



AGENDA

Community Planning Advisory Committee

Wednesday, January 8, 2025 at 7:00 p.m.
City Hall Council Chambers, 410 Esplanade

Mandate: *The mandate of the committee is to provide feedback to applicants and advice to Council on land use applications, policies, regulations and initiatives referred either directly by Council or through the Development Approval Procedures Bylaw.*

1. CALL TO ORDER AND ACKNOWLEDGEMENT (7:00pm)
The Town of Ladysmith acknowledges with gratitude that this meeting takes place on the unceded territory of the Stz'uminus First Nation.
- 1.1 INFORMATION ON HOW TO ATTEND THE MEETING
Residents are welcome to attend in person at City Hall Chambers at 410 Esplanade.
2. AGENDA APPROVAL (7:05pm)
3. ADOPTION OF AUGUST 7, 2024 MINUTES* (7:05pm)
4. COUNCIL REFERRALS (7:05pm)
 - a. Zoning Bylaw Amendment Application 3360-24-02 – 336 Belaire Street *
(30 minutes)
5. MONTHLY BRIEFING (7:35pm)
File Updates (10 minutes)
6. NEXT MEETING – TBD
7. ADJOURNMENT (7:45 pm)

*Attachments



MINUTES

Community Planning Advisory Committee

Wednesday, August 7, 2024 at 7:00 p.m.
City Hall Council Chambers, 410 Espanade

PRESENT: Chair – Keona Wiley; Members – Tonya Soules, Jason Robertson, Jennifer Aker, John Scott, Anthony Price, Julika Pape; Council Liaison – Marsh Stevens; Director of Development Services – Jake Belobaba; Planner – Julia Tippet; Recorder – Cassandra Taylor

GUESTS: Applicants - Randy Repass, Sally-Christina Rodgers, Robert Fung, Adrian Wong (file no. 3060-23-21)

Chair Keona Wiley called the meeting to order at 7:01pm.

Keona Wiley acknowledged with gratitude that Ladysmith is located on the unceded territories of the Stz'uminus First Nation.

1. AGENDA APPROVAL

It was moved, seconded, and carried that the Agenda of August 7, 2024, Community Planning Advisory Committee meeting be approved.

2. ADOPTION OF MINUTES

It was moved, seconded, and carried that the Minutes of July 3, 2024, Community Planning Advisory Committee meeting be approved.

3. COUNCIL REFERRALS

a. Development Permit Application 3060-23-21 – 440 1st Avenue

Adrian Wong from WA Architects provided an overview of the application via a PowerPoint presentation, highlighting the building's heritage features on the facade that is to be retained and the proposed redevelopment of the remainder of the building, including 4th and 5th storey additions.

CPAC members asked questions about the status of the current tenants of the building and future tenure, parking, accessibility of the units, and Electric Vehicle (EV) charging for bikes and vehicles.

CPAC discussed the proposal and made positive comments of the application as a whole, noting that the proposal will make a positive impact on the town. Concerns were raised around the loss of affordable rental units in town, but it was noted that this is often a challenge with new development.

It was moved, seconded, and carried that the Community Planning Advisory Committee recommends that Council approve Development Permit application 3060-23-21 for 440 1st Avenue with consideration for the following:

- Screening of the elevator overrun and mechanical/HVAC units on the roof of the building.
- Implementing EV ready charging conduits for all four residential parking stalls.

4. MONTHLY BRIEFING

- An update was provided on the Small-Scale Multi-Unit Housing Provincial legislation and the status of the associated Bylaws.
- “Short Term Rental Bylaw No. 2188” went to Council on August 6 for introduction.

5. NEXT MEETING - TBD

6. ADJOURNMENT

It was moved, seconded, and carried that the meeting be adjourned at 8:00 PM.

Chair (Keona Wiley)

RECEIVED:

Corporate Officer (S. Bouma)

CPAC REFERRAL REPORT

Report Prepared By: Andrew Wilson, Planner
Meeting Date: January 8, 2025
File No: 3360-24-02
RE: ZONING BYLAW AMENDMENT APPLICATION - 336
Belaire Street

EXECUTIVE SUMMARY:

A zoning bylaw amendment application has been received for 336 Belaire Street for the purpose of providing an additional (fifth) storey and increased density to the existing zone. The Community Planning Advisory Committee (CPAC) is being asked to provide feedback regarding the application in accordance with the CPAC Terms of Reference.

INFORMATION/BACKGROUND:

The subject property is a vacant 1530 m² parcel and was the site of the former RCMP Detachment. The police station building has been demolished and the property is vacant.

The subject property is located at the northeast corner of Belaire Street and Rigby Place, approximately 25 metres west of the intersection of Belaire Street and Dogwood Drive.

The property is surrounded by Wickham Park and single-family residential to the west, a multi-family residential townhouse development to the north, multi-family and single-family residential to the east, and single-family residential to the south. Wickham Park is a small park landscaped with trees, shrubs and a grass area located across Rigby Place.

