



City of Colwood

Havenwood Park Management Plan

FINAL DRAFT March 2023





CITY OF COLWOOD
HAVENWOOD PARK MANAGEMENT PLAN
Prepared by LANARC

We respectfully acknowledge that the park lies within the traditional territories of the Lekwungen (Songhees) and Xwsepsum (Esquimalt) and the shared territories of Sc'ianew (Beecher Bay) and T'Sou-ke (Sooke). It is the City's honour to have the opportunity to build strong working relationships with the people of the First Nations here.

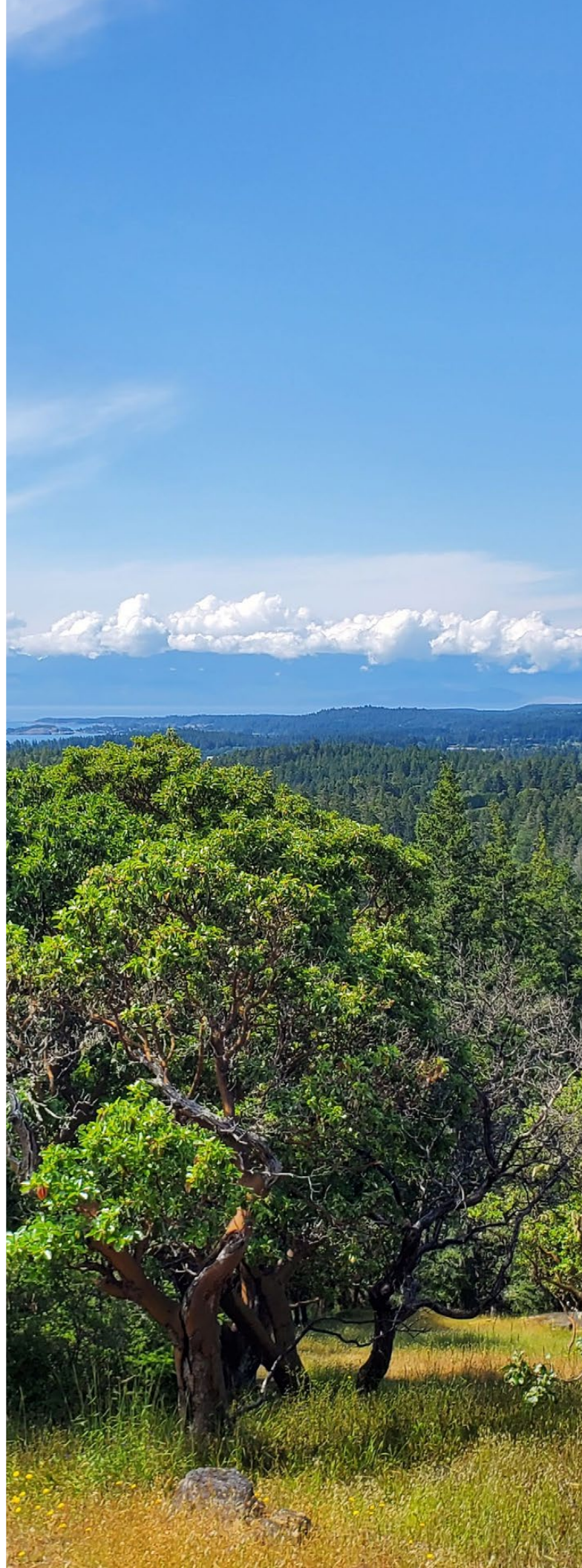




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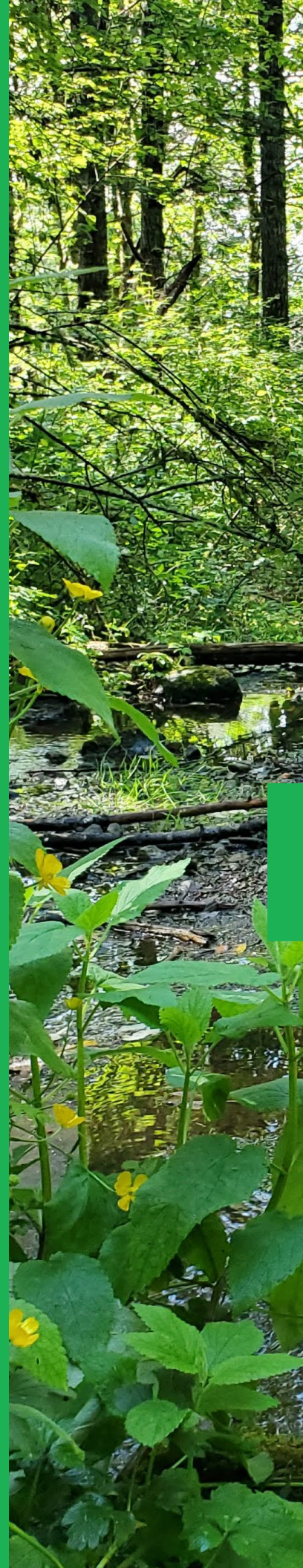
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PART 1

Introduction



This plan works to:

- Analyze the park's existing conditions, facilities, and amenities.
- Understand the context of Havenwood Park – historical, ecological, social, and recreational.
- Engage with community members about the future of the park.
- Develop a strong vision statement and set of guiding principles for park improvements.
- Develop recommendations for capital and operational improvements.
- Establish a feasible implementation plan for realizing ecological conservation and appropriate change in Havenwood Park.

1.1 PURPOSE OF THE PLAN

In June 2022, the City of Colwood (the City) initiated a process to update the Park Management Plan (PMP) for Havenwood Park. The original PMP for Havenwood Park was prepared in 2005. The (2022) PMP process was a recommendation of the City-wide Parks & Recreation Master Plan (PRMP), which was adopted in 2021. The 2022 Havenwood Park Management Plan provides an opportunity to reflect on the values, opportunities, challenges, and sensitivities of the park today, and to explore ideas to create a healthy, safe, and thriving park for the future.

1.2 USING THIS DOCUMENT

The 2022 Havenwood Park Management Plan supersedes the 2005 Havenwood Park Management Plan. This plan should be considered a living document that will evolve as the community changes over time. Recommendations in this plan are intended to be reviewed and adjusted regularly to reflect changing community needs.

The Park Management Plan does not illustrate an exact or final layout for all potential improvements, rather it provides a vision and strategies for planning, assessing, and implementing future changes. This plan sets a framework for positive change – success will also depend on support and contribution from the City, community, and stakeholders to create and maintain a park that balances conservation and access to nature.

1.3 PARK CONSERVATION COVENANT

Havenwood Park is unique within the City of Colwood's park systems since it is governed by a registered covenant between the following four parties:

- The City of Colwood
- The City of Langford
- Habitat Acquisition Trust (HAT)
- The Land Conservancy of British Columbia (TLC)

The covenant was formalized in 2008. The covenant recognizes Havenwood Park as a unique ecological and recreation asset in the heart of a growing community. Havenwood Park is to prioritize conservation for environmental benefit while maintaining managed passive recreation opportunities for the residents of Colwood.

As defined in the Covenant, "Informal or Passive Recreation" means: Low-impact outdoor recreational activities that are compatible with preserving the land and amenities, which shall include walking, hiking, jogging, bird watching, nature photography and nature study, and for greater clarity, do not include artefact gathering, planting gathering, hunting, climbing, rappelling, camping, riding motorized vehicles, or building fires.

1.4 FIRST NATIONS

We respectfully acknowledge that the park lies within the traditional territories of the Lekwungen (Songhees) and Xwsepsum (Esquimalt) and the shared territories of Sc'ianew (Beecher Bay) and T'Sou-ke (Sooke). The health and wellness of the lands and waters of the Colwood area, including Havenwood Park, benefits from Indigenous knowledge of the local First Nations who have been stewards of this area since time immemorial.

The City of Colwood is committed to exploring opportunities for reconciliation with Indigenous Peoples and is dedicated to promoting the representation, visibility, and cultural expression of First Nations throughout Colwood. Reconciliation should take many forms and there is a role for Havenwood Park in this work.

1.5 RECENT HISTORY

The key points in recent history that led to the dedication of Havenwood Park and the conservation covenant include:

- 1970s** – The property is acquired by the province, through the British Columbia Assets and Lands (BCAL)
- 1981** – The property is subdivided for the construction of the Veterans Memorial Parkway
- 1999** – The Colwood Greenways Committee established to provide support the development of the Greenways Plan. Members of the community lobby in support of acquiring this property for park green space.
- 2000**
- 2001** – An environmental review details sensitive ecological elements present on the property
- 2002** – The City of Colwood, along with a contribution from the City of Langford, purchases the property from the British Columbia Assets and Lands (BCAL) for the purposes of conservation and passive recreation
- 2005** – The original park management plan for Havenwood Park is completed
- 2008** – The registered covenant agreement for Havenwood Park is completed



Lekwungen (Songhees) Nation



Xwsepsum (Esquimalt) Nation



Sc'ianew (Beecher Bay)
First Nation



T'Sou-ke (Sooke)
First Nation



1.6 PARK CLASSIFICATION

The City of Colwood's Parks & Recreation Master Plan (PRMP) includes a parks classification system to assist the City in assessment, planning, acquisition, and management of municipal parks.



Havenwood Park is classified as a Nature Park, and is the largest Nature Park within the City's municipal jurisdiction (the Royal Roads Lands are larger, but are not City lands nor under City management).

Nature Parks are dedicated for community access to nature and can also provide ecological conservation, wildlife habitat protection, watercourse protection, environmental stewardship, management of hazardous areas, and protection of views. Typical elements within a Nature Park include:



- Forested areas
- Riparian areas
- Steep slopes / protected areas
- Wildlife or ecological areas
- Walking trails / staging areas for trails
- Rest areas
- Viewpoints
- Educational / interpretive information
- Benches or informal seating



Havenwood Park exemplifies the character and features of a Nature Park, and encompasses all of the above elements.



1.7 RELATED PLANS AND INITIATIVES

The City of Colwood has developed several plans and initiatives that guide planning for Havenwood Park. The key plans below have informed this plan:

- *Parks & Recreation Master Plan (2021)*
- *Land Use Bylaw No. 151, 1989 (2020)*
- *Official Community Plan (2018)*
- *Strategic Plan (2019-2023)*
- *Transportation Master Plan (2015)*
- *Havenwood Park Conservation Covenant (2008)*
- *Havenwood Park Management Plan (2005)*

This plan is not a consolidation of these documents, but it considers and carries forward key ideas and themes developed in these earlier processes. This park management plan is designed to be used alongside other planning documents. In particular, all future decisions about the park should reflect the policies outlined in the Official Community Plan (OCP), Parks & Recreation Master Plan (PRMP), and the Park Covenant (2008). Recommendations developed for Havenwood Park should support the PRMP's vision and guiding principles for Colwood's broader park system:

Parks & Recreation Master Plan Vision

Residents enjoy a city that is green by nature and the privilege of a connected network of parks and trails within easy walking distance of home. Colwood's parks, recreation, and natural systems are unique to this place and integral to the community's identity and exceptional quality of life... the diverse amenities and thoughtful distribution of Colwood's parks and recreation empower all ages and abilities to live a healthy lifestyle and provide a legacy for generations to come.

Havenwood Park in the PRMP (C24):

The PRMP identified the following key considerations for further study in Havenwood Park:

- Environmental protection, restoration, & enhancements
- Trail upgrades & management
- Connections for the "Beach to Mountain Community Trail Route Network"
- Signage improvements
- Explore opportunities for indigenous visibility & cultural expression
- Parking improvements
- Secure bicycle parking
- Picnic area
- Park washroom

PARKS AND RECREATION MASTER PLAN GUIDING PRINCIPLES:

		Celebrate Our Natural Character
		Strengthen Our Connectivity
		Protect and Enhance our Environment
		Encourage our Community Health and Wellness
		Nurture Our Partnerships
		Promote Accessibility and Inclusiveness

1.8 THE PLAN PROCESS

The plan was developed through three phases, from June 2022 through spring 2023. Community engagement and feedback were central to the plan process and were incorporated in each phase.

PHASE 1

Gather information, inventory existing conditions, identify opportunities and constraints, gather preliminary ideas from stakeholders and the community.

PHASE 2

Explore and review early ideas for the park management plan. Work with the community to understand likes, dislikes, and priorities.

PHASE 3

Develop, refine, and finalize the recommendations and directions for the Park Management Plan. Refer the draft plan to Council, stakeholders, and the community for feedback.



Pop-up event on an August evening for Phase 2 engagement

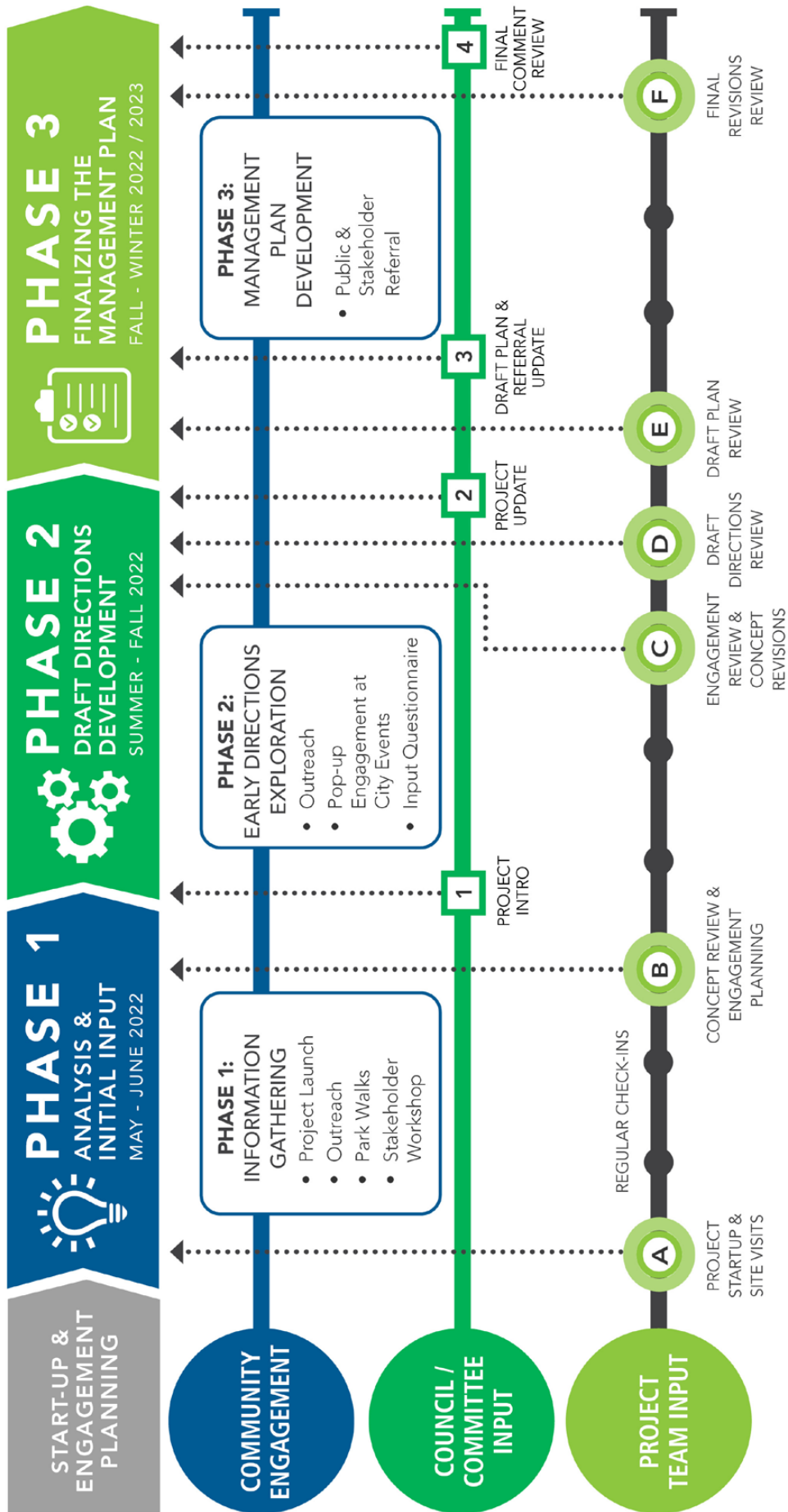


Figure 1: Project Process Diagram

PHASE 1: WHO PARTICIPATED?

40

Direct Stakeholder Referrals

17

Park Walk Attendees

ENGAGING DURING COVID-19

Due to the evolving and unpredictable nature of the COVID-19 pandemic, engagement activities were held outdoors or made available online.

Recognizing the varying levels of community comfort with attending an in-person event, engagement opportunities, input questionnaires and other information were made available online.

To provide an inclusive process, printed copies of materials and the survey were also made available at the public events and City Hall.



PHASE 1

ANALYSIS & IDEAS EXPLORATION

MAY – JUNE 2022

Phase 1 involved an initial inventory and analysis of the existing conditions in Havenwood Park. This phase also included gathering initial stakeholder, community, and City of Colwood staff input to understand park opportunities, challenges, and potential improvements. The key themes and ideas generated through Phase 1 informed the early ideas and directions for Phase 2.

Key activities included:

- Background review of existing documents and related plans
- Project kick-off meeting and site tour of Havenwood Park
- Inventory and analysis of existing park conditions
- Development of an engagement plan
- Community Park Walk event with City staff and community members
- Launch of a public outreach campaign including project website, posters in the parks, direct stakeholder emails, and e-notifications
- Online stakeholder workshop (June 28th, 2022)



During Phase 1 the City hosted a community park walk to introduce the management plan process and provide an opportunity to share ideas about the park.



PHASE 2

DRAFT DIRECTIONS DEVELOPMENT

JULY - SEPTEMBER 2022

Phase 2 involved development of an early ideas map and list to explore preliminary concept options for the park management plan. Community feedback on the draft directions helped to prioritize recommendations, understand items that were well-supported, and identify areas for further improvement.

Key activities included:

- Development of an *Early Ideas Map & List*
- A project team working session to review early ideas
- Development of draft directions materials including a concept plan
- Updates to the Engagement Plan for Phase 2
- Outreach campaign including project website, posters in the park, postcards, direct stakeholder emails, and social media posts (City Facebook, Twitter, & Instagram)
- Development and launch of a community feedback form (online and hard-copy)
- Three in-person pop-up park engagement events:
 - » Friday, July 15th at Meadow Green Park (music in the park night)
 - » Saturday, July 30th at Eats & Beats (waterfront)
 - » Friday, August 26th at Meadow Green Park (music in the park night)
- Development of the *Havenwood Park Engagement Summary Report* and update presentation to Council

PHASE 2: WHO PARTICIPATED?

+160

Visits to the project website

80

Survey Participants

~200

Attended the pop-up events through the summer



To raise community awareness of the process, signs were posted in the park.

