DEVELOPMENT PERMIT AREA GUIDELINES

CONTENTS

INTRODUCTION

1. Section 488.1 of the Local Government Act permits the designation of areas within the Town of Ladysmith (the Town) as "Development Permit Areas" in order to specify guidelines for the development or protection of such areas. With respect to a Development Permit Area (DPA), Schedule A.1 of the Official Community Plan describes the special conditions or objectives that justify the designation, and specifies guidelines respecting the manner by which the special conditions or objectives will be addressed. The Town may designate areas in the Official Community Plan for the following purposes:

    a. Protection of the natural environment, its ecosystems and biological diversity;

    b. Protection of development from hazardous conditions;

    c. Protection of farming;

    d. Revitalization of an area in which a commercial use is permitted;

    e. Establishment of objectives for the form and character of intensive residential development;

    f. Establishment of objectives for the form and character of commercial, industrial or multi-family residential development;

    g. In relation to an area in a resort region, establishment of objectives for the form and character of development in a resort region;

    h. Establishment of objectives to promote energy conservation;

    i. Establishment of objectives to promote water conservation;

    j. Establishment of objectives to promote the reduction of greenhouse gas emissions.

2. The Town's Development Permit Areas (DPA) are shown on Official Community Plan Map 8. The DPAs designated in the Town are listed below.

Where land is subject to more than one DPA designation one development permit is required, however the application will be subject to the requirements of all applicable DPAs and associated guidelines.

a. Development Permit Area 1 – Maritime (DPA 1)
b. Development Permit Area 2 – Downtown (DPA 2)
c. Development Permit Area 3 – Commercial (DPA 3)
d. Development Permit Area 4 – Multi-Unit Residential (DPA 4)
e. Development Permit Area 5 – Industrial (DPA 5)
f. Development Permit Area 6 – Riparian (DPA 6)
g. Development Permit Area 7 – Hazard Lands (DPA 7)
h. Development Permit Area 8 – Multi-Unit Residential ESA (DPA 8)
i. Development Permit Area 9 – High Street Intensive Residential (DPA 9)
j. Development Permit Area 10 – Coach House Intensive Residential (DPA 10)
k. Development Permit Area 11 – Arbutus Hump ESA (DPA 11)

3. A development permit is required prior to the commencement of the following activities:
    a. Subdivision of land in Riparian (DPA 6), Hazard Lands (DPA 7), Multi-Unit Residential ESA (DPA 8), and Arbutus Hump ESA (DPA 11);
    b. Construction of, addition to or alteration of a building or other structure in all Development Permit Areas; and
    c. Alteration of land, or removal, alteration, disruption or destruction of vegetation or disturbance of soils in Maritime (DPA 1), Multi-Unit Residential (DPA 4), Riparian (DPA 6), Hazard Lands (DPA 7), Multi-Unit Residential ESA (DPA 8), and Arbutus Hump ESA (DPA 11).

EXEMPTIONS

4. Where a parcel is located in a designated Development Permit Area (DPA), a development permit is not required where the proposed activities constitute:

    a. only internal alterations to buildings and structures; except that pursuant to section 3(b), the conversion of an accessory building for coach house dwelling use requires a development permit;

    b. minor alterations to the exterior of a building or structure that do not change the form or character of the development, such as replacement of exterior finishes using the same or similar materials and colours;

    c. placement of signage (a Sign Permit is required);

    d. habitat improvement works authorized by the Town or the provincial or federal government;

    e. emergency response works and public service works completed by the Town;

    f. agriculture or forestry operations to which the Farm Practices Protection (Right to Farm) Act or Forest Practices Code of BC Act applies;

    g. a subdivision of land in the following Development Permit Areas: Waterfront (DPA 1), Downtown (DPA 2), Commercial (DPA 3), Multi-Unit Residential (DPA 4), Industrial (DPA5), High Street Intensive Residential (DPA 9), and Coach House Intensive Residential (DPA 10);

    h. alteration of land in the following Development Permit Areas: Downtown (DPA 2), Commercial (DPA 3), Industrial (DPA5), High Street Intensive Residential (DPA 9), and Coach House Intensive

Residential (DPA 10);

i. construction of a coach house building on parcels 0.4 hectares in size or larger;

j. removal of trees deemed to be hazardous by a qualified arborist;

k. landscape maintenance and improvements that do not change the character of the landscaping;

l. demolition of buildings or structures;

m. single family or two family dwelling development: in the Multi-Unit Residential (DPA 4) Development Permit Area; in a commercial zone where single family or two family dwellings are permitted; and where there is an existing non-conforming single family use in a commercial zone.

n. temporary works or structures, including temporary alterations to the exterior of a building, for the purposes of filming for which a valid film permit has been issued pursuant to Town of Ladysmith "Film Bylaw 2021, No. 2045.

DPA1 | MARITIME

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

The purpose of DPA 1 is to establish objectives and provide guidelines for:

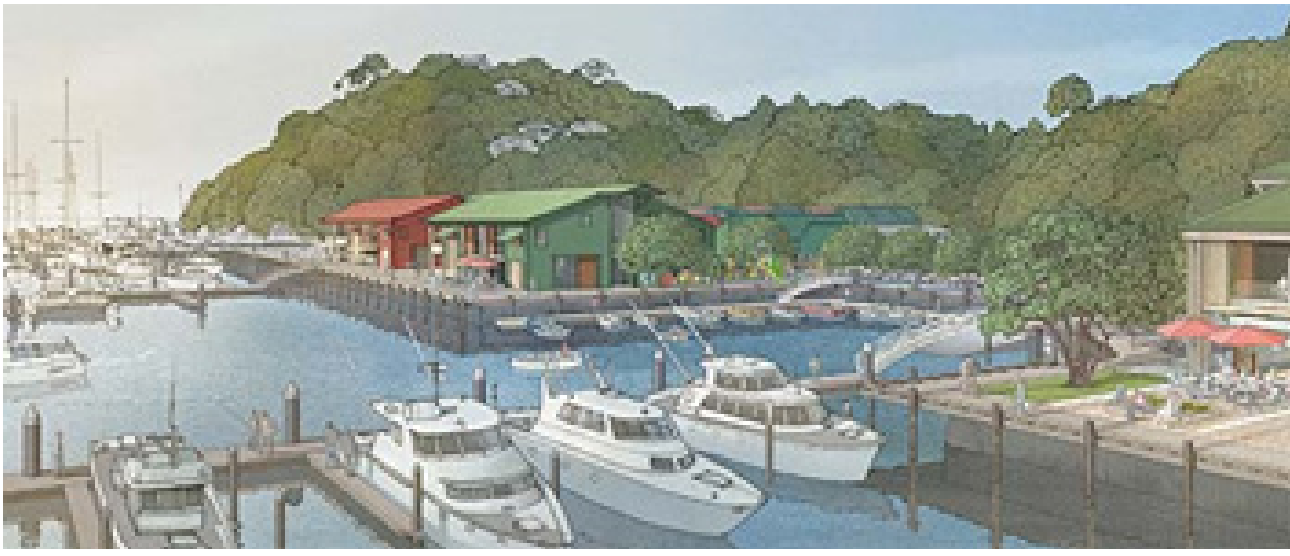
i. Land based buildings and structures at the edge of the DPA 1 area, as well as buildings and structures that are floating or built on piles in the water;

ii. The form and character of development, including the siting, form, exterior design and finish of buildings, signs, and other structures;

iii. The specific features of the development, machinery, equipment and systems external to the buildings and other structures;

iv. Protecting development from hazardous condition; and

v. Promoting energy conservation, water conservation, and the reduction of greenhouse gas emissions.



OBJECTIVES

The objectives of the DPA 1 guidelines are:

i. To develop the Maritime area as an active, beautiful and safe year-round place for community members and tourists of all ages and abilities;

ii. To reflect the uniqueness and authenticity of the waterfront in the form and character of buildings and public spaces on and near the water;

iii. To reinforce the marine character already in place and harmonize new built structures with the public realm;

iv. To allow for flexibility in the range of buildings and structures and to recognize the broad range of maritime activities that comprise a successful waterfront;

v. To ensure that development within the DPA 1 area is visually attractive from the upland areas and the harbour;

vi. To retell and commemorate the history—including the Indigenous history—of the waterfront; and

vii. To encourage the growth of tourism and other economic activities and services in the Maritime area

GUIDELINES

1. Land and Buildings and Piled Structures

a. To protect development from hazards associated with building near water, land-based buildings at the edge of the Maritime DPA 1 area may be built on land with either piled or strip foundations, depending on the established geotechnical design of the site.

b. To protect development from hazards associated with building over water, piled buildings, such as restaurants or other commercial buildings, should

Tseshaht First Nation (Lubor Trubka Associates Architects)

utilize structural systems that make use of wood, steel or concrete piles, structural concrete deck, and wood frame or mass timber construction for the superstructure.

c. The aesthetic treatment of land based buildings and piled structures should utilize materials and colours that convey a marine character, including the following elements:
   - Simple building forms that reflect the marine character;
   - Heavy wood timbers;
   - Horizontal wood siding, wood shingles, or corrugated steel cladding materials;
   - A variety of colours using solid stain or paint;
   - Standing seam metal or wood shingle roofs;
   - Multi-paned windows with generous openings for viewing interior activities; and
   - Glazed hinged or overhead doors.

d. Land based buildings should also respect the "Development Permit Area 3 – Commercial" guidelines.

Klahoose First Nation (Merrick Architects)

Examples of appropriate form, character and materials for land, piled and floating buildings.

2. Floating Buildings and Structures

a. To protect development from hazards associated with building near or over water, new floating buildings should be founded on a concrete foundation, with wood frame or mass timber construction.

b. Floating buildings and structures should be designed to complement the existing floating buildings in DPA 1.

c. The aesthetic treatment of floating buildings and structures, including boat houses, should utilize the following elements:
   - Single or double sloped roofs;

- Standing seam or corrugated metal roofing;
- Heavy wood timbers; and
- Horizontal wood siding, wood shingles, or corrugated steel cladding materials.

