



# MINUTES

## Community Planning Advisory Committee

Wednesday, October 6, 2021 at 7:00 p.m.  
Council Chambers, City Hall

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**PRESENT:** Chair – Jason Harrison; Members – Brian Childs, Abbas Farahbakhsh, Jason Robertson; Council Liaison – Tricia McKay; Senior Planner & Recorder – Christina Hovey; Planner – Julie Thompson

**ABSENT:** Members – Jennifer Sibbald, Steve Frankel, Tamara Hutchinson

**GUESTS:** Applicant – Darren Isaac (3360-21-03 & 3060-21-16); and  
Applicants – Toby Seward and Mike Crucil (3360-20-10)

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The meeting was called to order at 7:06pm, acknowledging with gratitude that Ladysmith is located on the traditional unceded territories of the Stz'uminus People.

### 1. AGENDA APPROVAL

It was moved, seconded and carried that the Agenda of October 6, 2021 be approved as amended.

### 2. ADOPTION OF MINUTES

It was moved, seconded and carried that the Minutes of September 1, 2021 be approved.

### 3. COUNCIL REFERRALS

a. Zoning Bylaw Amendment application 3360-21-10 and Development Permit application 3060-21-16 – 431 1<sup>st</sup> Avenue

Staff provided a brief introduction. The builder explained the details of the proposed renovations, including information about the interior stairway. CPAC members discussed the proposed building renovations and expressed their support.

It was moved, seconded and carried that CPAC recommend that Zoning Amendment Application 3360-21-10 and Development Permit Application 3060-21-16 for 431 1<sup>st</sup> Avenue be approved.

b. Official Community Plan & Zoning Bylaw Amendment application 3360-20-10 – 1301 & 1391 Rocky Creek Road

Staff briefly introduced the proposal. The applicant provided a presentation including some background on the property and other developments they have done in the Town. The applicant described the tree preservation proposal and the proposed development. The proposed development consists of three types of residential uses and some commercial. The applicant has hosted two neighbourhood information meetings, the neighbours have expressed concerns about the proposed height of the multi-dwelling residential buildings, traffic, and tree preservation.

CPAC asked a number of questions of the applicant who provided the following additional information:

- The multi-unit buildings are proposed to contain 24-30 units each and be up to six storeys high. For the mixed-use buildings the first storey would be commercial with residential units above.
- They are required to provide 20m of public access to the waterfront.
- Anticipated tenure:
  - The single dwelling parcels would be freehold.
  - Most of the multi-family will be stratified.
  - Possibility for purpose built rental units depending on market conditions.

Staff clarified that the proposed amendment to the OCP would add the property to the Commercial and Multi-Unit Residential Development Permit Areas to address form and character.

CPAC also had a discussion and provided comments on the proposal:

- Considering the remoteness of the site, the site may be considered as a “satellite” community:
  - A neighbourhood park should be provided so families do not need to drive to access a park.
  - Concern about developing a “car oriented” community where people do not have access to services as is the case for South Ladysmith.
- Discussion on proximity of the mill. Some members felt the proposed residential uses were not appropriate given to the location. Some members noted that there are other municipalities where industrial and residential uses co-exist along the waterfront. The noise of the mill can be considered as part of the culture of a “working harbour”.
- In addition to tree preservation, rain water management and landscaping will be important.

**It was moved, seconded and carried that the Community Planning Advisory Committee supports OCP and Zoning Amendment Application 3360-20-10 (1301 & 1391 Rocky Creek Road) in principle and recommends that development be subject to the following conditions:**

- Provision of a recreational park for families.
- Assurance that commercial space will be provided.
- Assurance of a high standard of form and character.
- Assurance that tree preservation be maximized.

**It was moved, seconded and carried that the Community Planning Advisory Committee requests that Council consider referring the application for 1301 & 1391 Rocky Creek Road back to CPAC at the Development Permit stage to review form and character.**

4. **NEW BUSINESS**

a. **Review of updated CPAC Terms of Reference**

On September 21, 2021 Council approved an amendment to the CPAC Terms of Reference which allows CPAC meetings to be held in locations other than Council Chambers with proper notice. The Town is looking into options for larger venues and electronic meetings may also be an option in specific circumstances.

b. **COVID Meeting Protocols**

The question was raised as to whether in-person meetings are the most appropriate option, given the ongoing risk from COVID-19 and given that CPAC is made up of volunteers. The members expressed a preference for in-person meetings if possible. Council and Town Staff are working on an amendment to the Council Procedures Bylaw which would allow for electronic meetings.

Going forward, staff will add a note to the CPAC meeting invitation asking members to reach out privately regarding their comfort with the "in-person" meeting. Staff will provide an opportunity for members to practice calling in to the meeting via teleconference prior to the next meeting.

5. **MONTHLY BRIEFING**

**File Updates:**

The following files that CPAC previously reviewed have been approved by Council:

- 670 Farrell Road & Lot 20 Trans-Canada Highway (File No. 3360-19-02)
- 630 Farrell Road (File No. 3360-20-05)

CPAC members are invited to review the Council Agendas and Minutes or contact staff for further details.

6. **NEXT MEETING - TBD**

7. **ADJOURNMENT**

It was moved, seconded and carried that the meeting be adjourned at 8:34 pm.

*Jason Harrison*

Jason Harrison (Feb 11, 2022 15:26 PST)

Chair (J. Harrison)

RECEIVED:

*D. Smith*  
Corporate Officer (D. Smith)