**PHASE 3:
WHO
PARTICIPATED?**

313

Visits to the project website

20

Community comments received plus detailed comments from the covenantees and key stakeholder groups

40

Direct Stakeholder Referrals



PHASE 3

FINALIZING THE PLAN

FALL / WINTER 2022-2023

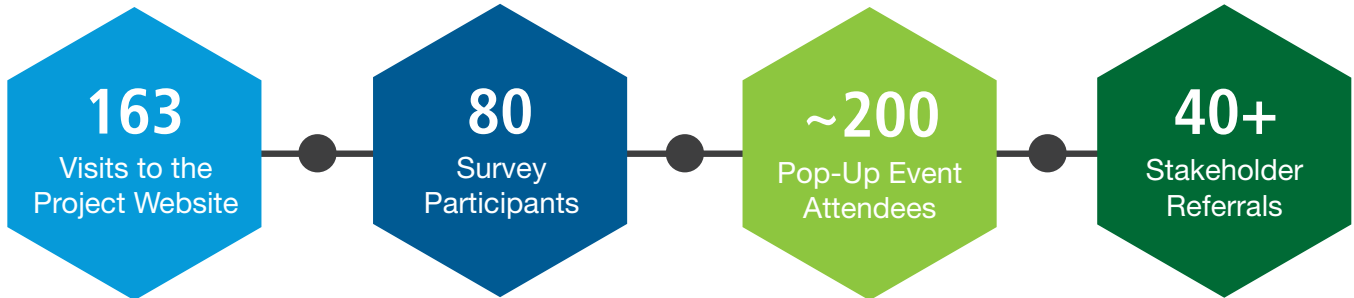
Phase 3 involved developing, refining, and finalizing the recommendations and directions for the Park Management Plan. Community members were invited to review the Draft Park Management Plan and provide feedback for revising and finalizing the document.

Key initiatives included:

- Development of the Draft Havenwood Park Management Plan
- Review by City staff
- Council presentation of the Draft Park Management Plan
- Community and stakeholder referrals of the draft PMP
- Recommended plan updates summary following community and Council input
- Final refinements and submission of the Havenwood Park Management Plan (anticipated in spring 2023)

1.9 WHAT WE HEARD

The project engagement process generated a range of input and ideas that inform the future of Havenwood Park. A brief summary of the feedback themes and key points is provided below:



➤ SUMMARY HIGHLIGHTS:

PARTICIPANTS SUPPORT:

- Maintaining the park's unique natural character and limiting new park amenities
- Protecting existing trees, forested areas, and riparian areas within the park
- Ongoing support for park stewardship groups
- Upgrades to park trails while limiting impacts to sensitive ecosystems



PARTICIPANTS ARE CONCERNED ABOUT :

- Increased park use and demand on the park's trail network, natural areas, and parking areas
- Degradation of sensitive ecosystem zones including riparian areas, bedrock outcrops, and meadows
- Parking at secondary park entrances (e.g. Resolution Way)
- Impacts of invasive species within the park



PARTICIPANTS HAD MIXED OPINIONS ABOUT:

1. Adding a designated picnic area
2. Off-leash dogs
 - » Many participants were supportive of designating on-leash areas and shared concerns about off-leash dogs limiting their use of the park or impacting habitat areas
 - » Some participants preferred not to see change in on-leash rules within the park



TOP IDEA PRIORITIES

Participants' top 3 priorities for improvements to Havenwood Park include:

- 1 Protecting and Restoring Forested Areas
- 2 Enhancing Primary Trails
- 3 Supporting Stewardship Groups and Invasive Species Management





PART 2

Havenwood Park Today



Park Expansion Areas Covenant:

In May 2022 a covenant agreement was formalized to dedicate two areas of parkland from the development of 3460 / 3461 Veterans Memorial Parkway.

This covenant requires:

- Protection of the site wetland and riparian areas
- Building of amenities such as trails, boardwalks, viewing platform, and split rail fences
- Habitat restoration including the removal of invasive plant species and replanting with native species
- Installation of trail markers and interpretive signage

2.1 PARK LOCATION AND OVERVIEW

Havenwood Park is a 16.5 hectare (40 acre) parcel of land that connects Colwood's established Triangle Mountain and Latoria neighbourhoods. The park is bisected by Veterans Memorial Parkway and is comprised of a 12.4 hectare portion west of the Parkway and 4.1 hectare parcel east of the Parkway. Two park expansion areas were transferred to the City in May 2022 through a covenant (associated with the future development at the 3460 / 3461 Veterans Memorial Parkway site). These expansion areas add roughly 1.6 ha of total parkland on the north edge of the park (see Figure 2 for the location of expansion areas).

The park is characterized by a range of natural features including:

- Complex topography including moderate to steep slopes;
- An elevation range of 100m to 165m above sea level;
- Bedrock outcrops that host sensitive meadow ecosystems;
- Wetland and riparian areas including permanent and ephemeral watercourses (Latoria Creek Northeast and Latoria Creek Southeast); and
- Mixed second growth coniferous and deciduous forest.

GENERAL LOCATION MAP:



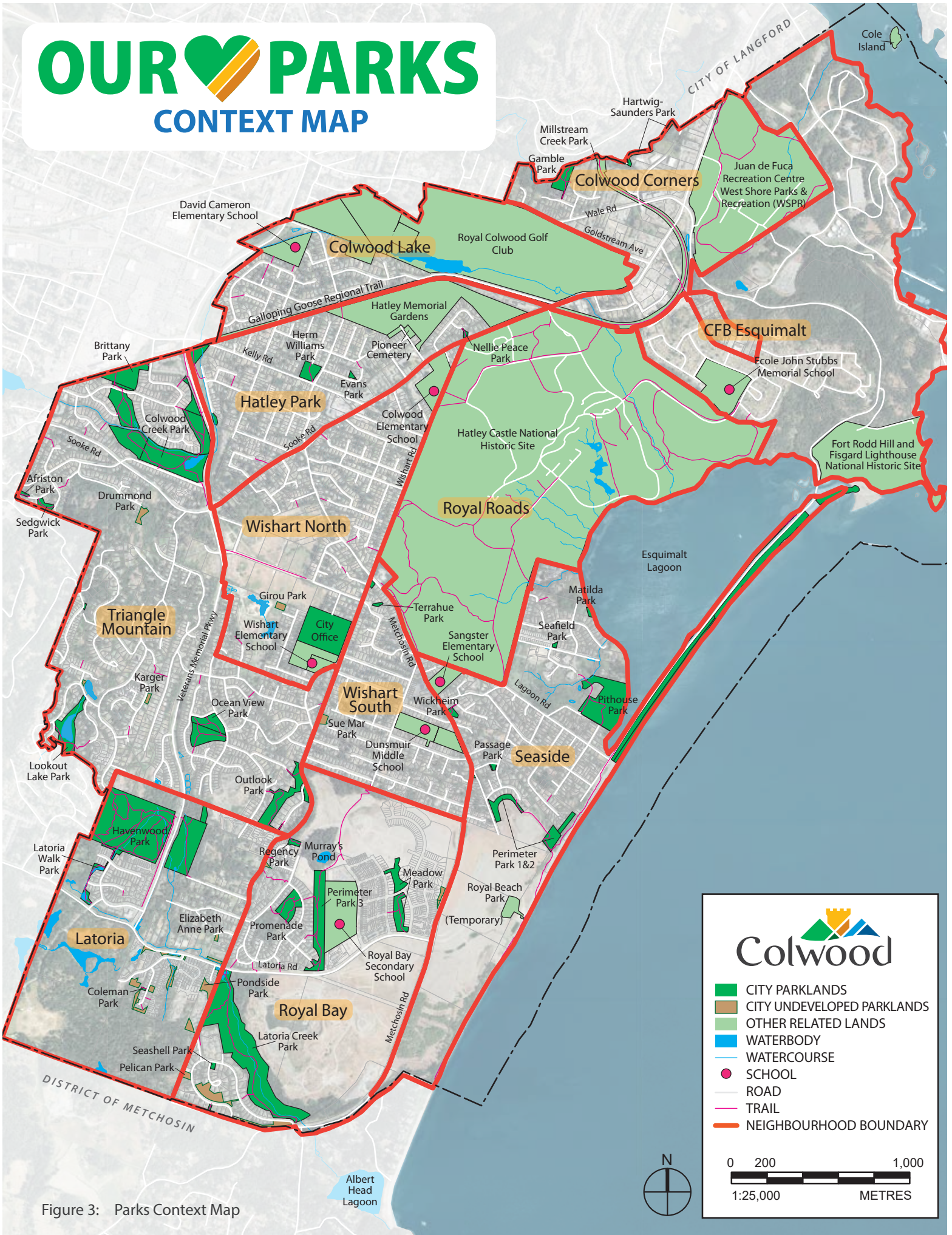

Figure 2: Park Context Overview & Connections
(Adapted from Parks & Recreation Master Plan, 2021)










LEGEND

- P PARKING AREA (MAIN PARK ENTRY)
- SECONDARY PARK ENTRY
- ✱ PARK FEATURE
- SELECT PARK TRAILS

OUR PARKS

CONTEXT MAP

-  CITY PARKLANDS
-  CITY UNDEVELOPED PARKLANDS
-  OTHER RELATED LANDS
-  WATERBODY
-  WATERCOURSE
-  SCHOOL
-  ROAD
-  TRAIL
-  NEIGHBOURHOOD BOUNDARY

0 200 1,000
1:25,000 METRES




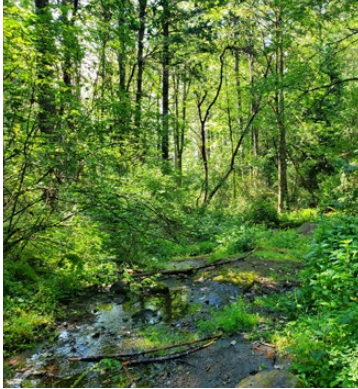
Figure 3: Parks Context Map



Neighbourhood Context: Single-family homes along Granrose Terrace



Neighbourhood Context: Future development lands in nearby Royal Bay



Havenwood Park is the largest nature park owned by the City of Colwood

2.2 NEIGHBOURHOOD CONTEXT

Havenwood Park is located amidst residential neighbourhoods and undeveloped lands along the south-western boundary of the City of Colwood and neighbouring City of Langford. Land uses directly bordering or in close proximity to the park include single-family residential, multi-family residential, comprehensive (multi-family) development zones, and agricultural lands.

2.3 PARK USE

Within the context of a conservation approach for the management of Havenwood Park, a limited range of recreation activities are suitable for the park. The primary approved uses within Havenwood Park include walking, hiking, and jogging on trails, nature appreciation (e.g. bird watching, wildlife viewing, nature photography), and outdoor education (e.g. class tours, approved stewardship activities).

As the neighbourhood surrounding the park continues to change and densify, use of Havenwood Park is expected to increase. It is anticipated that the adjacent multi-family development at 3460 / 3461 Veterans Memorial Parkway, along with the growing population in the nearby Latoria and Royal Bay neighbourhoods, will bring more users to the park. This PMP is needed to maintain and improve the park's trail network, natural areas, and management amidst increased visitor use.

2.4 PARK ACCESS

The main park entry and parking area is along Veterans Memorial Parkway between Latoria Road and Cairndale Road. The park has secondary access points via Fulton Road, Sun Vista Lane (City of Langford), Desmond Drive (City of Langford), Granrose Terrace, and Windthrop Road (along the southern boundary). The park expansion areas linked to development covenant (2022) are planned to provide two additional access points from the north boundary of the park: one on the west side of Veterans Memorial Parkway, via Resolution Way, and one on the east side of Veterans Memorial Parkway, via Gurunank Lane. See Figure 5 for locations.

2.5 ENVIRONMENT

There was an overall *Environmental Review* of the property completed in 2001 by Terrestrial Logic Consulting. This review remains generally relevant today and is supplemented by several biologist and arborist reviews over the last decade for smaller areas within the park, or as part of the development process for adjacent properties. The park contains sensitive ecosystems including: five wetland areas, three tributaries to Latoria Creek, and seven areas of bedrock outcrop. A strong ecological value of the park is providing connections between these unique and sensitive ecosystems. The park also provides habitat (or potential habitat) for species at risk. For more information about the park's existing environmental features, see Figure 4, Figure 5, and the tables on the following pages.

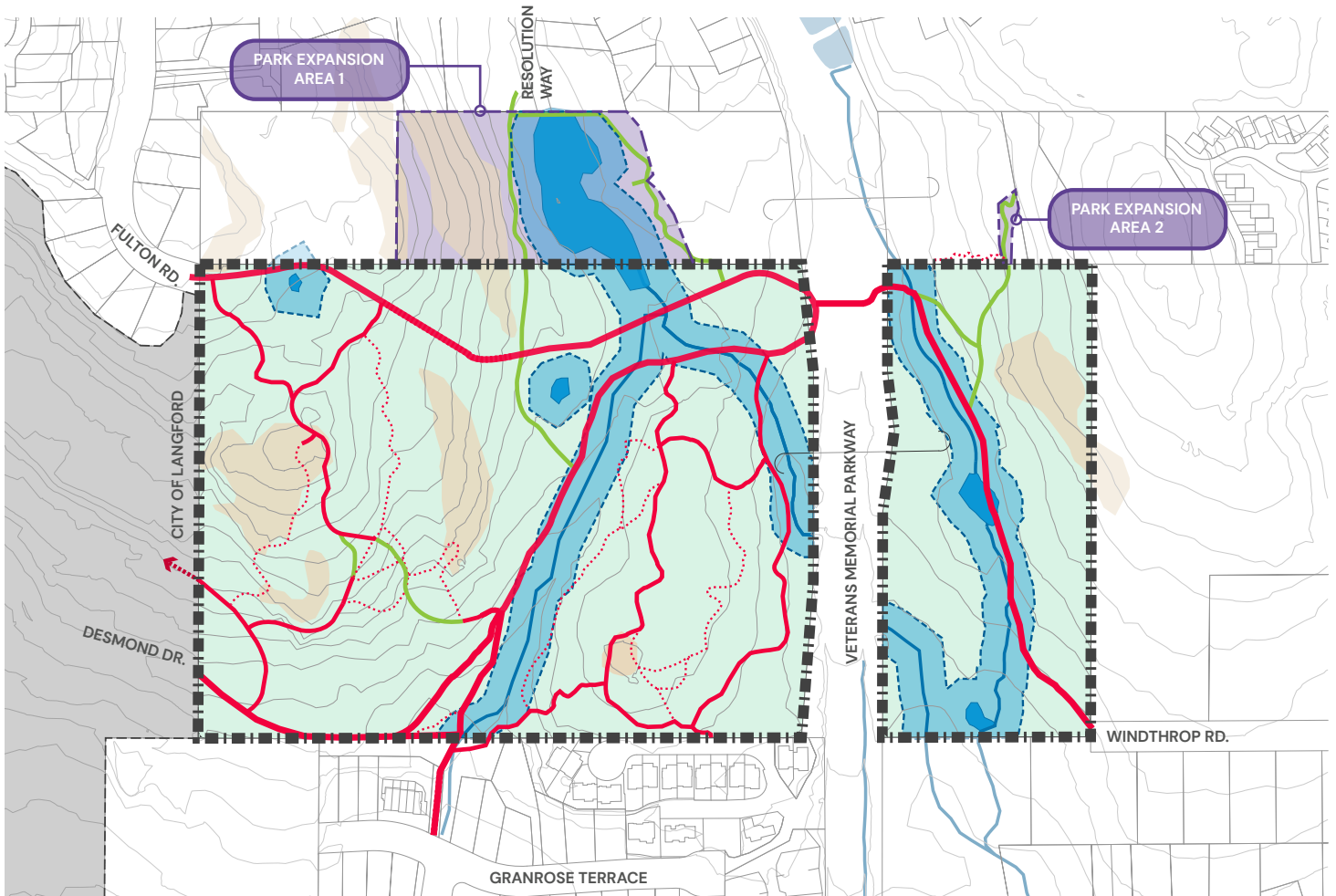











Figure 4: Environmental Features

LEGEND:

Sensitive Ecosystems

-  Wetland ecosystems
-  Stream
-  15m Riparian Setback
-  Bedrock Outcrop Area
-  Forest Area

Park Trails

-  Primary Trails
-  Secondary & Tertiary Trails
-  Informal Trail to be Decommissioned
-  New Trail Connection

2.6 EXISTING PARK FEATURES

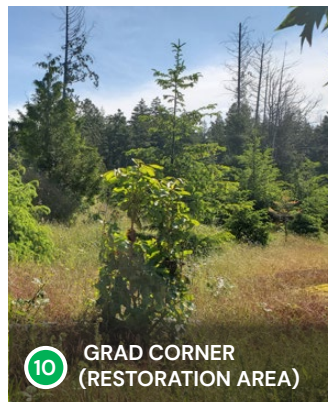
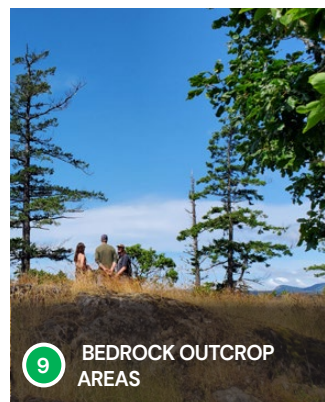
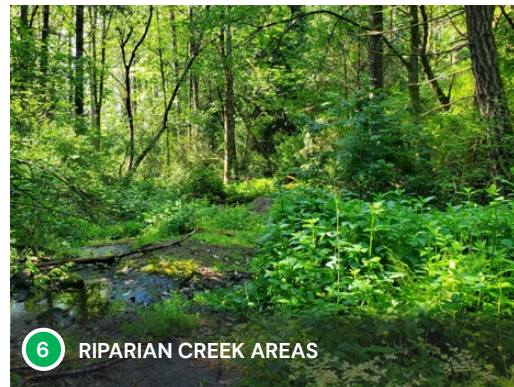
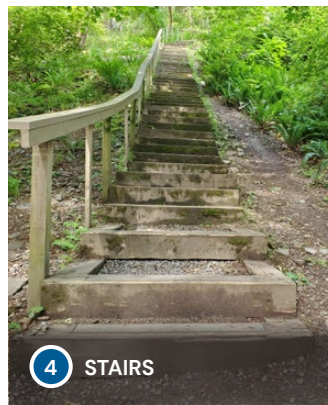
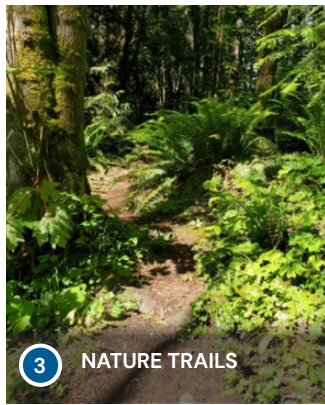
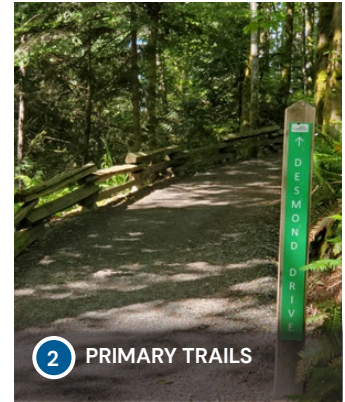
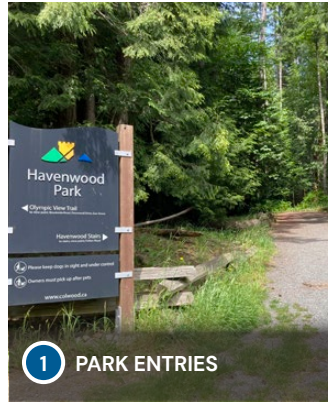
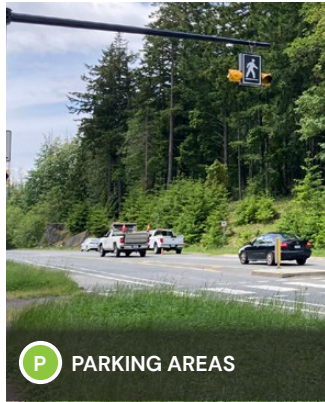
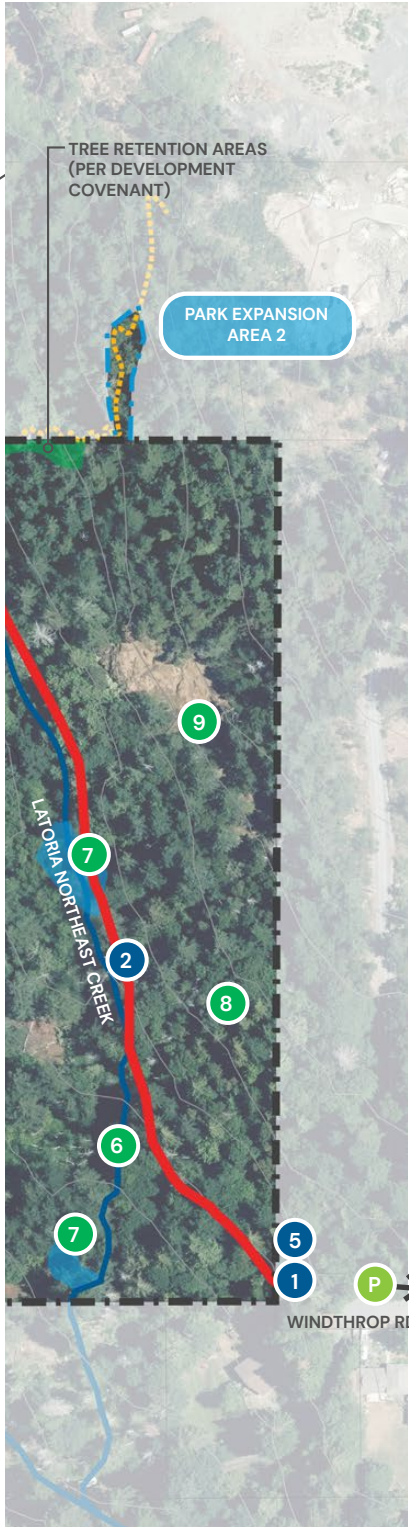
The map below and descriptions on the following pages outline Havenwood Park's key existing features. The numbers on the map below correspond with the adjacent photos and the following descriptions.