(Source: Emily Carr University)

d. Boat shelters should have open walls under the roof to protect public views of the waterfront from the upland areas.

e. Where floating homes are permitted they should be located within the geometry of the float and should be designed to be visually attractive with a finished facade as viewed from all angles.

f. A moorage site plan with dimensions shall be provided for new marinas or marina modifications.

Design examples that celebrate the heritage of the waterfront area.

3. Heritage & Views

a. The site and building design should consider and incorporate the rich heritage of the waterfront area.

b. Development and the layout of marine floats should be designed to respect public views of the waterfront from the uplands and the harbour.

4. Signs & Lighting

a. Signs and lighting should be of a professional quality and shall reflect the maritime character of the area.

5. Outdoor Patios

a. Patios and outdoor dining areas are encouraged and should be located in areas with maximum sunshine hours (especially in the off-season).

b. Patios should incorporate transparent weather protection such as wind and rain screens and umbrellas. Where provided, heating equipment should be integrated into the overall design of the patio and decorative designs should be chosen.

6. Mechanical Equipment & Waste Management

a. Rooftop and grade level mechanical equipment (i.e. air vents, electrical transformers, gas meters) should be strategically located away from pedestrian areas and screened with high quality durable materials that attenuate noise and odour, and complement the overall building design.

b. Recycling, organic composting, and solid-waste containers should be screened from view with a solid enclosure on all sides and designed to prevent accidental contamination of the marine environment.

7. Sensitive Ecosystems

a. To minimize the impact of new development and to restore shoreline ecosystem function, utilize the 'Green Shores' science-based tools and best practices, found at: https://stewardshipcentrebc.ca/greenshores/

b. Onsite monitoring of works along the foreshore and intertidal zone may be required by a registered professional Biologist. Conditions regarding monitoring and reporting may be included in the Development Permit.

8. Accessibility & Connectivity

a. The development should provide clear, safe and functional public access from the Maritime DPA 1 area to key destinations in the upland area.

b. Both floating and land based pedestrian walkways should be a minimum of 1.5 metres in width with a non-slip surface to allow for safe access.

c. Inclined walkways or ramps with a gradient exceeding 1:10 should have handrails.

9. Hazard mitigation

a. The Town may require a developer within DPA 1 to provide a

report certified by a Professional Engineer of British Columbia and/or BC Association of Marine Surveyors with technical requirements to enable the site, building, or structure to withstand known potential hazards (i.e. sea level rise, seismic, floatation system buoyancy, wind and foreshore stabilization).

b. Sufficient fastenings should be installed to prevent floating building and structures from separating from the wharf, pier, or walkway due to list, wind or grounding.
c. Each building in the DPA 1 area should have direct access to an unobstructed walkway (minimum 1.5 metres in width) leading to shore to allow for an emergency evacuation.
d. Float homes should have sufficient direct access to open water to allow for access in and out of moorage berths in case of emergency.

10. 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 to 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.

DPA2 | DOWNTOWN

Historical image of First Avenue Looking North.

Development Permit Area 2 – Downtown is designated under Section 488 (1)(a),(d),(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 2 (DPA 2) on Official Community Plan Map 8. Prior to construction of buildings and structures, an owner of property within DPA 2 shall apply to the Town of Ladysmith for a development permit.

The purpose of DPA 2 is to establish objectives and provide guidelines for:

i. The form and character of development, including landscaping, and the siting, , exterior design and finish of buildings and other structures;

ii. The specific features of the development, machinery, equipment and systems external to the buildings and other structures; and

iii. The type and placement of trees, and other vegetation, in proximity to buildings and other structures to provide for energy conservation, water conservation, and the reduction of greenhouse gas emissions.

SPECIAL CONDITIONS

Ladysmith's Downtown has a distinct, intact character of similarly scaled and massed street-front commercial buildings (up to three storeys), in varying styles and vernacular (Edwardian, Classical Revival, Queen Anne, Beaux-Arts, and Boomtown or False-front). The oldest buildings are from the early 1900s, and range from highly detailed brick façades to simple wood-clad buildings with varied rooflines and details. In addition, many character and heritage homes remain intact with landscaped gardens. These homes offer both modest form and detail, and some offer more significant detailing, including large front verandahs. The typical lot size in the Downtown provides an 18.28-metre frontage (60-foot). Many commercial buildings extend the full lot frontage, with a design that displays several smaller distinctive shops and commercial units.

The 1990s Downtown revitalization program resulted in the re-creation of the area as the social hub of the Town, offering

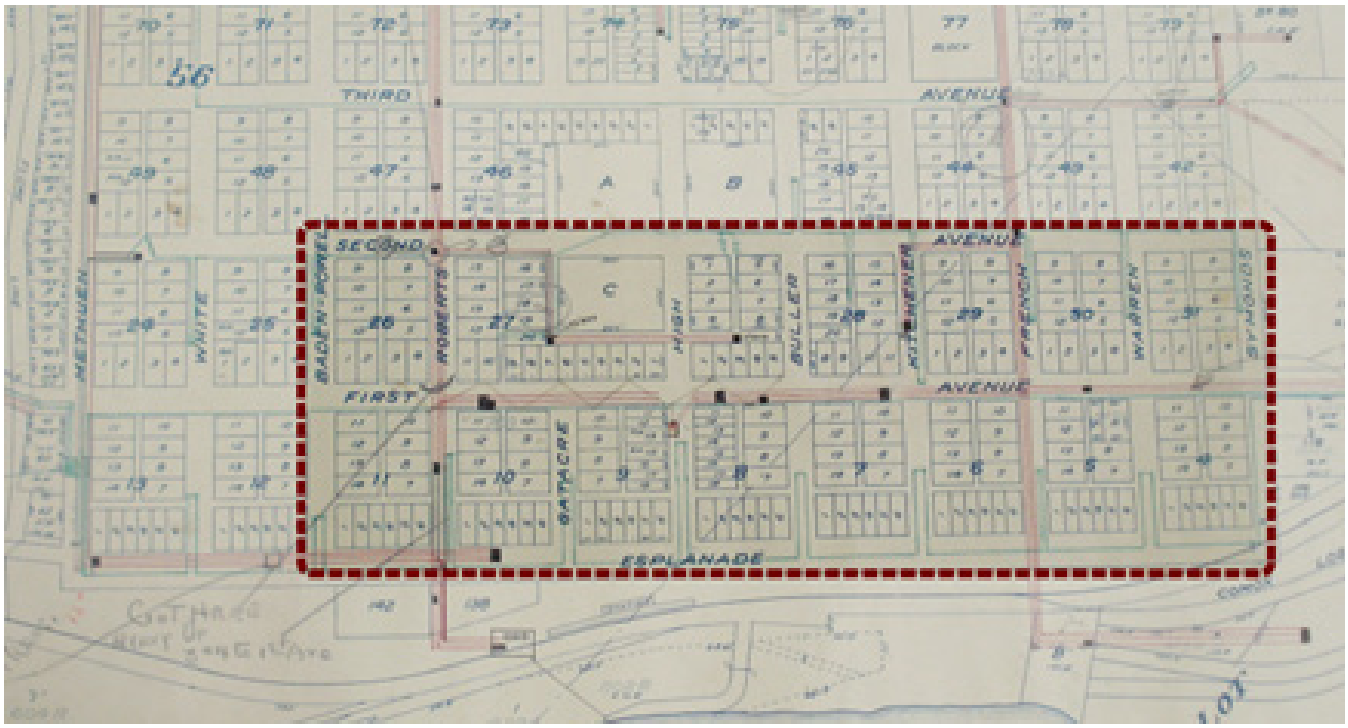
well-defined gathering places with tree-lined streets, black wrought-iron style benches and fixtures, and the placement of

full-size historic artifacts, all of which encourages year-round street

life. Building owners undertook a concerted façade upgrade and painting program, and added weather protecting canopies. A community-developed program has guided building signage. In more recent years, the traditional heritage palette has expanded to allow the inclusion of more vibrant colours.

The Downtown comprises a grid pattern of streets with rear lanes, extending eight blocks from Symonds Street to

Baden-Powell Street, and two blocks from Esplanade Avenue to Second Avenue.



(top left) Historical image of Ladysmith Trading Company, (top right) Rendering of Nicholson Block, (bottom) Historical map of Ladysmith's Downtown.

OBJECTIVES

The objective of DPA 2 is to strengthen the historic Downtown as the Town's primary commercial area. New development, as well as land, building, and façade improvements in the Downtown should contribute to, and enhance, the historic, cultural, and architectural value of this area. Individual sites within the Downtown can make a positive contribution to the revitalization of the area, and to the greater whole of the Ladysmith experience. Where buildings have been altered to remove historic materials and elements in place of modern materials, these guidelines encourage restoring these character-defining elements. The DPA 2 guidelines are intended to:

i. Enhance Ladysmith's distinctive character, and preserve its heritage;

ii. Introduce appropriately-scaled commercial use, while retaining and revitalizing the existing residential buildings;

iii. Inspire a high quality public realm, and well-defined gathering spaces;

iv. Accommodate multiple modes of transportation; and

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

Iconic west side of First Avenue.

1. Building Design

a. Buildings, and areas that form a heritage streetscape, should be designed in the neo-traditional aesthetic complementary to the form, massing, and scale of established heritage buildings.

b. All other buildings within the Downtown Area should be designed in the aesthetic of the neo-traditional, Pacific Northwest, or eco-responsive themes.

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

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

Appropriate massing relationships.

2. Building Siting & Massing

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

b) Multi-storey buildings should be setback and/or terraced above the second or third level to reduce massing impacts on the street. Setbacks and terraces on new buildings adjacent to historic buildings should begin no more than one storey greater than the height of adjacent buildings.

c) New buildings and commercial retail units should reflect the underlying historic lot pattern with the width, massing, and articulations of their street facing façades.

d. The massing of buildings should strongly define the street with a continuous street wall.

e. Subtle variations in building height and massing are encouraged to provide a variety of building form within a relatively uniform street wall. Architectural transitions, such as roofline treatments, should be provided between buildings of different heights.

