

Section E: Implementation

1.0 DEVELOPMENT PERMIT AREAS

1.1 Development Permit Area No. 1 Multiple Family Residential

Area

That area marked “Development Permit Area No. 1” as shown on Schedule “B” to this Bylaw is hereby designated as a development permit area.

Justification

The justification for the designation of this Development Permit Area is to coordinate the siting, massing, and form of buildings, together with parking areas, landscaping, and common areas in order to maximize the liveability of higher density residential developments and to control the interface with adjacent land uses.

Guidelines

Site plans, landscape plans, sections and elevations shall be submitted in support of a development permit application.

i) Architectural and Design Features

- The exterior design of buildings shall provide an attractive and aesthetic appearance compatible with surrounding developments.
- The building form encompassing the height, scale and massing should be complementary to the built environment in the surrounding area.
- A “box-like” appearance or horizontal emphasis in building design should be avoided.
- Where sloped roofs are characteristic of the area, they are encouraged as a design element in order to maintain a consistent architectural vernacular.
- Where flat roofs are characteristic of the area, they shall integrate a false façade ornamentation through parapet, cornices or other architectural features.
- Doorway entrances and window frames should be highlighted through vertical facade articulation including roof line accents, the use of awnings or other architectural features.
- Buildings shall be designed with materials that are durable and of high quality.



- Loading areas, garbage and recycling bins shall be completely screened in a manner that is consistent with the character of the architectural program and quality of the building.
- To ensure that rooflines remain attractive, all mechanical equipment located on the roof shall be screened.
- Exterior illumination shall be provided as a means to provide both an aesthetic accent to the development and to enhance personal safety through natural surveillance in low-light conditions. Illumination shall be designed to avoid light spill on adjacent properties.

ii) Landscaping

- Landscaping shall provide for an attractive visual appearance, aesthetic parking, service and storage areas and it shall enhance the overall development.
- All areas not covered by buildings, structures, parking and circulation shall be landscaped with a balanced mix of grass, shrub beds and trees to create a pleasant liveable environment.
- All landscaped areas shall be serviced by an underground irrigation system, utilize drought tolerant plant material, or a combination of both.
- Landscape screening shall be provided between development on adjacent sites and the site zoned for multiple-family development. Landscaping may include appropriate fencing, trees, hedges or a suitable combination.
- Landscaping shall be completed not later than six (6) months after the issuance of final occupancy for the development.
- Landscape beds located next to parking stalls shall be designed to avoid impacts on the plant material from door swing or foot traffic associated with entering or exiting vehicles by providing a hard-surface “staging area” within the landscape bed and adjacent to the parking stall.

iii) Open Space

- Where possible, private open space of a sufficient size should be developed adjacent to each dwelling unit to provide for private outdoor use by the occupants of the individual dwelling units. These may include patios at grade or balconies.
- Public open space is desirable in specific areas on the site to meet the common needs of residents for safe accessible outdoor recreation as well as opportunities for active and passive interaction with their physical environment.



iv) Parking

- Surface parking shall:
 - be sited to the side or rear of the principal building where possible; and
 - where lane access is available, parking and site entrances should be limited to lane access.
- Where covered parking is provided, the character shall be consistent with the comprehensive building design and in particular, sloped roofs shall be encouraged.
- Parking shall be paved and separated from other areas by landscaping in accordance with CPTED principles.
- **BYLAW 4856** Bicycle parking facilities shall be provided in a location convenient to the building entrances.

v) Townhouses – Additional guidelines

1. Privacy screening must be considered including fencing and landscaping:
 - a) between units to enhance privacy and the quality of open space.
 - b) along the exterior property boundaries and buildings on adjacent properties.
2. On-site parking shall be located in a rear yard with access from a lane.
 - a) Where a property does not have lane access, or where topography prevents parking in the rear yard, parking may be provided in a front yard with access from the street.
 - b) Where parking is located in a front yard, landscaping must be considered to support drainage and reduce impervious surfaces.
3. Detached parking garages shall be sited in a rear yard with direct access to a lane.
4. All dwelling units shall be connected to on-site parking via pathways.
5. All dwelling units shall have access to private amenity space located at-grade and not facing the street.
 - a) For a stacked townhouse unit located above the first storey this space may be provided as a private balcony or roof terrace.

vi) Crime Prevention Through Environmental Design (CPTED)

Because safety and crime prevention are of paramount importance, CPTED principles should be applied reducing concealment opportunities.

Development Permit Not Required

Development Permits shall not be required in the following instances:

- for construction that is undertaken within the exterior walls of a principal building or structure
- construction of a value less than \$25,000.

1.2 Development Permit Area No: 2 Commercial Development

Area

That area marked Development Permit Area No. 2 as shown on Schedule “B” to this Bylaw is hereby designated as a development permit area.

Justification

The justification for the designation of this Development Permit Area is the highly visible location of the areas within the City with its implications for community image. The intent of this Development Permit Area is to ensure high quality development.