Figure 5: Existing Park Features

EXISTING PARK FEATURES

- 2 PRIMARY TRAILS
- 3 NATURE TRAILS



EXISTING PARK FEATURES DESCRIPTIONS



Primary parking area and entry at VMP

P Parking

- Primary parking area:
 - » Gravel shoulder parking designated along both sides of Veterans Memorial Parkway around the park entrance (~25 vehicles)
- Secondary parking areas include:
 - » Street parking on Windthrop Road
 - » Street parking along Granrose Terrace
 - » Street parking along Desmond Drive (City of Langford)
 - » 3 parking stalls at lookout on Sun Vista (City of Langford)
 - » Limited street parking on Fulton Rd. (~ 2 vehicles)



West VMP (Primary Entry)



Fulton Road (Secondary Entry)



Desmond Drive (Secondary Entry)



Granrose Terrace (Secondary Entry)



Windthrop Road (Secondary Entry)

1 Park Entries

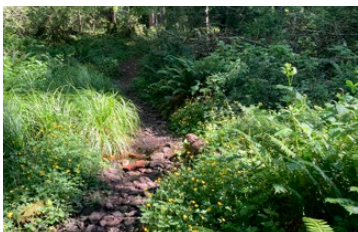
- Primary entry:
 - » The west side of the VMP
 - » This main entry includes: a pedestrian controlled crosswalk with overhead flashers, lighting, packed gravel paths, and a large welcome / entry sign
- Secondary entries do not have consistent signage but most include a small post mounted waste receptacle and a sign for smoking ban. Secondary entry locations:
 - » The east side of the VMP
 - » Fulton Road
 - » Desmond Drive (City of Langford)
 - » Granrose Terrace
 - » Windthrop Road
- There are informal entries that are not designated at:
 - » Terrace Estates private road by "Grad Corner"
 - » West of the Granrose Terrace road end
 - » Off of Sun Vista (via City of Langford)



2 Primary Trails

Primary trails features and conditions:

- Packed gravel or wood-chip surfacing ranging from ~1-3m wide
- See Figure 5 for trail locations
- Maintained by the City of Colwood
- Include trail markers in some locations
- Slopes range from gentle to steep with stairs



3 Nature Trails

Primary trails features and conditions:

- Narrow compacted native soil trails (~0.5-1m wide)
- Not maintained by the City of Colwood
- No designated wayfinding signage or trail markers
- Nature trail character with roots, slopes, and rocks in walking route
- Slopes range to quite steep
- Seasonal flooding occurs in some areas (e.g. area directly west of VMP)



4 Stairs

- The main stair in the park is timber cribbing and gravel along the primary park trail that connects the main entry at Veterans Memorial Parkway to the park high point off of Fulton Rd.
- The main stairs are in fair condition, and the materials are consistent with the natural character of the park. The stairs have irregular spacing, rise, and run, which increases challenge for some users to navigate.
- There is a secondary timber cribbing and gravel stair at the south path connection to Granrose Terrace.



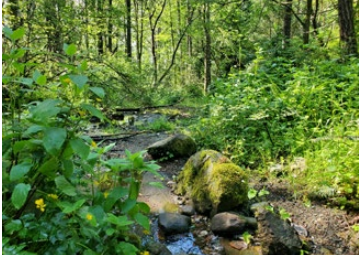
5 Park Furnishings

- There is one bench in the park, midway along the primary trail on the west side of VMP.
- There are four waste receptacles and dog waste dispensers at:
 - » The primary entry, west of VMP
 - » The secondary entry at Granrose Terrace
 - » The secondary entry at Desmond Place
 - » The secondary entry at Windthrop Road



7 Riparian Wetland Areas

- There are five wetlands in the park.
- The wetland areas are located in topographic depressions that receive surface and/or subsurface water that is retained seasonally. This produces saturated soils which support habitat for unique vegetation communities, benthic organisms (e.g. insects, worms, etc.), and wildlife.
- These wetland areas also provide watering holes for birds and mammals.
- The largest wetland area in the park is on the west parcel of the park within the park expansion area identified through development covenant, and is the headwaters of Latoria Creek Northwest.
- The wetland areas are relatively small in size, which makes them sensitive to any disturbance that interrupts the contribution or retention of water.
- Wetland vegetation includes a mix of sedges, rushes, salmonberry, western sword fern, and hardhack. Tree canopy is dominated by western redcedar.
- The park wetland areas are listed within the Province of BC's database as potential critical habitat zones for Western Painted Turtle. They also provide habitat for frogs, rough-skinned newts, and a range of bird species.



6 Riparian Creek Areas

- There are three small streams that originate or flow through the park. All are tributaries to Latoria Creek and flow generally south toward Latoria Creek on a seasonal or permanent (i.e. more than 6 months per year) basis.
- The central stream, located directly west of Veterans Memorial Parkway, has minimal, non-permanent flow.
- The eastern stream, and western-most stream have permanent flows, may support resident fish (but not salmonids), and are classified as fishbearing, permanent streams.
- Dominant creek-side vegetation includes a mix of native ferns and groundcover, salmonberry, dull-Oregon grape, western redcedar, alder, and Douglas fir.
- The park's riparian areas are listed within the Province of BC's database as potential critical habitat zones for Western Painted Turtle. They also provide habitat for frogs, rough-skinned newts, and a range of bird species.



8 Forested Areas

- Mixed second growth conifer and deciduous forest.
- Dominant tree species include Douglas-fir, western redcedar, bigleaf maple, red alder, and grand fir. Some arbutus and Garry oak trees are present at higher elevations.
- Understory vegetation includes dull Oregon-grape, oceanspray, sword fern, salal, bracken fern, and a variety of native groundcovers including a dense and diverse moss layer.



9 Bedrock Outcrop & Meadow Areas (including the scenic lookout)

- The park has seven areas of bedrock outcrop that are unique and sensitive ecosystems.
- These outcrops are clearings in the forest cover and are characterized by a sensitive moss layer loosely attached to the surface of exposed bedrock, native grasses and perennials, and stands of arbutus and / or Garry oak trees.



10 Grad Corner (restoration area)

- Open meadow characterized by wildflowers and interspersed bedrock outcrops.
- This area has received restoration tree planting of Douglas-fir and arbutus trees dedicated to the recent Royal Bay Secondary School grad classes.





PART 3

Vision and Recommendations

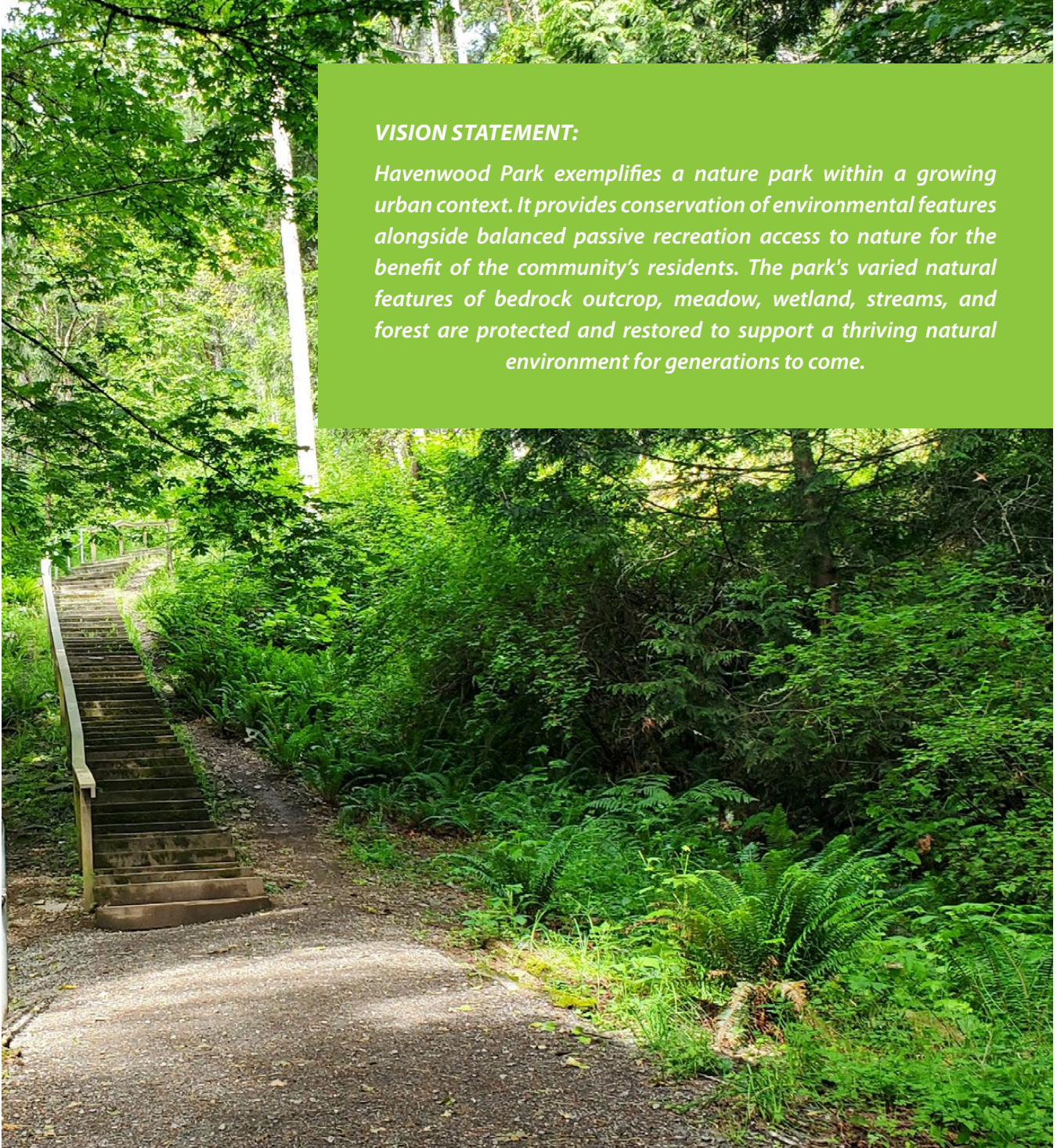


3.1 VISION STATEMENT

A park vision statement describes a long-term future, is aspirational in nature, and is a guide and touchstone for consideration when making future decisions about park changes and development. The vision statement here is an update of the 2005 Havenwood Park Management Plan vision.

VISION STATEMENT:

Havenwood Park exemplifies a nature park within a growing urban context. It provides conservation of environmental features alongside balanced passive recreation access to nature for the benefit of the community's residents. The park's varied natural features of bedrock outcrop, meadow, wetland, streams, and forest are protected and restored to support a thriving natural environment for generations to come.



3.2 GUIDING PRINCIPLES

Guiding principles support the realization of the park vision by providing specific guidance for future park improvements and management. These principles act as a "checklist" – if a proposed project meets these objectives, it will support the spirit and intent of the management plan. The guiding principles relate to those developed in the Parks & Recreation Master Plan, but have been modified to incorporate community input and site analysis specific to Havenwood Park.



Protect and Enhance our Environment

- Protect riparian areas and reduce activities within the riparian buffer zone to reduce impacts
- Protect the park's bedrock outcrop and meadow sensitive ecosystems
- Locate new and existing park infrastructure with consideration for sensitive ecosystem protection
- Restore and enhance the park's existing natural areas through management of invasive species
- Integrate monitoring and management strategies to support ongoing ecosystem health



Promote Accessibility and Inclusiveness

- Provide opportunities for people of all ages and abilities to safely experience the qualities of Havenwood Park
- Make the park inviting and accessible through all seasons and times of day, including improved trail connections
- Improve and refine the existing trail network
- Increase signage and improve wayfinding, both within the park and connecting to the surrounding trail network
- Add park furnishings to provide rest opportunities and support passive recreation



Nurture our Partnerships

- Continue to strengthen the covenant committee partnerships and collaboration between the City of Colwood, City of Langford, Habitat Acquisition Trust (HAT), and The Land Conservancy of British Columbia (TLC)
- Support the Friends of Havenwood Park (FOHP) to continue beneficial park stewardship efforts
- Explore opportunities with Lekwungen (Songhees), Xwsepsum (Esquimalt), and Sc'ianew (Beecher Bay) to strengthen Indigenous visibility, cultural expression, and stewardship within the park
- Continue partnerships with School District 62 (SD62) for student learning in nature in collaboration with local Indigenous elders
- Educate park users about the park's varied ecosystems and how individuals can support their protection and enhancement

3.3 PARK CONCEPT PLAN

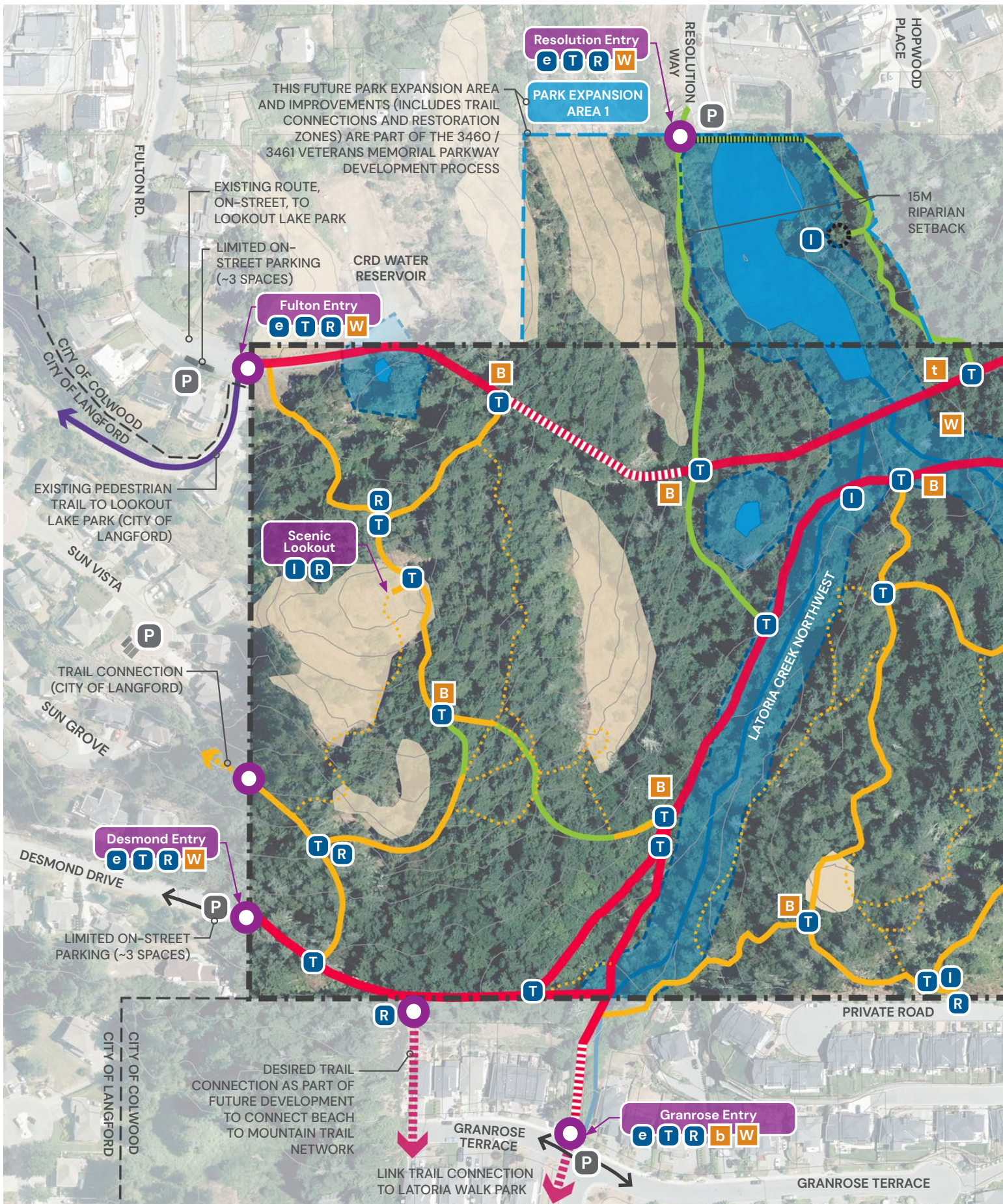
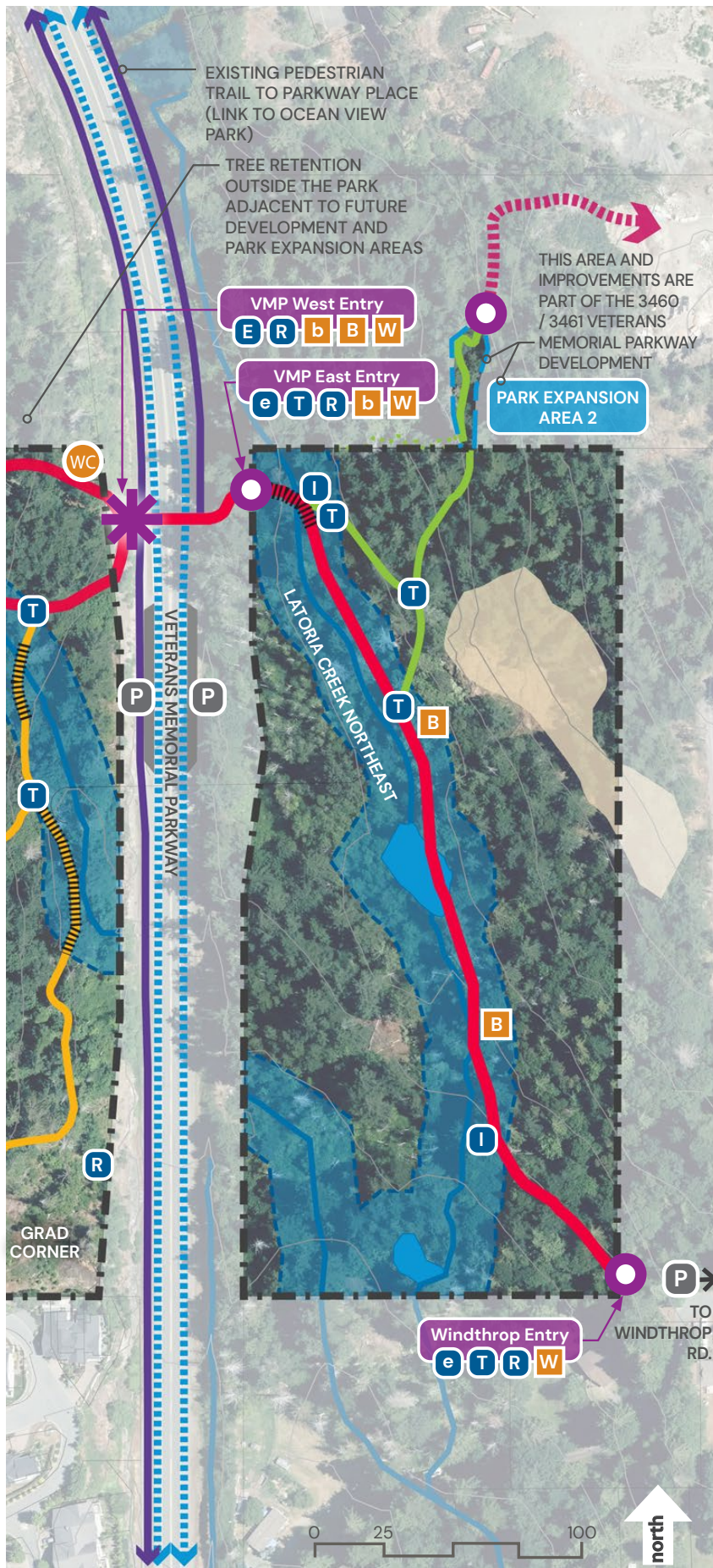