Provide a continuous street wall.

f. Buildings on a corner parcel should orient frontages towards both streets, and may include a corner cuts or pronounced architectural features. Corner buildings should provide scale, and serve as anchors for the rest of the block. 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.

g. First floor commercial spaces should have higher ceiling heights than the upper floors. On the ground floor, 3.75 to 4.5-metre (12 – 15ft.) ceiling

Example of high first floor ceiling height.

heights are encouraged.

h. 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.
- Cuts and fills should blend with the natural topography, providing smooth transitions and mimicking pre-development site contours.

i. 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.

j. 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.

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.

Pattern of building frontages.

3. Building Frontage

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

b. Buildings on First Avenue should be built to the front parcel line (the "build-to" line)..

c. Relaxation of the build-to line may be appropriate in limited circumstances to provide for improved building massing, articulation, or public amenity spaces.

d. 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;
    - Murals, mosaics, and public art;
    - Windows, or display case windows; or
    - Clerestory lights.

Example of an improved blank wall.

Example of smaller distinctive commercial unit.

e. The development of rear and adjacent laneways and alleyways for active commercial use is encouraged, and the rear building façades should be developed to a high level of detail in accordance with these guidelines.

4. Roof Form

a. Façade walls on flat roof buildings should include a parapet wall and a continuous cornice feature.

b. Flat roofs, extending the lot frontage horizontally, should provide roofline modulation with:
    - A variation of roof or parapet height; and/or
    - Architectural roofline embellishments that add visual interest.
c. Sloped roofs, extending the lot frontage, should provide roofline modulation to provide visual interest with:
    - A variation of roof ridges, both parallel and perpendicular to the street and/or;
    - Architectural roofline embellishments that add visual interest, such as accent gables and/or;
    - Dormers, cupolas, clock towers, and other similar elements.
d. Elevator penthouses should be strategically located to reduce their visibility, and be integrated with the roof design, and building materials and colours.

Example of defined storefront entrance.

Example of continuous weather protection.

5. Windows & Doors

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, however, materials such as advertising or blackout panels against,

Window, door, and roof details to incorporate in commercial buildings.

or adjacent to, the inside surfaces of retail glazing should not be used.

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.

g. Fully glazed façades are not permitted, and windows 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. Storefronts should be the most transparent part of a façade. These should have the common elements of a base, storefront display windows, and a canopy/sign band.

j. Storefront windows should occupy the entire height between the base and canopy.

k. Storefront entrances should be clearly defined through the use of lighting, architectural details, colour, paving texture, landscaping, or other similar features.

l. Doorways should be recessed from the building wall to add visual interest to the streetscape.

m. Primary entrances to commercial buildings should have direct, at-grade access from the abutting sidewalk.

n. Entrances to upper floor levels should be located on the street frontage.

o. Building façades should provide at least a 50% level of transparency with windows and doors on ground floor frontages. Upper floor frontages should provide a minimum of 30% transparency, as measured between finished floor levels.

6. Signs, Canopies & Lighting

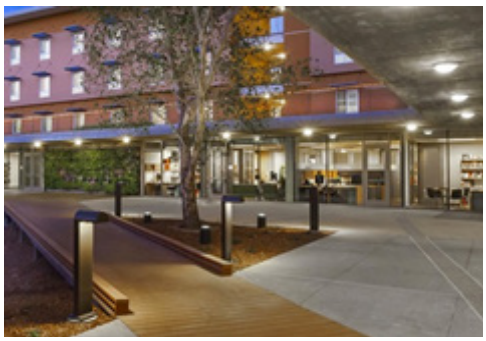
a. Signs should be primarily pedestrian-oriented, and designed at the pedestrian scale. Handcrafted signs of professional quality, and externally illuminated signs constructed with individual raised or incised letters are preferred.

b. Awnings and canopies, or other building projections, should provide weather protection at all primary building entrances and continuous protection for pedestrians along frontages.

c. Awnings and canopies should have a meaningful projection from the building to offer weather protection.

d. Awning and canopy design should complement the overall building and public realm.

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



Example of dark sky lighting.

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

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

7. Outdoor Patios

a. Patios and dining areas should be designed to create a compatible and complementary relationship with adjacent streetscapes, building architecture, and uses.

b. Outdoor patio areas should be well defined by landscaping, decorative metal fencing, and/or other vertical barriers, while being generally open and visible from public areas. Solid wood, chain link, or vinyl fencing should not be used for this purpose.

Example of outdoor dining area.

8. Materials & Colours

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

b. Materials and colours should ensure consistency and harmony with the historic Downtown buildings, and neighbouring buildings. This includes materials such as wood frame, brick, and tile. Vinyl siding is not an acceptable material.

c. Building colour palettes should be cohesive, and sensitive to surrounding heritage buildings.

d. The use of at least three different colours, or tones on the building exterior should be required.

Example of defined patio area.

9. Mechanical, Electrical & Security Equipment

a. Rooftop and grade level mechanical equipment should be strategically located and screened with high quality, durable materials that 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.

10. Accessibility & Connectivity

a. Buildings and sites should be designed to be inherently accessible to all users, including the elderly, children, 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 Downtown area.

c. Where breaks in the building frontages occur, and to facilitate pedestrian access to rear parking, adequately illuminated public walkways should connect the street with rear service areas, parking, and lanes.

d. Laneway design should include the use of surface materials, walls, fences and landscape treatments that are inviting and interesting to pedestrians.

e. Lanes and alleyways should be developed as secondary opportunities for commercial enterprises.

Example of laneway development.

11. Vehicle & Bicycle Parking

a. Vehicle parking should be located at the rear or side of a building and where possible access to parking should be from the rear lane.

b. The interior of surface parking areas should be visually enhanced with landscaping and shade trees, as well as screened appropriately with decorative fencing or landscaping.

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. Shared use of parking areas with adjoining properties is encouraged.

e. The off-street parking requirements of the Zoning Bylaw may be reduced, or altered

Example of surface parking area.

through the Development Permit approval process where strict compliance with the regulations would undermine the character of the Downtown Area.

f. Bicycle parking facilities should be provided in visible locations near principal building entrances. Strategically located electric bicycle and scooter recharging stations are encouraged.

g. 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. 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.

13. Landscape

a. At-grade landscaping, planters, and hanging baskets should maximize the use of native and drought tolerant plant species, while providing seasonal colour, and should complement plantings in the public realm.

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

c. Use of artificial turf for groundcover should not be supported.

d. Use native, drought tolerant plants.

e. The design and materials used in fences and retaining walls should complement the building design and neighbourhood character. Fence material may have a wrought iron appearance. Chain-link fencing is not an acceptable material, except for vinyl-wrapped fencing which may be considered for the interior fencing of outdoor storage areas. Solid masonry-style walls may be considered at a pedestrian friendly (low) scale for parking areas. All retaining walls may include textured concrete on the face of the retaining wall.

Example of native, drought-tolerant plants.

Example of a bioswale.

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

g. Integrated Pest Management (IPM) measures are encouraged for landscape maintenance.

h. Minimum landscape buffer and shade tree requirements are provided in Part 7 of the Zoning Bylaw.

i. 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.

j. 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.

k. 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.

l. 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.

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

n. 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.

o. Onsite monitoring should be undertaken by a landscape professional during landscape installation, and any request for the release of a landscape bond may require a report from the landscape professional.

14. Energy Conservation and Greenhouse Gas Emissions Reductions

a. Electric vehicle charging stations should be provided in strategic locations for both employees and visitors.

b. Passive design strategies that take advantage of site-specific climatic condi-

tions 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 sunlight 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.

15. Rain Water Management

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

b. 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.

16. Water Conservation

a. High-efficiency, water-saving, automatic irrigation systems are encouraged.

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

17. 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.

18. 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 to 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.

19. Public Realm

a. 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

Example of public art.

shorten the distance of pedestrian crossings, and increase pedestrian and landscape 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 the public realm and surrounding properties; impacts such as construction interference, unsightly premises, economic opportunity, and environmental impacts.

20. Preservation, Rehabilitation & Restoration of Heritage Buildings

a. The Standards and Guidelines for the Conservation of Historic Places in Canada should be applied to renovations and alterations to buildings on the Heritage Inventory, and the Community Heritage Register.

b. Renovations and alterations to heritage buildings should ensure that the character-defining elements of the building are improved and maintained.

Examples of buildings on the Community Heritage Register.

c. Heritage value and character-defining elements should be conserved when creating any new additions, or any new construction.

d. New additions and construction should be physically, and visually, compatible with, subordinate to, and distinguishable from historic places.

e. Repair rather than replace historic character-defining elements from when possible. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, they should be replaced with new elements that match the forms, materials, and detailing of sound versions of the same elements.

21. Preservation & Restoration of Residential Character (Live-Work)

a. The DPA 2 area contains original residential buildings and residential neighbourhoods that contribute to the heritage character and charm of downtown Ladysmith. The purpose of the following guidelines is to encourage the retention of the historical residential dwellings and neighbourhood pattern, while permitting the conversion of the residential buildings to allow for commercial uses or to create live-work buildings.

   i. Live-work buildings should provide a transition from the heritage streetscapes to the residential areas. A predominantly residential character is encouraged to achieve this transition.

   ii. Live-work buildings should be designed to permit the possibility of reversion back to entirely residential use.

   iii. Ground level floor spaces in live-work buildings may be either commercial or residential in nature.

   iv. Where commercial uses are located at ground level entrances should address the street, however existing entrances should be retained where possible.

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.

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 appropriate building projection for weather protection.

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

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

Example of neo-traditional theme.

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.

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.

Example of weather-protected entrance.

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.

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, unsitely 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.

Examples of high quality building materials.

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.

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.

Example of attractive visitor parking.

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

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 neighbhourhood 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 sunlight 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.

Example of screened waste enclosure.

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

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.

DPA5 | INDUSTRIAL

Development Permit Area 5 – Industrial is designated under Section 488(1)(a),(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 5 (DPA 5)** on Official Community Plan Map 8. Prior to construction of buildings and structures an owner of property within DPA 5 shall apply to the Town of Ladysmith for a development permit.