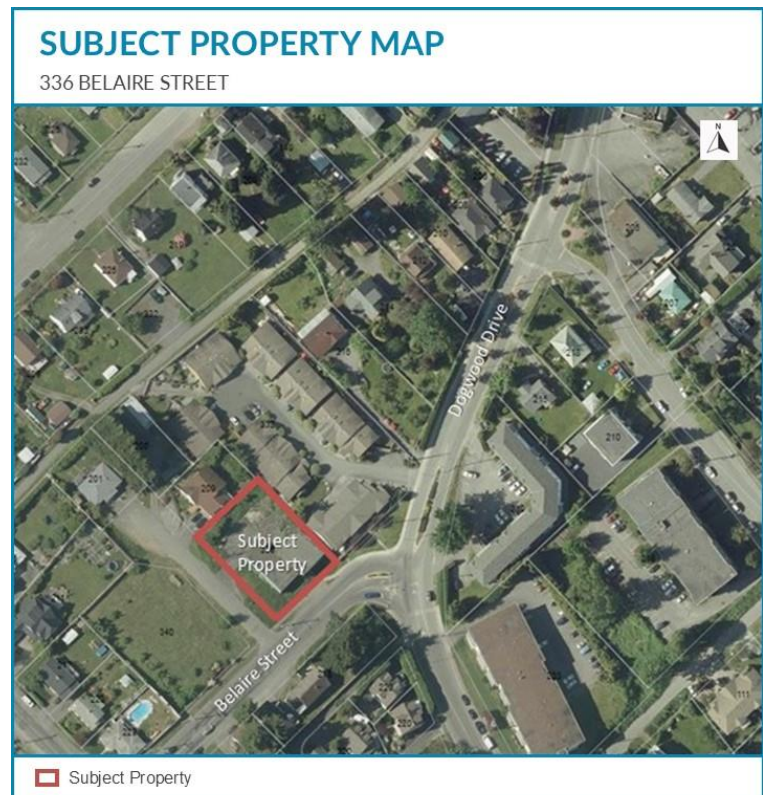


Figure 1: Subject Property Map

There is a multi-family townhouse development adjacent to the property's eastern boundary and a mix of single-family and multi-family residential properties to the east of the site, on the opposite side of Dogwood Drive.

An OCP amendment (Bylaw No. 2018) to designate the subject property as DPA 4 – Multi-Unit Residential was adopted on December 2, 2019. A Zoning Bylaw amendment (Bylaw No. 2020) was adopted on January 7, 2020 to rezone the property from C-1 Local Commercial to Comprehensive Development 6 – Belaire Mixed-Use (CD-6) Zone to facilitate construction of an 8-unit 3-storey development. The CD-6 Zone permits a mixed-use development with commercial uses on the ground floor.

A zoning bylaw amendment application was received in 2020 to rezone the property to allow for an additional storey and a density increase to a maximum of 12 residential units. This bylaw (Bylaw No. 2066) was adopted by Council on May 18, 2021.

PROPOSAL:

The applicant is proposing to amend the CD-6 Zone of the Zoning Bylaw to permit a five-storey building with underground parking below grade, and a density increase of 11 additional residential units for a total of 23. The current zoning on the property allows for four stories, commercial on the main floor and up to 12 residential units. Table A below provides a list the proposed changes.

Highlights of the proposal include:

- 23 dwelling units and 1 ground floor commercial unit;
- Mix of studio (3 units), one-bedroom (12 units), and two-bedroom (8 units) dwelling units; and
- 3 affordable housing units secured on title by a housing agreement or legal covenant.

The applicant has provided the following documents to support the rezoning application (Attached):

- Project Rationale
- Architectural Drawings

In the current CD-6 Zone, the maximum number of dwelling units is 12. The application proposes to rezone to 23 residential units and 1 commercial unit. The proposed changes to the CD-6 Zone do not contain a cap on the allowable units permitted on the site. Instead, the maximum permitted density for the subject property is based on maximum floor space ratio of 1.7 which aligns with the OCP policy for the Local Commercial land use designation. A parcel coverage increase from 40% to 50% is also proposed to be consistent with other residential zones in the Zoning Bylaw that support multi-family such as R-2 Old Town Residential and R-4 Multi-Family Mixed Use.

DISCUSSION:

Official Community Plan Bylaw 2022, No. 2200:

The subject property is designated as Local Commercial in the OCP and is within the Strategic Infill Area where intensification is enabled and encouraged. Local Commercial designation provides for small-scale, neighbourhood-serving commercial uses such as cafes, corner stores, and restaurants.

The following OCP policies are relevant to the proposal:

Policy 2.3 Land Use Designation Policies:

- x. Parcels designated for Local Commercial should be used for commercial use.
- y. The built form of this designation should be buildings up to six storeys, with upper This designation (Local Commercial) is supported on Collector Streets, corner lots, and adjacent to parks.
- z. Residential uses are supported as accessory uses and in mixed use buildings in which commercial uses are at-grade.
- aa. Maximum FSR should be 1.7.

Policy 2.4 General Land Use Policies:

- a. Avoid urban sprawl, which is the low-density, predominantly single-use expansion of urban areas that are disconnected from core growth areas and are typically on greenfield sites.
- j. Support the provision of a range of housing types, tenures, densities – as well as affordable and attainable housing opportunities – to meet the diverse needs of individuals and families of varying needs and levels of incomes, in all neighbourhoods.
- u. Encourage underground parking for major developments.

2. Transportation

2.41 To support the increase in new multi-family residential development envisioned by 2049, amend the Zoning Bylaw to require that all residential parking in new developments be electric vehicle (EV) ready. This will require each parking stall to have access to an energized electrical outlet capable of providing Level 2 (220-240V) EV charging.

