



# AGENDA

## Community Planning Advisory Committee

Wednesday, April 1, 2020 at 7:00 p.m.  
via Zoom

***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. AGENDA APPROVAL
2. ADOPTION OF FEBRUARY 5, 2020 MINUTES\*
3. COUNCIL REFERRALS
  - a. Façade Improvement Development Permit applications\*  
3060-20-03 (341 First Avenue) and 3060-20-04 (422 First Avenue)
4. NEW BUSINESS  
None.
5. MONTHLY BRIEFING  
None.
6. NEXT MEETING - TBD
7. ADJOURNMENT

\*Attachments





# MINUTES

## Community Planning Advisory Committee (CPAC)

Wednesday, February 5, 2020 at 7:00 p.m.  
Council Chambers, City Hall

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**PRESENT:** Chair - Lacey McRae Williams; Members – Tony Beckett, Brian Childs, Jason Harrison, Tamara Hutchinson; Council Liaison – Tricia McKay; Corporate Officer, Joanna Winters; Director of Development Services, Jake Belobaba; Senior Planner & Recorder, Christina Hovey

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

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The meeting was called to order at 7:02 p.m. recognizing the traditional territory of the Stz'uminus People.

**1. AGENDA APPROVAL**

It was moved, seconded and carried that the Agenda of February 5, 2020 be approved.

**2. ADOPTION OF MINUTES**

It was moved, seconded and carried that the Minutes of October 30, 2019 be approved.

**3. COUNCIL REFERRALS**

None.

**4. NEW BUSINESS**

**a. Town of Ladysmith 2020-2023 Strategic Plan**

Council Liaison Tricia McKay introduced the Town of Ladysmith 2020-2023 Strategic Plan and explained Council's process for developing the Strategic Plan. Members of CPAC were given copies of the Strategic Plan to replace the copies of the Town of Ladysmith 2016-2019 Strategic Plan in their committee binders.

The Committee had a general discussion on the role of CPAC and on the changes to the structure of the Town's advisory committees which were implemented in 2019.

**b. Meeting Procedures Training**

Corporate Officer Joanna Winters presented Meeting Procedures Training. She provided an overview of the Town's meeting procedures, Robert's Rules of Order, and best practices for wording Committee Resolutions. A handout on Robert's Rules of Order Motions Chart and Governance & Effective Meetings presentation slides were distributed to the Committee Members.

**5. MONTHLY BRIEFING**

None

6. NEXT MEETING  
TBD

7. ADJOURNMENT

It was moved, seconded and carried that the meeting be adjourned at 9:11 p.m.

\_\_\_\_\_  
Chair (L. McRae Williams)

RECEIVED:

\_\_\_\_\_  
Corporate Officer (J. Winter)

Subject to Adoption

## **STAFF REPORT TO CPAC**

Report Prepared By: Julie Thompson, Planner  
Date: February 20, 2020  
Meeting Date: March 4, 2020  
File No: 3060-20-03 & 3060-02-04  
RE: Façade Improvement DP Application – 341 & 422 First Avenue

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### **PURPOSE:**

The purpose of this report is to provide an evaluation of the proposed awnings for the exterior of the buildings located at 341 First Avenue (Barnacle Barney's) and 422 First Avenue (Traveller's Hotel). The Director of Development Services is seeking the Community Planning Advisory Committee's (CPAC) comments regarding the proposal as both buildings are on the Community Heritage Register.

### **INTRODUCTION/BACKGROUND:**

Two Façade Improvement Development Permit (DP) applications have been submitted for the properties at 341 & 422 First Avenue for two awnings on each building. The awnings have already been installed under a film permit as the buildings were featured in the filming of Resident Alien in downtown Ladysmith. The property owners would like to keep the awnings permanently on their respective buildings and as such have applied to the Town for a DP. If the DPs are approved, the awnings will not require removal and re-installation should Resident Alien return for future filming, which is expected.

### **SCOPE OF WORK:**

Both 341 & 422 First Avenue fall within the Downtown Development Permit Area (DPA 2), the objective of which is to strengthen the historic Downtown as the Town's primary commercial area. The proposed awnings have been evaluated for consistency with the DPA 2 guidelines as follows:

#### *Signs, Canopies & Lighting*

- The proposed awnings provide weather protection for pedestrians
- The awnings are complementary to the overall design of each building and the public realm

Both buildings are also on the Community Heritage Register; the Register does not include awnings as character-defining elements of either of the buildings. The awnings do not obstruct the character defining elements of the buildings, such as the brick facades and arrangement of windows and doors (see attached Community Heritage Register excerpt for more details).

