



MINUTES

Community Planning Advisory Committee

Wednesday, August 6, 2025 at 7:00 p.m.
City Hall Council Chambers, 410 Espanade

PRESENT: Acting Chair – Anthony Price; Members – Stefan Crucil, Robert Reddekopp, Tonya Soules, Julika Pape; Alt. Council Liaison – Duck Patterson; Director of Development Services – Jake Belobaba; Planner and Recorder – Julia Dewijn

ABSENT: Chair – Keona Wiley; Member – John Scott; Council Liaison - Jeff Virtanen

GUESTS: Applicant – Mejbien Sadeghi (file no. 3360-25-01)

Acting Chair Anthony Price called the meeting to order at 7:00 pm.

Anthony Price acknowledged with gratitude that Ladysmith is located on the unceded territory of the Stz'uminus First Nation.

1. ELECTION OF CHAIR

It was moved, seconded, and carried that the election of Chair for 2025-2027 term of the Community Planning Advisory Committee be deferred until the next meeting.

2. AGENDA APPROVAL

It was moved, seconded, and carried that the Agenda of the August 6, 2025, Community Planning Advisory Committee meeting be approved.

3. ADOPTION OF MINUTES

It was moved, seconded, and carried that the Minutes of the May 14, 2024, Community Planning Advisory Committee meeting be approved.

4. WELCOME, INTRODUCTIONS, & ORIENTATION

CPAC members were asked by staff if they had any questions about the CPAC Terms of Reference. CPAC Members, staff, and the Alt. Council Liaison briefly introduced themselves.

5. COUNCIL REFERRALS

Zoning Bylaw Amendment Application 3360-25-01 – 450 Thetis Drive

Planner Julia Dewijn provided a brief overview of the rezoning application and its purpose of adding Tourist Accommodation as a site-specific permitted use under the existing R-1 zone.

The applicant was invited to speak to their proposal and provided some responses to clarify items discussed. The applicant stated their intent to have a family member

live on site in the accessory building, for which there is a pending Development Variance Permit to vary the building height.

Staff clarified that a house of this size would not be considered an affordable rental and that this would be a consideration during staff's assessment of the proposal's impact on long-term rental housing supply.

CPAC members discussed the possibility of registering a covenant on Title to ensure that the property is always occupied by the owner or a family member.

CPAC members were generally in support of the proposal with some restrictions. There were concerns that a site-specific change in use would create an opportunity for future larger-scale tourist accommodation redevelopment of the that would not suit the residential neighbourhood. Other priorities include preserving the residential neighbourhood character and ensuring someone related to the owner or responsible for the property is on the property to address safety and nuisance concerns. CPAC discussed possible options to address concerns, which formed the recommendations below.

It was moved, seconded, and carried that the Community Planning Advisory Committee recommends that the Council approve Zoning Bylaw Amendment application 3360-25-01 for 450 Thetis Drive with the following recommendations restricted by site-specific zoning and/or covenant:

- **That the owner or owner's family must occupy the accessory dwelling unit on the property as their primary residence.**
- **That the proposed Tourist Accommodation use be limited to the existing principal building and lot configuration.**
- **That the maximum building occupancy is established as per the Fire Department's recommendations on safe occupancy limits.**
- **That the Tourist Accommodation use permitted in the principal building be restricted to the building's short-term rental as a single rental unit.**

6. MONTHLY BRIEFING

a. Updates were provided on the following files that were previously reviewed by CPAC or have otherwise been undertaken by the Town of Ladysmith:

- Update provided on upcoming enforcement of short-term rentals and their compliance with applicable provincial legislations and Town bylaws.
- Staff informed CPAC that there will be larger redevelopments within the Town soon.
- Update provided on 3360-23-10 – The file will be going to Council soon, with opportunity for further discussion on emergency access options through or around Brown Drive Park.
- Update provided on the Holland Creek subdivision to occur in the next few months, which will include park land acquisitions.
- Update provided on 440 1st Avenue (Islander Hotel) construction.

7. NEXT MEETING – TBD

8. ADJOURNMENT

It was moved, seconded, and carried that the meeting be adjourned at 7:57 PM.

Acting Chair (Anthony Price)

RECEIVED:

Corporate Officer (S. Bouma)

Subject to Adoption