Figure 6: Park Illustrative Concept Plan



LEGEND

- PARK BOUNDARY
- EXISTING CREEK (SEE #5)
- EXISTING WETLAND (SEE #5)

NATURAL AREAS

- BEDROCK OUTCROP & MEADOW AREAS (SEE #4)
- RIPARIAN AREAS (SEE #5)
(15M RIPARIAN SETBACK BUFFER ZONE)
- FORESTED AREAS (SEE #6)

PARK TRAILS (SEE #1)

Alignments shown here are conceptual. Trail routing to respond to grades and provide a buffer for environmentally sensitive areas.

- PRIMARY TRAILS
- SECONDARY & TERTIARY TRAILS
- INFORMAL TRAIL TO BE REMOVED / DECOMMISSIONED
- NEW TRAIL CONNECTIONS
- NEW BOARDWALK OR FOOTBRIDGE
- UPGRADED PARK STAIRS

PARK ACCESS (SEE #3)

- PARKING AREA (ON-STREET)
- PRIORITY CONNECTION FOR FUTURE BEACH TO MOUNTAIN ROUTE (PER PRMP)
- EXISTING PEDESTRIAN CONNECTION
- ACTIVE TRANSPORTATION CONNECTION
- PRIMARY PARK ENTRY
- SECONDARY PARK ENTRY

SIGNAGE (SEE #2)

Locations shown are conceptual.

- PRIMARY PARK ENTRY SIGN & MAP KIOSK
- SECONDARY PARK ENTRY SIGN
- TRAIL MARKER SIGN
- REGULATORY SIGN
- INTERPRETIVE SIGN

FURNISHINGS & AMENITIES (SEE #9)

Locations options shown are conceptual and should respond to grades, natural rest areas, and environmental features.

- BENCH
- SECURE BIKE PARKING
- PICNIC TABLE
- WASTE / RECYCLING RECEPTACLE
- PARK TOILET (SEE #11)

3.4 RECOMMENDATIONS OVERVIEW

The outcome of this management plan is a set of recommendations that support the implementation of the ideas and priorities generated through the process. These recommendations are provided for Council and staff to consider within the context of annual planning and budget deliberations. The recommendations are based on several sources of input:

- Site analysis of the park
- Background documents (including the Official Community Plan, Parks & Recreation Master Plan, and the 2005 Havenwood Park Management Plan)
- Ideas from stakeholders and community members gathered through the engagement process, surveys, and activities
- Input received from City Council and staff

As the City of Colwood advances the recommendations within the Management Plan, the following key considerations are provided:

- **It is a long-term plan.** Parks are living spaces. They require ongoing planning so they can continue to meet the needs of the natural environment and of the community that is evolving around them. Change in Havenwood Park will happen in phases over time, with each phase being carefully planned to achieve intended results.
- **Adaptation will be required.** The successful long-term management of Havenwood Park requires flexibility and adaptation to unforeseen changes and continued community input. Ideas or circumstances that are not known today may become important to the park's future. Continuing to reflect on the vision and guiding principles, while encouraging creative future planning, will allow positive opportunities to emerge.
- **Ongoing relationships with stakeholders are important.** Change and evolution can be challenging for those who use and love a space. Continuing to work closely with stakeholders to manage the park to prioritize protection of natural values while supporting community use and enjoyment, will require ongoing discussion and efforts from all those involved.
- **It will be important to plan, implement, and re-assess.** A park is an integrated system. Changes to one component may ripple throughout the park. In addition, neighbourhood changes happening all around the park will affect it. The management plan provides a framework for the park's evolution, but reviewing current circumstances at each step toward implementation will help ensure ongoing positive gains.

RECOMMENDATIONS FORMAT

Each recommendation includes the following information:

- **Description:** A brief statement about the recommended changes.
- **Background & Rationale:** A summary of issues, opportunities, community input, and background information to support the recommendation.
- **Design Considerations:** Key elements to be considered as the recommendation / design is refined through the detailed design process.
- **Actions:** Recommended steps for implementing the change.
- **Timeline:** Anticipated timeframe for implementation:
 - » Short-term Recommendations (0-2 year timeframe)
 - » Medium-term Recommendations (2-5 year timeframe)
 - » Long-term Recommendations (5-10 year timeframe)
 - » Ongoing Recommendations (throughout the lifespan of the plan and beyond)
- **Preliminary Capital Estimate:** Class 'D' Estimate (including 30% contingency). Costs provided are developed based on historical construction cost data from similar projects. Actual costs may vary widely depending on future design, market forces, and other variables.

RECOMMENDATIONS LIST

Access & Circulation

- 1 Improve the Park Trail Network
- 2 Upgrade Park Wayfinding & Signage
- 3 Improve Parking & Connections to the Park

Natural Areas

- 4 Protect Bedrock Outcrops & Meadow Areas
- 5 Protect, Restore, & Monitor Riparian Areas
- 6 Protect, Restore, & Monitor Forested Areas
- 7 Provide Fire Risk Hazard Management
- 8 Support Park Stewardship Partnerships & Programs

Park Amenities

- 9 Integrate Seating & Furnishings
- 10 Explore Opportunities for Indigenous Cultural Expression
- 11 Provide a Park Toilet

Park Management

- 12 Update Park Uses
- 13 Designate Dogs On-Leash
- 14 Continue the Cooperative Management Model
- 15 Review & Update the Plan
- 16 Review Operations & Maintenance
- 17 Acquire Additional Land for the Park

Upgrade the park trail network to improve accessibility and wayfinding, while minimizing impacts to natural areas.



Existing: Existing primary trail through the west portion of Havenwood Park



Inspiration: Fiberglass footbridge



Inspiration: Above grade timber and steel staircase



Inspiration: Boardwalk for low impact access

BACKGROUND & RATIONALE

- Walking and hiking are the primary activities in Havenwood Park (93% of participants indicated they walk on the trails).
- People use the trail network for walking, running, and dog-walking.
- Growth in the City and surrounding neighbourhoods will intensify use of Havenwood Park trails. Managing increased trail use was the top concern for participants (51% of participants indicated this was a concern).
- Preventing unsanctioned trail development in sensitive areas was a concern for ~30% of participants.
- More than half of the park's existing trails are informal nature trails that are not trails designated by the City.
- Existing trails (both designated routes / and informal nature trails) are within riparian buffer zones and setbacks.
- Existing trails provide access to highly sensitive bedrock outcrop and meadow areas, which can be adversely impacted by human activity (e.g. erosion, trampling of sensitive vegetation, access by dogs).
- The existing trail network has limited information regarding accessibility or level of difficulty.
- Portions of the existing trail network flood seasonally and limit use. In particular, drainage issues exist where the creek tributary crosses the nature trail that parallels the west side of Veterans Memorial Parkway.
- The existing park stairs have irregular spacing which increases challenge for some users.

DESIGN CONSIDERATIONS

- Implement a hierarchy of designated primary, secondary, and tertiary trails to support a range of use (see Table 1 on the following page).
- Provide trail widths and surfacing to support intended use and trail type.
- Wherever possible, longitudinal slopes should be maximum 8% to maximize accessibility (a priority for primary trails). Where this is not achievable due to natural site conditions, grades up to 15% can be considered.
- Trail routing to avoid existing trees wherever possible, and all significant trees.
- Trail design should balance accessible widths and surfacing (for strollers, wheelchairs, etc.), while maintaining a scale and aesthetic that resonates with Havenwood's Nature Park classification.
- Where needed, use low fencing to define pathway routes and limit disturbance of key natural areas (see #4, #5, #6).
- Provide welcome and wayfinding signage at park entries to situate visitors and provide information about the park and broader trail system (see #2).
- Add benches for rest at regular intervals on primary trails, and at key areas for secondary and tertiary trails (see #9).
- Provide trail, culvert, and bridge upgrades to address seasonal flooding.
- Re-align trails to allow for expanded riparian buffers where leaving existing trails would result in additional or ongoing harm to riparian habitat.
- For footbridges:
 - » Plan bridge elevations to limit impacts from seasonal flooding
 - » Select resilient, easy to maintain materials such as galvanized steel and cedar
 - » Select a bridge deck surfacing that is slip-resistant as well as dog-friendly and environmentally friendly (e.g. fibergrate or equivalent that allows water and light through decking).

TABLE 1: TRAIL SYSTEM STANDARDS



	PRIMARY TRAIL	SECONDARY TRAIL	TERTIARY TRAIL (NATURE TRAIL)
Level of Use	High to Moderate	Moderate	Moderate to Low
Width	2 - 3 m	1.2 - 2 m	0.5 - 1.5 m
Clear Width of Shoulder	1 m	0.5 m	-
Surfacing	Compacted gravel (asphalt where appropriate, e.g. highest use areas)	Compacted gravel	Compacted native soil, aggregate, or mulch
Types of Use	Diverse Walking, jogging, cycling, strollers, wheelchairs, scooters, maintenance vehicles	Moderate Walking, jogging, strollers/ wheelchairs/scooters where possible	Limited Walking, jogging, hiking
Accessibility	Universal priority (Where terrain permits)	Universal where terrain permits	Limited due to terrain and site conditions
Slope	Up to 5% typical Ramps to 8% Stairs or exceptions to 15% where necessary	Up to 10% typical Ramps to 15% Stairs	20% max., typ. Stairs
Maintenance Level	High to Moderate Sweeping, debris clearing, drainage management	Low to Moderate Occasional resurfacing, drainage management	Low Erosion management, occasional vegetation maintenance

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
1.1 Update primary park trails following the guidelines in Table 1, to improve accessibility, wayfinding, and durability, and to minimize impacts to natural areas. For trail location information, see Figure 6.	Short, Ongoing	Staff & Volunteer Time
1.2 Integrate key existing informal trails to be part of the designated park trail system that is signed and maintained. For trail location information, see Figure 6.	Short, Ongoing	Staff & Volunteer Time
1.3 Decommission select existing informal trails as identified in Figure 6 to protect environmentally sensitive areas.	Short, Ongoing	Staff & Volunteer Time
1.4 Develop new trail connections as identified in Figure 6 to provide a connected system with a variety of route options.	Medium	\$10,000
1.5 Develop a footbridge and sections of boardwalk in the area of Latoria Creek Northwest (as identified in Figure 6) to provide trail access year round and to protect sensitive habitat and vegetation.	Short	\$70,000
1.6 Review and revise planned trail locations for Park Expansion Area 1 & Park Expansion Area 2 (part of the 3460 / 2461 Veterans Memorial Parkway Development) to be outside of riparian buffer areas and bedrock outcrop and meadow areas (See Figure 6). Construction of the trails will be by the developer.	Short	Staff Time
1.7 Create an accessible trail loop for all ages and abilities within the lower elevations of the park where grades permit. Integrate the existing trail network as to minimize impacts to natural areas (see Figure 6).	Long	\$15,000
1.8 Once the main stair has reached its lifespan, replace with an above-grade timber stair with dog-friendly treads, similar to the Latoria Creek Park stairs.	Long	\$150,000
1.9 Review the access from Granrose Terrace for opportunities to improve accessibility and reduce / remove / or bypass the stairs.	Long	\$20,000
1.10 Review and secure wire fencing to the east of the area known as Grad Corner to reduce risk at steep drop off here.	Short	\$2,000

Improve and expand the park's signage system for clear and consistent information throughout the park.



Existing: Several of the park's secondary entrances have limited signage.



Existing: There is no trail kiosk communicating designated trails and many existing trails are not signed.

BACKGROUND & RATIONALE

- A well-developed sign system is an attractive and effective method of strengthening park identity and sense of place and supporting a positive user experience.
- Signage benefits:
 - » Signage supports park safety, use, awareness, and education.
 - » In a large nature park like Havenwood, signage is the main tool for sharing information about the park, including its accessibility, regulations, and features.
 - » Signage provides a tool and opportunity for self-led learning and connection and can strengthen community partnerships and collaboration.
- Since the 2005 Park Management Plan, Colwood has developed design standards for park primary entry signs, secondary entry signs, and trail markers.
- Colwood's park sign standards have been implemented at some locations within Havenwood Park, but not consistently through the park.
- There is an extensive trail network in the park, but several areas are not signed.
- Signage and wayfinding improvements were well supported by community feedback, and are supported by the park covenant.

DESIGN CONSIDERATIONS

- Park signage is most beneficial and effective when it is designed and applied in a manner that is consistent, appropriate to the site, and readily understood by the user.
- Refer to the Capital Regional District's (CRD's) [Guide to User-Friendly Trails](#) for examples of how to make key information available in maps and information to support user-friendly trail experiences for all ages and abilities.
- Where there are multiple types of information to be provided at one location, integrate information on one sign, rather than having a collection of signs.
- Signage information should be designed and presented with a clear hierarchy to support understanding of messaging. Typical considerations include:
 - » Use of icons and graphics for a visual summary of park information, supported by text.
 - » High contrast colours for best legibility of text and graphic icons.
 - » Typeface (font) that is universally legible (e.g. not cursive or stylized).
 - » Review draft designs for legibility by those with visual impairments (including those who are colour blind).
 - » Use of plain and clear language.

- Use a hierarchy of different signs that work as a system, including: entry / welcome signs, kiosk signs, directional signs, code of conduct signs, and educational / interpretive signs
- For signage with more detailed information (e.g. kiosk signage or interpretive signage), consider the "3-30-3 Rule" for information design:
 - » First: Communicate the main message in 3 seconds;
 - » Second: If you have grabbed someone's attention to look further, present the next level of information to be consumed in ~30 seconds; and
 - » Lastly: For those that are interested to linger longer, focus the remaining information to be digestible in ~3 minutes total.



Existing: There are a series of small cedar interpretive signs in the park that denote select plant species locations, along with the local First Nations plant names.



Inspiration: Educational sign about a park ecosystem.



Inspiration: The interpretive sign above includes Lekwungen language translations and art and design of Darlene Gait (Esquimalt Nation). The signs were a collaborative effort that included the Habitation Acquisition Trust.

TABLE 2: PARKS SIGNAGE SYSTEM

SIGN CLASS	DETAILS & DESCRIPTION
<p>ENTRY WELCOME SIGNS</p>	<p>Primary Entry: Large sign to City of Colwood standards. Includes park name, City logo, and has supporting wayfinding map kiosk and regulatory information either integrated with the entry sign or nearby.</p>
	<p>Secondary Entry: Moderate sign to City of Colwood standards. Includes park name, City logo, and has supporting wayfinding signage with information for trails and regulatory information.</p>
<p>NAVIGATION & WAYFINDING SIGNAGE</p>	<p>Trailhead Kiosk: Includes detailed site map, elevation profile information for primary trail routes, trail route distances, level of difficulty, and information on accessibility.</p>
	<p>Trail Markers: Includes destination or directional arrows, distances, level of difficulty, key map.</p>
	<p>Feature Identification Signage: Identifies points of interest.</p>
<p>CODE OF CONDUCT SIGNAGE</p>	<p>Communicates the following:</p> <ul style="list-style-type: none"> » Permitted uses (e.g. walking, hiking, dogs on-leash) » Prohibited uses (e.g. smoking, fires, camping, motorized vehicles). » Park regulations » Safety information » Warning / hazards » Environmentally sensitive locations <p>For example:</p> <ul style="list-style-type: none"> » Caution, Steep Slope Ahead » Boardwalk Slippery When Wet » Habitat Restoration in Progress » Environmentally Sensitive Area
<p>INTERPRETIVE & EDUCATIONAL SIGNAGE</p>	<ul style="list-style-type: none"> » Highlight diverse topics of learning including natural heritage, cultural heritage, key flora and fauna, unique site features, natural rest / interest points. » Should incorporate a range of sign scales.