3. Diverse and Affordable Housing

3.2 A diversity of housing types and unit sizes should be provided in new residential subdivision and rezoning applications.

3.9 A minimum of 10% of new residential units in rezoning applications with 10 units or greater should be visitable by those with mobility challenges or visual impairments (e.g.

access to front door with no steep grades/changes, wide accessible front door, and accessible washroom).

3.20 Density bonusing should be provided to further incentivize the creation of affordable housing. Bonuses are tiered below-market, in which more incentives are offered to those projects that provide more units at deeper levels of below-market affordability. Refer to Part C: Implementation.

The proposed changes to the Zoning Bylaw are consistent with the OCP. As such, an OCP amendment is not required.

Development Permit Area:

The subject property is within Development Permit Area 3 – Commercial (DPA 3) and Development Permit Area 4 – Multi-Unit Residential (DPA 4). DPA 3 and DPA 4 provide guidelines for the general form and character of development including siting, form, exterior design and finishing of buildings and other structures, landscaping, and specific features in the development, including machinery, equipment and systems external to buildings and other structures; and to promote energy conservation, water conservation, and the reductions of greenhouse gas emissions.

Any new development on the subject property must apply for a Development Permit and a Building Permit.

Zoning

The subject property is zoned Comprehensive Development 6 – Belaire Mixed-Use (CD-6). The purpose of the CD-6 Zone is to accommodate a four-storey mixed-use development containing ground floor commercial and second, third, and fourth floor multi-family residential development.

The proposed amendments to the CD-6 zone include adding an additional fifth storey, increasing the number of units, and permitting a mix of commercial and residential uses on the ground floor. Proposed changes to the CD-6 Zone are provided in Table A.

Table A: Proposed Zoning amendments

	Existing Zone	Proposed Zone
Zone	CD-6	CD-6
Density - Residential	12 Units maximum	No unit maximum (density determined by FSR)
Floor Space Ratio - Residential	1.3 maximum	1.7 FSR maximum¹
Density – Commercial	0.5 FSR maximum	No change
Gross Floor Area - Commercial	250 m ² maximum	No change
Parcel Coverage	40% maximum	50%²

¹ Local Commercial Land Use Designation policy: *aa. Maximum FSR should be 1.7.*

² 50% parcel coverage is consistent with the R-2 and R-4 Zones.

Height	Principal buildings	14.5m	18m
	Accessory buildings	5.0m	No change
Setbacks	Front	2.0m	No change
	Interior Side	4.5m	
	Exterior Side	2.0m	
	Rear	17.0m	13.0m
Vehicle Parking	Residential	1 per dwelling unit	No change
	Commercial	1 per 30 m ² of commercial space	No change
	Small Car	50% of total	No change
	Accessible	2 spaces per 21 to 50 spaces	No change
	Electric	0	4 charging stations + 50% EV ready spaces
	Loading	1	No change
Bicycle Parking	Long-term	1/unit residential 1/10 employees commercial	No change
	Short-term	0.25/unit residential 0.1 of all spaces	No change

Community Contributions:

A density bonus provision in the CD-6 Zone requires the owner to construct parking improvements on the portion of Rigby Place immediately adjacent to Wickham Park and to construct a public gathering space in Wickham Park.

In addition to the above density bonus commitments, the applicant and Town staff will review potential neighbourhood enhancement projects to determine which projects could be considered for community contributions.

Affordable Housing:

In exchange for fewer ground floor commercial space, the applicant is proposing 3 affordable studio units to be located on the ground floor. Details of the affordability provisions is to be determined. These units will be secured by a legal instrument such as a covenant or housing agreement.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

The application will be forwarded to Engineering, the Fire Chief, Building Inspection, and Parks, Recreation and Culture as part of the application process.

NEXT STEPS:

Following the referral period, the application will proceed to Council for consideration of first and second reading.

ATTACHMENTS:

- A. Project Rationale Letter
- B. Architectural Drawings

Attachment A

336 Belaire Road, Ladysmith

Rationale for Proposed Rezoning Amendment

Background

The OCP designation for this property is Local Commercial. The current zoning of the property is CD-6 and it is proposed to rezone the property to either an amended CD -6 zone or an amended R-4 zone.

The owners are making application to rezone the property under the current OCP designation of Local Commercial. Residential uses are supported as an accessory use in mixed use buildings, when commercial uses are at grade.

The proposed building will be 6 stories and include one story of underground parking, one commercial unit at grade on the main floor, along with three affordable housing units on the main floor and 20 residential units on stories 2-5.

Official Community Plan

The Town adopted a new OCP in 2022, which designated this property as Local Commercial. Following is a review of a number of OCP policies that are applicable to this project and a description of how this project will meet those policies.

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OCP Policies

OCP Section 2 - Transportation

This project has a number of policies that are identified in the transportation section, including complete street improvements, active transportation, accessibility, options for walking and cycling, connectivity along Dogwood Drive to North and South Ladysmith and close proximity to a bus stop.

OCP Section 3 - Diverse and Affordable Housing Policy

Section 3.2: This policy states that a diversity of housing types and unit sizes should be provided in new residential subdivisions and rezoning applications. This application will provide a diversity of unit sizes.

Section 3.4: This policy states to amend the Zoning Bylaw to reduce minimum lot size requirements to support densification of existing and future neighbourhoods. This application does not request a reduction in lot size, however it proposes densification in an existing neighbourhood.

