



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



permit is also required prior to the alteration of land or removal, alteration, disruption or destruction of vegetation or disturbance of soils.

The purpose of **DPA 4** is to establish objectives and provide guidelines:

- i. For the general character of the development, including siting, form, and exterior design and finishing of buildings and other structures, landscaping, and specific features in the development, including 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.

OBJECTIVES

The objectives of DPA 4 are to achieve a high level of design for multi-unit development, to enhance the Town's neighbourhoods, and to ensure that development is complementary to the existing character of Ladysmith. The DPA 4 guidelines are intended to:

- i. Ensure that well-designed multi-unit residential developments are integrated within existing residential neighbourhoods;
- ii. Enhance the vibrancy, livability, and sustainability of Ladysmith;
- iii. Support meeting the greenhouse gas emissions reduction targets in the Official Community Plan, including through sustainable

design and building technologies.; and

- iv. Promote housing choice and allow residents to age in-place in Ladysmith.

1. Building Design

- a. Buildings should be designed to complement the form, massing, and scale of residential buildings within the neighbourhood.
- b. Buildings should incorporate current construction technology and design aesthetics, and should not imitate, but strive to complement existing building design typologies, materials, and colours.
- c. Multi-unit residential buildings should be designed in the aesthetic of the neo-traditional, Pacific Northwest, or eco-responsive themes.
- d. Small multi-unit buildings, including tri-plexes and four-plexes, should be designed to resemble single unit dwellings.
- e. Building designs should not be repeated on the same street, nor located directly across the street from each other.



Example of neo-traditional theme.

2. Building Siting & Massing

- a. The height of new buildings should respect the heights of surrounding buildings.
- b. Subtle variations in building height and massing are encouraged to provide a variety of building form.
- c. Architectural transitions, such as roofline treatments, should be provided between buildings of different heights. Abrupt transitions between neighbouring buildings, and large unmodulated building forms are discouraged.
- d. Multi-storey buildings are encouraged to be setback and/or terraced above the third level to reduce massing impacts on the street.
- e. Buildings on a corner parcel should orient frontages towards both

streets where possible.

- f. Corner buildings should provide scale, and serve as anchors for the rest of the block.
- g. New development should incorporate the following measures with regard to hillside and steeply sloping sites:
 - Building design should step with the natural topography, rather than benching across changes in elevation. Building forms should depict a series of buildings nestled into the hillside, rather than a single, uniform building form.
 - Cuts and fills should blend with the natural topography, providing smooth transitions and mimicking pre-development site contours.
 - Large cuts and fills and large structural retaining walls are not supported.
- h. 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.
- i. 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 Ladysmith’s residential neighbourhoods.
- j. Requests for building and structure setback alterations or reductions should be augmented by improvements on adjacent Town land,



Example of small multi-unit building design.



Example of Pacific Northwest theme.



Example of eco-responsive theme.



Example of stepped retaining wall.

such as enhanced street frontage improvements and boulevard landscaping designed by a landscape architect.

- k. 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.

3. Building Frontage

- a. Building frontages should be articulated and visually broken-up into smaller, distinctive units.
- b. Building façades should be modulated vertically, and/or horizontally with design methods, such as recesses, cornices, building step-backs, changes in materials, window penetrations, and chimneys.
- c. Buildings should orient to the abutting street, except where natural features prevent this configuration.
- d. Strategic site planning, alternative parking facilities, varied access locations, and innovative architectural design should ensure that streetscapes and building façades are not dominated by garage doors.
- e. Unimproved blank walls adjacent to streets, lanes, walkways, parks, or other amenity spaces are discouraged, and the majority of such walls should be improved with any combination of:
 - Sculpted, carved, or penetrated wall surfaces;
 - Landscaped planters, trellises, and arbours with significant landscaping; and/or
 - Windows or clerestory lights.
- f. Building corners are encouraged to include landmark architectural features, such as:
 - Bay windows, recessed balconies, turrets, or articulated roof line features;
 - Special or decorative canopies;
 - A corner entrance; or
 - A prominent public art element.