The purpose of **DPA 5** is to establish objectives and provide guidelines:

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

OBJECTIVES

The objective of DPA 5 is to enhance the Town's industrial areas and ensure that industrial development is complementary to the existing character of Ladysmith, and aligned with the Town's vision for future growth. The DPA 5 guidelines are intended to:

i. Provide guidance for the design of new industrial developments and employment centres;

ii. Foster a continuation of the Town's industrial heritage in new design;

iii. Support people-centred site design and 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

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

b. Buildings should incorporate current construction technology and design aesthetics, and should not imitate, but strive to complement existing design typologies, materials, and colours.

c. The preservation of industrial-heritage features is encouraged for new developments, and for the conversion or improvement of existing buildings.

d. Industrial-heritage artifacts are encouraged to be repurposed as public art, or incorporated into signage.

2. Building Siting & Massing

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

Example of preservation of industrial-heritage features.

Example of industrial-heritage artifact as public art.

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

c. Large, uninterrupted building façades that are visible from non-industrial areas, such as from the water or upland areas, should be articulated, and designed to provide visual interest.

d. 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 industrial area.

e. Offices, reception, sales, and other public use areas associated with the industrial activity should be located at the front of the building to face streets, with industrial activities occurring at the rear of the building.

f. Buildings and adjacent parcels are encouraged to share areas for uses such as waste collection and sorting, shipping and receiving, parking, and outdoor staff amenities, such as patios.

g. Heavy industrial uses should be clustered away from industrial uses with lighter impacts.

h. 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. Main building entries should be located and designed to be clearly identified from streets or entry driveways and front facades should be designed to be easily identifiable and visible from streets.

b. Entryways should be defined with overhangs, heavy timber accents, or similar elements.

c. Building façades should be modulated vertically, and/or horizontally with design methods, such as recesses, cornices, building stepbacks, changes in materials, and window penetrations.

d. Visual interest created through colour, materials, patterns, and

texture is encouraged.

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;
    - Visually broken-up into smaller, distinctive units;
    - Landscaped planters, trellises, and arbours with significant landscaping;
    - Murals, mosaics, and public art; and/or
    - Windows or clerestory lights.

4. 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. Windows and doors should be proportioned to the size of the wall in which they appear.

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

d. Primary entrances to industrial buildings should have direct, at-grade access from the abutting sidewalk.

Example of architecturally compatible windows.

5. Signs, Canopies & Lighting

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

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

c. Exterior lights should follow 'dark sky principles', being directed and/or shielded downward, away from neighbouring properties and streets, so as not to contribute to light pollution.

d. Adequate lighting should be provided to illuminate sidewalk areas

adjacent to all buildings.

e. Light fixture design and placement should respect the architectural design, and character-defining elements of the building.

6. Materials & Colours

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

b. Traditional industrial materials, such as metal siding, steel windows, and heavy timber are encouraged to reinforce the architectural character of the area.

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

d. Colour may also be used to provide interest, delineate architectural details, and acknowledge the building's use.

Example of durable, high quality building materials.

7. Mechanical, Electrical & Security Equipment

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

b. Mechanical equipment should be strategically located away from residential use, and be designed to minimize visual and noise impacts.

c. Building ventilation systems should be designed to minimize noise and odours.

d. All visible utility areas, such as outdoor storage, waste disposal, and building mechanical equipment are to be enclosed with screening, or otherwise designed in a manner consistent with the area's character.

e. 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.

8. Accessibility & Connectivity

a. Buildings and sites should be designed to be accessible to all users. Sidewalks, intersection curbs, parking areas, and public realm areas should be designed to be universally accessible.

b. 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.

Example of separated, accessible walkway.

9. Vehicle & Bicycle Parking

a. Where possible, parking areas should be accessed from a lane or side street and/or divided into smaller parking areas to avoid a monotonous and auto-dominated appearance.

b. Shared vehicle access of parking lots with adjoining sites is encouraged.

c. Surface parking areas should be visually enhanced, as well as screened appropriately, with landscaping and shade trees.

d. The off-street parking and loading 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 Industrial area.

e. Bicycle parking is encouraged at every building. Bicycle parking facilities should be provided in highly visible locations adjacent to principal building entrances. Strategically located electric bicycle and scooter recharging stations are encouraged.

f. End-of-trip cycling facilities (such as showers and lockers) are encouraged.

g. 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.

Example of bicycle parking.

10. Loading Facilities

a. Loading and service areas are encouraged to be located inside or at the side or rear of buildings, and should facilitate ease of access to any shared shipping and receiving areas, while minimizing conflict between modal types.

b. Attention should be given to minimizing potential neighbourhood impacts related to noise and air quality.

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

11. Landscape

a. Site planning and design should be guided by the identification and preservation of existing trees, 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 random clusters, rather than in lines or formal arrangements.

c. The provision of outdoor employee amenities, such as lunch areas, benches and shelters is encouraged.

Example of useable roof space for an employee lunch area.

d. A continuous landscape buffer should be provided between industrial development and the Island Highway and between industrial developments and adjacent non-industrial uses, so as to reduce the visual impact of development.

e. Where industrial development abuts residential uses, buildings, structures and outdoor use areas should be strategically located to reduce visual and acoustic impacts of development. Where potential visual and noise impacts cannot be resolved through strategic site planning, visual and acoustic barriers should be provided.

f. Industrial uses, (including surface parking and storage areas) located in close proximity to abutting properties or public areas should

be screened from view by fencing, or plant material. Minimum landscape buffer and shade tree requirements are provided in Part 7 of the Zoning Bylaw.

g. The location of shade trees shall consider the orientation of the parking area at peak sunshine hours and will maximize shade provided by the tree canopy to parking spaces.

h. 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.

i. 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.

j. Use native, drought tolerant plants.

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

l. Use of artificial turf for groundcover should not be supported.

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

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

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

p. Large concrete and concrete block walls should not be supported.

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

r. Integrated Pest Management measures are encouraged for landscape maintenance. Herbicide and pesticide use should be avoided.

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

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

u. 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.

v. 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.

w. Onsite monitoring of works along the foreshore and intertidal zone may be required by a professional biologist. Conditions regarding monitoring and reporting may be included in the development permit.

x. The sequencing and timing of a development may be specified in the development permit to reduce impacts to surrounding properties such as unsightly premises and environmental impacts.

12. Energy Conservation and Greenhouse Gas Emissions Reductions

a. Maximize the distribution of natural daylight into a building's interior spaces to reduce electric lighting use.

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:

    a. Buildings should be oriented to take maximum advantage of

site-specific climatic conditions, especially solar access and wind flow.

b. 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).

c. 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).

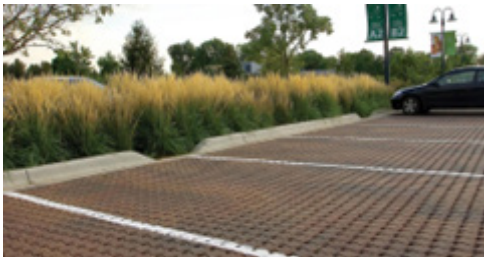
d. Roof overhangs, fixed fins, awnings, or other solar shading devices should be incorporated on south-facing windows to provide shade from peak summer sun while also enabling sunlight penetration during winter months.

e. 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.

13. 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. Surface treatments, such as permeable pavers, pervious asphalt and concrete, or reinforced paving/grass are encouraged to increase site permeability.



Example of permeable pavers.

14. Water Conservation

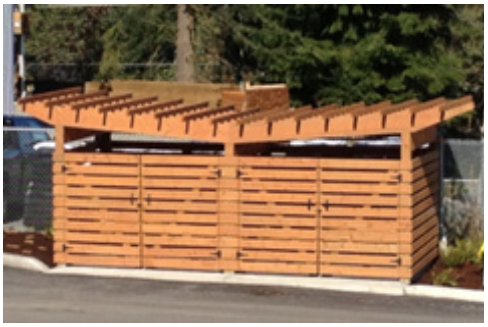
a. High-efficiency, automatic, and water-saving irrigation systems are encouraged.

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

15. 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 and include a pergola, arbour, or other such permeable roof to screen the enclosure contents from overhead views.



Example of screened waste enclosure.

16. 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 to 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 provided 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.

DPA6 | RIPARIAN

Development Permit Area 6 – Riparian (DPA 6) is designated under Section 919.1(1)(a) of the Local Government Act to guide the protection of the natural environment, its ecosystems and biological diversity. The purpose of **DPA 6** is to protect the natural environment, ecosystems and biological diversity of fish bearing and non-fish bearing riparian areas.

Prior to alteration of land or removal, alteration, disruption or destruction of vegetation as part of development; disturbance of soils; construction or erection of buildings and structures; and prior to subdivision of land (as defined in section 455 of the Local Government Act) an owner of property within DPA 6 shall apply to the Town of Ladysmith for a development permit.

OBJECTIVES

The Riparian Development Permit Area (DPA 6) is established to protect streams (as defined by the Riparian Areas Protection Regulation (RAPR)) and their riparian areas. The Development Permit Area, DPA 6, shall be all land within the Riparian Assessment Area (RAA) as defined by the RAPR. The RAA generally consists of the 30 metres from the visible high water mark of a stream. The RAPR defines stream to mean:

a. a) A watercourse or body or water, whether or not usually containing water; and

b. b) Any of the following that is connected by surface flow to a watercourse or body of water referred to in paragraph (a):

    i. A ditch, whether or not usually containing water;

    ii. A spring, whether or not usually containing water;

    iii. A wetland.