OCP Section 5 – Municipal Infrastructure

The project civil engineer has confirmed that the project can be accommodated within the current town infrastructure for sanitary sewer, water and storm sewer systems. The project traffic engineer has provided a report confirming no road upgrading is required for the project.

OCP Section 8 – Green Buildings

The building will be designed with a number of green building technologies including high efficiency energy systems through use of the BC Energy Step Code, electrical heating/cooling using heat pumps and installation of EV charging stations.

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The OCP has a set of priorities where trade-offs can be considered, including that the affordable housing could be proposed as a trade off in lieu of providing commercial space throughout the main floor of the building.

Affordable Housing

As an alternative to designing the entire main floor with commercial units, the proposed design will include one commercial unit and three affordable housing units on the main floor. Affordable housing is supported by several policies in the OCP. In Part D -Implementation of the OCP, the following references are made to affordable housing and uses:

Priorities and Trade Offs: Be a place where people from all walks of life can call home, with access to affordable and appropriate housing. This project includes three affordable housing units and a variety of unit sizes.

Point # 4 - This section states: Does the OCP allow for, contemplate, or encourage the proposal in a different location. – This property is in the General Infill Area on the growth concept map and includes predominately single family and multi-family developments, is within 800m of the downtown, with a moderate walking grade and is adjacent to transportation routes along Dogwood Drive. This location is suitable for affordable housing, given the proximity to the downtown and the other points noted above.

Point # 7 - This section states: Are the mitigation measures and community benefits of the proposal secured through a legally binding and/or irreversible offerings such as covenants. – It is proposed that a covenant or housing agreement will be secured for the three affordable housing units proposed for the building.

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Proposed Rezoning

The property was rezoned in 2021 to Comprehensive Development 6 (CD-6), Belaire Mixed Use Zone. This zoning allowed a four-story building with first story commercial uses and three stories of residential above, totalling 12 units.

The proposed rezoning of this property is for a 6 storey building, that would be one story higher than the previously approved zoning. The building would include one floor of underground parking below grade, the main floor consisting of one commercial unit and three affordable housing units and 20 units on floors 2-5.

As an alternative to providing commercial units throughout the main floor of the building, it is proposed to include three affordable housing units on the main floor and one commercial unit. The three affordable housing units, will be secured by a covenant or housing agreement and will provide a further housing option for people who wish to live close to the downtown.

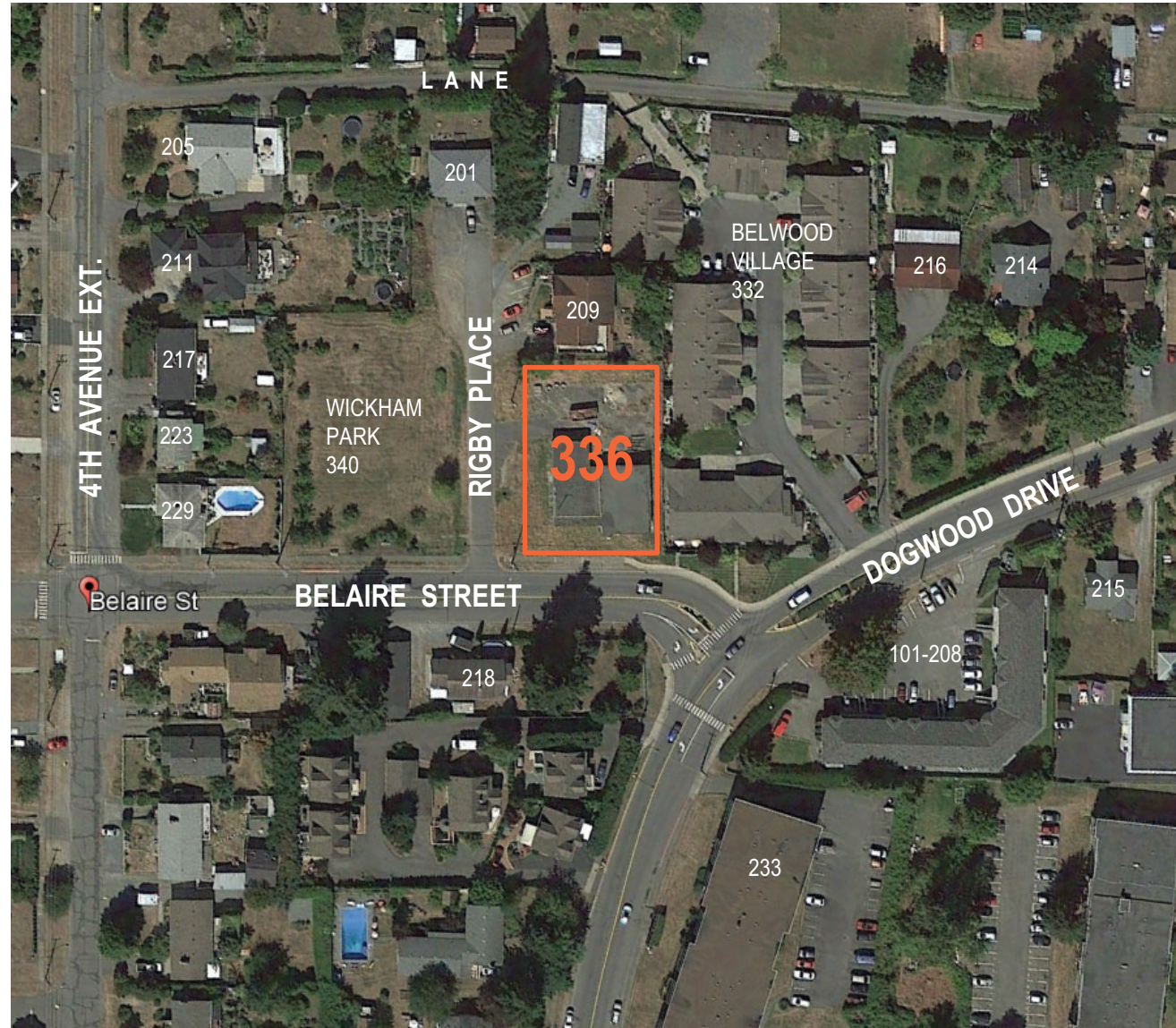
The demand for condominiums in Ladysmith is very strong, evidenced by wait lists for residential units being established for new multi-family buildings recently constructed in Holland Creek and on Dogwood Drive.

