v. At ground level, glazing, awnings, signage, and lighting should be used to animate the street and identify the commercial use.

vi. The massing, roof forms, and window proportions of upper floor units should maintain residential character.

vii. Mechanical ventilation of live-work spaces, where needed, should be exhausted at a location that does not affect residential livability, or the air quality of adjacent open spaces.

viii. Private outdoor living space should be provided for each residential unit.

ix. Sloping roof forms that reinforce the overall historical residential character of the neighbourhood should be maintained.

x. Adequate storage, parking, loading, and bicycle facilities should be provided with consideration for changing resident and work needs over time.

xi. Refer to the Section 20 guidelines respecting the alteration of heritage buildings, and the guidelines in Sections 8, 11, 12, and 13 regarding materials and colours, vehicle and bicycle parking, loading facilities, and landscape.

DPA3 | COMMERCIAL

Development Permit Area 3 – Commercial is designated under Section 488 (1)(a),(d),(f),(h),(i), and (j) of the Local Government Act to establish guidelines for all new development and improvements on land designated as **Development Permit Area 3 (DPA 3)** on Official Community Plan Map 8 Prior to construction of buildings and structures, an owner of property within **DPA3** shall apply to the Town of Ladysmith for a development permit.

The purpose of DPA 3 is to provide guidelines for:

i. The general form and character of the development, including the siting, and exterior design and

finish of buildings and other structures, landscaping, and specific features in the development, machinery, equipment and systems external to buildings and other structures; and

ii. To promote energy conservation, water conservation, and the reduction of greenhouse gas emissions.

SPECIAL CONDITIONS

Commercial development in Ladysmith serves local residents, the larger Ladysmith community, and the travelling public. Highway commercial (eg. service station, gas bar), tourist commercial (eg. tourist accommodation, marine oriented), general commercial (mall), and neighbourhood commercial (eg. corner store) are located in a variety of contexts in Ladysmith. To achieve the community's design preferences and vision the DPA 3 guidelines support neighbourhood compatability, complementary site character, and appropriate views into Ladysmith from the Trans Canada Highway.

OBJECTIVES

The objective of DPA 3 is to enhance commercial development in Ladysmith and ensure that commercial development is complementary to the existing character of Ladysmith, and aligned with the Town's vision for future growth. The DPA 3 guidelines are intended to:

Example of Pacific Northwest theme.

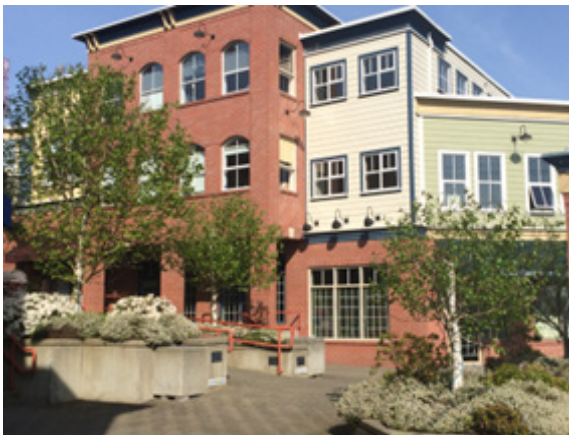
i) Promote a high standard of design;

ii) Complement Ladysmith's distinctive character;

iii) Accommodate multiple modes of transportation; and

iv) Support meeting the greenhouse gas emissions reduction targets in the Official Community Plan, including through sustainable design and building technologies.

1. Building Design



Example of mixed commercial and office space.

a. Buildings should be designed in the aesthetic of neo-traditional, Pacific Northwest, or eco-responsive themes.

b. The form, massing, and scale of buildings should transition between adjacent buildings and uses.

c. Buildings should incorporate current construction technology and design aesthetics, and should not imitate, but complement existing building design typologies, materials and colours.

d. Multi-storey buildings should be setback, and/or terraced at the second storey to reduce massing impacts on the street.

e. Residential use in a mixed-use building should utilize guidelines from DPA 4 – Multi-Unit Residential.