Areas within DPA 6 are:

a. Generally shown on Official Community Plan Map 8 – Development Permit Areas; and

b. b) All areas shall be specifically determined by a surveyor or Qual-

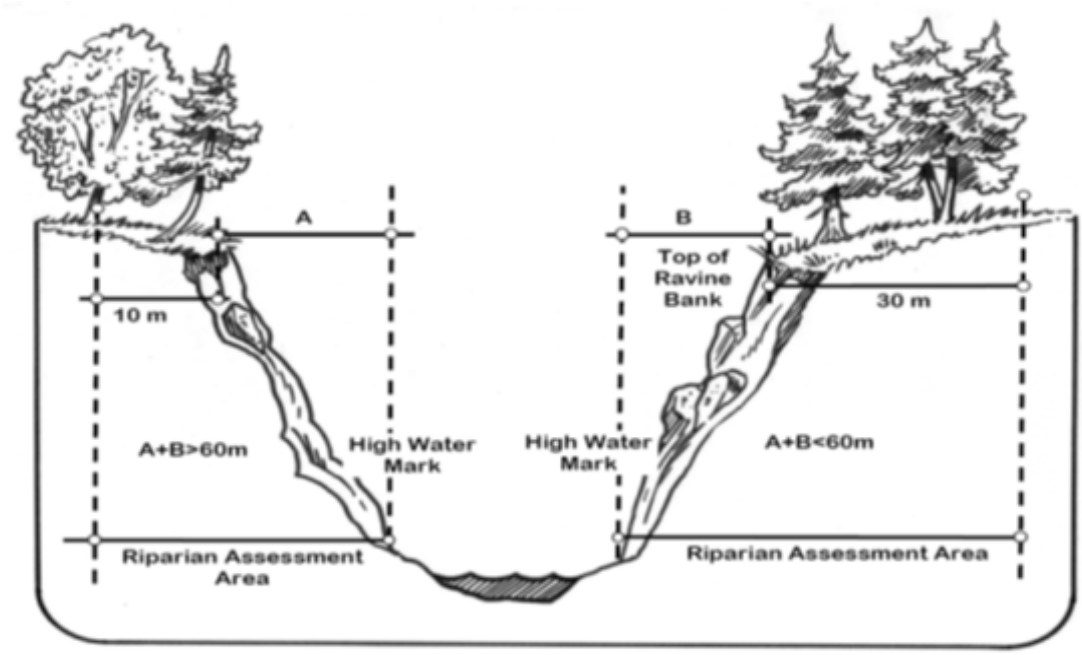
ified Environmental Professional (QEP) to be within a Riparian Assessment Area (RAA) measuring on the ground as follows:

i. for a stream, the 30 metre strip on each side of the stream that is measured from the stream boundary. ;

ii. for a 3:1 (vertical/horizontal) ravine less than 60 metres wide, a strip on each side of the stream that is measured from the stream boundary to a point that is 30 metres beyond the top of the ravine bank, and

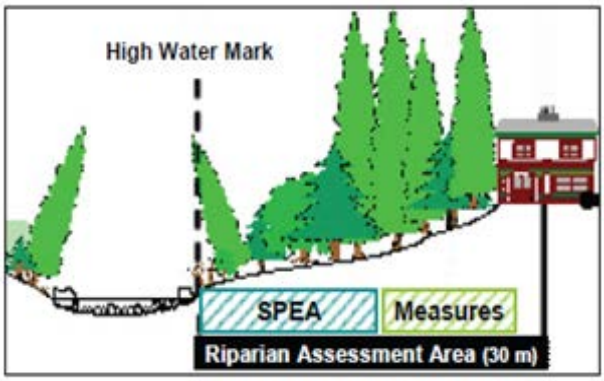
iii. for a 3:1 (vertical/horizontal) ravine 60 metres wide or greater, a strip on each side of the stream that is measured from the stream boundary to a point that is 10 metres beyond the top of the ravine bank.

c. Where there is a discrepancy between (a) and (b) above, (b) shall prevail.



Source: Riparian Areas Regulation Implementation Guidebook, 2006 (BC Ministry of Water Land and Air Protection)

GUIDELINES



1. A qualified environmental professional (QEP) will be retained for the purpose of preparing a riparian assessment area report pursuant to the RAPR.
2. The riparian assessment area report will be submitted to the BC Ministry of Environment and Climate Change Strtegy; Fisheries and Oceans Canada; and the Town of Ladysmith.
3. Where the QEP report proposes a Harmful Alteration, Disruption or Destruction (HADD) to fish habitat referred to in the Federal Fisheries Act, the development permit shall not be issued unless the HADD is subsequently approved by Fisheries and Oceans Canada. Where the QEP report describes an area designated as Streamside Protection and Enhancement Area (SPEA) (referred to in the RAR), the development permit will not allow any development activities to take place within the SPEA, and the owner will be required to provide a survey plan showing the location of the SPEA and a plan for protecting the SPEA during land development and over the long term.
4. SPEA protection measures to be implemented as a condition of the development permit may include the registration of a restrictive covenant or similar instrument acceptable to the Town confirming its long-term availability as a riparian buffer to remain free of development.
5. Where the QEP report describes an area as suitable for development with special mitigating measures, the development permit will only allow the development to occur in strict compliance with the measures described in the report. The development permit may include conditions requiring monitoring and regular reporting by qualified professionals.

6. If the proposed development in a riparian assessment area is due to new information or some other change, the QEP will be required to re-assess the proposal with respect to the SPEA. Development may be required to stop while the re-assessment is undertaken.
7. Wherever possible, the report prepared by a QEP shall exceed the minimum standards set out in the RAR and address matters such as: plantings of drought resistant native species, retaining natural soils, management of sediment, stormwater management, sequence and timing of development to minimize habitat disturbances, as well as mitigation options and design alternatives having regard to reports listed in Section 3.3.3(14).
8. The Zoning Bylaw's required setbacks from a watercourse may be varied so as to make the setback consistent with SPEA as indicated in the QEP report.

Holland Creek riparian area

DPA7 | HAZARD LANDS

Development Permit Area 7 – Hazard Lands is designated under Section 488.(1)(b) of the Local Government Act to protect development from hazardous conditions on land designated as **Development Permit Area 7 (DPA 7)** on Official Community Plan Map 8 or land with a slope greater than 30%.

Prior to alteration of land or removal, alteration, disruption or destruction of vegetation; disturbance of soils; construction of buildings and structures; and prior to subdivision of land (as defined in section 455 of the Local Government Act) an owner of property within DPA 7 shall apply to the Town of Ladysmith for a development permit.

OBJECTIVES

The Town was developed on a hillside leading down to Oyster Harbour, with some sections of the Town situated on steeper slopes. Many areas in Town are subject to steep slope conditions. In some areas, such as the Chemainus Road area there are signs of stress fractures and slope instability.

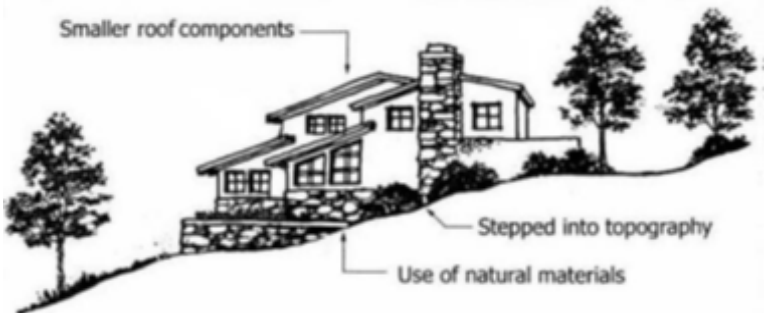
The purpose of the DPA 7 guidelines are to:

i. prevent land slippage and sloughing;

ii. safeguard private property and infrastructure from damage resulting from development on steep slopes;

iii. minimize disruption to slope stability, and;

iv. prohibit development from occurring in areas where slope instability hazards exists.



GUIDELINES

a. A developer of land within DPA 7 will provide a report certified by a geotechnical engineer registered as a Professional Engineer of British Columbia providing information regarding the safety of the proposed development and the technical requirements for mitigating measures required to enable the site to withstand the proposed development and the known hazard.

b. Subdivisions and select building sites should be designed to minimize the need for significant excavation or filling (e.g. excavation or filling to accommodate buildings or structures or to alter existing slopes).

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

d. The front parcel line setback in the Zoning Bylaw may be reduced through the Development Permit process to minimize the need for excavation and filling and provided that at least one parking space can still be provided in the driveway.

e. No building or structure shall be erected, constructed or placed in areas subject to bank instability or potential damage from bank instability.

f. Avoid areas subject to unstable slopes, by siting buildings and

structures in accordance with building setbacks and other requirements as determined by a Professional Engineer.

g. Provision shall be made for, and works undertaken to, provide for the disposal of surface run-off and storm water to prevent water from flowing down a slope or over the crest of the slope. Such works shall be required to divert drainage away from areas subject to sloughing and shall be designed by a qualified professional.

h. Where practical, no disturbance to the steep slope shall be permitted.

i. Retaining walls should be terraced, or stepped, to avoid expansive wall surfaces and reduce visual impacts. Plant material should be incorporated into the retaining wall design to soften the appearance and perceived wall height. Untreated large concrete and concrete block walls are not supported.

j. Existing trees and vegetation shall be maintained in order to control erosion and protect banks.

k. Where existing vegetation is removed either during construction or as a result or development, it shall be replaced with vegetation which stabilizes the slope and controls erosion.

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

m. Access improvements on or over the slope such as footpaths and stairways, shall be constructed so as not to disturb the slope or other natural slope drainage.

n. The sequencing and timing of the development may be specified in the development permit to reduce impacts to the environment and surrounding properties.

o. Adequate monetary security may be required where a qualified professional recommends mitigating measures to enable the site to withstand the proposed development and hazards.

DPA8 | MULTI-UNIT RESIDENTIAL ESA

Development Permit Area 8 – Multi-Unit Residential Environmentally Sensitive Area (ESA), shown as **DPA 8** on Official Community Plan Map 8 – Development Permit Areas, is designated under Section 488 (1) (a), (f), (h), (i) and (j) of the Local Government Act to:

i. Protect the natural environment, its ecosystems and biological diversity;

ii. Establish objectives for the form and character of multi-family residential development; and

iii. Establish objectives to promote energy conservation, water conservation and the reduction of greenhouse gas emissions.

Prior to alteration of land or removal, alteration, disruption or destruction of vegetation as part of development; disturbance of soils; construction or erection of buildings and structures; and prior to subdivision of land (as defined in Section 455 of the Local Government Act) an owner of property within DPA 8 shall apply to the Town of Ladysmith for a development permit.