### **ATTACHMENTS:**

Draft DP 3060-20-03  
Draft DP 3060-20-04  
Pages 1 & 31 of the Community Heritage Register





# TOWN OF LADYSMITH DEVELOPMENT PERMIT

(Section 489 *Local Government Act*)

FILE NO: 3060-20-03

DATE:

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Name of Owner(s) of Land (Permittee): Adine Mees & David Van Seters

Applicant: David Van Seters (Blue Canoe Properties)

Subject Property (Civic Address): 341 First Avenue

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1. This Development Permit is subject to compliance with all of the bylaws of the Town of Ladysmith applicable thereto, except as specifically varied by this Permit.
2. This Permit applies to and only to those lands within the Town of Ladysmith described below, and any and all buildings structures and other development thereon:  
  
**Lot A, District Lot 56, Oyster District, Plan VIP52046**  
**PID: 017-195-705**  
(referred to as the "Land")
3. This Permit has the effect of authorizing the installation of two awnings on a building designated in the Official Community plan under section 489 of the *Local Government Act* subject to the conditions, requirements and standards imposed and agreed to in section 5 of this Permit.
4. This Permit does not have the effect of varying the use or density of the Land specified in Zoning Bylaw 2014, No. 1860.
5. The Permittee, as a condition of the issuance of this Permit, agrees to the exterior design of the awnings attached to the building as shown in **Schedule A – Awning Design**, attached to and forming part of this Permit.
6. Notice of this Permit shall be filed in the Land Title Office at Victoria under s.503 of the *Local Government Act*, and upon such filing, the terms of this Permit (**3060-20-03**) or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.

7. If the Permittee does not substantially start any construction permitted by this Permit within **six months** of the date of this Permit as established by the approval date, this Permit shall lapse.
8. The plans and specifications attached to this Permit are an integral part of this Permit.
9. This Permit prevails over the provisions of the Bylaw in the event of conflict.
10. Despite issuance of this permit, construction may not start without a Building Permit or other necessary permits.

**APPROVED PURSUANT TO "LADYSMITH OFFICERS AND DELEGATION OF AUTHORITY BYLAW 2016, NO. 1905" ON THE \_\_\_\_ DAY OF \_\_\_\_\_ 2020.**

\_\_\_\_\_  
Corporate Officer (J. Winter)

**I HEREBY CERTIFY** that I have read the terms and conditions of the Development Permit contained herein. I understand and agree that the Town of Ladysmith has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with **Adine Mees or David Van Seters** other than those contained in this permit.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Title