Blend of roofline modulation.

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

4. Roof Form

- a. Sloping roof forms that reinforce the overall residential character of the street are encouraged.
- 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 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, and other similar elements.

The height restrictions in the Zoning Bylaw may be increased through the Development Permit process to allow for architectural roofline embellishments, without adding an additional storey.

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

5. Windows & Doors

- a. Building entrances should be clearly defined through the use of lighting, architectural details, colour, paving texture, landscaping, or other similar features.
- b. Doorways should be recessed from the building wall to add visual interest to the streetscape.
- c. Townhouses should have separate, street-oriented entrances that express strong unit identity.
- d. Windows should be architecturally compatible with the building style, and materials.

- e. Dark and/or reflective glass should not be used in 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.

6. Signs, Canopies & Lighting

- a. Where used, all signage should be compatible with the style, composition, materials, colours, and decorative detail of the building, with no internal illumination, and the method of installation hidden.
- b. Canopies, or other building projections, should provide weather protection at all primary building entrances. Weather protection of passenger drop-off and pick-up areas is encouraged through the use of extended canopies or porte-cochères.
- c. Adequate lighting should be provided to illuminate sidewalk areas adjacent to all buildings.
- d. Light fixtures should be concealed, unless they are decorative and consistent with the architectural design and character of the building.
- e. Exterior lighting should follow dark sky principles – 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 weather-protected entrance.

7. Liveability

- a. The visual privacy of interior living spaces should be maintained through the orientation and placement of windows, screening, and landscaping.
- b. Noise impacts of highways or arterial roads upon private outdoor living areas,



Appropriate outdoor living space.

and interior living spaces, should be mitigated through building and site design.

- c. Private outdoor living spaces should be provided for each dwelling unit.
- d. The sequencing and timing of a development may be specified in the development permit to reduce impacts such as interference with residential enjoyment, construction interference, unsightly premises, and environmental impacts.

8. 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 materials and colours of neighbourhood buildings.
- c. Building colour palettes should be cohesive, and sensitive to surrounding buildings.



9. 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 complement the overall building design.
- b. Air vents, electrical transformers, heat pumps, gas meters, and other exterior mechanical and electrical components should be located away from adjacent residential buildings and pedestrian amenities, and should be screened from public view.



Examples of high quality building materials.

10. Accessibility & Connectivity

- a. Buildings and sites should be designed to be accessible to all users, including the elderly, children, and people with disabilities, and should include smooth, ground level entrances without stairs, and

wide interior doors and hallways.

- b. Sidewalks, intersection curbs, parking areas and public realm areas should be designed to be universally accessible, and inclusive for individuals with mobility challenges.
- c. Public walkways, together with private walkways, should provide a seamless, functional, and interesting pedestrian network.
- d. 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.

11. Vehicle & Bicycle Parking

- a. Where possible, vehicle parking should be located to the rear or side of buildings. If available, access to parking should be provided from the rear lane or side street.
- b. Shared vehicle access, and shared surface parking areas between adjoining sites is encouraged.
- c. Surface parking areas should make use of materials, colours, and patterns to delineate driving, parking, and pedestrian areas. Consider parking lots and driveways as pedestrian priority spaces where vehicles are permitted.
- d. Street fronting parking entries, carports, or garage doors are discouraged.
- e. The interior of surface parking areas should be visually enhanced, and screened appropriately, with landscaping.
- f. Parcels requiring more than twenty (20) off-street parking spaces, excluding visitor parking spaces, shall be equipped with one set of electric vehicle charging equipment per 20 spaces.
- g. Bicycle parking should be provided for every building. Where underground parking or parking structures exist, secure bicycle



Example of attractive visitor parking.

parking should be included at a location close to elevators and access points. Safe and secure visitor bicycle parking facilities should also be provided in highly visible locations, adjacent to principal building entrances and protected from the weather.