OBJECTIVES

DPA 8 provides guidelines for the detailed site design of a multi-unit residential development. The objective is to achieve a high level of design and livability for future residents that is consistent with the Ladysmith Vision, while protecting environmentally sensitive areas, and incorporating energy conservation building placement; energy and water conservation, capture and reuse features; and innovative infrastructure.

The lands included within DPA 8 include the following forest ecosystems: Douglas Fir, Arbutus, Western Red Cedar, and Bigleaf Maple. The ecosystems contain intact continuous forest stands; dry, rocky outcrops; and sensitive riparian areas with tributaries to Holland Creek and Rocky Creek. Integration of the site's natural topography, the protection of its natural features, and the identification of areas that must remain free of development or managed in order to protect the natural environment and sensitive ecosystems are important objectives of DPA 8. The application of these guidelines to the land should result in a detailed site development plan that protects the natural environment, its ecosystems and biological diversity by designing a comprehensive multi-family residential development that works with the natural environment and promotes energy and water conservation, and reduces greenhouse gas emissions.

GUIDELINES

1. Form, Character and Exterior Design

a. Building design should be prepared by a design professional with knowledge of hillside design, natural area conservation, and

multi-family building design.

b. Multi-unit residential buildings should be designed in the aesthetic of the neo-traditional, Pacific Northwest, or eco-responsive themes.

c. Buildings should be of a human scale and provide a sense of neighbourhood identity through a coherent architectural language and form.

d. Buildings on a corner parcel should orient frontages towards both streets where possible.

e. Building massing should respond to the site's topography. New development should incorporate the following measures with regard to hillside and steeply sloping sites:

   i. 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.

   i. 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.

Building massing shall step with the topography.

f. 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.

g. Building facades should be articulated through the use of varied materials, finishes, colours, façade openings and projections to break-up the overall scale of the building and create varied and

visually interesting buildings. Considerations include façade modulations, window patterning, roofline changes, alternating dormers, gables, stepped roofs, and building plane material and colour changes.

h. Building exteriors should be constructed from high quality, durable materials including concrete, brick, wood, stone and metal panel products. Bold detailing shall also use natural elements such as rock and wood.

i. Stucco, vinyl, and aluminum siding are not acceptable materials.

j. All residential units should be provided with private outdoor space. This space can take the form of a balcony, deck, or garden patio that is oriented to permit sunlight and views.

k. Where the private outdoor space is located on the ground level, patios should be provided with adequate screening to afford privacy for the residents.

l. The majority of the parking for the residential units should be located in underbuilding or underground parking areas. Limited surface and in-unit garages may also be considered when set back from the building face and adequately screened with architectural elements and landscaping.

m. Parking garage entries should not dominate the streetscape or building frontage. They shall be designed to complement the building façade and to screen or hide parked vehicles.

2. Building Siting and Conservation

a. Building and window placement should capitalize on the surrounding scenic amenities to help create a sense of place.

b. Consider views to the building(s) from other vantages in Ladysmith.

c. 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.

d. 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 negatively impact an environmentally sensitive area.

3. Site Design and Circulation

a. The siting of buildings on the lower slopes of Arbutus Hump within the Holland Creek area should permit view corridors from higher elevations. The determination of view impact shall be taken at human eye level and at a suitable level above the highest development contour. The view corridors include the preservation of an unobstructed view field of:

   i. the entirety of Bute Island and Dunsmuir Islands located in Ladysmith Harbour;

   i. the Channel to the south;

   i. the adjacent forested hillsides to the west; and

   i. other natural features or landmarks.

Attractive and functional pedestrian pathways.

b. Multi-unit buildings should be oriented towards streets (public or strata). Specifically, building entrances shall face the street and be clearly visible from the street.

c. Building entries that face onto common open space that is oriented to the street may also be considered.

d. Buildings should provide windows that face the street to provide "eyes on the street".

e. Multi-unit buildings should incorporate a front yard transitional space between the adjacent street(s) and the building(s) to create a semi-public space that divides the public space (the street) from the private space (the building). This may include a landscaped front yard and/or landscaped entry court.

f. Outdoor common space for use by residents should be provided for social and other activities.

g. Outdoor common space should include both hard and soft landscaping and may include benches and picnic tables, active play area, and natural landscaped areas.

h. Where surface parking is provided for visitors and short-term/loading purposes, such parking areas shall be located to the side or rear of buildings and shall be designed to accommodate clustered parking with landscape buffering/screening included in the landscape plan.

i. Parking areas should not be located adjacent to street corners.

j. An on-site pedestrian circulation system should be provided that is clearly defined and designed to be separated from driveways, parking/loading areas, through the use of raised curbs, elevation changes, bollards, landscaping, different paving materials, and/or similar method.

k. Pedestrian linkages from parking areas to building entrances, site amenities, and the street shall be provided.

l. Strata roads should be designed to incorporate pedestrian pathways, cyclist facilities, boulevard trees, and alternative stormwater management strategies.

m. Short term (outdoor) and long-term (indoor) bicycle parking facilities shall be provided.

n. Short term bicycle parking should be in well-lit locations and clearly visible from a main building entrance.

o. Bicycle racks should be made of sturdy, theft resistant material that is securely anchored to the floor or ground.

p. Longer term indoor bicycle storage areas or storage for scooters and other personal motorized transportation methods should be located close to elevators and/or access points.

4. Natural Environment and Sensitive Ecosystems

a. Land clearing should not take place prior to the issuance of a development permit.

b. A qualified professional Biologist should conduct an ecological as-

sessment and identify appropriate green space to be protected, maintained and managed such as forested stands, rocky outcrops and/or additional areas adjacent to riparian features.

Protect riparian areas.

c. A covenant may be required to protect sensitive ecosystems.

d. No development activities are permitted within the Streamside Protection and Enhancement Area (SPEA) including construction of permanent/non-permanent structures; clearing/disturbing vegetation; dumping of yard waste; and limbing/pruning of trees unless deemed to be danger trees by an appropriately certified Arborist overseen by a Qualified Environmental Professional.

e. The location of the SPEA is subject to the provincial Riparian Areas Protection Regulation.

f. Any development (buildings or land clearing) within the Riparian Assessment Area (RAA) shall be subject to the development of detailed measures consistent with the Riparian Development Permit Area guidelines (DPA 6).

g. The location of the RAA is subject to the Provincial Riparian Area Protection Regulation.

h. The SPEA edge should be identified on site plans and in the field through the use of flagging or high visibility, temporary snow fencing to prevent encroachment.

i. A construction environmental management plan should be developed prior to any physical development of the lands to avoid adverse effects on the environment and during construction.

j. A detailed site-specific sediment and erosion control plan should be prepared by a qualified professional prior to development.

k. The sediment and erosion control plan should include the follow-

ing requirements:

i. i) Minimize areas to be cleared;

i. ii) Maintain vegetation cover for as long as possible;

i. iii) Carry out site preparation work in the summer months and suspend operations during periods of wet weather;

i. iv) Install silt fencing where appropriate;

i. v) Cover exposed areas with geotextiles or tarps to prevent rain splash mobilization of sediment; and

i. vi) Use mulch and/or seeding to stabilize exposed ground and decrease the potential for mobilization of sediment.

l. If vegetation clearing (grasses, shrubs and/or trees) is proposed to occur during the bird breeding season (April 15 to July 31) a nest survey should be completed by a qualified professional Biologist prior to site disturbance. Active nest sites should be identified and flagged so that nest sites can be left undisturbed until the young birds have fledged and left the nest.

m. Where slopes are greater than 30 percent, the guidelines contained in 'Development Permit Area 7 – Hazard Lands' shall apply.

n. FireSmart Interface Priority Zones should be used to determine appropriate vegetation (fuel) management areas from structures and along access routes.

o. A tree preservation plan should be prepared and supplied by an appropriately certified Arborist.

p. The following general measures should be addressed in the tree preservation plan:

i. Retention and replacement of tree cover as strategies for carbon storage and groundwater management;

ii. Management of tree cover to maximize solar radiation in win-

Alternative stormwater management.

ter months.

iii. Maintenance of continuous forest stands where possible to sustain connectivity and wildlife use.

iv. Retain mature large diameter trees and surrounding vegetation within the drip line area (at a minimum);

v. Identification of the rooting zone of trees in construction areas to avoid damage to roots (e.g. through trenching);

vi. Management of the soil around the trees so that it is not compacted (e.g. through the action of heavy machinery) so as to maintain drainage conditions;

vii. Management of pollutants to ensure that they do not enter the rooting zones of trees;

viii. Identify and safely retain large diameter snags with significant wildlife use;

ix. Ensure that trees retained around structures and along road access routes are wind firm;

x. Management of the site to avoid damage to tree limbs and bark;

xi. Provision for on-site monitoring during site clearing and construction.

5. Landscaping, Energy & Water Conservation, and Greenhouse Gas Emissions Reducations

a. The site landscape plan should be prepared by a registered professional Landscape Architect in collaboration with the registered professional Biologist.

b. A 6.0 metre landscaped buffer should be provided and maintained along the west property line (B.C. Hydro right of way) as an additional area of landscaping between the transmission lines and the development site.

c. Vegetated bio-swales may be considered within this landscaped buffer area.

d. On-site landscaping should consist of native and drought tolerant plants to reduce water consumption and to contribute to natural habitat.

e. Surface parking areas should be designed to incorporate alternative stormwater management strategies such as bio-swales, wherever possible.

f. Stormwater run-off should be reduced by utilizing vegetative filter strips, infiltration galleries, permeable surfaces, rain gardens, and retention ponds.

g. Permeable paving materials are encouraged for sidewalks, courtyards, driveways, internal roads, and parking areas to facilitate on-site rainwater infiltration. Asphalt and impervious concrete surfacing should be minimized.

h. Pollution/water separators should be installed and a maintenance plan prepared.

i. Consideration should be given to installing rainwater collection systems to capture, store, and re-use rainwater to irrigate plants and landscaping.

j. The exterior refuse, recycling, and organics collection (compost) storage bins shall be adequately sized and securely enclosed and covered utilizing materials that are compatible with the design of the primary structures on the site, using similar building materials and/or detailing.

k. Exterior lighting on the site should be directed down and away from adjacent residential areas and park areas. Pedestrian corridors shall be lit with pedestrian scaled lighting.

