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## STAFF REPORT

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**TO:** Chief Administrative Officer  
**FROM:** Roni-Lee Roach, Executive Secretary  
**SUBJECT:** Development Permit DP2025-06 – Landscape Bond  
**MEETING DATE:** January 27<sup>th</sup>, 2026

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### PURPOSE

The purpose of this report is to request Council approval to amend a previously approved motion to correct the amount required for a landscape bond deposit.

### BACKGROUND

At the Regular meeting of July 22<sup>nd</sup>, 2026, Council approved a Development Permit at 62 Gordon Road (DP2025-06). A condition of the permit was to have the applicant submit a landscape bond in the amount of \$2,550.00 to be held as security for the plantings.

The owner(s) submitted an updated landscape bond amount, attached, and determined that the full planting costs to be \$1,455.00 for the project.

An amendment to Motion R.0084/25 regarding DP2025-06 – 62 Gordon Road is required to correct the landscape amount required.

### IMPLICATIONS

- a. **Financial:**  
N/A.
  
- b. **Policy/Legislation:**  
N/A

**c. Strategic Priority:**

N/A

**d. Sustainability:**

N/A

**e. Communication:**

The Contract Planner and the owner(s) have been in correspondence to discuss the matter in order for the project to proceed.

**f. Staffing Implication:**

N/A

**Options:**

- 1) Receive this staff report and approve the amendment to Motion R.0084/25 to read “c) Prior to issuing the development permit, the applicant shall submit the landscape bond, in the amount of \$1,455.00 to be held as security for the plantings”; OR
- 2) Receive this staff report and make no amendment to Motion R.0084/25 and require the landscape bond of \$2,550 to be held as security for the plantings, OR
- 3) Receive this staff report and request additional information prior to reconsideration of the amendment.

**RECOMMENDATION**

Staff is recommending option 1.

THAT Motion R.0084/25 from the July 22<sup>nd</sup>, 2025, Regular meeting of Council be amended to read “c) Prior to issuing the development permit, the applicant shall submit the landscape bond, in the amount of \$1,455.00 to be held as security for the plantings”.

Signed:

***Roni-Lee Roach***

Roni-Lee Roach, Executive Secretary

Concurrence:

***John T***

John Thomas

Chief Administrative Officer

Plant Name	Size	Qty	Est. Cost Per Plant	Est. Total
Kinnickinnick	4"	32	\$ 13.00	\$ 416.00
Redosier Dogwood	1 gal or whips	2	\$ 15.00	
Woolly sunflower	4" Pot or seed	9	\$ 4.00	\$ 36.00
Salal	1 gal	10	\$ 5.00	\$ 50.00
Black twinberry	1 gal	4	\$ 15.00	\$ 60.00
Oregon Grape	1 gal	5	\$ 4.00	\$ 28.00
Sweet gale	1 gal	9	\$ 10.00	
Indian Plum	1 gal	2	\$ 20.00	\$ 40.00
Sword Fern	1 gal	7	\$ 15.00	\$ 105.00
Shrubby cinquefoil	1 gal	12	\$ 30.00	\$ 360.00
Hooker's Willow	1 gal or whips	5	\$ 30.00	
Hardhack	1 gal	9	\$ 10.00	
		81	<b>TOTAL</b>	<b>\$ 1,095.00</b>

Ref: Recommended Planting Plan for Top of Wall

Plant Name	Size	Qty	Est. Cost Per Plant	Est. Total
Kinnickinnick	4"	32	\$ 13.00	\$ 416.00
Redosier Dogwood	1 gal or whips	2	\$ 15.00	\$ 30.00
Woolly sunflower	4" Pot or seed	9	\$ 4.00	\$ 36.00
Salal	1 gal	10	\$ 5.00	\$ 50.00
Black twinberry	1 gal	4	\$ 15.00	\$ 60.00
Oregon Grape	1 gal	7	\$ 4.00	\$ 28.00
Sweet gale	1 gal	9	\$ 10.00	\$ 90.00
Indian Plum	1 gal	2	\$ 20.00	\$ 40.00
Sword Fern	1 gal	7	\$ 15.00	\$ 105.00
Shrubby cinquefoil	1 gal	12	\$ 30.00	\$ 360.00
Hooker's Willow	1 gal or whips	5	\$ 30.00	\$ 150.00
Hardhack	1 gal	9	\$ 10.00	\$ 90.00
		108	<b>TOTAL</b>	<b>\$ 1,455.00</b>

Ref: Full Planting Plan - Both Sides of Wall

No. R.0084/25  
Development Variance  
Permit DP2025-06  
62 Gordon Road

- (ii) Moved: Councillor Sandhu  
Seconded: Councillor Vomacka  
that Council approve the DP2025-06 to permit the replacement of a retaining structure in DPA 1 and DPA 2 at 62 Gordon Road, on the lot legally described as Lot 17 Section 6, Renfrew District (Cowichan Lake District), Plan 6253 (PID: 002-508-842) subject to the following conditions:
- a) All development shall be in accordance with:
    - Issuance of a Development Permit under the provisions of the DPA 1 for watercourse protection, DPA 2 for flood hazard for the replacement of a retaining structure at the Environmental Assessment for Retaining Wall Reconstruction, prepared by Aquaparian Environmental Consulting, dated February 15, 2023;
    - Provincial Approval Letter – Changes in and About a Stream, dated September 28, 2023;
    - Geotechnical Memorandum, prepared by Ryzuk Geotechnical, dated June 11, 2025;
    - Site Plan and Verti-Block Retaining Wall Section, prepared by Ryzuk Geotechnical, dated January 24, 2023;
    - Planting plan, prepared by Melissa Baron Landscape Design, dated July 2025, and landscape bond.
  - b) Removal and replacement of the retaining wall shall be undertaken under the supervision of the environmental and geotechnical professionals.
  - c) Prior to issuing the development permit, the applicant shall submit the landscape bond, in the amount of \$2,550.00 to be held as security for the plantings.

CARRIED.