Primary Entry Sign



Secondary Entry Sign



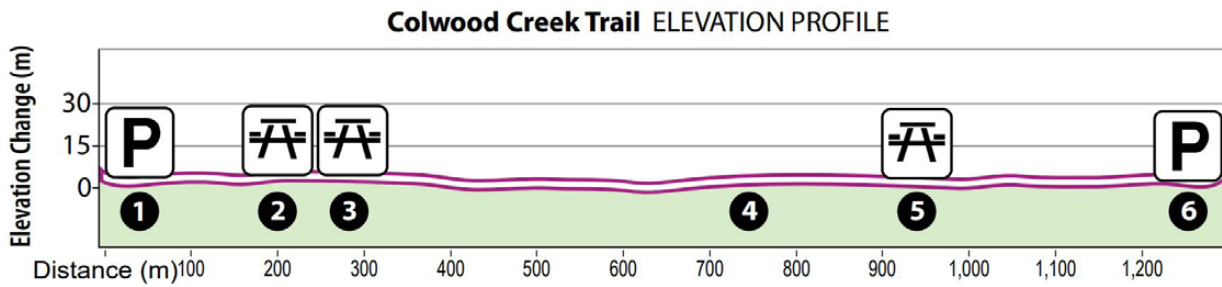
Example of Trailhead Kiosk



Example of Trail Marker with integrated distance and regulation information



Example of Trail Marker with integrated key map and distance information



Example of kiosk map elevation profile used to communicate accessibility information.



Example of environmental protection signage



Example of environmental protection signage (Image credit: Peter Van Metre, USGS)



Inspiration: Educational / interpretive signage can be mounted to fences to convey information about restoration processes or sensitive habitat areas

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
2.1 Name Havenwood Park's trails, lookouts, streams, wetlands, bedrock outcrops, stairs, and unique features (e.g. significant trees) after their unique physical characteristics. Engage with local First Nations to explore opportunities to use Indigenous names. Identify named features on park maps and signage to improve wayfinding.	Short	Staff time
2.2 Expand the overall City of Colwood parks signage standards to include the following signage types: Trailhead Kiosk, Trail Marker, Feature Identification, Code of Conduct (e.g. regulatory, safety, environmental protection), and Interpretive.	Short	Staff time
2.3 Develop and construct a trailhead kiosk at the main park entry at the west side of Veterans Memorial Parkway. The kiosk should include: <ul style="list-style-type: none"> » Detailed Park Map: topographic contours, natural features, trails, park entries, lookout points, parking, and park amenities. » Detailed Trails Information: trail names, elevation profiles for primary trails, level of difficulty for trail routes, trail route distances, stair locations, boardwalk locations, and footbridge locations. » Regulatory & Covenant Information: permitted park and trail uses, prohibited park and trail uses, dog on-leash information, smoking and fire ban, park maintenance contract information, and park safety / emergency information. 	Short	\$10,000
2.4 Install secondary entry signs, as per City standards, at all secondary park entries to Havenwood Park. New signs are needed at 4 locations: Windthrop Road, Granrose Terrace, Desmond Drive, and Fulton Road. New signs should be added to any new park entrances developed in the future.	Medium	\$8,000
2.5 Install consistent code of conduct / regulatory signage at all park entries. Include permitted trail uses, prohibited trail uses, no-smoking, no-fires, and park safety / emergency information.	Short	See #2.4
2.6 Following completion of upgrades to the trails system, install and upgrade trail markers at the locations shown on Figure 6. Trail markers to include: trail name, directional arrows, key distances, level of difficulty, and park key map with location indication.	Medium	\$15,000
2.7 Develop an interpretive signage program for the park to educate visitors on the park's unique features, flora, fauna, and environmentally sensitive areas. Engage with local First Nations to explore opportunities to integrate Indigenous knowledge and teachings.	Medium	TBD
2.8 Install hazard warning signage at the south eastern edge of the western parcel of the park, to warn about steep cliff. See Figure 6.	Short	\$250

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
2.9 Install signage about protection of environmentally sensitive areas in the following locations: high traffic areas, restoration areas, and areas where trails are being decommissioned. Use brief, clear, positive language and include specific information on why the area is sensitive to empower park visitors (e.g. "Environmentally Sensitive Area - Garry oak habitat contains rare and sensitive wildflowers. Please use designated trail and help conserve our park").	Short	\$2,500
2.10 Include information on all new park trail signs to note that tertiary trails are not maintained and are "use at own risk". Include information about tertiary trail conditions: narrow, steep slopes, loose materials, roots, rocks, and seasonal flooding.	Short	Include in all recommendations above

Improve walking and cycling connections to the park and improve parking amenities.



Existing: The main parking for the park is gravel parking on the shoulder of the VMP.



Inspiration: Providing end of trip facilities like secure bike parking supports people accessing the park by bike.

BACKGROUND & RATIONALE

- Havenwood Park is an amenity for the entire community. While some park visitors from the surrounding neighbourhood walk to the park, others drive.
- Lack of existing vehicle parking was noted as a limitation for park users.
- Parking along Veterans Memorial Parkway is road-side with limited capacity to support the number of visitors at peak times (e.g. weekend mornings).
- There is limited existing sidewalk or bike route infrastructure in the Triangle Mountain neighbourhood.
- Several participants noted current barriers or limitations to accessing the park by walking or cycling – in particular from nearby Latoria neighbourhood areas.
- Only 5% of participants indicate they access the park by cycling.
- The City of Colwood future engineering and transportation plans for the section of the VMP through Havenwood Park include sidewalks and bicycle lanes to connect with planned pedestrian and bicycle routes on Latoria Road.
- Promoting cycling and active transportation aligns with the City of Colwood's climate action mandates to support lowering community greenhouse gas emissions.
- Park users arriving by foot and bike will help alleviate personal vehicle numbers and parking capacity needs at the park.

DESIGN CONSIDERATIONS

- Integrating an expanded off-street parking area within the park is not a consideration at this time since there is limited suitable flat space that is not within environmentally sensitive areas.
- To accommodate increasing visitation, a combination of strategies to expand and improve on-street parking and to improve conditions to encourage other modes of travel to the park is proposed.

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
3.1 Expand the main gravel parking provided along the Veterans Memorial Parkway to provide additional stalls.	Medium	\$30,000
3.2 Designate accessible parking stalls at: the west side of Veterans Memorial Parkway, east side of the Veterans Memorial Parkway, and Windthrop Road.	Short	\$1,500
3.3 Improve the main parking area along the Veterans Memorial Parkway by providing clear signage for parking extents and improving the pedestrian trail alongside the parking that connects to the park entries.	Short	\$5,000
3.4 Install racks for secure bike parking at: the primary park entry near the Veterans Memorial Parkway (priority in the short-term), then at Granrose Terrace, and the future entry from Resolution Way.	Short to Medium	\$12,000
3.5 For secondary park entries that have suitable road access (Fulton Road, Desmond Road, Granrose Terrace, Windthrop Road, and future development areas), provide and maintain signage that identifies where on-street parallel parking is permitted. To maintain clear sightlines to the park from the street and provide clear routes for emergency access, do not permit parking at the end of the street where it meets the park.	Short	\$5,000
3.6 Review and update the City of Colwood website for Havenwood Park to clarify that parking is limited. Provide information about active or alternative forms of transportation to the park (e.g. bike routes, bus routes).	Short, Ongoing	Staff Time
3.7 Coordinate with future engineering planning and implementation of upgrades on Veterans Memorial Parkway, Fulton Road, or other roads accessing the park, to incorporate and strengthen active transportation connections to Havenwood Park by providing sidewalks and designated bike lanes or routes.	Ongoing	Staff Time
3.8 Prioritize trail upgrades and connections in the surrounding neighbourhoods that support the Beach to Mountain Community Trail Network and connections to Havenwood Park that are outlined in the PRMP.	Ongoing	Staff Time

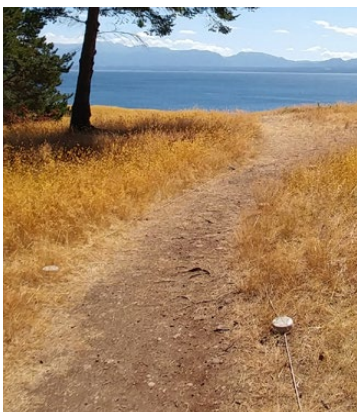
Provide designated access to the scenic lookout and limit access to other bedrock outcrops and meadow areas in the park to protect this sensitive ecosystem.



Existing: The scenic lookout (bedrock outcrop) is a high traffic location for park visitors.



Inspiration: At Helliwell Provincial Park, stacked cedar is used to create a physical barrier for sensitive meadow ecosystems. (Image credit: travelfootprints.ca)



Inspiration: At Helliwell Provincial Park, a cord and marker pylons is a low-impact visual reminder for visitors to stay on designated routes in the sensitive meadow and bedrock outcrop ecosystems.

BACKGROUND & RATIONALE

- The park has seven areas of bedrock outcrop that are unique and sensitive ecosystems.
- These areas are a draw for park visitors since they provide vantage points for panoramic views over the community and beyond.
- Although people naturally gravitate to these areas, bedrock outcrops and meadows can withstand very little human impact. Protective measures and education are needed to avoid irreparable damage.
- The BC Conservation Data Centre identifies the bedrock outcrops within the park and the park expansion areas as potential sharp-tailed snake habitat. Sharp-tailed snakes are federally listed endangered species. Increased park usage could impact such habitat areas.
- Wildflower meadow provides important habitat for pollinators and birds.
- During the PRMP process, participants shared concerns about forest fires in the upland areas, particularly along highly travelled trails and at the scenic lookout (see #7).

DESIGN CONSIDERATIONS

- Physical barriers and visual cues are needed to encourage visitors to stay on the trail and out of the sensitive ecosystem areas.
- Considerations for cues include:
 - » In key areas, physical barriers (e.g. cedar rail fencing) are the most effective means of discouraging access to highly sensitive areas or zones being restored.
 - » Where possible, non-invasive and non-permanent materials and techniques are preferred to delineate trails and access (e.g. stack cedar to create a fence instead of constructing a barrier that requires drilling or digging to anchor posts).
 - » Where there are limitations to effectively installing physical barriers with minimal environmental impact, consider a non-invasive system of cord and weighted marker pylons to delineate trails (see Helliwell Provincial Park example to left). This provides a visual cue and not a physical barrier.

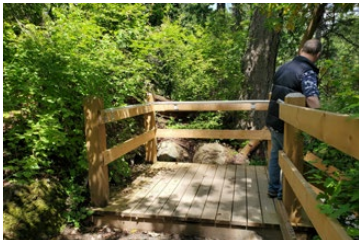
RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
4.1 Limit access to the sensitive bedrock outcrop and meadow ecosystem areas. Provide designated access to the bedrock outcrop high point that provides the best scenic lookout. Install physical barriers (e.g. cedar rail fencing) to delineate the trail and scenic lookout area and limit trespass to other areas.	Short	\$8,000
4.2 Install regulatory and interpretive signage at the scenic lookout to reinforce the value of the park's bedrock outcrop and meadow ecosystems and the risks that people, fire, and dogs pose to these sensitive areas. See #2 for more information on signage.	Short	\$1,000
4.3 Discourage access to the six bedrock outcrop areas within the park that are separate from the primary scenic lookout. Decommission existing informal trail access to these areas and discourage access through planting restoration and signage (see action #1.3, #2.7, #2.9).	Short	See #1.3, #2.7, #2.9
4.4 Identify and protect areas in the park for potential sharp-tailed snake habitat (a federally listed endangered species) including sunning rocks, rock crevices, talus slides, and woody debris. Plan park trails and access away from these habitat zones.	Short, Ongoing	Staff Time

Protect, restore, and monitor riparian areas while providing key locations for park visitors to be close to the water and view the park's streams and wetlands.



Existing: The streams and riparian areas are a feature of the park.



Inspiration: Providing a deck structure allows visitors to view the water while limiting human impacts within the riparian buffer zone.

BACKGROUND

- The riparian areas in the park include: 3 streams (tributaries of Latoria Creek), and 7 wetland areas.
- Existing park trails are within the 30m riparian setback as identified in the OCP and Riparian Areas Protection Regulation.
- As population around the park continues to grow, trail usage and subsequent impacts on riparian and wetland areas could be intensified.
- Climate projections, including more frequent extreme weather events, warmer temperatures, and higher fall and winter precipitation, may impact riparian ecosystems, including lower summer flows and higher winter flows, leading to increased erosion, deposition of sediment, and degradation of habitat.
- Environmental review and reporting for the park expansion areas reported no suitable habitat for Western Painted Turtle, however turtles could use the park's wetlands and riparian areas as "stepping stone" habitats en route to other sites within the watershed.
- Latoria Creek Northwest intersects with a popular existing nature trail loop, leading to trail flooding during the winter months.

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
5.1 In partnership with a qualified environmental professional (QEP), develop a detailed ecological plan for priority actions for restoration of Latoria Creek Northwest and Latoria Creek Northeast.	Medium	\$20,000
5.2 Establish riparian buffer zones around wetlands and streams (permanent and ephemeral). Limit amenities in this zone to select trails (pervious surface only), footbridges, or boardwalks (see Figure 6). Restore disturbed surfaces within the buffer zone to a natural condition.	Short	Staff Time
5.3 Provide select, designated access points within the riparian buffer zone to enable pedestrian views of wetlands and riparian areas (see #1.5 and #5.5). Install cedar fencing or boardwalks in these locations to control access and limit impacts.	Medium	See #1.5
5.4 Protect all wetland areas in the park and monitor for Western Painted Turtle. Include signage at wetland viewing areas about the value of the park's wetland areas. Consider enhancing the wetland habitat for Western Painted Turtle by providing areas with deeper pools and basking sites.	Medium	By developer
5.5 Complete boardwalks, overlooks, and wetland restoration and protection measures outlined in the future park expansion area identified as part of the 3460 / 3461 Veterans Memorial Parkway development.	Medium	By developer
5.6 Work with the covenant partners HAT and TLC and qualified groups (e.g. Peninsula Streams Society) to undertake fish sampling of the park streams to determine fish presence and species.	Medium	Staff time and see #8.4 and #16.2
5.7 Where human or dog activity is occurring off-trail, install natural cedar split-rail fencing to deter access and protect natural areas.	Short, Ongoing	\$10,000

Protect, restore, and monitor forested areas to support park visitor safety and a healthy natural environment.



Existing: The forests and trees are defining features of Havenwood Park that are well loved by the community.

BACKGROUND & RATIONALE

- The park's forested areas are highly cherished by park users and wildlife.
- The forest is the dominant natural ecosystem for Havenwood Park. Forested areas are mixed second growth conifer and deciduous forest.
- The dominant tree species include Douglas-fir, western redcedar, bigleaf maple, red alder, and grand fir with Garry oak and arbutus trees are present at higher elevations.
- Understory vegetation includes dull Oregon-grape, oceanspray, sword fern, salal, bracken fern, and a variety of native groundcovers including a dense and diverse moss layer.
- Public engagement participants shared concerns about forest fires during the dry summer months (see #7).
- As population around the park continues to grow, park usage and subsequent impacts on forested habitat areas could intensify.
- Climate projections, including more frequent extreme weather events, warmer summer temperatures, and higher fall and winter precipitation could continue to lead to forest change. Western redcedars in the region appear to be in decline, possibly due to the recent occurrence of hot and dry summers.
- The BC Conservation Data Center has identified large areas of Douglas-fir / Dull Oregon-grape ecosystem within Havenwood Park. This is a "red-listed" ecological community with the conservation status of S1 (critically imperiled). Red-listed ecosystems are at a high risk of being lost, endangered, or threatened.

DESIGN CONSIDERATIONS

- Integrating a diverse range of tree species and successional forest planting strategies can support a continuous, healthy tree canopy.
- Where possible, trim hazardous trees to create habitat opportunities (snags) for wildlife, rather than removing them from the park.

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
6.1 Obtain an arborist review and tree assessment (tree size, species, health, risks, and recommendations) for notable trees and areas within close proximity to trails, park entries, benches, or view points.	Short-term	\$15,000 (for planning work only)
6.2 Inform covenant holders of key areas of concern for forest management. Undertake tree management activities identified in the tree assessment (e.g. removals or pruning of compromised trees).	Ongoing	TBD (based on tree assessment)

Provide fire hazard risk management to support the safety and integrity of the park.



Existing: No Smoking signs are posted at several park entry points.

BACKGROUND & RATIONALE

- While a detailed fire hazard assessment has not been conducted, local climate and site conditions suggest that the park is likely susceptible to fire hazard at dry times of the year.
- Arid summer conditions, dry areas of the park, accumulation of fuel (e.g. leaf litter, deadfall), and increased park use, are all factors that increase fire risk.

PLANNING CONSIDERATIONS

- Practicing fire hazard mitigation in natural areas is a debated topic.
- Fire hazard mitigation actions need to balance considerations for protecting the surrounding urban interface with conserving ecological values and the park's natural environment.
- Prioritize fire hazard mitigation in areas of higher human traffic and use – such as around the scenic lookout area (bedrock outcrop).

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
7.1 Retain the services of a professional who specializes in fire hazard assessments in urban and interface areas to prepare a fire hazard assessment and recommendations for fire hazard mitigation compatible with the ecological objectives for Havenwood Park.	Short	\$12,000
7.2 Integrate fire hazard messaging and bans on smoking and fires within park regulatory signage at all entry points and at the scenic lookout.	Short	See #2.5, #4.2
7.3 Engage with local First Nations to explore opportunities for fire hazard risk management in the park.	Ongoing	Staff time



The Friends of Havenwood Park have dedicated countless hours to support management of invasive plant species and stewardship in the park.



Support and strengthen ongoing stewardship partnerships and programs with local First Nations, Friends of Havenwood Park, School District #62, and other community organizations.



Existing: This area of the park is known informally as "Grad Corner" where tree planting and stewardship efforts have involved Royal Bay Secondary School students.

BACKGROUND & RATIONALE

- The existing partnerships and programs in Havenwood Park provide mutual benefit to the park and to the community.
- In addition to the co-covenant, beneficial partnerships include:
 - » Friends of Havenwood Park (FOHP - stewardship group)
 - » Royal Bay Secondary School (Indigenous Studies program)
 - » Citizens' Environment Network In Colwood (CENIC - community group)
- Managing invasive plant species in Havenwood Park:
 - » Like many other sites in the South Island region, both natural and otherwise, Havenwood Park has been colonized by a variety of invasive species (e.g. Scotch broom, Himalayan blackberry, English holly, English ivy, daphne, wall lettuce).
 - » The invasive species in the park are vigorous, outcompete indigenous vegetation, and are resistant to natural predators.
 - » Without human intervention, invasive species will proliferate and impact indigenous species and habitat quality in the park.
 - » There has been success and tangible results from the efforts of the Friends of Havenwood Park (FOHP) and Habitat Acquisition Trust (HAT) to manage invasive plant species within the park.