\_\_\_\_\_  
Occupation

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Title

\_\_\_\_\_  
Occupation

\_\_\_\_\_  
Date

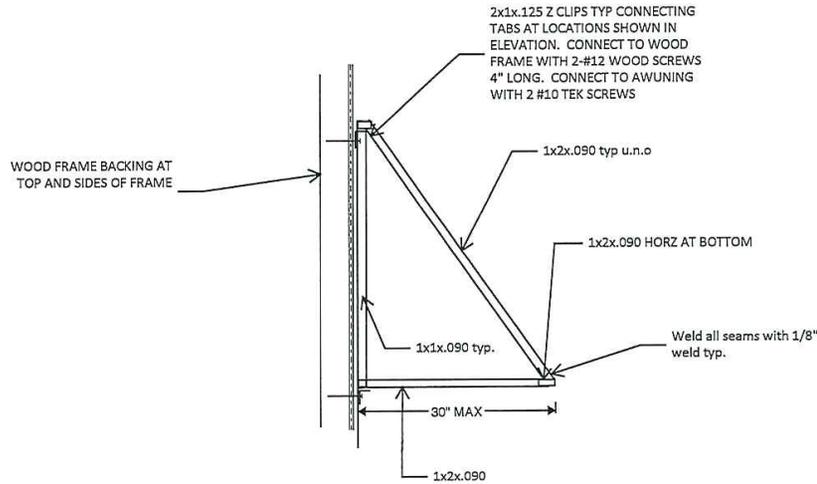
\_\_\_\_\_  
Date

GENERAL NOTES

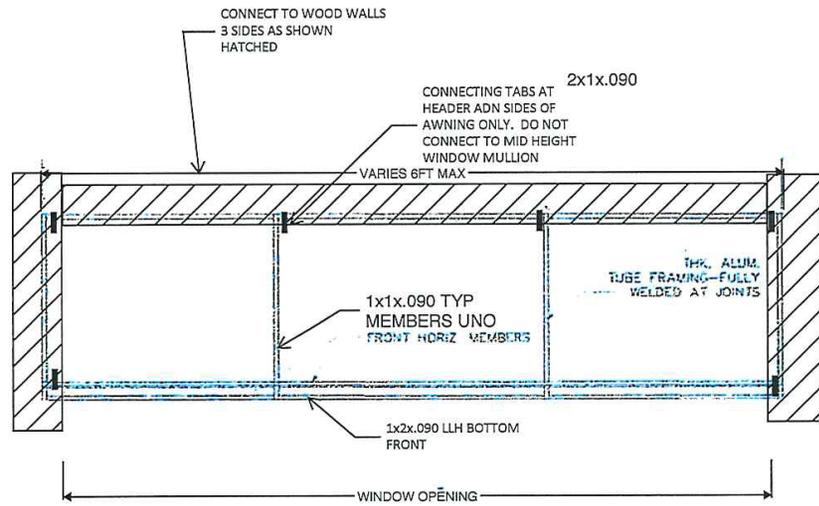
CODES  
 THE STRUCTURAL DESIGN INDICATED ON THE ATTACHED DRAWINGS HAS  
 BEEN DESIGNED IN SUBSTANTIAL ACCORDANCE WITH THE FOLLOWING  
 CODES:

BRITISH COLUMBIA BUILDING CODE 2018 (BOBC 2018)  
 CSA 086-09  
 CSA A23.3-04

MATERIAL TO BE ALUMINUM 6061 UNO



SIDE VIEW



FRONT VIEW



	PROJECT NAME: 340 1ST STREET LADYSMITH AWNING RESIDENT ALIEN	DRAWING NO: <b>SSK02</b>
	PROJECT NO: #10271.19	
DATE: 2020-01-20	SCALE: AS NOTED	

DRAFT Schedule A - Awning Design (page 1 of 2)  
 DP 3060-20-03  
 341 First Avenue  
 Adine Mees & David Van Seters





Installed awnings showing colour and design



Underside of awnings

DRAFT Schedule A – Awning Design (page 2 of 2)  
DP 3060-20-03  
341 First Avenue  
Adine Mees & David Van Seters





# TOWN OF LADYSMITH DEVELOPMENT PERMIT

(Section 489 *Local Government Act*)

FILE NO: 3060-20-04

DATE:

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Name of Owner(s) of Land (Permittee): First Ave Hotel Ltd., Inc. No. BC1152716

Applicant: Michael Roethe

Subject Property (Civic Address): 422 First Avenue

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1. This Development Permit is subject to compliance with all of the bylaws of the Town of Ladysmith applicable thereto, except as specifically varied by this Permit.
2. This Permit applies to and only to those lands within the Town of Ladysmith described below, and any and all buildings structures and other development thereon:  
  
**Lot A District Lot 56 Oyster District Plan VIP67911**  
**PID: 024-283-371**  
(referred to as the "Land")
3. This Permit has the effect of authorizing the installation of two awnings on a building designated in the Official Community plan under section 489 of the *Local Government Act* subject to the conditions, requirements and standards imposed and agreed to in section 5 of this Permit.
4. This Permit does not have the effect of varying the use or density of the Land specified in Zoning Bylaw 2014, No. 1860.
5. The Permittee, as a condition of the issuance of this Permit, agrees to the exterior design of the awnings attached to the building as shown in **Schedule A – Awning Design**, attached to and forming part of this Permit.
6. Notice of this Permit shall be filed in the Land Title Office at Victoria under s.503 of the *Local Government Act*, and upon such filing, the terms of this Permit (**3060-20-04**) or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.

7. If the Permittee does not substantially start any construction permitted by this Permit within **six months** of the date of this Permit as established by the approval date, this Permit shall lapse.
8. The plans and specifications attached to this Permit are an integral part of this Permit.
9. This Permit prevails over the provisions of the Bylaw in the event of conflict.
10. Despite issuance of this permit, construction may not start without a Building Permit or other necessary permits.