Consultant reports for the proposed rezoning have been prepared to review the demands on the infrastructure and traffic, with both of these reports confirming that construction of the new building will not require upgrades to city services or roads.

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ATTACHMENT B



AERIAL

SITE DATA

CIVIC: 336 BELAIRE STREET, LADYSMITH B.C.

LEGAL: LOT 1, PLAN VIP20861, DISTRICT LOT 56, OYSTER LAND DISTRICT

CURRENT ZONING: CD-6 COMPREHENSIVE DEVELOPMENT 6
BELAIRE MIXED-USE

SITE AREA: +/- 16,480 SQ.FT. / 1,531 SQ.M.

PROJECT DATA

UNIT TYPES & AREAS:

TYPE	NO. UNITS	AREA
STUDIO	3	+/- 51 SQ.M.
1 BEDROOM	12	+/- 70 - 85 SQ.M.
2 BEDROOM	8	+/- 78- 104 SQ.M.
TOTAL RES. UNITS	23	

CRU 1 +/- 51 SQ.M.

BUILDING AREAS:

BLDG. AREA	GFA *
PARKING LEVEL	+/- 25 SQ.M.
LEVEL 1 MAIN ENTRY	+/- 275 SQ.M.
LEVEL 2	+/- 523 SQ.M.
LEVEL 3	+/- 523 SQ.M.
LEVEL 4	+/- 422 SQ.M.
LEVEL 5	+/- 422 SQ.M.
TOTAL:	+/- 2,190 SQ.M.

F.S.R.: +/- 2.0 +/- 1.45

HEIGHT: 6 STOREYS (INCLUDING U/G PARKING)

PARCEL COVERAGE: +/- 46% (MAX. 40%)

PARKING REQUIRED:

RESIDENTIAL	1 PER 1 BEDROOM UNIT	12
	2 PER 2 BEDROOM UNIT	16
	VISITOR 1 PER 5 UNITS	5
COMMERCIAL	1/30 SQ.M.	2
	TOTAL REQUIRED:	35

PARKING PROVIDED:

SURFACE	23
UNDER BUILDING	14
TOTAL PROVIDED	37

PARKING TYPES:

STANDARD/SMALL	35
ACC. STALL (2 REQ'D)	2

LOADING REQ'D/PROV.:

RESIDENTIAL	N/A
COMMERCIAL	1

LONG TERM BICYCLE:

RESIDENTIAL @ 1/UNIT	23 (REQ'D/PROV.)
COMMERCIAL @ 1/10 EMPL.	1 (REQ'D/PROV.)

SHORT TERM BICYCLE:

RESIDENTIAL @ .25/UNIT	6 (REQ'D/PROV.)
COMMERCIAL	0.2

* AS DEFINED BY TOWN OF LADYSMITH ZONING BYLAW 2138 5.14b) AND EXCLUDES UNENCLOSED BALCONIES, DECKS, PATIOS, TERRACES, COURTYARDS, COMMON STAIRWELLS, ENTRY LOBBY, ELEVATOR SHAFTS, CORRIDORS, BICYCLE STORAGE, COMMON AMMENITY ROOMS OR SPACES, BUILDING SERVICES ROOM AND PARKING.

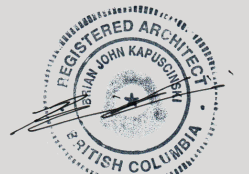
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2122 BRANDON RD. SHAWNIGAN LAKE BC
TEL: 250-891-1602

