



MINUTES

Community Planning Advisory Committee

Wednesday, September 6, 2023 at 7:00 p.m.
City Hall Council Chambers, 410 Espanade

PRESENT: Chair – Jason Robertson; Members - Keona Wiley, Julika Pape, Tonya Soules, John Scott; Council Liaison – March Stevens; Development Services Staff - Julie Thompsen (Senior Planner), Andrew Wilson (Planner), Jake Belobaba (Director of Development Services), Julia Tippet (Planner/Recorder)

ABSENT: Members - Jennifer Aker

GUESTS: Applicant - Kevin Owens (File No. 3360-23-01)
Applicant - Jarrod Koster (File No. 3360-23-02)

Julie Thompson, Senior Planner, called the meeting to order at 7:00 PM, acknowledging with gratitude that Ladysmith is located on the unceded territories of the Stz'uminus First Nation.

1. WELCOME, INTRODUCTIONS & ORIENTATION FOR NEW MEMBERS

Development Services Staff and Committee members gave brief introductions. The Senior Planner welcomed new members and provided an overview of the procedures and functions of the Community Planning Advisory Committee and the roles of Committee members.

2. ELECTION OF CHAIR

It was moved, seconded, and carried that Jason Robertson be elected chair of the Community Planning Advisory Committee for this term.

3. AGENDA APPROVAL

It was moved, seconded, and carried that the Agenda of September 6, 2023, Community Planning Advisory Committee meeting be approved.

4. ADOPTION OF MINUTES

It was moved, seconded, and carried that the Minutes of May 3, 2023, Community Planning Advisory Committee meeting be approved.

5. NEW BUSINES

None.

6. COUNCIL REFERRALS

a. Zoning Bylaw Amendment 3360-23-01 – 19 Gatacre Street

Planner Andrew Wilson provided an overview of the proposal for “funeral home” use in the lower floor of a two-storey single family dwelling on the subject property (located in the downtown). Staff explained that the use

would be site specific, would not include cremation and would not include hosting funerals on the site. Staff discussed that, in 2016, the Zoning Bylaw (No. 1860) removed “funeral home” as a permitted use in the Downtown Commercial (C-2) zone, which is why this proposal requires rezoning. Staff added that parking is not a concern as no funerals will be held on-site.

The applicant Kevin Owens provided a brief overview of the proposal and answered questions from Committee members. Committee members discussed the application and asked staff to investigate the reasoning behind the 2016 Zoning Bylaw amendment that removed “funeral home” use from being permitted in the C-2 zone. Committee members were supportive of this application and noted that it aligns with the Official Community Plan’s vision for a mix of uses in the downtown area.

It was moved, seconded, and carried that the Community Planning Advisory Committee recommends that Council support the Zoning Bylaw Amendment application 3360-23-01 (19 Gatacre Street) to permit “funeral home” as a permitted principal use, subject to the condition that conducting funeral services is prohibited.

It was moved, seconded, and carried that the Community Planning Advisory Committee provides the following comments regarding Zoning Bylaw Amendment application 3360-23-01 (19 Gatacre Street):

- Committee members do not see any downside to this proposed Zoning Bylaw amendment; and
- the proposal is consistent with the objectives in the Official Community Plan for the downtown area.

b. Official Community Plan & Zoning Bylaw Amendment Application 3360-23-02 – 10750 South Watts Road

Senior Planner Julie Thompson provided an overview of the application including site specific changes to the floor space ratio (FSR) and setbacks of the I-2 zone, and a policy amendment in the South Ladysmith Area Plan, to facilitate development of a proposed industrial warehouse and offices. Staff discussed the proposed servicing including an on-site septic system, and connection to the Cowichan Valley Regional District’s (CVRD) Saltair community water system. Staff informed the Committee that this property is also within the Riparian Development Permit Area (DPA 6), and an assessment will be required at the Development Permit stage.

The applicant provided a brief introduction, answered questions from CPAC, and stated that any additional floor space would be contained within the warehouse building footprint and would not add to the total parcel coverage. There was discussion about the contradiction between the maximum parcel coverage and FSR in the I-2 zone.

Committee members discussed the application and commented on the increased impermeable surfaces contributing to more runoff and flooding

risk, and possible risks to nearby agricultural land. Committee members discussed potential conditions to consider regarding the application, including reduced parcel coverage allowance, water capture systems, tree retention, bus stop upgrades, Agricultural Land Reserve setbacks, and energy efficiency. Committee members emphasized it would be beneficial to know the intended industrial use of the proposed warehouse.

Committee members commented that the proposal seems to generally be the type of development envisioned for the South Ladysmith area, and discussed that possible challenges presented by this application include increased traffic and traffic management issues, adequate sewer systems on properties not connected to community sewer, and water retention issues based on more impermeable surfaces.

It was moved, seconded, and carried that the Community Planning Advisory Committee recommends that Council support Zoning Bylaw and OCP Amendment application 3360-23-02 (10750 South Watts Road) as presented, subject to the consideration of the following conditions:

- decrease the maximum parcel coverage of this property to 45.0%;
- add green roof, greywater capture and rainwater collection technologies to the proposal;
- ensure tree retention;
- provide upgrades to the nearby bus stop;
- establish an Agricultural Land Reserve setback for this property; and
- prioritize energy efficiency.

It was moved, seconded, and carried that the Community Planning Advisory Committee recommends that staff review the discrepancies between the floor space ratio and parcel coverage regulations in the I-2 zone.

7. MONTHLY BRIEFING


The following files, that the Committee previously reviewed, have been to Council since the last meeting:

- 624 John Wilson Place (3360-22-09)
- 32 High Street (3060-23-03)


8. NEXT MEETING – TBD

9. ADJOURNMENT

It was moved, seconded, and carried that the meeting be adjourned at 9:35 PM.


Chair (J. Robertson)
on behalf of

RECEIVED:


Acting Corporate Officer (S. Bouma)