Guidelines

i) Scale, Form and Character

1. A “box-like” appearance or a horizontal emphasis in building design shall be avoided. Building massing, walls, facades and roof lines shall be varied, articulated, stepped or indented. Except for Highway Commercial (HCO), building massing should be close to the street to unify the street elevation as a whole, and architectural detailing shall reflect appropriate scale, proportion and arrangement to enhance the pedestrian quality of the streetscape.
2. Buildings at road intersections should reinforce the corner definition and highlight entrance ways. Buildings should front both roads.
3. Building materials shall be of a high standard to convey quality and permanence.
4. Variations in the use of facade finishes shall be used to create a varied and attractive appearance. The use of wood as an architectural feature is encouraged.
5. Entrances and windows should be highlighted through vertical facade articulation including roof line or cornice accents or other architectural features.



6. Continuous weather protection shall be provided over pedestrian focal points on exterior building walls.
7. All roof top mechanical equipment shall be screened from view and should blend in with the roof line.
8. Loading areas, garbage and recycling bins shall be completely screened.
9. The design of buildings, parking lots, lighting and open space shall take into consideration the principles of CPTED (Crime Prevention through Environmental Design).

ii) Signage, Landscaping, and Parking

1. The size, location and design of signage shall be architecturally integrated with the overall design of the buildings and landscaping and should be at a pedestrian scale. Signs shall comply with the City of Port Alberni Sign Bylaw.
2. On-site lighting shall be designed to minimize light spillage onto adjacent properties.
3. Parking areas that are visible from the street shall be screened through the use of landscaping.
4. Landscaping shall be used to define public space and to create an enhanced streetscape image, and to soften a land use transition.
5. **BYLAW 4856** Bicycle parking facilities shall be provided in a location convenient to the building entrances.
6. Bicycle parking facilities shall afford an opportunity to secure bicycles against theft.

iii) Highway Commercial (HCO) – Additional guidelines

1. A perimeter landscaping buffer area of an average width of 4 metres shall be provided along the inside of the property frontage where it borders a public street (excluding lanes) or adjacent lands containing a residential use. Boulevards of adjacent streets shall be landscaped and maintained by the adjacent developments. The perimeter landscaping buffer and boulevards may contain a combination of trees, shrubs, flower beds, grass, pavers and solid decorative fencing. All landscaped areas shall be serviced by an underground irrigation system.
2. A sidewalk 1.9 metres in width shall be provided along road frontages. A trail system can be used as an alternative to traditional sidewalks. However, a surface treatment shall be required that provides clean and stable footing at all times. Internal pedestrian walkways shall be provided from the public sidewalks to the principal customer entrance of all principal buildings on the site.



3. Parking areas shall avoid large expanses of uninterrupted paved surfaces. Parking lots should be broken down into smaller parking areas evenly dispersed throughout the development. Parking areas shall include landscaped areas designed to avoid conflict with automobiles and automobile occupants.

BYLAW 5012

iv) Commercial Cannabis Production Facilities – Additional Guidelines

1. Any Cannabis Production Facility to be located within a commercial zone must follow relevant Commercial Development Permit Area Design Guidelines, Sign Bylaw requirements and any other design guidelines. Development permit area exemptions do not apply.
2. Development permit application submissions shall include information on venting, as well as information on how odors from the business would be addressed (e.g. location of venting, carbon filters, etc.).
3. Repetitive and featureless monotonous buildings and barriers (such as solid fences and blank walls) shall be avoided.
4. Fences located in the front yard setback are strongly discouraged. Landscaping generally shall be used, in preference to fences and walls, to provide buffers and screens.
5. Sound attenuation measures should be employed. May include planting, grade changes and greater separation of uses in preference to fences.
6. Loading zones and/or garbage facilities shall be screened and/or located away from public entrances and front of building activity. Loading entrances should be secure.
7. A sidewalk 1.9 metres in width shall be provided (or improved) along road frontages.
8. Setbacks and buffers should provide adequate separation from conflicting adjacent uses.
9. On-site lighting should permit identification of another person's face at a 23 metre distance."

Development Permit Not Required

Development Permits shall not be required in the following instances:

1. for construction that is undertaken within the exterior walls of a principal building or structure,
2. construction of a value less than \$25,000; and



3. alteration of the message and/or graphic on signs, awnings or canopies where the size, area, shape, lighting and physical structure of the signs, awnings or canopies are not changed.

1.3 Development Permit Area No: 3 Industrial Development

Area

That area marked Development Permit Area No. 3 as shown on Schedule “B” to this Bylaw is hereby designated as a development permit area.

Justification

The justification for the designation of this Development Permit Area is the highly visible nature of the areas. The intent of this Development Permit Area is to ensure high quality development and buffer adjacent land uses.

Guidelines

1. The design of parking and manoeuvring isles shall permit the efficient circulation of vehicles, and will include special provision for large truck movements.
2. On-site lighting shall be designed to minimizing light spillage onto adjacent properties.
3. Landscaping shall be used to adequately soften the transition to non-industrial land uses, and to soften the street frontage of the building.
4. All open storage areas shall be restricted to the rear of the property or the side if fully and appropriately screened.
5. Loading areas shall be restricted to the rear or side of the building where not abutting a road.