2. Building Siting & Massing

a. The height of new buildings should respect the character-defining heights of surrounding buildings, and should not overpower neighbouring buildings.

b. Buildings should be sited to define the street with a continuous street wall, with some variation permitted for new developments that include restaurant seating and/or public amenity spaces.

c. Buildings should be sensitively integrated into the existing commercial streetscape and neighbouring residential uses, and should:

- Incorporate small shops into building frontages located along streets and open spaces;
- Include frequent entrances and display windows to provide a consistent architectural rhythm of smaller intervals; and
- Create internal walkways or connections that link the commercial development with the surrounding streets and neighbourhoods.

d. Commercial buildings should be designed to allow for adaptation in internal configuration to allow for potential changes in use.

e. Subtle variations in building height and massing are encouraged to provide a variety of building form.

f. Architectural transitions, such as roofline treatments, should be provided between buildings of different heights.

g. The building setback requirements of the Zoning Bylaw may be reduced, or altered, through the Development Permit approval process, where strict compliance with the regulations would otherwise undermine the character of the area.

h. Buildings on corner parcels should orient windows, doors and other façade detailings towards both streets.

i. Corner buildings should provide scale, and serve as anchors for the rest of the block.

j. Building corners should include landmark architectural features, such as:

- Special or decorative canopies;
- Bay windows, balconies, turrets, or articulated roof line features;
- A corner entrance; or
- A prominent public art element.

k. New development should incorporate the following measures with regard to hillside and steeply sloping sites:

- Building design should step with the natural topography where appropriate, rather than benching across changes in elevation.
- Cuts and fills should blend with the natural topography, providing smooth transitions and mimicking pre-development site contours.

l. The height restrictions in the Zoning Bylaw may be altered through the Development Permit process to allow for stepping and terracing of buildings on hillside and steeply sloping sites, provided that each individual "step" in the building meets the height restriction in the Zoning Bylaw.

m. Building siting, height of buildings, roof forms, and rooftop appearance should respect and, where feasible, protect the existing viewscapes from adjacent and higher buildings and properties.

n. First floor commercial spaces should have a higher ceiling height than the upper floors.

o. Where property elevations are below or above the highway elevation, buildings should be designed to maintain a positive relationship to the highway corridor through site grading or stepped building forms. Building façades visible from the highway should comply with these guidelines regardless of the primary orientation of the building.

p. On-site landscaping should promote opportunities for passive heating/cooling. For example, deciduous trees adjacent to south elevations can provide shade in the warmer months and passive solar gain in the colder months. Building Frontage

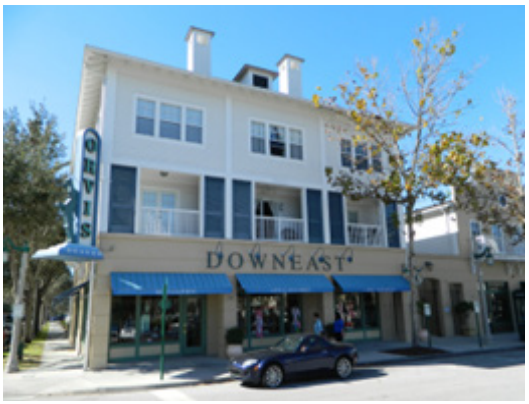
a. Building frontages should be articulated, and visually broken-up into smaller, distinctive units.

b. Streetscape furnishings are encouraged to enhance the pedestrian experience, and reduce the presence of motor vehicles. Streetscape furnishings may include decorative streetlights, street furniture, bicycle racks, and information kiosks.

c. Rear building facades should be developed to a high level of detail in accordance with these guidelines.

d. The development of rear laneways and alleyways for active commercial use may be considered where appropriate.

e. Unimproved blank walls adjacent to the highway, streets, lanes, walkways, parks, or other amenity spaces are discouraged, and the major-



Example of appropriate building frontage.