**APPROVED PURSUANT TO "LADYSMITH OFFICERS AND DELEGATION OF AUTHORITY BYLAW 2016, NO. 1905" ON THE \_\_\_\_ DAY OF \_\_\_\_\_ 2020.**

\_\_\_\_\_  
Corporate Officer (J. Winter)

**I HEREBY CERTIFY** that I have read the terms and conditions of the Development Permit contained herein. I understand and agree that the Town of Ladysmith has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with **First Ave Hotel Ltd., Inc. No. BC1152716** other than those contained in this permit.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Title

\_\_\_\_\_  
Occupation

\_\_\_\_\_  
Date

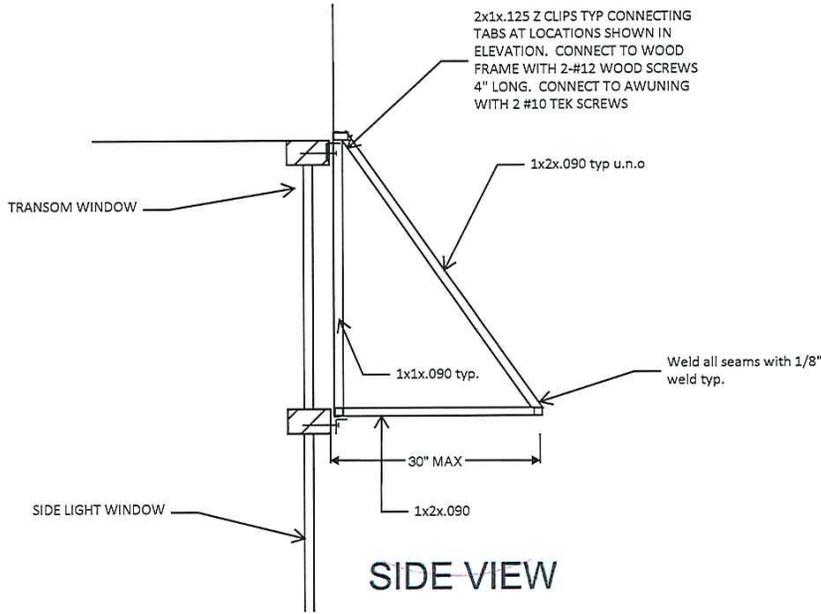
\_\_\_\_\_  
Date

GENERAL NOTES

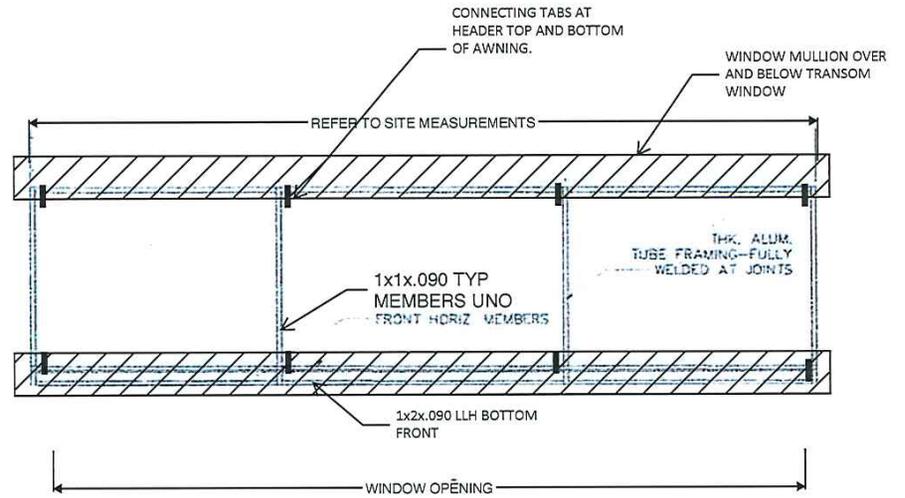
CODES  
 THE STRUCTURAL DESIGN INDICATED ON THE ATTACHED DRAWINGS HAS BEEN DESIGNED IN SUBSTANTIAL ACCORDANCE WITH THE FOLLOWING CODES:

BRITISH COLUMBIA BUILDING CODE 2018 (BCBC 2018)  
 CSA 086-09  
 CSA A23.3-04

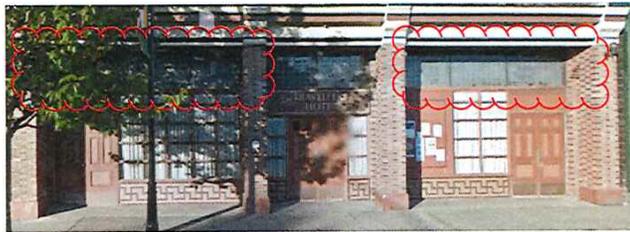
MATERIAL TO BE ALUMINUM 6061 UNO



SIDE VIEW



FRONT VIEW



	PROJECT NAME: 431 1ST STREET LADYSMITH AWNING RESIDENT ALIEN	DRAWING NO: <b>SSK01</b>
	PROJECT NO: #10271.19	
DATE: 2020-01-20	SCALE: AS NOTED	