PROPOSED REZONING
336 BELAIRE STREET
LADYSMITH B.C. FMC HOLDINGS

AERIAL
PROJECT DATA

d1628.19.23
DRAFT: 19 APRIL 2024
REVIEW: 23 APRIL 2024
REZONING: 13 MAY 2024



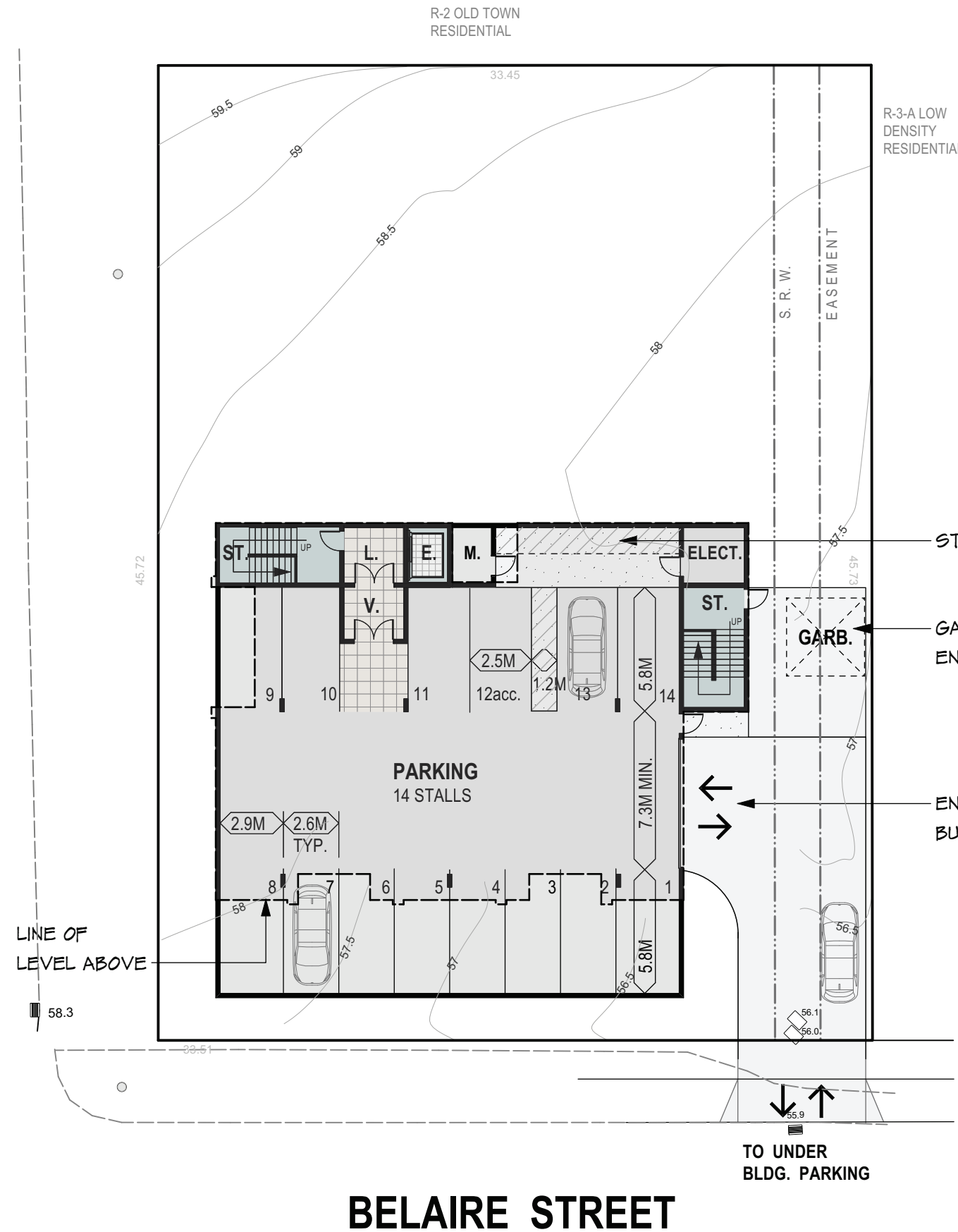
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RIGBY PLACE



BELAIRE STREET

 **PARKING LEVEL**

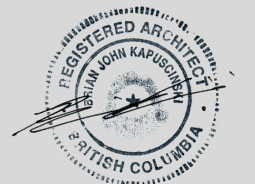
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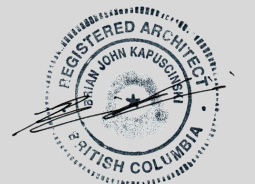