Example of appropriate building frontage with streetscape furnishings.

ity of such walls should be improved with any combination of:

- Sculpted, carved, or penetrated wall surfaces;
- Landscaped planters, trellises, and arbours with significant landscaping;
- Approved murals, mosaics, and public art;
- Windows, or display case windows; or
- Clerestory lights.

f. Buildings on a corner parcel should orient frontages towards both streets.

3. Roof Form

a. Elevator penthouses should be strategically located to reduce their visibility, and be integrated with the roof design, and building materials and colours.

b. Flat roofs should provide roofline modulation with:

- A variation of roof or parapet height and/or,
- Architectural roofline embellishments that add visual interest.

c. Sloped roofs, in highly visible locations, should provide roofline modulation to provide visual interest with:

- A variation of roof ridges, both parallel and perpendicular to the street;
- Architectural roofline embellishments that add visual interest, such as accent gables, and/or;
- Dormers, cupolas, clock towers, and other similar elements.

d. The height restrictions in the Zoning Bylaw

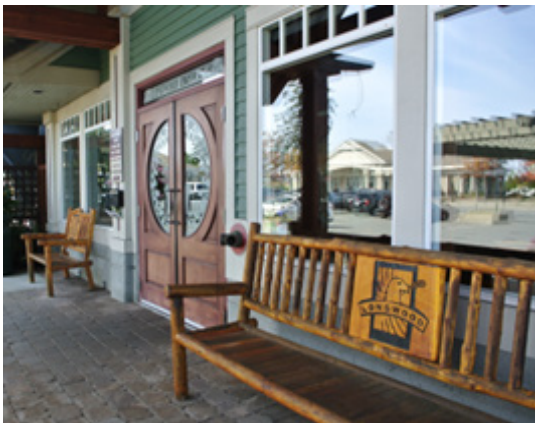
Sloped roof form with visual interest.

Example of high quality materials.

Flat roof form with visual interest.

may be increased through the Development Permit process to allow for architectural roofline embellishments, without adding an additional storey.

4. Windows & Doors



Appropriate windows and doors with furniture.

a. Building fronts should ensure physical and visual permeability, through the use of large windows and doors that open to the street.

b. Windows and doors should be proportioned to the size of wall in which they appear, and sufficient wall area and/or architectural features between windows should be provided to set them apart from each other.

c. Windows should be architecturally compatible with the building style, and materials.

d. Storefront window displays are encouraged to animate the street and pedestrian spaces, however, materials such as advertising or blackout panels against, or adjacent to, the inside surfaces of retail glazing should not be used.

e. Dark and/or reflective glass should not be permitted for use as windows.

f. Window surfaces should be recessed from the face of the building wall. Acceptable alternatives to recessed windows include the use of prominent window trim as highlights, or projecting sills and/ or lintels.

g. Fully glazed façades are discouraged, and windows generally should not span vertically more than one storey.

h. Storefronts should be defined in a repeated rhythm along the façade to maintain continuity and pedestrian interest, and should be integrally designed to be compatible with the entire façade.

i. Building entrances should be clearly defined through the use of lighting, architectural details, colour, paving texture, landscaping, or other similar features, and should have direct, at-grade access from the abutting sidewalk where possible.

j. Doorways should be recessed from the building wall to add visual interest to the streetscape, and to provide weather protection.

5. Signs, Canopies & Lighting

a. Signs should be of professional quality, and consistent with the design and character of the building.

b. Free standing signs oriented to highway travellers are encouraged to be lower profile ground signs rather than taller pylon style signs, subject to signline considerations.

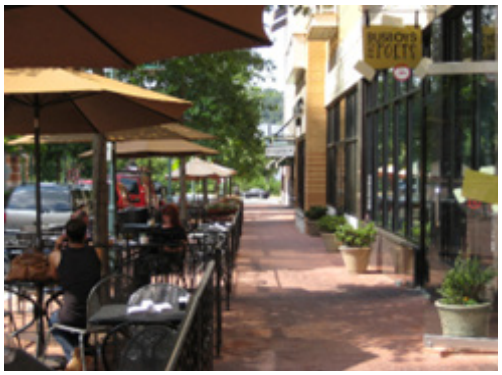
c. Canopies, or other building projections, should provide weather protection at all primary building entrances.

d. Adequate lighting should be provided to illuminate sidewalk areas adjacent to all buildings.

