2.5 hectares or greater. Regardless of whether the development site includes one or more properties, or a portion of a property that are subject to the application, a MDP may be required for the entire site. The Director of Planning and Development may require a MDP for smaller sites that require comprehensive planning.

## 3.0 POLICY

- 3.1 A MDP is required for any development site with a Future Land Use Designation of Primary or Secondary Urban Centre with a parcel size of 2.5 hectares or greater.
- 3.2 MDP will establish a conceptual plan for the natural environment, housing, transportation, access to daily needs, infrastructure public benefits and development phasing.
- 3.3 A MDP will take into account the site's relationships to adjacent lands, in terms of land use compatibility, site access, parks, recreation and culture facilities and amenities, transportation network and infrastructure needs, and with specific regard for neighbouring remnant parcels, ensuring these sites are able to develop under their Future Land Use Designation(s).
- 3.4 The preparation of a MDP will address all the topics covered in Section 4.0 – Form and Content, and Section 5.0 – Public Engagement, and be subject to review and acceptance by the City.
- 3.5 A MDP is to be secured through a development agreement that is registered on the title of property either as a:
  - 3.5.1 *Land Title Act* - Section 219 covenant; or
  - 3.5.2 Condition of permit.
- 3.6 Subdivision and/or development permit applications should then proceed by phase in accordance with the MDP.
- 3.7 MDP may allow for each phase of a project to share entitlements, across the entire project site and for each phase (i.e. meet the full expectations for open space, amenities, uses, housing affordability, employment-generating floorspace, transportation demand management, etc.), provided the project as a whole must meet the overall requirements.
- 3.8 All public benefits should not be deferred to the final phase.

3.9 MDP is to be prepared by a Qualified Professional including a Registered Professional Planner (MCIP, RPP) and/or Architect (MAIBC).

#### 4.0 FORMAT & CONTENT

A MDP must provide the following information to support the development application:

##### 4.1 Location and Site Statistics

- Parcel legal description(s).
- Address(es).
- Map showing location in context of surrounding area.
- *City Plan (Official Community Plan)* Future Land Use Designation(s).
- Proposed zone(s).
- Project statistics on a block-specific basis and in total:
  - Land area.
  - Floor area (density allocation) for each land use type (residential, commercial, etc.).
  - Floor Area Ratios (FARs) and building height.
  - Number of residential units and unit mix, by tenure, affordability and size.
  - Number of parking stalls and loading bays.
- Other information, as appropriate for the development.

##### 4.2 | Conceptual Site Plan

- Land use distribution and zones that will be applied.
- Key corridors, precincts, nodes, landmarks, gateways, streetscapes, plazas, squares, parks and other public realm features, and the connections between these elements.
- General location and uses of all buildings, streets and public spaces.
- Conceptual built form including building massing and form and character.
- Conceptual drawings for any adjacent parcels, demonstrating how they can feasibly develop independently may be required.
- Context plan, considering the relationship to adjacent properties.

##### 4.3 | Natural Environment

- Demonstrate how the development is achieving the applicable policies of *City Plan (Official Community Plan)*, and the applicable Area Plan.

##### 4.4 | Housing

- Demonstrate how the development is achieving the applicable policies of *City Plan (Official Community Plan)*, the applicable Area Plan, and the City's most current *Housing Needs Report*.

##### 4.5 | Transportation

- Demonstrate how the development is achieving applicable policies of *City Plan* and the applicable Area Plan. This includes a Traffic Impact Assessment (TIA) which addresses the following components: Functional Road Network Plan (both public and private) including intersection control; Travel Demand Management Strategy that demonstrates support for walking, rolling and transit within and external to the site; site servicing strategy (i.e. deliveries and/or waste collection); and end of trip facilities strategy (i.e. vehicle or bike parking, change facilities, etc).

##### 4.6 | Access to Daily Needs

###### 4.6.1 Park, Recreation, Culture and Wellness

- Demonstrate how the development is achieving the applicable policies of *City Plan (Official Community Plan)* and the applicable Area Plan.
- Identify existing park, recreation, culture and wellness facilities and amenities within a 15-minute / 800-metre walk of the development, and the potential impacts of the development on these facilities and amenities.
- Using the results of the analysis, design a park, recreation, culture (including public art) and wellness plan that incorporates both public and privately accessible facilities and amenities.

- The plan shall differentiate between public space and privately owned public open spaces (POPOS);
- Interim site activation should be considered on vacant portions of phased developments. (Site activations do not count towards the parkland dedication expectation at time of *Zoning Bylaw Amendment*).

#### 4.6.2 Economic Development (where applicable)

- Demonstrate how the development is achieving the applicable policies of *City Plan (Official Community Plan)*, the applicable Area Plan, and Nanaimo's most current State of the Economy Report. Where a commercial component is included, provide information on the potential impacts of the proposed development on: competition; traffic impacts; the effects on tenancy; and the impacts on neighbourhood stability.

#### 4.7 | Infrastructure

- Demonstrate how the development is achieving the applicable policies of *City Plan (Official Community Plan)*, the applicable Area Plan.
- Include a capacity assessment of the City's existing water, sewer and drainage systems, and outline improvements required for meeting servicing needs.
- Include a storm water management plan.

#### 4.8 | Public Benefits

- Outline the public benefits of the proposed development, such as affordable housing, parks, recreation, culture and wellness facilities and amenities, childcare, social components and other benefits as appropriate.

#### 4.9 | Phasing Plan

- To support the full buildout of all phases, provide information on the: floor area; land uses and number of dwelling units per phase; transportation; park, recreation, culture and wellness facilities and amenities; infrastructure; public benefit phasing; and interim landscaping between phases.

## 5.0 PUBLIC ENGAGEMENT

- 5.1 The applicant may be required to complete public engagement to support their MDP proposal prior to consideration by Council.
- 5.2 For MDPs required with a subdivision application, the requirement for public engagement is at the discretion of the Approving Officer.

### PROCESS:

A MDP may be required as part of a submission of a *Zoning Bylaw Amendment*, Subdivision or Development Permit application.

### RELATED DOCUMENTS:

City Plan: Nanaimo Reimagined Bylaw 2022 No. 6600

Zoning Bylaw 2011 No. 4500

Development Approval Information Bylaw 2022 No. 7346

Subdivision Control Bylaw 1989 No. 3260

Off-Street Parking Regulations Bylaw 2018 No. 7266

Development Procedures and Notification Bylaw 2024 No. 7375

### REPEAL or AMENDMENT:

N/A