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PR1.1

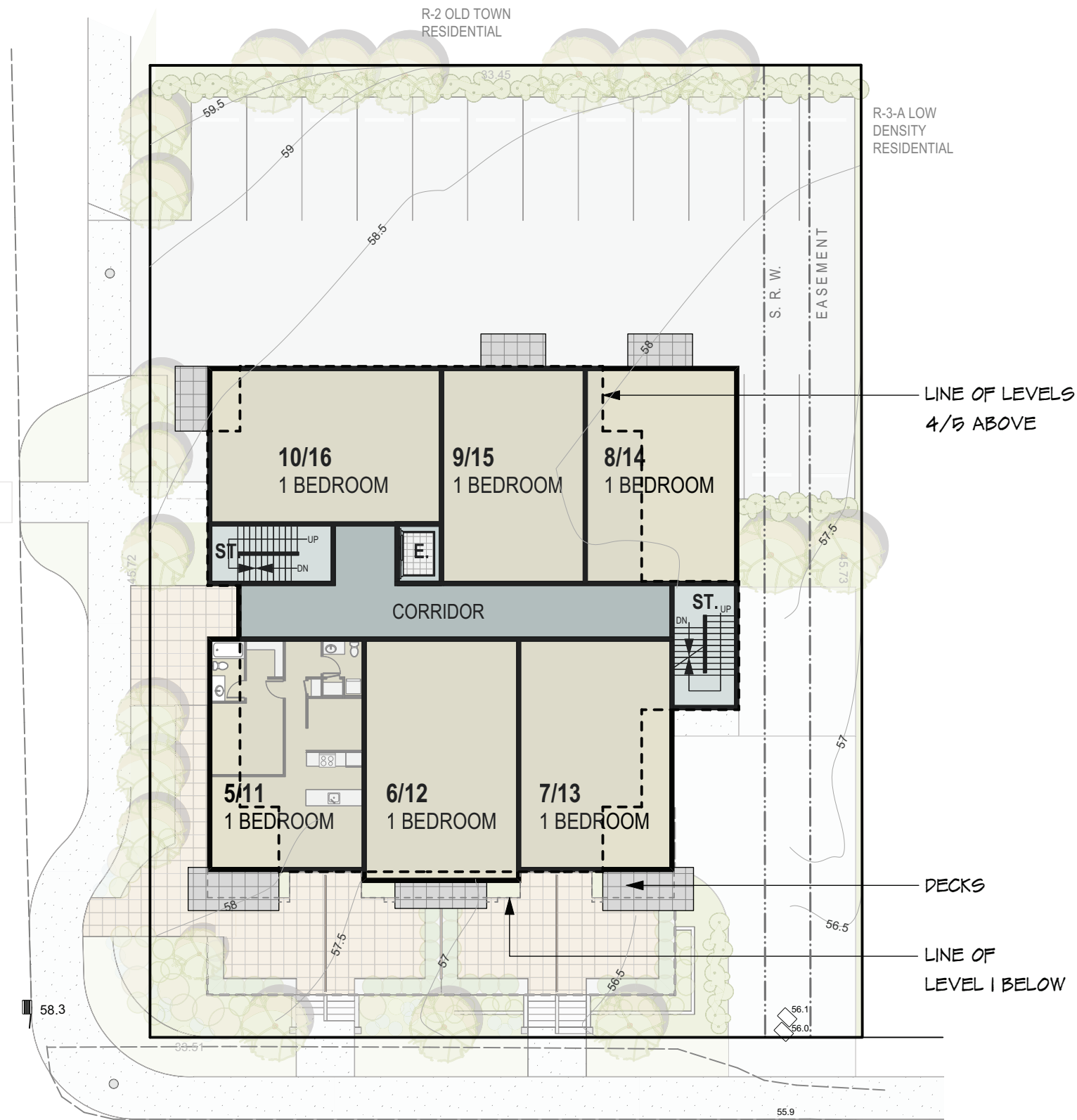
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LEVEL 1 - MAIN ENTRY

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RIGBY PLACE



BELAIRE STREET

LEVELS 2/3

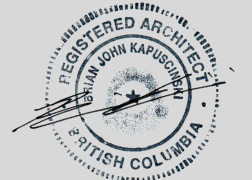
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PROPOSED REZONING
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LEVELS 2/3

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RIGBY PLACE



BELAIRE STREET

 LEVELS 4/5

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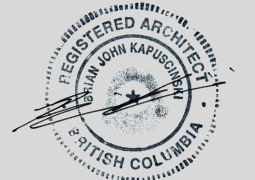
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LEVELS 4/5

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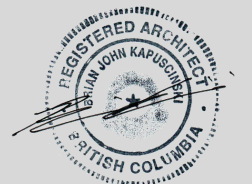


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SOUTH ELEVATION - BELAIRE STREET