Example of appropriate building projection for weather protection.

e. Light fixtures should be concealed, unless they are decorative and consistent with the architectural design and character-defining elements of the building.

f. Exterior lighting should follow dark sky principles, and be directed downward so as not to contribute to light pollution. Closely spaced, lower level fixtures are preferred to higher level, and less frequent fixtures.



Example of outdoor dining area.

6. Outdoor Patios

a. Patios and outdoor dining areas are encouraged to contribute to the interest and vitality of the street and should be designed to create a compatible and complementary relationship with adjacent streetscapes, building

architecture, and uses.

7. Materials & Colours

a. Building materials should be durable, and of high quality.

b. The selection of materials and colours should ensure consistency and harmony with the character defining buildings in the area.

c. Building colour palettes should be cohesive, and sensitive to surrounding character-defining buildings.

d. The use of at least three different colours, or shades on the building exterior is encouraged.

Example of high quality materials.

8. Mechanical, Electrical & Security Equipment

a. Rooftop and grade level mechanical equipment should be strategically located, and screened with high quality, durable materials that attenuate noise and odor, and complement the overall building design.

b. Air vents, electrical transformers, gas meters, and other exterior mechanical and electrical components should be located away from sidewalks and pedestrian amenities, and screened from public view.

9. Accessibility & Connectivity

a. Buildings and sites should be designed to be inherently accessible to all users, including the elderly and people with disabilities – including smooth, ground-level entrances without stairs, and wide interior doors and hallways.

b. Public walkways, together with private walkways, should provide a seamless, functional, and interesting pedestrian network throughout the site and to the adjacent street or development.

c. Main building entrances should be connected to the parking area, public sidewalk, or street edge with safe, accessible, hard surface

walkways that are separated from vehicle driveways, and maneuvering areas.

d. Where breaks in the building frontages occur, especially at points of driveway access to rear yard parking, adequately illuminated public walkways should connect the building frontages with rear service areas, parking, and lanes.

10. Vehicle & Bicycle Parking

a. Vehicle parking should be located at the rear or side of a building. Access to parking should be provided from a rear lane or side street, where possible.

b. Where lot depths and area permits, front yard surface parking may be provided on highway frontages where the majority of parking remains in the rear yard and not more than one double loaded parking aisle is provided adjacent to the highway.

c. Vehicle access to off-street parking, loading and service areas that are visible from adjacent residential areas should be screened from view with landscaping and/or privacy fencing.

d. The interior of off-street parking areas should be visually enhanced, and screened appropriately with landscaping.

e. Shared use of parking areas among multiple commercial uses, and with adjoining properties is encouraged.

f. The minimum off-street parking requirements of the Zoning Bylaw may be reduced, or altered through the Development Permit Approval process, where strict compliance with the regulations would undermine the character of the area.

g. Bicycle and scooter parking facilities should be provided in visible locations adjacent to principal

Example of covered bicycle parking.

Examples of pedestrian pathways.

building entrances. They should be protected from the weather, and provide safe and secure parking.

h. Parking areas, driveways and walkways should have adequate areas for snow storage and drainage. Snow storage and drainage areas should incorporate aesthetic or amenity features such as lawns, rain gardens or landscaping with suitable plants.

11. Loading Facilities

a. Street fronting loading areas should be avoided.

b. Loading areas should be designed to functionally accommodate truck maneuvering, and be strategically located out of public view, or otherwise screened from public view.