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	CAPITAL ESTIMATE
8.1 Support and strengthen ongoing stewardship partnerships and programs with local First Nations, Friends of Havenwood Park, School District #62, and other stewardship-focused community organizations.	Ongoing	Staff Time
8.2 Continue to collaborate with the Friends of Havenwood Park, Habitat Acquisition Trust , and other local groups to deliver cooperative management of invasive plant species in the park. Refer to Figure 3 in the registered covenant for priority polygons for ongoing invasive plant species removal: polygons 4, 10, 12, 18, 20 and 28.	Ongoing	Staff Time
8.3 With covenant partners and Friends of Havenwood Park, develop a brief plant species management plan. This plan should identify priorities for invasive species and native species management in the park, and act as a record of annual plant management.	Annual	Staff Time
8.4 Establish annual municipal budget for ongoing funding of stewardship efforts and invasive plant management at Havenwood Park. Continue to pursue supplemental funding for stewardship efforts and special projects through partnership and grant funding opportunities.	Annual	Staff Time
8.5 Continue collaboration with Royal Bay Secondary School and Friends of Havenwood Park for invasive species removal and restoration planting in "Grad Corner" .	Ongoing	Staff Time
8.6 Explore opportunities to expand program activities in the park with Royal Bay Secondary School's Indigenous Studies program.	Medium	Staff Time

Integrate seating and furnishings at key locations in the park to provide opportunities for rest, comfort, and nature appreciation.



Image: Wishbone Furnishings

Inspiration: Park bench. Coordinate furnishings with Colwood's City-wide parks standards



Inspiration: Accessible Cedar & Steel Picnic table



Inspiration: Receptacle with locally sourced cedar



Inspiration: Animal Resistant Waste & Recycling Receptacle

BACKGROUND & RATIONALE

- There is only one bench in the park today.
- Seating and rest opportunities provide support for users of all ages and abilities to use the park.
- Seating and picnicking amenities are low-cost improvements for family-friendly passive recreation that align well with the park values.

DESIGN CONSIDERATIONS:

- **General:**
 - » At seating locations, provide complementary park furnishings like signage, waste and recycling receptacles.
 - » Materials for furnishings should be durable, comfortable, and support the character of the park. Consider locally sourced cedar, thermally modified wood or recycled composite wood: materials that are comfortable throughout the seasons.
 - » Plan furnishings styles and locations to support accessibility for all ages and abilities.
 - » Locate benches and picnic tables away from environmentally sensitive areas.
- **Benches:**
 - » Provide a bench rest opportunity at ~150-300m intervals along primary pathways and routes that are part of the planned Beach to Mountain Community Trail Network.
 - » Provide benches at select locations on nature trails – prioritize locations at natural rest points (e.g. at the end of a climb / hill).
 - » Coordinate the bench style with the City of Colwood Standards.
 - » Provide backrest and arm supports for accessibility.
 - » Coordinate benches with the City's memorial bench program.
 - » Provide a variety of seating conditions (e.g. sunny spot, shady spot, quiet / contemplative spot, meeting spot).
- **Picnic Tables:**
 - » Include picnic tables that provide places for strollers or wheelchairs.
- **Waste & Recycling Receptacles:**
 - » Provide receptacles that separate recycling from waste for overall waste reduction.
 - » Locate receptacles at entries and along primary pathways to provide ease of maintenance vehicle access.
 - » Provide unobstructed paved or packed gravel area adjacent to the receptacle (separate from the path) for maintenance vehicles.

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
<p>9.1 Provide 5-10 benches in the park. Use Figure 6 to guide location selection. Benches to be located:</p> <ul style="list-style-type: none"> » To provide rest opportunity at regular (~100-300m) intervals along the primary trails and trails designated as part of the planned Beach to Mountain Community Trail Network identified in the PRMP; » At the top and bottom of the large flight of stairs; and » At natural rest points along nature trails (e.g. at the top of a steep climb or a place of nature-viewing interest). 	Short to Medium	\$15,000-30,000
<p>9.2 Add one accessible picnic table adjacent to the primary trail, near the primary park entry at Veterans Memorial Parkway (see Figure 6). Include signage (see #2), waste receptacles, and cedar rail fencing to limit impacts to adjacent natural areas.</p>	Medium	\$7,500
<p>9.3 Provide updated waste and recycling receptacles at the 7 designated park entries (see Figure 6).</p>	Medium	\$20,000

Engage local First Nations to explore opportunities that support Indigenous visibility and celebration in the park.



Existing: Cedar stripping of trees in Havenwood Park.

BACKGROUND & RATIONALE

- The park lies within the traditional territory and ancestral lands of the Lekwungen speaking people, who refer to themselves today as the Lekwungen (Songhees), Xwsepsum (Esquimalt), and Sc'ianew (Beecher Bay).
- The health and wellness of Havenwood Park benefits from Indigenous knowledge of the local First Nations who have been stewards of this area since time immemorial.
- The City of Colwood is committed to exploring opportunities with local First Nations that increase Indigenous visibility in the community.
- Indigenous reconciliation should take many forms and there is a role for Havenwood Park in this work.



Existing: Local Indigenous language signs at plants in Havenwood Park.



Inspiration: Indigenous art by Jamin Zuroski at Lagoon Beach park in Colwood.



Inspiration: Carvings by Clarence "Butch" Dick at the Songhees Wellness Centre. (Image Credit: Marek Trojan)

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
10.1 Explore opportunities with local First Nations for cultural expression to support Indigenous visibility and celebration in Havenwood Park.	Short	TBD

Provide a park toilet to support future park use.

BACKGROUND & RATIONALE

- A public toilet provides an important service for park visitors.
- Access to a nearby toilet is essential for supporting sustainable operation of education programs or stewardship programs in the park (especially with children).
- There is no nearby public toilet to the park.
- There is suitable area close to the primary park entrance to construct a new vault toilet.
- A public toilet was not identified by community feedback as high priority for today, but was noted for future.
- As park visitation increases, and potential stewardship programming increases, a park toilet may be needed.

CONSIDERATIONS:

- The intended Nature Park passive uses in Havenwood Park do not warrant a full-service washroom facility with water and electrical, and there are no utility connections currently available at the park.
- Permanent vault (or composting) toilets are more accessible, functional, attractive, and cost effective for long-term operations and maintenance than portable toilets (e.g. port-a-potty).
- Siting the toilet structure should take into consideration protecting and preserving natural areas and vegetation.
- A new toilet should be sited and designed for universal accessibility.
- Site the facility to allow for truck access for maintenance and servicing.
- The facility should use durable materials and an aesthetic that suits the natural character of the park.
- Provide inclusive signage for gender and accessibility.



Inspiration: The examples above show a range of vault and composting toilets in various BC parks that accommodate a range of use (up to 100+ uses/day). (Image credit: Toilet Tech Solutions)

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
11.1 Provide a vault toilet at a central and accessible location in Havenwood Park, adjacent to the primary entry on the west side of Veterans Memorial Parkway. Select a pre-fabricated, durable structure, sized as per American Disabilities Association (ADA) accessibility guidelines. Provide a concrete pad and accessible path access.	Long	\$20,000
11.2 When the installation of the public toilet is completed, create a maintenance schedule and operational budget for servicing.	Long	TBD

Update park uses to reflect recreational priorities that are of broad benefit to residents and low impact on the natural environment of the park.



Existing: Walking, hiking, and jogging are the most popular activities in Havenwood Park.

BACKGROUND & RATIONALE

- Within the context of a conservation approach for the management of Havenwood Park, only a limited range of recreation activities are suitable.
- Suitable activities are those that provide benefit to a broad spectrum of community residents, with minimal impact on the natural environment of the park.

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
<p>12.1 Remove horseback riding from the list of conditional uses and refer to the following to guide park use in Havenwood Park:</p> <p>Approved Uses:</p> <ul style="list-style-type: none"> » Walking, hiking, and jogging (on trails only) » Nature appreciation (e.g., bird watching, wildlife viewing, nature photography) » Outdoor education (e.g. class tours, stewardship activities) <p>Conditional Uses (at the discretion of the Management Committee):</p> <ul style="list-style-type: none"> » Bicycling (on primary trails only) » Dog walking (on-leash, on-trail only, and under control at all times) » Stewardship activities » Research and scientific studies » Special events <p>Prohibited Uses:</p> <ul style="list-style-type: none"> » Motorized vehicles (except emergency and maintenance vehicles) » Fires and camping » Off-trail uses and access » Unlawful uses, including those identified in the Parks Bylaw » Other uses determined by the Management Committee 	Short	Staff Time

Designate Havenwood Park as on-leash only to support the long-term conservation of sensitive park features and the comfort of park users of all ages and abilities.

BACKGROUND & RATIONALE

- The topic of dogs off-leash at Havenwood Park is divided. This division is not unique to Havenwood Park or the City of Colwood, but is shared by almost all communities.
- Dog walking is one of the most popular uses of Havenwood Park (49% of participants indicated they walk their dog here).
- Some participants expressed concerns about safety and comfort related to the presence of off-leash dogs within the park.
- Other participants shared how they value having their dog off-leash in the park.
- There is evidence of dog activity and impacts in the natural areas off-trail in the park, including environmentally sensitive riparian areas and bedrock outcrop areas.
- Park visitation, including dogs, is anticipated to increase as the surrounding population continues to grow.
- The role of the management plan is to balance the needs of the overall park for the long-term.
- Covenant partners HAT and TLC, along with stewardship partners FOHP and CENIC, do not support dogs off-leash in the park due to ecological consequences.
- Community feedback on the topic:
 - » The majority (69%) of participants support designating dog on-leash areas here.
 - » Updating dog on-leash zones was identified as priority #10 by participants (out of 21 items).
 - » Dogs that are off-leash was identified as the second highest limitation to park use (20% of participants indicated this limited their use of Havenwood Park).
- Currently, the designated areas in the City of Colwood where dogs must explicitly be on-leash (identified by Animal Control Bylaw No. 1533) are:
 - » Esquimalt Lagoon National Migratory Bird Sanctuary Area
 - » West Shore Parks and Recreation facility lands
 - » The designated area of Colwood Creek Park
 - » Within 10 metres of any playground equipment in any municipal or regional park

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	CAPITAL ESTIMATE
13.1 To align with the conservation management for Havenwood Park, and support the safety and comfort of all park users, update the City of Colwood <i>Animal Control Bylaw No. 1533, Dog Regulations Section 8.2 On-Leash Areas</i> to include Havenwood Park as on-leash only. Priority areas for on-leash communication and enforcement are: the primary park trails, highly sensitive bedrock outcrop meadow areas, and area around the large wetland area (in future park expansion area 1).	Short	Staff Time
13.2 Update park signage to indicate on-leash only within the park. Include on-leash indication on trail markers.	Short	See #2
13.3 Consider a review and update of <i>Animal Control Bylaw No. 1533</i> . In other urban jurisdictions, municipal bylaw commonly requires dogs to be on-leash in all public places except designated off-leash areas (designated areas are clarified by Schedules that can be updated). A bylaw update would be for the long-term benefit of the overall parks and recreation system to continue to meet the future needs of Colwood.	Short	Staff Time

Continue the community partnership model and the Management Committee to guide the sustainable management of Havenwood Park.

BACKGROUND & RATIONALE

- There is an established Management Committee for Havenwood Park that is comprised of representatives from each of the co-covenant holders (City of Colwood, City of Langford, Habitation Acquisition Trust, and the Land Conservancy of BC), along with members of the Friends of Havenwood Park.
- Havenwood Park has a broad spectrum of support from the co-covenant holders, other like-minded organizations, and the community as a whole.
- The needs and expectations for Havenwood Park must be balanced with those of other municipal priorities.
- Park development and management does not need to be dependent on the City of Colwood municipal financial resources alone to implement.
- The park is currently managed through a successful community partnership model where:
 - » Community capital is drawn upon to extend the resources of the City in managing Havenwood Park (a large Nature Park) by providing labour, donations, and other services that support park improvements.
 - » The financial, administrative, and technical resources of the City are complemented by the resources of the community as a whole.
 - » Community resources include work parties, fundraising, public education, and other possibilities.
 - » The Friends of Havenwood Park (FOHP) group is active and able to support the maintenance and management of the park.

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
14.1 Continue the community partnership model of park management for Havenwood Park with involvement from the co-covenant holders, FOHP, and other community groups.	Ongoing	Staff Time
14.2 Continue the Management Committee for Havenwood Park with representatives from the co-covenant holders (City of Colwood, City of Langford, Habitation Acquisition Trust, and the Land Conservancy of BC), along with members from the FOHP.	Ongoing	Staff Time
14.3 Formalize the following record keeping and monitoring tasks with assigned roles and responsibilities to be completed by the Management Committee for Havenwood Park: <ul style="list-style-type: none"> » Carry-out an annual site review of the park; » Compile an annual review report that summarizes accomplishments, clarifies priority actions, evaluates new project ideas, updates the parks asset inventory, and updates climate change adaptation and mitigation strategies for park maintenance; and » Hold an annual Management Committee meeting and complete and file a meeting agenda and recorded minutes. 	Annual	Staff Time
14.4 Schedule an annual opportunity for the members of Friends of Havenwood Park to meet with City parks staff to build the relationship for ongoing collaboration.	Annual	Staff Time

Regularly review the progress and accomplishments of this plan, as well as new opportunities, to ensure that park improvements at Havenwood Park continue to meet the future needs of Colwood.

BACKGROUND & RATIONALE

- The Management Plan is intended to be a living document that is updated to reflect growth and changes in the community.
- Over time, site conditions or use patterns may alter the environment of the park and it may be desirable to modify or update the Management Plan in order to address challenges.
- Commitment of staff time is needed to ensure implementation of the plan stays on track.
- The City should be prepared to capitalize upon new opportunities that benefit the park vision.
- This plan provides a ten-year set of recommendations and actions.
- Review of accomplishments and re-evaluation of priorities and opportunities will allow the efforts of parks operations to best adapt to meet the needs of the community and park in the future.
- Havenwood Park is a planned part of the City's parks system for the long-term.
- Dedicating an annual budget for the park will help provide sustainable and ongoing funding to provide a suitable ongoing level of maintenance and service at the park.

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
15.1 As part of the work of the Management Committee, undertake annual review of the park. Measure progress against the Havenwood Park Management Plan.	Annual	Staff Time
15.2 In 10 years, complete a milestone review and update of the Havenwood Park Management Plan with stakeholder input, to ensure that the management and use of the park conforms to the spirit and intent of the park vision.	Long	\$20,000* *Not including community engagement
15.3 Consider new opportunities for the park as they arise and adjust priorities to balance these new opportunities. Evaluate all new opportunities against the goals of the Havenwood Park Management Plan.	Ongoing	Staff Time

Plan and undertake ongoing operations and maintenance of trails, signage, furnishings, and natural areas within Havenwood Park.

BACKGROUND & RATIONALE

- Capital improvements to Havenwood Park will impact budget requirements for operations and maintenance. As new park amenities are added, budgets should be increased accordingly.
- Increased visitation to Havenwood Park will impact operations and maintenance. As visitation increases, budgets should be increased accordingly.

PLANNING CONSIDERATIONS

- Continue to maintain Havenwood Park to a Nature Park standard.
- Undertake life-cycle planning and asset management to ensure park amenities are regularly inspected for safety, necessary maintenance, and renewal (e.g. park furnishings, trails and stairs).

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
16.1 Establish an on-going line item in the annual municipal budget dedicated to the management, development, operation, and maintenance of Havenwood Park.	Annual	Staff Time
16.2 Increase operations and maintenance budgets for Havenwood Park to accommodate new amenities, upgraded amenities, and restored natural areas.	Ongoing	Staff Time
16.3 Increase staffing levels to meet additional maintenance, operations, and management needs as the park is expanded or improved.	Ongoing	Staff Time

Acquire additional land adjacent to Havenwood Park to preserve and enhance the environmental and recreational value of the park.

BACKGROUND & RATIONALE

- While the Havenwood Park property is the largest undeveloped parcel of property in the central Colwood area, there are other parcels of land in the area that are also undeveloped natural landscapes.
- Acquisition of neighbouring or nearby properties would support ongoing ecological sustainability of the park and provide additional opportunity for neighbourhood pedestrian linkages.
- The monetary value of land being considered for purchase may be substantial relative to the financial resources available to the City of Colwood.
- For development related acquisition, as per recommendations in the PRMP:
 - » In most cases, environmentally sensitive areas should not be accepted as part of development-related parkland dedication requirements (even though these areas are important to be protected, they should be in addition to land that is useable for active park use and functions).
 - » Trails are typically dedicated as part of the transportation network during development and so are typically in-addition to required park dedication.
- In considering opportunities for parkland expansion or acquisition, consider the following criteria. Parcels that satisfy several of these items would be a higher priority for acquisition consideration:
 - » Natural land contiguous to the park
 - » Natural land that contains complete, intact habitat areas (e.g. a complete area of bedrock outcrop, as opposed to a portion of a bedrock outcrop area)
 - » Natural land that shares the same watershed as the park
 - » Natural land that has ecological diversity
 - » Land that provides an accessible pedestrian link that supports the continuity of the Beach to Mountain Community Trail Network outlined in the PRMP
 - » Land that is suitable for providing on-site parking for park access
 - » Natural land that provides opportunity for both natural area conservation as well as parkland suitable for low-impact trail recreation and connectivity
 - » Natural land that would otherwise be eligible for development (e.g. land that is not otherwise restricted or protected from development such as steep slopes or environmentally sensitive land)

RECOMMENDED ACTIONS:

ACTIONS	TIMELINE	PRELIMINARY CAPITAL ESTIMATE
17.1 Acquire additional land adjacent to Havenwood Park to preserve and enhance the environmental and recreational value of the park. Pursue opportunities to reduce the City's cost of acquisition by using funding strategies outlined in the PRMP (e.g. Parks DCCs, Parks Reserve Fund, Donations and Fundraising, Community Partnerships).	Ongoing	TBD
17.2 When land near the park is planned for development, as a condition of subdivision, acquire additional park land adjacent to and near the park that fulfills the priority acquisition considerations outlined in the Management Plan (see #17).	Ongoing	N/A





PART 4

Implementation



Funding Strategies

A combination of funding strategies will be required to implement the recommendations developed within the Havenwood Park Management Plan. Refer to the PRMP document for a detailed outline of potential funding strategies for consideration including:

- Parks Taxation
- Parcel Tax (Levy)
- Parks Development Cost Charges (DCCs)
- Parks Reserve Fund
- Parks Decommissioning
- Amenity Contributions
- Coordination with Infrastructure Upgrades
- Senior Government Funding
- Donations & Fundraising
- Community Partnerships

4.1 RECOMMENDATIONS IMPLEMENTATION

Implementation of the ideas and directions in the Havenwood Park Management Plan will occur over time as opportunities and funds are available. A flexible approach to implementation will be required as circumstances may expedite or delay time frames. All recommended actions will be at the discretion of Council based on overall community considerations.

In the following section, actions are organized into four time frames:

- **Short-term actions** are recommended to be completed in the next 0-2 years. These actions typically garnered strong public support and will provide an immediate benefit for park users. In some cases, short-term actions must be completed prior to medium and long-term actions.
- **Medium-term actions** are recommended for the 2-5 year time frame. Several of these projects will require strategic planning and procurement of funding.
- **Long-term actions** are recommended for consideration beyond 5 years and have lower priority or more complicating factors that may delay implementation.
- **Ongoing actions** include activities and improvements that will occur periodically over time. Funding for these projects will need to be considered in ongoing annual budgets for maintenance and operations.