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

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

n. All retaining walls should include textured concrete on the face of the retaining wall.

o. Untreated large concrete and concrete block should not be supported.

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

q. 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.

r. The sequencing and timing of a development may be specified in the development permit to reduce impacts to the environment and neighbouring properties.

s. Electric vehicle charging stations should be provided in strategic locations for both employees and visitors.

t. 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.

u. 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:

    a. Buildings should be oriented to take maximum advantage of site-specific climatic conditions, especially solar access and wind flow.

    b. 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).

    c. Access to operable windows should be provided on at least two sides of the building to enable passive cooling through cross ventilation.

    d. 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 sunlight penetration during winter months.

v. Opportunities should be maximized for the distribution of natural

daylight into a building's interior spaces to reduce electric lighting use. Avoid the use of heavily tinted or reflective glazing that reduces the penetration of daylight and increases exterior glare.

v. 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.

6. Monitoring

a) Conditions regarding monitoring and reporting should be included in the Development Permit.

b) On-site monitoring may be required to be undertaken by a registered professional Biologist during site clearing and throughout the construction of the development.

c) On-site monitoring may be required to be undertaken the by an appropriately certified Arborist during site clearing.

d) On-site monitoring should be undertaken by a registered professional Landscape Architect during landscape installation. Any request for release of a landscape bond shall be accompanied by a report from the Landscape Architect.

DPA9 | HIGH STREET INTENSIVE RESIDENTIAL

Development Permit Area 9 – High Street Intensive Residential is designated under Section 488 (1)(a),(b),(e),(f),(h),(i), and (j) of the Local Government Act to guide the form and character of intensive residential development on parcels 277 square metres in size within Development Permit Area 9 (DPA 9) as shown on Official Community Plan Map 8. Prior to construction of buildings and structures, an owner of property within DPA 9 shall apply to the Town of Ladysmith for a development permit.

The purpose of DPA 9 is to establish objectives and provide guidelines for:

i. The general character of the development, including siting and form, landscaping, and the exterior design and finish of buildings and other structures; and

ii. The promotion of energy conservation, water conservation, and the reduction of greenhouse gas emissions.

Images in DPA 9 are provided courtesy of Delinea Design.

OBJECTIVES

The objective of DPA 9 is to provide guidance for the use of High Street's historical narrow lot configuration to accommodate small scale residential development. The DPA 9 guidelines are intended to:

i. Reinforce the traditional character of Ladysmith's historical residential area;

ii. Create a vibrant street presence;

iii. Establish good neighbourhood design standards; and

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

GUIDELINES

1. Building Character & Design

a. Attention should be paid to general architectural style, character, detailing, scale and roof structure.

b. Peaked roofs are encouraged to maintain the heritage roof form in old town Ladysmith.

c. House designs should be harmonious in nature, respecting the massing, shape, scale, proportion, finishes and details of neighbouring properties.

d. Articulation of building facades, particularly facing the street with bay win-

dows, recessed porches, overhangs, and roof canopies should be required.

e. Street front porches or verandas are encouraged as architectural features to define entryways and as useable outdoor space.

f. Visual variety along streetscapes should be provided by varying individual unit designs. Avoid significant repetition between adjacent houses.

g. Identical designs should not be repeated within three adjacent properties.

h. Housing designs which respect privacy, sunlight exposure and views of neighbouring properties should be created. Orient windows, decks and balconies to maximize privacy.

i. Building colour palettes should be cohesive, and sensitive to surrounding residential buildings.

j. The timing of a development may be specified in the Development Permit to reduce impacts to surrounding properties.

2. Building Siting & Massing

a. Buildings should orient frontages towards the street.

b. Buildings on a corner parcel should orient frontages towards both streets where possible.

c. Privacy and sunlight of the neighbouring backyard should be respected.

d. The mass of the dwelling should be as close to the front setback as possible to reduce the mass at the rear of the property.

e. Second storey balconies should only be in the form of a juliet style balcony if overlook onto neighbouring properties cannot be mitigated.

f. Garage structures and off-street parking shall be directed to the rear of the property, accessible by a lane. Front elevations should not contain a garage.

g. The building setback and projection 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.

h. 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. Windows & Doors

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

b. 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.

c. Building entrances should be clearly defined through the use of lighting, architectural details, colour, paving texture, landscaping, or other similar features.

d. Entryways should be clearly visible from High Street.

4. Accessibility & Connectivity

a. The primary vehicular parking and access should be from the lane at the rear of the property.

b. If a driveway is permitted at the front of the parcel, the width of the driveway and the amount of paved and gravel surfacing should be minimized.

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

d. 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.

5. Landscaping

a. Onsite landscaping should be used to create a streetscape that is green and welcoming and includes a combination of shrubs, perennials, trees, and grassed areas.

b. New landscaping should be located to respect neighbouring views, sunlight, and privacy and use landscaping to enhance the privacy of the side and back yards.

c. The design and materials used in fences should complement the building design. Fences that are adjacent to a street or in the front yard (front or side lot lines) should be somewhat transparent such as a picket type and should be in combination with landscaping along the street edge. Solid board and chain link fencing is not permitted in the front yard area.

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

e. Use native, drought tolerant plants.

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

g. Herbicide and pesticide use should be avoided.

h. Integrated rain water management should be used such as permeable pavers, pervious asphalt and concrete, or reinforced paving/grass to increase site permeability. Asphalt and impervious concrete surfacing should be minimized.

i. Adequate monetary security may be required to ensure that the landscaping is completed and established.

6. Energy Conservation and Greenhouse Gas Emissions Reductions

a. Daylight-responsive controls should be incorporated in all regularly occupied spaces sited adjacent to windows/skylights.

b. Electric vehicle charging stations should be provided in strategic locations for both employees and visitors.

c. The distribution of natural daylight into a building's interior spaces

should be maximized to reduce electric lighting use.

d. 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.

e. 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:

    a. Buildings should be oriented to take maximum advantage of site-specific climatic conditions, especially solar access and wind flow.

    a. 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).

    a. 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 sunlight penetration during winter months.

f. 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.

DPA10 | COACH HOUSE

Development Permit Area 10 – Coach House Intensive Residential is designated under Section 418(1)(a),(e), (h), (i), and (j) of the Local Government Act to guide the form and character of coach houses:

i. on land designated as **Development Area 10 (DPA 10)** on Official Community Plan Map 9; and

ii. constructed on parcels less than 0.4 hectares in size.

Prior to construction of a coach house building, an owner of property within DPA 10 shall apply to the Town of Ladysmith for a development permit. In DPA 10 a development permit is also required prior to the conversion of an accessory building for coach house dwelling use.

The purpose of **DPA 10** is to establish objectives and provide guidelines for:

i. The general character of the development, including siting and form, landscaping, and the exterior design and finish of buildings and other structures; and

ii. The promotion of energy conservation, water conservation, and the reduction of greenhouse gas emissions.

OBJECTIVES

The objective of DPA 10 is to provide guidance for the design and placement of coach houses on residential parcels. The DPA 10 guidelines are intended to:

i. Establish good neighbour design standards and livability for all residents;

ii. Encourage design that enhances and reinforces the traditional character of Ladysmith's residential neighbourhoods; and

iii. Support meeting the greenhouse gas

emissions reduction targets in the Official Community Plan, including through sustainable design and building technologies.

GUIDELINES

1. Building Siting & Massing

a. The design of a coach house dwelling should respect the massing, scale and proportion of buildings on neighbouring properties; and should not overpower the principal dwelling or the neighbouring buildings.

b. Overlook should be reduced, and the views from adjacent properties should be respected by adapting the scale, massing, and location of the coach house to follow the topography and natural features of the site.

c. The coach house building should be oriented towards the rear lane or an exterior side parcel line where present.

d. The coach house should be located so that it is visible from the street, if siting conditions allow.

e. Site planning should be guided by the identification and preservation of existing trees, and other natural features.

f. The minimum distance between a single unit dwelling and coach house specified in the Zoning Bylaw may be reduced to improve the separation between the Coach House and adjacent properties; to allow for retention of existing trees; or to ensure the coach house does not overpower the massing, scale and proportion of adjacent buildings.

g. Two-storey coach houses should only be permitted where there are existing two-storey buildings located on the parcel or on an adjacent parcel.

h. The maximum height of a coach house in the Zoning Bylaw may be reduced to ensure the coach house does not overpower the massing, scale and proportion of adjacent buildings.

i. 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.

2. Building Character & Design

j. Coach house design and materials should be harmonious with the design and materials of the principal residential building and the character of the neighbourhood.

k. Attention should be paid to architectural style, character, quality of materials, detailing, scale and roof structure of the coach house dwelling.

l. Pitched roofs are encouraged, with a 6:12 pitch.

m. Coach houses should be designed to respect privacy, sunlight exposure, and views of neighbouring properties.

n. Upper level windows facing sideyards should be modestly sized or should be frosted or otherwise obscured to discourage overlook.

o. Upper level balconies may not face side yards adjacent to residential properties.

p. Upper level balconies and decks should be modest in size and not cause overlook. Flat roofs should not be used for roof deck areas.

q. Access to second storey coach houses should be provided by an interior staircase rather than exterior staircase.