12. Landscape

a. Site planning and design should be guided by the identification and preservation of existing trees, shrubs, groundcover, and other natural features.

b. At-grade landscaping, planters, and hanging baskets should maximize the use of native and drought tolerant plant species, while providing seasonal colour.

c. Any part of the parcel not used for buildings, pedestrian amenities, off-street parking areas, or motor vehicle access should be landscaped, and properly maintained in a permeable state with trees, shrubs, hedges, groundcover and/or lawn.

d. Landscape groundcover plants should be used, rather than extensive mulch, gravel, or rocks.

e. Use of artificial turf for groundcover is not supported.

f. Use native, drought tolerant plants.

g. The design and materials used in fences and retaining walls should complement the building design and neighbourhood character.

h. Retaining walls should be terraced, or stepped, to avoid expansive wall surfaces and reduce visual impacts.

i. Plant material should be incorporated into retaining wall design to soften the appearance and perceived wall height.

j. Concrete retaining walls should include textured concrete on the face of the retaining wall.

k. Large concrete and concrete block walls are not supported.

l. Landscaped roofs, green roof systems, and rooftop features, such as patio and gardening areas, urban agriculture, and multi-purpose landscapes are encouraged.

m. Commercial uses (including parking and loading areas) located in close proximity to abutting residential uses should be screened from view by fencing or plant material (trees and hedges). Minimum landscape buffer and shade tree requirements are provided in Part 7 of the Zoning Bylaw.

n. The minimum landscape buffer requirements provided in Part 7 of the Zoning Bylaw may be varied where the abutting parcels in a zone that permits residential use would be buffered through alternative measures on the parcel such as, topography, non-commercial land uses, other structures and/or landscaping, or existing vegetation.

o. The shade tree requirements provided in Part 7 of the Zoning Bylaw may be varied where alternative measures or existing vegetation can provide equal or better shade to parking spaces during peak sunshine hours than would be provided with strict compliance with the Zoning Bylaw.

p. Highway commercial frontages should be landscaped to enhance the appearance of the development and to create an attractive, welcoming view from the highway.

q. Integrated Pest Management measures are encouraged for landscape maintenance. Herbicide and pesticide use is discouraged.

r. Landscaping that does not require permanant irrigation is encouraged. During the establishment period, if needed, irrigation shall be provided with particular attention paid to adequate watering to ensure survival of the newly planted areas.

s. Adequate monetary security may be required to ensure that the required landscaping will be completed and established.

t. All landscaping work and plant material should conform to the most recent edition of the British Columbia Landscape Standards published by the British Columbia Society of Landscape Architects.

u. Onsite monitoring should be undertaken by a landscape professional during landscape installation; and any request for the release of a landscape security may require a report from the landscape professional.

13. Energy Conservation and Greenhouse Gas Emissions Reductions

a. The heat island effect should be reduced on a building's roof and heat transfer into the building through various measures, including green roofs, rooftop gardens and amenity areas and Energy Star-rated or high albedo roofing material.

b. Where possible, use greater floor to ceiling heights to increase the amount of interior space that can be day-lit from windows, and to allow for vertical air ventilation, particularly for units with exterior walls on only one side.

c. Passive design strategies that take advantage of site-specific climatic conditions should be employed wherever possible depending on site characteristics. For siting considerations, this includes:

- Buildings should be oriented to take maximum advantage of site-specific climatic conditions, especially solar access and wind flow.
- Windows should be strategically designed, sized, and placed to manage year-round passive solar gain, while maximizing privacy where relevant (e.g. multi-residential uses).
- Windows should be strategically designed, sized, and placed to manage year-round passive solar gain, while maximizing privacy where relevant (e.g. multi-residential uses).
- Roof overhangs, fixed fins, awnings, or other solar shading devices should be incorporated on south-facing windows to provide shade from peak summer sun while also enabling sun-

light penetration during winter months.

d. A construction waste management plan should be implemented that identifies materials to be diverted from disposal and whether materials will be sorted on-site or commingled. Construction waste should be tracked, and strategies should be implemented to reduce the amount of materials landfilled or incinerated.

e. Insulation that does not require GHG-based propellants should be used.