A planning-level estimate for all capital projects identified in this plan is provided below; **however, it is important to read these estimates in the context of the following conditions:**

- Costs will continue to be clarified through future steps in planning and detailed design for specific projects.
- Costs provided are developed using historical construction cost data from similar projects and are provided to assist with budget planning. Actual costs may vary widely depending on site constraints, design, market forces, or other variables.
- Costs provided are for supply and installation unless otherwise noted.
- Estimates only consider capital costs in total, not a breakdown of funding sources. It is presumed that projects will be funded using a variety of strategies (see the PRMP).
- Inflation is not included in the estimates. Presumably, improvements implemented five years from now will be more expensive than estimates allocated today due to inflation.

TABLE 3: ALL ACTIONS SUMMARY

Below is a composite list of all actions in the Havenwood Park PMP, arranged in sequence by recommendation topic and corresponding numbering, and colour-coded by recommended timeline.

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
IMPROVE THE PARK TRAIL NETWORK			
1.1	Update primary park trails following the guidelines in Table 1, to improve accessibility, wayfinding, and durability, and to minimize impacts to natural areas. For trail location information, see Figure 6.	Short, Ongoing	Staff & Volunteer Time
1.2	Integrate key existing informal trails to be part of the designated park trail system that is signed and maintained. For trail location information, see Figure 6.	Short, Ongoing	Staff & Volunteer Time
1.3	Decommission select existing informal trails as identified in Figure 6 to protect environmentally sensitive areas.	Short, Ongoing	Staff & Volunteer Time
1.4	Develop new trail connections as identified in Figure 6 to provide a connected system with a variety of route options.	Medium	\$10,000
1.5	Develop a footbridge and sections of boardwalk in the area of Latoria Creek Northwest (as identified in Figure 6) to provide trail access year round and to protect sensitive habitat and vegetation.	Short	\$70,000
1.6	Review and revise planned trail locations for Park Expansion Area 1 & Park Expansion Area 2 (part of the 3460 / 2461 Veterans Memorial Parkway Development) to be outside of riparian buffer areas and bedrock outcrop and meadow areas (See Figure 6). Construction of the trails will be by the developer.	Short	Staff Time
1.7	Create an accessible trail loop for all ages and abilities within the lower elevations of the park where grades permit. Integrate the existing trail network as to minimize impacts to natural areas (see Figure 6).	Long	\$15,000
1.8	Once the main stair has reached its lifespan, replace with an above-grade timber stair with dog-friendly treads, similar to the Latoria Creek Park stairs.	Long	\$150,000
1.9	Review the access from Granrose Terrace for opportunities to improve accessibility and reduce / remove / or bypass the stairs.	Long	\$20,000
1.10	Review and secure wire fencing to the east of the area known as Grad Corner to reduce risk at steep drop off here.	Short	\$2,000
UPGRADE PARK WAYFINDING & SIGNAGE			
2.1	Name Havenwood Park's trails, lookouts, streams, wetlands, bedrock outcrops, stairs, and unique features (e.g. significant trees) after their unique physical characteristics. Engage with local First Nations to explore opportunities to use Indigenous names. Identify named features on park maps and signage to improve wayfinding.	Short	Staff time
2.2	Expand the overall City of Colwood parks signage standards to include the following signage types: Trailhead Kiosk, Trail Marker, Feature Identification, Code of Conduct (e.g. regulatory, safety, environmental protection), and Interpretive.	Short	Staff time

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
2.3	<p>Develop and construct a trailhead kiosk at the main park entry at the west side of Veterans Memorial Parkway. The kiosk should include:</p> <ul style="list-style-type: none"> » Detailed Park Map: topographic contours, natural features, trails, park entries, lookout points, parking, and park amenities. » Detailed Trails Information: trail names, elevation profiles for primary trails, level of difficulty for trail routes, trail route distances, stair locations, boardwalk locations, and footbridge locations. » Regulatory & Covenant Information: permitted park and trail uses, prohibited park and trail uses, dog on-leash information, smoking and fire ban, park maintenance contract information, and park safety / emergency information. 	Short	\$10,000
2.4	<p>Install secondary entry signs, as per City standards, at all secondary park entries to Havenwood Park. New signs are needed at 4 locations: Windthrop Road, Granrose Terrace, Desmond Drive, and Fulton Road. New signs should be added to any new park entrances developed in the future.</p>	Medium	\$8,000
2.5	<p>Install consistent code of conduct / regulatory signage at all park entries. Include permitted trail uses, prohibited trail uses, no-smoking, no-fires, and park safety / emergency information.</p>	Short	See #2.4
2.6	<p>Following completion of upgrades to the trails system, install and upgrade trail markers at the locations shown on Figure 6. Trail markers to include: trail name, directional arrows, key distances, level of difficulty, and park key map with location indication.</p>	Medium	\$15,000
2.7	<p>Develop an interpretive signage program for the park to educate visitors on the park's unique features, flora, fauna, and environmentally sensitive areas. Engage with local First Nations to explore opportunities to integrate Indigenous knowledge and teachings.</p>	Medium	TBD
2.8	<p>Install hazard warning signage at the south eastern edge of the western parcel of the park, to warn about steep cliff. See Figure 6.</p>	Short	\$250
2.9	<p>Install signage about protection of environmentally sensitive areas in the following locations: high traffic areas, restoration areas, and areas where trails are being decommissioned. Use brief, clear, positive language and include specific information on why the area is sensitive to empower park visitors (e.g. "Environmentally Sensitive Area - Garry oak habitat contains rare and sensitive wildflowers. Please use designated trail and help conserve our park").</p>	Short	\$2,500
2.10	<p>Include information on all new park trail signs to note that tertiary trails are not maintained and are "use at own risk". Include information about tertiary trail conditions: narrow, steep slopes, loose materials, roots, rocks, and seasonal flooding.</p>	Short	Include in Recommendation #2 actions

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
IMPROVE PARKING & CONNECTIONS TO THE PARK			
3.1	Expand the main gravel parking provided along the Veterans Memorial Parkway to provide additional stalls.	Medium	\$30,000
3.2	Designate accessible parking stalls at: the west side of Veterans Memorial Parkway, east side of the Veterans Memorial Parkway, and Windthrop Road.	Short	\$1,500
3.3	Improve the main parking area along the Veterans Memorial Parkway by providing clear signage for parking extents and improving the pedestrian trail alongside the parking that connects to the park entries.	Short	\$5,000
3.4	Install racks for secure bike parking at: the primary park entry near the Veterans Memorial Parkway (priority in the short-term), then at Granrose Terrace, and the future entry from Resolution Way.	Short to Medium	\$12,000
3.5	For secondary park entries that have suitable road access (Fulton Road, Desmond Road, Granrose Terrace, Windthrop Road, and future development areas), provide and maintain signage that identifies where on-street parallel parking is permitted. To maintain clear sightlines to the park from the street and provide clear routes for emergency access, do not permit parking at the end of the street where it meets the park.	Short	\$5,000
3.6	Review and update the City of Colwood website for Havenwood Park to clarify that parking is limited. Provide information about active or alternative forms of transportation to the park (e.g. bike routes, bus routes).	Short, Ongoing	Staff Time
3.7	Coordinate with future engineering planning and implementation of upgrades on Veterans Memorial Parkway, Fulton Road, or other roads accessing the park, to incorporate and strengthen active transportation connections to Havenwood Park by providing sidewalks and designated bike lanes or routes.	Ongoing	Staff Time
3.8	Prioritize trail upgrades and connections in the surrounding neighbourhoods that support the Beach to Mountain Community Trail Network and connections to Havenwood Park that are outlined in the PRMP.	Ongoing	Staff Time
PROTECT BEDROCK OUTCROPS & MEADOW AREAS			
4.1	Limit access to the sensitive bedrock outcrop and meadow ecosystem areas. Provide designated access to the bedrock outcrop high point that provides the best scenic lookout. Install physical barriers (e.g. cedar rail fencing) to delineate the trail and scenic lookout area and limit trespass to other areas.	Short	\$8,000
4.2	Install regulatory and interpretive signage at the scenic lookout to reinforce the value of the park's bedrock outcrop and meadow ecosystems and the risks that people, fire, and dogs pose to these sensitive areas. See #2 for more information on signage.	Short	\$1,000

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
4.3	Discourage access to the six bedrock outcrop areas within the park that are separate from the primary scenic lookout. Decommission existing informal trail access to these areas and discourage access through planting restoration and signage (see #1 and #2).	Short	See #1 & #2
4.4	Identify and protect areas in the park for potential sharp-tailed snake habitat (a federally listed endangered species) including sunning rocks, rock crevices, talus slides, and woody debris. Plan park trails and access away from these habitat zones.	Short, Ongoing	Staff Time

PROTECT, RESTORE, & MONITOR RIPARIAN AREAS

5.1	In partnership with a qualified environmental professional (QEP), develop a detailed ecological plan for priority actions for restoration of Latoria Creek Northwest and Latoria Creek Northeast.	Medium	\$20,000
5.2	Establish riparian buffer zones around wetlands and streams (permanent and ephemeral). Limit amenities in this zone to select trails (pervious surface only), footbridges, or boardwalks (see Figure 6). Restore disturbed surfaces within the buffer zone to a natural condition.	Short	Staff Time
5.3	Provide select, designated access points within the riparian buffer zone to enable pedestrian views of wetlands and riparian areas (see #1.5 and #5.5). Install cedar fencing or boardwalks in these locations to control access and limit impacts.	Medium	See #1.5
5.4	Protect all wetland areas in the park and monitor for Western Painted Turtle. Include signage at wetland viewing areas about the value of the park's wetland areas. Consider enhancing the wetland habitat for Western Painted Turtle by providing areas with deeper pools and basking sites.	Medium	By developer
5.5	Complete boardwalks, overlooks, and wetland restoration and protection measures outlined in the future park expansion area identified as part of the 3460 / 3461 Veterans Memorial Parkway development.	Medium	By developer
5.6	Work with the covenant partners HAT and TLC and qualified groups (e.g. Peninsula Streams Society) to undertake fish sampling of the park streams to determine fish presence and species.	Medium	Staff time and see #8.4 and #16.2
5.7	Where human or dog activity is occurring off-trail, install natural cedar split-rail fencing to deter access and protect natural areas.	Short, Ongoing	\$10,000

PROTECT RESTORE, & MONITOR FORESTED AREAS

6.1	Obtain an arborist review and tree assessment (tree size, species, health, risks, and recommendations) for notable trees and areas within close proximity to trails, park entries, benches, or view points.	Short-term	\$15,000 (for planning work only)
6.2	Undertake tree management activities identified in the tree assessment (e.g. removals or pruning of compromised trees).	Ongoing	TBD (based on tree assessment)

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
PROVIDE FIRE RISK HAZARD MANAGEMENT			
7.1	Retain the services of a professional who specializes in fire hazard assessments in urban and interface areas to prepare a fire hazard assessment and recommendations for fire hazard mitigation compatible with the ecological objectives for Havenwood Park.	Short	\$12,000
7.2	Integrate fire hazard messaging and bans on smoking and fires within park regulatory signage at all entry points and at the scenic lookout.	Short	See #2.5, #4.2
7.3	Engage with local First Nations to explore opportunities for fire hazard risk management in the park.	Ongoing	Staff time
SUPPORT PARK STEWARDSHIP PARTNERSHIPS & PROGRAMS			
8.1	Support and strengthen ongoing stewardship partnerships and programs with local First Nations, Friends of Havenwood Park, School District #62, and other stewardship-focused community organizations.	Ongoing	Staff Time
8.2	Continue to collaborate with the Friends of Havenwood Park, Habitat Acquisition Trust, and other local groups to deliver cooperative management of invasive plant species in the park. Refer to Figure 3 in the registered covenant for priority polygons for ongoing invasive plant species removal: polygons 4, 10, 12, 18, 20 and 28.	Ongoing	Staff Time
8.3	With covenant partners and FOHP, develop a brief plant species management plan to identify priorities for invasive species and native species management in the park, and to act as a record to track plant management actions annually.	Annual	Staff Time
8.4	Establish annual municipal budget for ongoing funding of stewardship efforts and invasive plant management at Havenwood Park. Continue to pursue supplemental funding for stewardship efforts and special projects through partnership and grant funding opportunities.	Annual	Staff Time
8.5	Continue collaboration with Royal Bay Secondary School and Friends of Havenwood Park (FOHP) for invasive species removal and restoration planting in "Grad Corner".	Ongoing	Staff Time
8.6	Explore opportunities to expand program activities in the park with Royal Bay Secondary School's Indigenous Studies program.	Medium	Staff Time
INTEGRATE SEATING & FURNISHINGS			
9.1	Provide 5-10 benches in the park. Use Figure 6 to guide location selection. Benches to be located: <ul style="list-style-type: none"> » To provide rest opportunity at regular (~100-300m) intervals along the primary trails and trails designated as part of the planned Beach to Mountain Community Trail Network identified in the PRMP; » At the top and bottom of the large flight of stairs; and » At natural rest points along nature trails (e.g. at the top of a steep climb or a place of nature-viewing interest). 	Short to Medium	\$15,000-30,000

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
9.2	Add one accessible picnic table adjacent to the primary trail, near the primary park entry at Veterans Memorial Parkway (see Figure 6). Include signage (see #2), waste receptacles, and cedar rail fencing to limit impacts to adjacent natural areas.	Medium	\$7,500
9.3	Provide updated waste and recycling receptacles at the 7 designated park entries (see Figure 6).	Medium	\$20,000

EXPLORE OPPORTUNITIES FOR INDIGENOUS CULTURAL EXPRESSION

10.1	Explore opportunities with local First Nations for cultural expression to support Indigenous visibility and celebration in Havenwood Park.	Short	TBD
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PROVIDE A PARK TOILET

11.1	Provide a vault toilet at a central and accessible location in Havenwood Park, adjacent to the primary entry on the west side of Veterans Memorial Parkway. Select a pre-fabricated, durable structure, sized as per American Disabilities Association (ADA) accessibility guidelines. Provide a concrete pad and accessible path access.	Long	\$20,000
11.2	When the installation of the public toilet is completed, create a maintenance schedule and operational budget for servicing.	Long	TBD

UPDATE PARK USES

12.1	<p>Remove horseback riding from the list of conditional uses and refer to the following to guide park use in Havenwood Park:</p> <p>Approved Uses:</p> <ul style="list-style-type: none"> » Walking, hiking, and jogging (on trails only) » Nature appreciation (e.g., bird watching, wildlife viewing, nature photography) » Outdoor education (e.g. class tours, stewardship activities) <p>Conditional Uses (at the discretion of the Management Committee):</p> <ul style="list-style-type: none"> » Bicycling (on primary trail only) » Dog walking (on-leash, on-trail only, and under control at all times) » Stewardship activities » Research and scientific studies » Special events <p>Prohibited Uses:</p> <ul style="list-style-type: none"> » Motorized vehicles (except emergency and maintenance vehicles) » Fires and camping » Off-trail uses and access » Unlawful uses, including those identified in the Parks Bylaw » Other uses determined by the Management Committee 	Short	Staff Time
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REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
DESIGNATE DOGS ON-LEASH			
13.1	To align with the conservation management for Havenwood Park, and support the safety and comfort of all park users, update the City of Colwood <i>Animal Control Bylaw No. 1533, Dog Regulations Section 8.2 On-Leash Areas</i> to include Havenwood Park as on-leash only. Priority areas for on-leash communication and enforcement are: the primary park trails, highly sensitive bedrock outcrop meadow areas, and area around the large wetland area (in future park expansion area 1).	Short	Staff Time
13.2	Update park signage to indicate on-leash only within the park. Include on-leash indication on trail markers.	Short	See #2
13.3	Consider a review and update of <i>Animal Control Bylaw No. 1533</i> . In other urban jurisdictions, municipal bylaw commonly requires dogs to be on-leash in all public places except designated off-leash areas (designated areas are clarified by Schedules that can be updated). A bylaw update would be for the long-term benefit of the overall parks and recreation system to continue to meet the future needs of Colwood.	Short	Staff Time
CONTINUE THE COOPERATIVE MANAGEMENT MODEL			
14.1	Continue the community partnership model of park management for Havenwood Park with involvement from the co-covenant holders, FOHP, and other community groups.	Ongoing	Staff Time
14.2	Continue the Management Committee for Havenwood Park with representatives from the co-covenant holders (City of Colwood, City of Langford, Habitation Acquisition Trust, and the Land Conservancy of BC), along with members from the Friends of Havenwood Park.	Ongoing	Staff Time
14.3	Formalize the following record keeping and monitoring tasks with assigned roles and responsibilities to be completed by the Management Committee for Havenwood Park: <ul style="list-style-type: none"> » Carry-out an annual site review of the park; » Compile an annual review report that summarizes accomplishments, clarifies priority actions, evaluates new project ideas, updates the parks asset inventory, and updates climate change adaptation and mitigation strategies for park maintenance; and » Hold an annual Management Committee meeting and complete and file a meeting agenda and recorded minutes. 	Annual	Staff Time
14.4	Schedule an annual opportunity for the members of Friends of Havenwood Park to meet with City parks staff to build the relationship for ongoing collaboration.	Annual	Staff Time
REVIEW & UPDATE THE PLAN			
15.1	As part of the work of the Management Committee, undertake annual review of the park. Measure progress against the Havenwood Park Management Plan.	Annual	Staff Time

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
15.2	In 10 years, complete a milestone review and update of the Havenwood Park Management Plan with stakeholder input, to ensure that the management and use of the park conforms to the spirit and intent of the park vision.	Long	\$20,000* *Not including community engagement
15.3	Consider new opportunities for the park as they arise and adjust priorities to balance these new opportunities. Evaluate all new opportunities against the goals of the Havenwood Park Management Plan.	Ongoing	Staff Time

REVIEW OPERATIONS & MAINTENANCE

16.1	Establish an on-going line item in the annual municipal budget dedicated to the management, development, operation, and maintenance of Havenwood Park.	Annual	Staff Time
16.2	Increase operations and maintenance budgets for Havenwood Park to accommodate new amenities, upgraded amenities, and restored natural areas.	Ongoing	Staff Time
16.3	Increase staffing levels to meet additional maintenance, operations, and management needs as the park is expanded or improved.	Ongoing	Staff Time

ACQUIRE ADDITIONAL LAND FOR THE PARK

17.1	Acquire additional land adjacent to Havenwood Park to preserve and enhance the environmental and recreational value of the park. Pursue opportunities to reduce the City's cost of acquisition by using funding strategies outlined in the PRMP (e.g. Parks DCCs, Parks Reserve Fund, Donations and Fundraising, Community Partnerships).	Ongoing	TBD
17.2	When land near the park is planned for development, as a condition of subdivision, acquire additional park land adjacent to and near the park that fulfills the priority acquisition considerations outlined in the Management Plan (see #17).	Ongoing	N/A

TABLE 4: SHORT-TERM RECOMMENDATIONS (0-2 YEARS)

Short-term actions were prioritized due to:

- ▶ Garnering the most public input during the management plan process
- ▶ Potential to have high positive impact on the park
- ▶ Need for completion as a first step in a phased implementation process

