



MINUTES

Community Planning Advisory Committee

Wednesday, April 3, 2024 at 7:00 p.m.
City Hall Council Chambers, 410 Espanade

PRESENT: Acting Chair – Keona Wiley; Members – Jennifer Aker, Julika Pape, Anthony Price, John Scott, Tonya Soules; Alt. Council Liaison – Amanda Jacobson; Senior Planner - Julie Thompson; Recorder – Cassandra Taylor

ABSENT: Chair, Jason Robertson; Council Liaison, Marsh Stevens

Prior to calling the meeting to order, Senior Planner Julie Thompson discussed some housekeeping items with the Community Planning Advisory Committee such as the location of washrooms, staff room and exits.

Senior Planner Julie Thompson called the meeting to order at 7:03pm.

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

It was moved, seconded and carried that Keona Wiley be the acting Chair for the meeting.

1. AGENDA APPROVAL

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

2. ADOPTION OF MINUTES

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

3. NEW BUSINES

None

4. COUNCIL REFERRALS

a. Zoning Bylaw Amendment Application 3360-18-11 – 10910 Westdowne Road

Senior Planner Julie Thompson provided an overview of the zoning amendment application at 10910 Westdowne Road to allow for an outdoor commercial storage yard for RVs, boats, vehicles, contractor tool cribs and sea cans.

During discussion the Committee had concerns with fuel leaks from the stored vehicles in the vicinity of a wetland on the property. J Thompson discussed the location and setbacks of the SPEA and wetlands and clarified where the “no-go” zone areas are located where development is prohibited.

Other concerns raised were the potential for fires with the amount of fuel being stored in the vehicles, stormwater management, and landscaping/frontage improvements.

The Committee acknowledged that this type of use is wanted in the industrial area and were concerned that the implementation of too many restrictions would deter the business from remaining in the area.

Committee members discussed possible recommendations and provided the following resolution:

It was moved, seconded, and carried that the Community Planning Advisory Committee recommends that Council approve Zoning Bylaw Amendment 3360-18-11 (10910 Westdowne Road) as presented, with the following recommendations:

- **That a stormwater management plan and spill prevention and containment plan be submitted by a qualified professional prior to Bylaw adoption and ensure that the associated recommended measures in the plans are fulfilled;**
- **That any landscaping plan approved by Council substantially improves the public realm (on the outside of the fence) with a diverse mix of native species adjacent to Westdowne Road; and**
- **That the Fire Chief take a close look at the potential risks of storing hazardous and flammable materials.**

5. MONTHLY BRIEFING

The Committee was advised that a presentation regarding the new Provincial Small Scale Multi-Unit Housing legislation went to Council on March 19, 2024, and that it was available on the Town's website for viewing.

6. NEXT MEETING - TBD

7. ADJOURNMENT

It was moved, seconded, and carried that the meeting be adjourned at 8:45 PM.

Acting Chair (Keona Wiley)

RECEIVED:

Corporate Officer (S. Bouma)