14. Rain Water Management

a. Integrated rain water management should be used, including appropriate source controls, such as bioswales, absorbent landscaping, infiltration facilities, rooftop storage, and rain water capture and re-use systems.

b. Surface treatments, such as permeable pavers, pervious asphalt and concrete, or reinforced paving/grass are encouraged to increase site permeability. Asphalt and impervious concrete surfacing should be minimized.

Example of a bioswale

15. Water Conservation

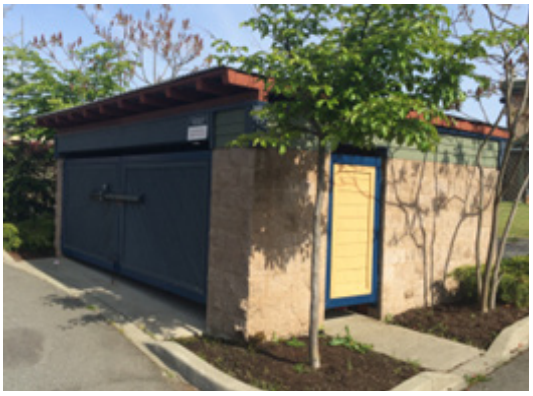
a. High-efficiency, automatic, and water-saving (drip) irrigation systems are encouraged.

b. Innovative wastewater management systems, such as greywater capture and reuse should be considered.

16. Recycling, Organics & Solid Waste Management

a. Recycling, organic composting, and solid waste storage and service areas should be inside buildings, or in an exterior location that is integrated into the building and site design.

b. Where outdoor recycling, organics, and solid waste enclosures are used, they should be located away from public view, and be built to



Example of appropriate waste storage area.

house sufficiently sized bins for the intended use, with wall heights sufficient to completely conceal the bins.

c. Enclosures should include a pergola, arbour, or other such permeable roof to screen the enclosure contents from overhead views.

17. Safety

a. Building entrances, parking areas, pathways, and other areas should be defined with appropriate features that express ownership and boundaries, avoiding spaces that appear confined, dark, isolated, or unconnected with neighbouring uses, or that appear to be without a clear purpose or function.

b. Consider visibility, light, and openness should maximize the ability to see throughout the site. Window placement should provide visual access to all areas of the site.

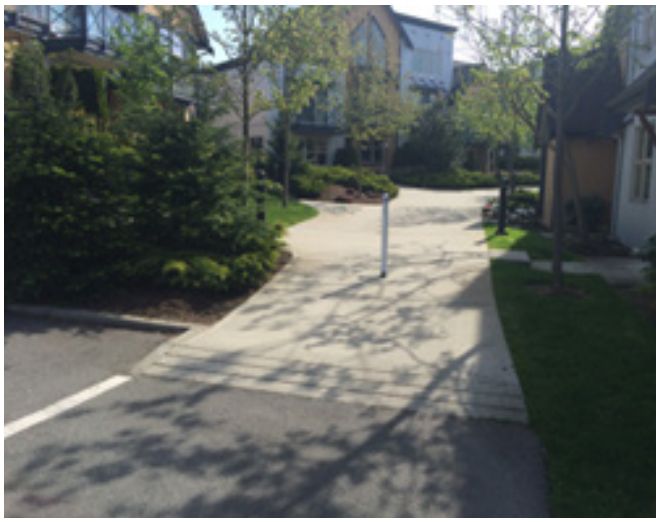
c. Appropriate exterior lighting should be provide and lighting levels should not produce glare, and excessive lighting that creates darkened spaces in other areas.

d. Encourage activity in public spaces by locating outdoor uses in complementary arrangements (or activity nodes) that create more activity than if separated.