DRAFT Schedule A - Awning Design (page 1 of 2)  
 DP 3060-20-04  
 422 First Avenue  
 First Ave Hotel LTD., Inc.No. BC1152716  
 Michael Roeth





Installed awnings showing colour and design



Underside of awnings

DRAFT Schedule A – Awning Design (page 2 of 2)  
DP 3060-20-04  
422 First Avenue  
First Ave Hotel LTD., Inc.No. BC1152716  
Michael Roethe





## TRAVELLER'S HOTEL 422 FIRST AVENUE

Added to Register: 2006

### Description of Historic Place

The Traveller's Hotel is a brick, three-storey Edwardian era building located on the main thoroughfare of Ladysmith's downtown core. The historic place is confined to the building footprint.

### Heritage Value

The large and highly detailed Traveller's Hotel building speaks to the prosperity and optimism that existed in pre-war Ladysmith. From 1900, when it was first established as a coal trans-shipment point, to 1912, Ladysmith experienced rapid economic growth that saw the community transformed from a rough camp into a bustling urban centre. In 1912, a protracted regional coal miner's strike brought work in the mines to a halt and Ladysmith's first economic 'boom' period was effectively over. Although construction was not completed until 1913, the Traveller's Hotel is an important tangible reminder of Ladysmith's earliest development and the sense of possibility and progress that accompanied it.

The Traveller's Hotel is an excellent example of an Edwardian-era, commercial style building. The symmetrical facade, simple form and massing are typical of Edwardian Classicism while the highly detailed brick facade and heavy cornices express an earlier, more exuberant Victorian aesthetic. The most striking features are the brick swastika symbols on the front facade. At the time of construction, the swastika was a relatively common symbol of prosperity and peace; during World War II, concerns were expressed about the symbol's association with Nazism. The building was not altered in response to these concerns and the Traveller's Hotel remains in substantially original condition.

The Traveller's Hotel is also a tangible reminder of the social and economic importance of hotels in Ladysmith's history. Although originally built to serve short-term guests, as its name implies, the Traveller's Hotel also served long-term boarders. Like most mining communities, early Ladysmith had a large population of single, often transient, men. As affordable housing alternatives, hotels functioned as living quarters and, in the bars and restaurants located on the ground floor, as social centres.

The Traveller's Hotel is located within a grouping of historic buildings on the main thoroughfare in the commercial core. Its height and mass, especially in relation to the smaller buildings that flank it, make it a highly visible community landmark.

### Character-Defining Elements

Character-defining elements of the Traveller's Hotel include:

- all of the elements of an Edwardian-era commercial building as expressed in the simple form and massing, flat roof, multi-coloured, articulated brick façade, large storefront windows, brick columns flanking the central entry, casement windows with leaded glass transoms on front façade, and ornate upper and lower pressed-metal cornices that extend the full width of the building.
- The location of the building within a grouping of historic buildings on the main thoroughfare of the downtown core
- The use of the ground floor for commercial purposes
- The height of the building, especially in relation to adjacent buildings
- The sign at the roofline with the name of the hotel
- The brick swastika symbols on the front façade
- The blue and white sidewalk tiles at the front entry that spell out the building's name





## 341 FIRST AVENUE BUILDING 341 FIRST AVENUE

Added to Register in 2017

### Description of Historic Place

The 341 First Avenue Building is a modest, two-storey, brick, Edwardian commercial structure on the east side of Ladysmith's main commercial street. The historic place is confined to the building footprint.

### Heritage Value

Built around 1910, the 341 First Avenue Building is a good example of a modest,

Edwardian style commercial building. The building's symmetrical façade, pilasters, and brick construction are all typical elements of this style. The original elaborate cornice has been removed but the overall form and general appearance remain intact.

This landmark building marks the southern end of a grouping of largely intact historic buildings in Ladysmith's commercial core. This grouping creates a significant block of similarly proportioned historic buildings that collectively create a cohesive streetscape.

The 341 First Avenue Building has been in use as a commercial building since its construction and its tenants continue to provide a range of goods and services to the community.

### Character-Defining Elements

The character-defining elements of the 341 First Avenue Building include:

- all of the elements of a modest Edwardian era commercial building including its overall restrained appearance, simple form and massing, symmetrical, two-bay façade, flat roof, brick construction with modest pilasters and the arrangement of the storefront doors and windows including the centred upstairs access door.
- the building's landmark function as the southern end of a group of similarly proportioned historic commercial buildings on the town's main commercial street
- the building's continuous commercial use