3. Accessibility and Liveability

a. A continuous unobstructed pathway should be provided from the

fronting street to the primary coach house entrance. The pathway should have a minimum width of 90 centimetres, with a vertical clearance of at least 2.1 metres, and should not be more than 45 metres in length (as measured from the fronting street to the principal entrance of the coach house dwelling).

b. The street address of the coach house dwelling should be placed on a signpost, adjacent to the pathway leading to the coach house, so that the address is visible from the street.

c. Where a coach house is located on the second storey, exterior staircases are discouraged.

d. If the coach house is located on a lot with a rear lane/alley the following additional guidelines shall apply to enhance the lane:

    i. The coach house entry and door should be placed on the lane where feasible. A safe entry area should be provided so that people leaving and entering the coach house can be seen by vehicles on the lane.

    ii. The coach house should have an outlook to the lane with primary living areas and windows facing the lane.

    iii. Upper level decks should only be oriented to lanes, and should not be oriented to adjacent residential properties.

    iv. The space between the lane and the coach house should be permeable and attractively landscaped.

    v. Lighting should be provided for residents and pedestrians to enhance the safety of the lane at night.

4. Landscaping

a. New landscaping should be located to respect views, sunlight, and privacy of neighbouring properties, and use landscaping to enhance the privacy of side and rear yards.

b. Native, drought tolerant plants should be used.

c. Herbicide and pesticide use should be avoided.

d. Garbage and recycling needs should be provided onsite and should be screened from view.

e. Parking areas should have permeable surfaces, such as permeable pavers, gravel, grass-crete, or impermeable wheel paths with ground-cover plantings in the centre and sides.

f. An at-grade outdoor amenity space should be provided for the coach house inhabitants, that:

    i. Has a minimum area of 7.5 square metres, (not including upper level balconies or areas for parking purposes).

    ii. Has a landscape screen, with a minimum 1.2 metre height, to provide privacy for the amenity space.

    iii. Is permeable, and immediately adjacent to and accessible from the entry of the coach house.

5. Energy Conservation and Greenhouse Gas Emisions Reductions

a. Electric vehicle charging stations should be provided.

b. The distribution of natural daylight into a building's interior spaces should be maximized to reduce electric lighting use.

c. 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.

d. 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.

    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 sunlight 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.

6. Rain Water Management

a. Rainwater capture and re-use systems are encouraged.

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.

7. Water Conservation

a. High-efficiency and water-saving irrigation systems are encouraged.

DPA11 | ARBUTUS HUMP ESA

Development Permit Area 11 – Arbutus Hump Environmentally Sensitive Area is designated under Section 488(1)(a) and (b) of the Local Government Act for the protection of the natural environment, its ecosystems and biological diversity; as well as protection of development from hazardous conditions. DPA 11 is shown on OCP Map 8 – Development Permit Areas. Prior to alteration of land or removal, alteration, disruption or destruction of vegetation as part of development; disturbance of soils; construction or erection of buildings and structures; and prior to subdivision of land (as defined in section 455 of the Local Government Act) an owner of property within DPA 11 shall apply to the Town of Ladysmith for a development permit.

SPECIAL CONDITIONS

Arbutus Hump is an important landmark in the Holland Creek area. The land included in DPA 11, known as Arbutus Hump, is characterized as a rocky hill with a peak at the 190-195 metre elevation (geodetic). The forest cover contains a young arbutus forest with a sparse sub-canopy of pole-sapling Douglas-fir. The canopy is relatively open and the understory is comprised of ocean spray, salal, baldhip rose, red huckleberry, dull Oregon-grape and sword fern. Moss covered rock outcrops are prevelant. The Holland Creek area is within the Coastal Douglas Fir (CDF) biogeoclimatic zone, however Arbutus Hump is unique as it also falls within the Coastal Western Hemlock Very Dry Maritime biogeoclimatic zone and the Red-listed Douglas Fir Arbutus Ecosystem.

OBJECTIVES

The objective of Development Permit Area 11 – Arbutus Hump (DPA 11) is to protect the natural environment, ecosystems and biological diversity of Arbutus Hump; and to ensure that the natural environment of Arbutus Hump is respected and is a defining feature of this area.

GUIDELINES

The guidelines of Development Permit Area 11 – Arbutus Hump (DPA 11) are:

1. All development in DPA 11 and reports required under these development permit guidelines should be prepared in accordance with 'Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia' published by the Province of British Columbia.

2. Environmentally valuable resources should be identified by retaining a Registered Professional Biologist to prepare a bio-inventory of the land.

3. A vegetation and tree preservation plan should be prepared and supplied by an appropriately certified Arborist. The plan shall identify the rooting zone of trees and a strategy to protect trees and roots during construction.

4. Roads, walkways and trails should be kept narrow; shall follow the natural contour of the land; and shall be designed to protect unique or special natural features.

5. A site plan should be prepared that identifies building footprints.

The building footprints must be located to minimize the area cleared and disturbed for development and must be located to protect environmentally valuable resources.

6. Buildings, driveways, and associated infrastructure should be sited with sufficient undisturbed space around significant mature or established trees to protect root systems.

7. Areas with high risk of erosion potential should be identified and avoided. Disturbed areas shall be replanted to stabilize soils and prevent erosion.
8. Unique or special natural features such as rare plants, rock outcroppings, and mature trees should be protected from erosion and development.

9. Connections and corridors should be maintained to provide continuity for sensitive ecosystems and wildlife habitat.

10. Use of drought resistant and native plants in landscaping is encouraged. Avoid the introduction of invasive species.

11. A trail design plan should be submitted prior to trail construction, and the trail design shall comply with the DPA 11 guidelines.

12. Where slopes are greater than 30.0 percent, the guidelines contained in 'Development Permit Area 7 – Hazard Lands' shall apply.

13. The setback requirements of the Zoning Bylaw may be reduced or altered through the Development Permit approval process where strict compliance with the regulations would negatively impact an environmentally significant feature or ecosystem.

14. The road standards in the Town of Ladysmith Subdivision and

Development Servicing Bylaw may be altered through the Development Permit approval process where strict compliance with the standards would otherwise undermine the natural environment of Arbutus Hump.

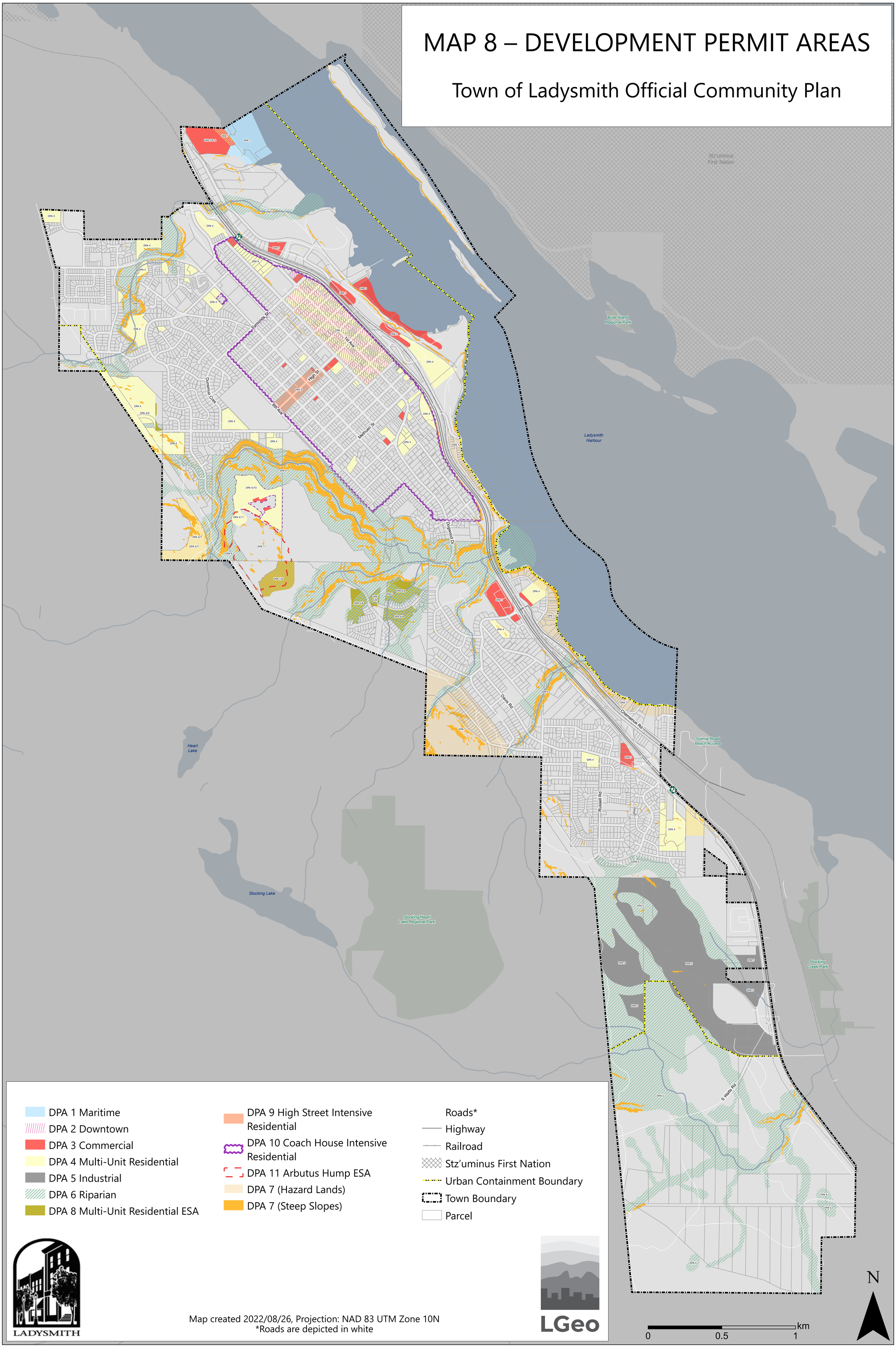
15. A development permit issued at time of subdivision may include the conditions related to the construction of buildings and structures.

16. The DPA 11 permit conditions may include:
    a. Construction of permanent or temporary fencing around sensitive features;
    b. Fencing, flagging and posting of notices during construction;
    c. Limits on blasting in sensitive areas;
    d. Limits on construction sequence and timing;
    e. Restoration or enhancement of disturbed sensitive ecosystems and habitat; and
    f. Registration of restrictive covenants to protect natural features and sensitive areas.

MAPS

MAP 8 – DEVELOPMENT PERMIT AREAS

Town of Ladysmith Official Community Plan

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