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
IMPROVE THE PARK TRAIL NETWORK			
1.1	Update primary park trails following the guidelines in Table 1, to improve accessibility, wayfinding, and durability, and to minimize impacts to natural areas. For trail location information, see Figure 6.	Short, Ongoing	Staff & Volunteer Time
1.2	Integrate key existing informal trails to be part of the designated park trail system that is signed and maintained. For trail location information, see Figure 6.	Short, Ongoing	Staff & Volunteer Time
1.3	Decommission select existing informal trails as identified in Figure 6 to protect environmentally sensitive areas.	Short, Ongoing	Staff & Volunteer Time
1.5	Develop a footbridge and sections of boardwalk in the area of Latoria Creek Northwest (as identified in Figure 6) to provide trail access year round and to protect sensitive habitat and vegetation.	Short	\$70,000
1.6	Review and revise planned trail locations for Park Expansion Area 1 & Park Expansion Area 2 (part of the 3460 / 2461 Veterans Memorial Parkway Development) to be outside of riparian buffer areas and bedrock outcrop and meadow areas (See Figure 6). Construction of the trails will be by the developer.	Short	Staff Time
1.10	Review and secure wire fencing to the east of the area known as Grad Corner to reduce risk at steep drop off here.	Short	\$2,000
UPGRADE PARK WAYFINDING & SIGNAGE			
2.1	Name Havenwood Park's trails, lookouts, streams, wetlands, bedrock outcrops, stairs, and unique features (e.g. significant trees) after their unique physical characteristics. Engage with local First Nations to explore opportunities to use Indigenous names. Identify named features on park maps and signage to improve wayfinding.	Short	Staff time
2.2	Expand the overall City of Colwood parks signage standards to include the following signage types: Trailhead Kiosk, Trail Marker, Feature Identification, Code of Conduct (e.g. regulatory, safety, environmental protection), and Interpretive.	Short	Staff time

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
2.3	<p>Develop and construct a trailhead kiosk at the main park entry at the west side of Veterans Memorial Parkway. The kiosk should include:</p> <ul style="list-style-type: none"> » Detailed Park Map: topographic contours, natural features, trails, park entries, lookout points, parking, and park amenities. » Detailed Trails Information: trail names, elevation profiles for primary trails, level of difficulty for trail routes, trail route distances, stair locations, boardwalk locations, and footbridge locations. » Regulatory Information: permitted park and trail uses, prohibited park and trail uses, dog on-leash information, smoking and fire ban, park maintenance contract information, and park safety / emergency information. 	Short	\$10,000
2.5	<p>Install consistent code of conduct / regulatory signage at all park entries. Include permitted trail uses, prohibited trail uses, no-smoking, no-fires, and park safety / emergency information.</p>	Short	See #2.4
2.8	<p>Install hazard warning signage at the south eastern edge of the western parcel of the park, to warn about steep cliff. See Figure 6.</p>	Short	\$250
2.9	<p>Install signage about protection of environmentally sensitive areas in the following locations: high traffic areas, restoration areas, and areas where trails are being decommissioned. Use brief, clear, positive language and include specific information on why the area is sensitive to empower park visitors (e.g. "Environmentally Sensitive Area - Garry oak habitat contains rare and sensitive wildflowers. Please use designated trail and help conserve our park").</p>	Short	\$2,500
2.10	<p>Include information on all new park trail signs to note that tertiary trails are not maintained and are "use at own risk". Include information about tertiary trail conditions: narrow, steep slopes, loose materials, roots, rocks, and seasonal flooding.</p>	Short	Include in Recommendation #2 actions

IMPROVE PARKING & CONNECTIONS TO THE PARK

3.2	<p>Designate accessible parking stalls at: the west side of Veterans Memorial Parkway, east side of the Veterans Memorial Parkway, and Windthrop Road.</p>	Short	\$1,500
3.3	<p>Improve the main parking area along the Veterans Memorial Parkway by providing clear signage for parking extents and improving the pedestrian trail alongside the parking that connects to the park entries.</p>	Short	\$5,000
3.4	<p>Install racks for secure bike parking at: the primary park entry near the Veterans Memorial Parkway (priority in the short-term), then at Granrose Terrace, and the future entry from Resolution Way.</p>	Short to Medium	\$12,000
3.5	<p>For secondary park entries that have suitable road access (Fulton Road, Desmond Road, Granrose Terrace, Windthrop Road, and future development areas), provide and maintain signage that identifies where on-street parallel parking is permitted. To maintain clear sightlines to the park from the street and provide clear routes for emergency access, do not permit parking at the end of the street where it meets the park.</p>	Short	\$5,000

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
3.6	Review and update the City of Colwood website for Havenwood Park to clarify that parking is limited. Provide information about active or alternative forms of transportation to the park (e.g. bike routes, bus routes).	Short, Ongoing	Staff Time

PROTECT BEDROCK OUTCROPS & MEADOW AREAS

4.1	Limit access to the sensitive bedrock outcrop and meadow ecosystem areas. Provide designated access to the bedrock outcrop high point that provides the best scenic lookout. Install physical barriers (e.g. cedar rail fencing) to delineate the trail and scenic lookout area and limit trespass to other areas.	Short	\$8,000
4.2	Install regulatory and interpretive signage at the scenic lookout to reinforce the value of the park's bedrock outcrop and meadow ecosystems and the risks that people, fire, and dogs pose to these sensitive areas. See #2 for more information on signage.	Short	\$1,000
4.3	Discourage access to the six bedrock outcrop areas within the park that are separate from the primary scenic lookout. Decommission existing informal trail access to these areas and discourage access through planting restoration and signage (see #1 and #2).	Short	See #1 & #2
4.4	Identify and protect areas in the park for potential sharp-tailed snake habitat (a federally listed endangered species) including sunning rocks, rock crevices, talus slides, and woody debris. Plan park trails and access away from these habitat zones.	Short, Ongoing	Staff Time

PROTECT, RESTORE, & MONITOR RIPARIAN AREAS

5.2	Establish riparian buffer zones around wetlands and streams (permanent and ephemeral). Limit amenities in this zone to select trails (pervious surface only), footbridges, or boardwalks (see Figure 6). Restore disturbed surfaces within the buffer zone to a natural condition.	Short	Staff Time
5.7	Where human or dog activity is occurring off-trail, install natural cedar split-rail fencing to deter access and protect natural areas.	Short, Ongoing	\$10,000

PROTECT, RESTORE, & MONITOR FORESTED AREAS

6.1	Obtain an arborist review and tree assessment (tree size, species, health, risks, and recommendations) for notable trees and areas within close proximity to trails, park entries, benches, or view points.	Short-term	\$15,000 (for planning work only)
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PROVIDE FIRE RISK HAZARD MANAGEMENT

7.1	Retain the services of a professional who specializes in fire hazard assessments in urban and interface areas to prepare a fire hazard assessment and recommendations for fire hazard mitigation compatible with the ecological objectives for Havenwood Park.	Short	\$12,000
7.2	Integrate fire hazard messaging and bans on smoking and fires within park regulatory signage at all entry points and at the scenic lookout.	Short	See #2.5, #4.2

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
INTEGRATE SEATING & FURNISHINGS			
9.1	<p>Provide 5-10 benches in the park. Use Figure 6 to guide location selection. Benches to be located:</p> <ul style="list-style-type: none"> » To provide rest opportunity at regular (~100-300m) intervals along the primary trails and trails designated as part of the planned Beach to Mountain Community Trail Network identified in the PRMP; » At the top and bottom of the large flight of stairs; and » At natural rest points along nature trails (e.g. at the top of a steep climb or a place of nature-viewing interest). 	Short to Medium	\$15,000-30,000
EXPLORE OPPORTUNITIES FOR INDIGENOUS CULTURAL EXPRESSION			
10.1	Explore opportunities with local First Nations for cultural expression to support Indigenous visibility and celebration in Havenwood Park.	Short	TBD
UPDATE PARK USES			
12.1	<p>Remove horseback riding from the list of conditional uses and refer to the following to guide park use in Havenwood Park:</p> <p>Approved Uses:</p> <ul style="list-style-type: none"> » Walking, hiking, and jogging (on trails only) » Nature appreciation (e.g., bird watching, wildlife viewing, nature photography) » Outdoor education (e.g. class tours, stewardship activities) <p>Conditional Uses (at the discretion of the Management Committee):</p> <ul style="list-style-type: none"> » Bicycling (on primary trails only) » Dog walking (on-leash, on-trail only, and under control at all times) » Stewardship activities » Research and scientific studies » Special events <p>Prohibited Uses:</p> <ul style="list-style-type: none"> » Motorized vehicles (except emergency and maintenance vehicles) » Fires and camping » Off-trail uses and access » Unlawful uses, including those identified in the Parks Bylaw » Other uses determined by the Management Committee 	Short	Staff Time
DESIGNATE DOGS ON-LEASH			
13.1	To align with the conservation management for Havenwood Park, and support the safety and comfort of all park users, update the City of Colwood <i>Animal Control Bylaw No. 1533, Dog Regulations Section 8.2 On-Leash Areas</i> to include Havenwood Park as on-leash only. Priority areas for on-leash communication and enforcement are: the primary park trails, highly sensitive bedrock outcrop meadow areas, and area around the large wetland area (in future park expansion area 1).	Short	Staff Time
13.2	Update park signage to indicate on-leash only within the park. Include on-leash indication on trail markers.	Short	See #2

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
13.3	Consider a review and update of <i>Animal Control Bylaw No. 1533</i> . In other urban jurisdictions, municipal bylaw commonly requires dogs to be on-leash in all public places except designated off-leash areas (designated areas are clarified by Schedules that can be updated). A bylaw update would be for the long-term benefit of the overall parks and recreation system to continue to meet the future needs of Colwood.	Short	Staff Time

TABLE 5: MEDIUM-TERM RECOMMENDATIONS (2-5 YEARS)

Actions and recommendations identified as medium-term may warrant consideration for earlier completion if opportunity or funding permit. Medium-term actions were prioritized due to:

- ▶ Potential to require more extensive design, planning, and accumulation of funding resources compared to short-term actions.

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
IMPROVE THE TRAIL NETWORK			
1.4	Develop new trail connections as identified in Figure 6 to provide a connected system with a variety of route options.	Medium	\$10,000
UPGRADE PARK WAYFINDING & SIGNAGE			
2.4	Install secondary entry signs, as per City standards, at all secondary park entries to Havenwood Park. New signs are needed at 4 locations: Windthrop Road, Granrose Terrace, Desmond Drive, and Fulton Road. New signs should be added to any new park entrances developed in the future.	Medium	\$8,000
2.6	Following completion of upgrades to the trails system, install and upgrade trail markers at the locations shown on Figure 6. Trail markers to include: trail name, directional arrows, key distances, level of difficulty, and park key map with location indication.	Medium	\$15,000
2.7	Develop an interpretive signage program for the park to educate visitors on the park's unique features, flora, fauna, and environmentally sensitive areas. Engage with local First Nations to explore opportunities to integrate Indigenous knowledge and teachings.	Medium	TBD
IMPROVE PARKING & CONNECTIONS TO THE PARK			
3.1	Expand the main gravel parking provided along the Veterans Memorial Parkway to provide additional stalls.	Medium	\$30,000
PROTECT, RESTORE, & MONITOR RIPARIAN AREAS			
5.1	In partnership with a qualified environmental professional (QEP), develop a detailed ecological plan for priority actions for restoration of Latoria Creek Northwest and Latoria Creek Northeast.	Medium	\$20,000
5.3	Provide select, designated access points within the riparian buffer zone to enable pedestrian views of wetlands and riparian areas (see #1.5 and #5.5). Install cedar fencing or boardwalks in these locations to control access and limit impacts.	Medium	See #1.5
5.4	Protect all wetland areas in the park and monitor for Western Painted Turtle. Include signage at wetland viewing areas about the value of the park's wetland areas. Consider enhancing the wetland habitat for Western Painted Turtle by providing areas with deeper pools and basking sites.	Medium	By developer
5.5	Complete boardwalks, overlooks, and wetland restoration and protection measures outlined in the future park expansion area identified as part of the 3460 / 3461 Veterans Memorial Parkway development.	Medium	By developer

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
5.6	Work with the covenant partners HAT and TLC and qualified groups (e.g. Peninsula Streams Society) to undertake fish sampling of the park streams to determine fish presence and species.	Medium	Staff time
SUPPORT PARK STEWARDSHIP PARTNERSHIPS & PROGRAMS			
8.6	Explore opportunities to expand program activities in the park with Royal Bay Secondary School's Indigenous Studies program.	Medium	Staff Time
INTEGRATE SEATING & FURNISHINGS			
9.2	Add one accessible picnic table adjacent to the primary trail, near the primary park entry at Veterans Memorial Parkway (see Figure 6). Include signage (see #2), waste receptacles, and cedar rail fencing to limit impacts to adjacent natural areas.	Medium	\$7,500
9.3	Provide updated waste and recycling receptacles at the 7 designated park entries (see Figure 6).	Medium	\$20,000

TABLE 6: LONG-TERM RECOMMENDATIONS (5-10 YEARS)

Actions and recommendations identified as long-term may warrant consideration for earlier completion if opportunity or funding permit. Long-term actions were lower priority improvements or are related to other planning processes.

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
IMPROVE THE PARK TRAIL NETWORK			
1.7	Create an accessible trail loop for all ages and abilities within the lower elevations of the park where grades permit. Integrate the existing trail network as to minimize impacts to natural areas (see Figure 6).	Long	\$15,000
1.8	Once the main stair has reached its lifespan, replace with an above-grade timber stair with dog-friendly treads, similar to the Latoria Creek Park stairs.	Long	\$150,000
1.9	Review the access from Granrose Terrace for opportunities to improve accessibility and reduce / remove / or bypass the stairs.	Long	\$20,000
PROVIDE A PARK TOILET			
11.1	Provide a vault toilet at a central and accessible location in Havenwood Park, adjacent to the primary entry on the west side of Veterans Memorial Parkway. Select a pre-fabricated, durable structure, sized as per American Disabilities Association (ADA) accessibility guidelines. Provide a concrete pad and accessible path access.	Long	\$20,000
11.2	When the installation of the public toilet is completed, create a maintenance schedule and operational budget for servicing.	Long	TBD
REVIEW & UPDATE THE PLAN			
15.2	In 10 years, complete a milestone review and update of the Havenwood Park Management Plan with stakeholder input, to ensure that the management and use of the park conforms to the spirit and intent of the park vision.	Long	\$20,000* *Not including community engagement

TABLE 7: ONGOING RECOMMENDATIONS

Ongoing actions includes items that should be considered on an ongoing basis as part of management of the overall park.

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
IMPROVE PARKING & CONNECTIONS TO THE PARK			
3.7	Coordinate with future engineering planning and implementation of upgrades on Veterans Memorial Parkway, Fulton Road, or other roads accessing the park, to incorporate and strengthen active transportation connections to Havenwood Park by providing sidewalks and designated bike lanes or routes.	Ongoing	Staff Time
3.8	Prioritize trail upgrades and connections in the surrounding neighbourhoods that support the Beach to Mountain Community Trail Network and connections to Havenwood Park that are outlined in the PRMP.	Ongoing	Staff Time
PROTECT, RESTORE, & MONITOR FORESTED AREAS			
6.2	Undertake tree management activities identified in the tree assessment (e.g. removals or pruning of compromised trees).	Ongoing	TBD (based on tree assessment)
PROVIDE FIRE RISK HAZARD MANAGEMENT			
7.3	Engage with local First Nations to explore opportunities for fire hazard risk management in the park.	Ongoing	Staff time
SUPPORT PARK STEWARDSHIP PARTNERSHIPS & PROGRAMS			
8.1	Support and strengthen ongoing stewardship partnerships and programs with local First Nations, Friends of Havenwood Park, School District #62, and other stewardship-focused community organizations.	Ongoing	Staff Time
8.2	Continue to collaborate with the Friends of Havenwood Park, Habitat Acquisition Trust , and other local groups to deliver cooperative management of invasive plant species in the park. Refer to Figure 3 in the registered covenant for priority polygons for ongoing invasive plant species removal: polygons 4, 10, 12, 18, 20 and 28.	Ongoing	Staff Time
8.3	With covenant partners and FOHP, develop a brief plant species management plan to identify priorities for invasive species and native species management in the park, and to act as a record to track plant management actions annually.	Annual	Staff Time
8.4	Establish annual municipal budget for ongoing funding of stewardship efforts and invasive plant management at Havenwood Park. Continue to pursue supplemental funding for stewardship efforts and special projects through partnership and grant funding opportunities.	Annual	Staff Time
8.5	Continue collaboration with Royal Bay Secondary School and Friends of Havenwood Park (FOHP) for invasive species removal and restoration planting in "Grad Corner" .	Ongoing	Staff Time
CONTINUE THE COOPERATIVE MANAGEMENT MODEL			
14.1	Continue the community partnership model of park management for Havenwood Park with involvement from the co-covenant holders, FOHP, and other community groups.	Ongoing	Staff Time

REF#	ACTIONS	TIMELINE	CAPITAL ESTIMATE
14.2	Continue the Management Committee for Havenwood Park with representatives from the co-covenant holders (City of Colwood, City of Langford, Habitation Acquisition Trust, and the Land Conservancy of BC), along with members from the Friends of Havenwood Park.	Ongoing	Staff Time
14.3	Formalize the following record keeping and monitoring tasks with assigned roles and responsibilities to be completed by the Management Committee for Havenwood Park: <ul style="list-style-type: none"> » Carry-out an annual site review of the park; » Compile an annual review report that summarizes accomplishments, clarifies priority actions, evaluates new project ideas, updates the parks asset inventory, and updates climate change adaptation and mitigation strategies for park maintenance; and » Hold an annual Management Committee meeting and complete and file a meeting agenda and recorded minutes. 	Annual	Staff Time
14.4	Schedule an annual opportunity for the members of Friends of Havenwood Park to meet with City parks staff to build the relationship for ongoing collaboration.	Annual	Staff Time

REVIEW & UPDATE THE PLAN

15.1	As part of the work of the Management Committee, undertake annual review of the park. Measure progress against the Havenwood Park Management Plan.	Annual	Staff Time
15.3	Consider new opportunities for the park as they arise and adjust priorities to balance these new opportunities. Evaluate all new opportunities against the goals of the Havenwood Park Management Plan.	Ongoing	Staff Time

REVIEW OPERATIONS & MAINTENANCE

16.1	Establish an on-going line item in the annual municipal budget dedicated to the management, development, operation, and maintenance of Havenwood Park.	Annual	Staff Time
16.2	Increase operations and maintenance budgets for Havenwood Park to accommodate new amenities, upgraded amenities, and restored natural areas.	Ongoing	Staff Time
16.3	Increase staffing levels to meet additional maintenance, operations, and management needs as the park is expanded or improved.	Ongoing	Staff Time

ACQUIRE ADDITIONAL LAND FOR THE PARK

17.1	Acquire additional land adjacent to Havenwood Park to preserve and enhance the environmental and recreational value of the park. Pursue opportunities to reduce the City's cost of acquisition by using funding strategies outlined in the PRMP (e.g. Parks DCCs, Parks Reserve Fund, Donations and Fundraising, Community Partnerships).	Ongoing	TBD
17.2	When land near the park is planned for development, as a condition of subdivision, acquire additional park land adjacent to and near the park that fulfills the priority acquisition considerations outlined in the Management Plan (see #17).	Ongoing	N/A

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