PROPOSED REZONING
336 BELAIRE STREET
LADYSMITH B.C. FMC HOLDINGS

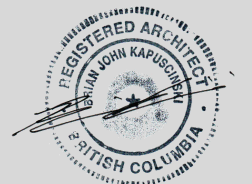
ELEVATION

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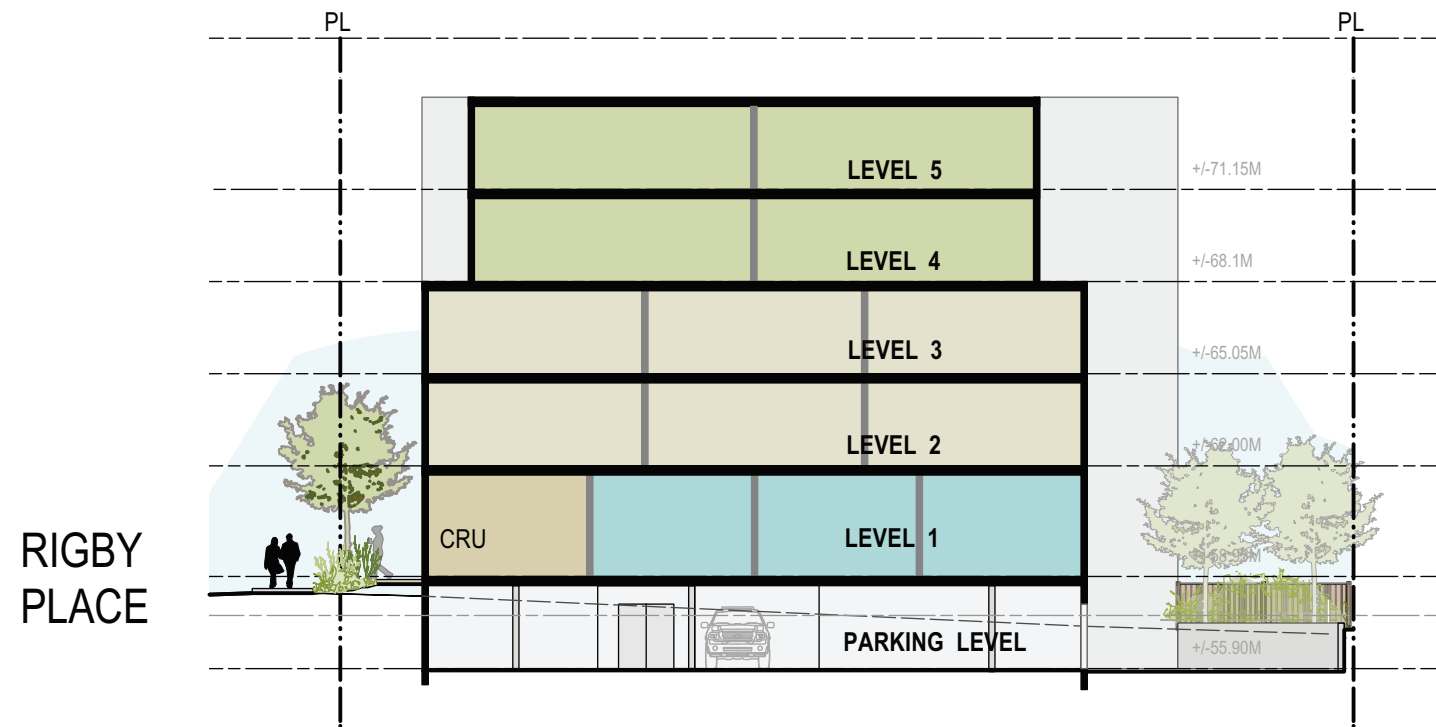
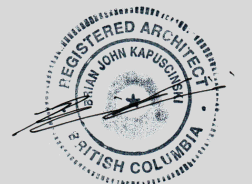
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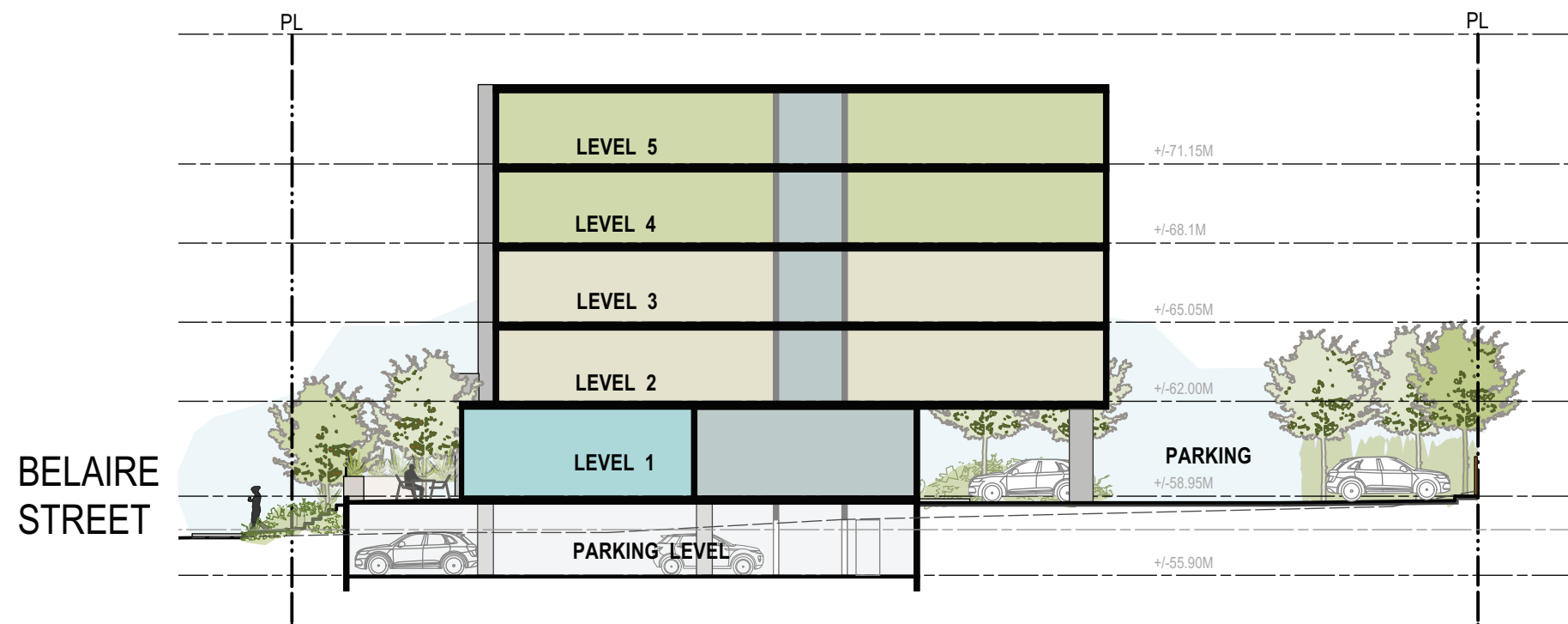
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WEST ELEVATION - RIGBY PLACE



SCHEMATIC SECTION 1



SCHEMATIC SECTION 2



RIGBY

BELAIRE

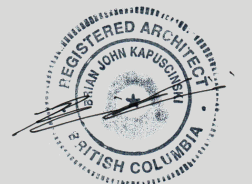
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PROPOSED REZONING
336 BELAIRE STREET
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MASSING MODEL

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