18. Public Realm

a. Building and site development on private parcels interfaces with the public realm, and with municipal improvements located on streets, lanes, parks, and other civic spaces. Improvements to private parcels may include improvements to the abutting public realm spaces, such as:

    i. Pedestrian bulbs and curb extensions at intersections and key crossings that shorten the distance of pedestrian crossings, and increase pedestrian and landscape



Example of an accessible curb.

areas.

ii. Public art and preservation of heritage features.

iii. Gathering spaces, such as plazas and pocket parks, with opportunities for pedestrian-friendly programming for café seating, retail displays, steps, low walls, planter edges, and benches. Emphasis should be placed on connecting outdoor gathering spaces to the street, and other pedestrian linkages.

iv. Streetscape furnishings to enhance the pedestrian experience, including decorative streetlights, benches, bicycle racks, and information kiosks.

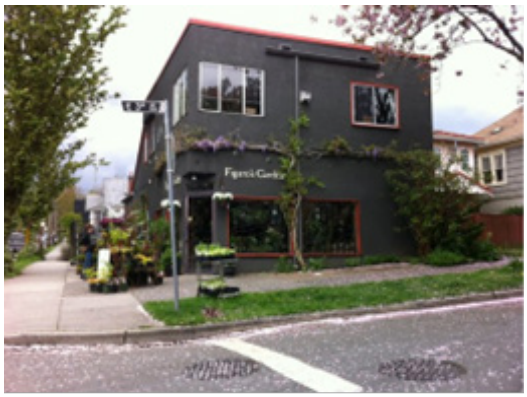
v. Sidewalks, intersection curbs, parking areas, and other public spaces should be designed to be universally accessible, and inclusive for individuals with mobility challenges.

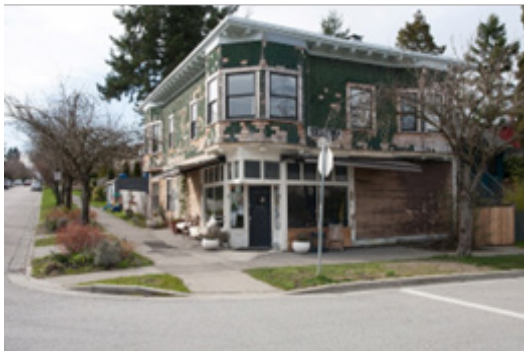
b. The sequencing and timing of a development may be specified in the Development Permit to reduce impacts to surrounding properties and on the public realm, such as construction interference, unsitely premises, economic opportunity, and environmental impacts.

19. Neighbourhood Commercial

a. a) The Commercial DPA 3 area applies to commercially zoned properties in residential neighbourhoods. The purpose of the following guidelines is to ensure that the residential enjoyment of the neighbourhood is not impacted by the commercial building and commercial uses. In residential neighbourhood settings the following guidelines are to be considered in addition to the DPA 3 guidelines:

i. The siting, massing and height of buildings





Examples of neighbourhood commercial.

should respect the character of neighbouring buildings and should not overpower them. A predominantly residential character is preferred.

ii. The continued use and refurbishing of existing neighbourhood commercial buildings is encouraged.

iii. Multi-use buildings are encouraged to add diversity and vitality to the neighbourhood while respecting residential character.

iv. The massing, roof forms, and window proportions of upper floor units should reflect residential character.

v. Building entrances should address the street. Retain existing entrances where possible. Glazing, awnings, signage, and lighting should be used to animate the street, and identify the commercial uses.

vi. Signs should be primarily pedestrian-oriented, and designed at the pedestrian scale.

vii. Handcrafted signs of professional quality, and externally illuminated signs constructed with individual raised or incised letters are preferred.

viii. Adequate storage, parking, loading, and bicycle facilities should be provided.

ix. Mechanical ventilation, where needed, should be screened and exhausted at a location that does not affect residential liveability, or the air quality of adjacent properties.

DPA4 | MULTI-UNIT

Development Permit Area 4 – Multi-Unit Residential is designated under Section 488 (1)(a),(e),(f),(h),(i), and (j) of the Local Government Act to establish guidelines for all new development and improvements on land designated as **Development Permit Area 4 (DPA) 4** on Official Community Plan Map 8. Prior to construction of buildings and structures; an owner of property within DPA 4 shall apply to the Town of Ladysmith for a development permit. In DPA 4 a development