BYLAW 5012

6. Industrial Cannabis Production Facilities – Additional Guidelines

- a) Any Cannabis Production Facility to be located within an industrial zone shall follow relevant Industrial Development Permit Area Design Guidelines, Sign Bylaw requirements and any other design guidelines. Development permit area exemptions do not apply.



- b) Development permit application submissions shall include information on venting, as well as information on how odors from the business would be addressed (e.g. location of venting, carbon filters, etc.).
- c) The site shall provide a hard-landscaped buffer (i.e. fence or wall) and a landscaped buffer consisting of some combination of trees, shrubs, hedges, ground cover, lawns, or other horticultural elements.
- d) Repetitive and featureless monotonous buildings and barriers (such as solid fences and blank walls) shall be avoided.
- e) Sound attenuation measures should be employed. May include planting, grade changes and greater separation of uses in preference to fences.
- f) Loading zones and/or garbage facilities shall be screened and/or located away from public entrances and front of building activity. Loading entrances should be secure.
- g) Setbacks and buffers should provide adequate separation from conflicting adjacent uses.
- h) On-site lighting should permit identification of another person's face at a 23 metre distance.
- i) Large industrial facilities should incorporate signage into formal entrance features.

Development Permit Not Required

Development Permits shall not be required in the following instances:

1. Construction of a value less than \$10,000.
2. Alteration of the message and/or graphic on free standing signage where the size, area, shape, lighting and physical structure of the signs, are not changed.

2.0 SUPPLEMENTAL PLANS

An Official Community Plan is intended to provide general direction on a wide-range of issues related to community growth and well-being. In certain cases, greater detail and direction is necessary in order to properly manage a specific issue. Accordingly, a number of supplemental plans have been developed for Port Alberni. The OCP framework supports these plans which include the following:

- The Port Alberni Shoreline Master Plan;



- The Somass Estuary Plan;
- Parks and Recreation Master Plan;
- Liquid Waste Management Plan;
- Strategic Sign Plan.
- **Bylaw 4725** At Home in Alberni Valley: Our Plan to End Homelessness

The above Plans, where not inconsistent with this document, shall be used as more detailed policies for the areas or subjects that are dealt with. A similar philosophy will apply to Neighbourhood Plans, when such plans are formally adopted by Council.

3.0 EXTERNAL AGENCIES

In order to implement the policies contained in the Official Community Plan, on-going consultation and cooperation with a number of agencies will be required. These include:

- Ministry of Transportation;
- Ministry of Environment;
- Agricultural Land Commission;
- Port Alberni Port Authority;
- School District 70;
- Regional District of Alberni-Clayoquot.

4.0 CHANGES TO MUNICIPAL BYLAWS AND POLICIES

4.1 Zoning

The zoning bylaw is a document that divides the City into a number of land use categories or zones. Each zone designation includes regulations that detail a range of issues such as the type of uses that are permitted to occur on the associated property, minimum lot density, building setbacks and height restrictions, and parking and landscaping requirements. As such, the zoning bylaw must be updated on an on-going basis as necessary to ensure consistency with the Official Community Plan.

4.2 Subdivision and Development Servicing Bylaw

This document details specific requirements in relation to the subdivision of land within the City. This includes such items as identification of minimum standards for the provision of sidewalks/curb and gutter, connection to or underground services to individual building lots, in addition to other requirements. This bylaw must be amended as necessary to ensure compliance with Official Community Plan policies.

5.0 MONITORING

The issues affecting a community can change quickly in relation to the life of an Official Community Plan. A Community Plan is not a static document and in order to maintain validity, it must respond to key changes effectively and in a timely manner. Therefore, it is essential that the Plan be reviewed regularly and updated as required. To this end, the City will, on an on-going basis, monitor the following:

- Demographic and population changes;
- Housing supply and diversity
- Land supply for residential, commercial and industrial;
- Local economic conditions;
- Environmental issues.

A comprehensive review of this Official Community Plan will occur than not more than five years after adoption of this bylaw.



6.0 FURTHER STUDY

In the process of reviewing the Official Community Plan a number of subjects were identified that were considered to warrant greater study and subsequent direction. They relate to social and physical well-being and commercial vitality as outlined in the chart below:

Table 6 – Action Chart

Policy No.	Responsibility	Required Action(s)	Timing
3.6(4)	Heritage Commission/Council	Develop and adopt a heritage inventory and a heritage management plan	Short Term
	Staff/Council	Develop and adopt a Comprehensive Cycling and Pedestrian Network Plan	Short Term
8.2.2(1)	Staff/Council	Develop and adopt a Trail Network Master Plan	Short-Medium Term
4.4(2)	Staff/Council	Neighbourhood Plans to be prepared and adopted prior to redesignation of Future Residential (FUR) Lands	As Necessary
	Council	Comprehensive Commercial Market Evaluation, including impacts to established commercial areas to be undertaken as a precursor to any commercial development within the area referred to as the Johnston Road Corridor	Immediate