- h. 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 otherwise undermine the character of Ladysmith's residential neighbourhoods.
- i. Requests for alterations or reductions of parking requirements should be augmented by improvements on adjacent Town land, such as enhanced street frontage improvements and boulevard landscaping designed by a landscape architect.
- j. 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.

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. Disturbed natural areas should be restored to replicate the characteristics of the natural setting. Trees and vegetation should be planted in organic clusters, rather than in lines or formal arrangements.
- c. Any part of the front yard that is not used for resident access, or vehicle access, should be landscaped and properly maintained.
- d. Landscape designs featuring only lawn should not be supported.
- e. Retaining walls should be terraced, or



Example of informal, organic planting arrangements.

stepped, to avoid expansive wall surfaces and reduce visual impacts.

- f. Plant material should be incorporated into retaining wall design to soften the appearance and perceived wall height.
- g. Concrete retaining walls should include textured concrete on the face of the retaining wall.
- h. Untreated large concrete and concrete block walls are not supported.
- i. The design and materials used in fences, and retaining walls should complement the building design and neighbourhood character.
- j. Surface parking areas and storage areas located in close proximity to abutting properties should be screened from view by fencing, or plant material.
- k. Urban agriculture or multi-purpose landscapes, preferably in the form of communal garden areas intended for the building's residents, should be integrated into landscape design and maintenance, including shared composting areas.
- l. Landscaped roofs, including intensive green roof systems to accommodate outdoor amenities, such as sitting areas, and gardening areas are encouraged.
- m. Landscape groundcover plants should be used rather than extensive mulch or gravel.
- n. Use of artificial turf for groundcover should not be supported.
- o. Use native, drought tolerant plants.
- p. Integrated Pest Management measures are encouraged for landscape maintenance. Herbicide and pesticide use is discouraged.
- q. Landscape buffers should be provided to enhance the privacy of adjacent properties where appropriate. Minimum landscape buffer and shade tree requirements are provided in Part 7 of the Zoning Bylaw.
- r. The location of shade trees should consider the orientation of the parking area at peak sunshine hours and will maximize shade provided by the tree canopy to parking spaces.

- s. 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, other structures and/or landscaping, or existing vegetation.
- t. 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.
- u. Landscaping that does not require permanent 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.
- v. Adequate monetary security may be required to ensure that the required landscaping will be completed and established.
- w. All landscaping work and plant material should conform to the most recent edition of the British Columbia Landscape Standard published by the British Columbia Society of Landscape Architects.
- x. 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. Where possible, greater floor to ceiling heights should 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.
- b. 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:

- i. Buildings should be oriented to take maximum advantage of site-specific climatic conditions, especially solar access and wind flow.
 - ii. 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).
 - iii. 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.
- c. 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.

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 stormwater capture and re-use systems.
- b. New buildings are encouraged to include non-potable water harvesting in the form of rainwater catchment or green roofs.
- c. Surface treatments, such as permeable pavers, pervious asphalt and concrete, or reinforced paving/grass should be used to increase site permeability. Asphalt and impervious concrete surfacing should be minimized.

15. Water Conservation

- a. High-efficiency, automatic, and water-saving (drip) irrigation systems are encouraged and may be required for larger developments.



Example of integrated rain water management.

- b. Innovative wastewater management systems, such as greywater capture and reuse, are encouraged.

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 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.



Example of screened waste enclosure.

17. Safety

- a. 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. b) Consider visibility, light, and openness to maximize the ability to see throughout the site. Window placement should provide visual access to all areas of the site.
- c. c) Appropriate exterior lighting should be provided and lighting levels should not produce glare, and excessive lighting that creates darkened spaces in other areas.
- d. d) Encourage activity in public spaces by locating outdoor uses in complementary arrangements (or activity nodes) that create more activity than if separated.