

CITY OF WHITEHORSE – STANDING COMMITTEES

Monday, December 4, 2023 – 5:30 p.m.

Council Chambers, City Hall

CALL TO ORDER

ADOPTION OF AGENDA

PROCLAMATIONS

National Day of Action Against Violence Against Women
(December 6)

Human Rights Day (December 10)

DELEGATIONS

Ramesh Ferris – Snow and Ice Removal Policy

Eva Van Flotow – Snow and Ice Removal Policy

Yukon Anti-Poverty Coalition – Free Public Transit

DEVELOPMENT SERVICES COMMITTEE

1. New Business

CITY OPERATIONS COMMITTEE

1. Snow and Ice Control – On-Road Accessible Parking Spaces – For Information Only
2. New Business

COMMUNITY SERVICES COMMITTEE

1. New Business

PUBLIC HEALTH AND SAFETY COMMITTEE

1. New Business

CORPORATE SERVICES COMMITTEE

1. Housing and Land Development Advisory Committee Work Plan and Update
2. Public Input Report – 2024 – 2027 Capital Expenditure Plan
3. Upcoming Procurements (January/February) – For Information Only
4. Budget Amendment – Building Safer Communities Fund
5. New Business

CITY PLANNING COMMITTEE

1. Public Hearing Report – Zoning Amendment – 68 Mascot Street
2. Zoning Amendment – 1302 Centennial Street
3. New Business



PROCLAMATION

NATIONAL DAY OF REMEMBRANCE AND ACTION ON VIOLENCE AGAINST WOMEN

December 6, 2023

WHEREAS December 6th marks the anniversary of the tragic attack in 1989 where 14 women were killed and another 10 were injured in an attack against women at École Polytechnique of Montreal; and

WHEREAS education and awareness are the keys to reducing violence against women and the harm it causes to victims and their communities as a whole; and

WHEREAS together as a community, we can all work towards eliminating violence against women through individual actions by learning how to recognize this violence, and by speaking up and supporting the victims in any way we can;

NOW, THEREFORE I, Mayor Laura Cabott, do hereby proclaim December 6, 2023 to be National Day of Action against Violence against Women in the city of Whitehorse.

Laura Cabott
Mayor



PROCLAMATION

HUMAN RIGHTS DAY

December 10, 2023

WHEREAS December 10th, 2023 is the 75th anniversary of adoption of the Universal Declaration of Human Rights which outlines the rights every human being is entitled to regardless of any aspect of their person; and

WHEREAS Humans Rights Day serves as a time to celebrate and uphold the ideals set out in the Declaration; and

WHEREAS the theme for this year is “Consolidating and Sustaining Human Rights Culture into the Future” which is an important reminder of the role that education plays and that only by continued effort, can we ensure human rights for all;

NOW, THEREFORE I, Mayor Laura Cabott, do hereby proclaim December 10, 2023 to be Human Rights Day in the city of Whitehorse.

Laura Cabott
Mayor

CITY OF WHITEHORSE
DEVELOPMENT SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Dan Boyd

Vice-Chair: Mellisa Murray

December 4, 2023

Meeting #2023-22

-
1. New Business

CITY OF WHITEHORSE
CITY OPERATIONS COMMITTEE
Council Chambers, City Hall



Chair: Jocelyn Curteanu

Vice-Chair: Michelle Friesen

December 4, 2023

Meeting #2023-22

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1. Snow and Ice Control – On-Road Accessible Parking Spaces – For Information Only
Presented by Richard Graham, Manager, Fleet and Transportation
and Kyle Morrison, Supervisor, Bylaw Services
 2. New Business

ADMINISTRATIVE REPORT

TO:	City Operations Committee
FROM:	Administration
DATE:	December 4, 2023
RE:	Snow and Ice Control – On-Road Accessible Parking Spaces – For Information Only

ISSUE:

To provide Administration's analysis of the November 14, 2023 Motion related to amending the Snow and Ice Control Policy to include accessible parking spaces and corresponding para-ramps on Priority 1 and 2 roadways to the same standard of service.

REFERENCE:

- [2022-01 Snow and Ice Control Policy](#)
- [2017-09 Maintenance Bylaw](#)
- November 14, 2023: Snow & Ice Control Policy Motion: Accessible Parking Spaces
- Map of Accessible Parking Spaces Downtown (Appendix A)

HISTORY:

The City's Snow and Ice Control Policy (SICP) outlines the intent of its winter maintenance operations by establishing priorities and service levels while managing budgetary constraints. An effective and efficient SICP reduces snow and ice hazards while providing reasonable winter mobility on City infrastructure. The SICP was last updated in October 2023.

ANALYSIS:

Under the current SICP, Priority 1 roads must be opened with ice control within 24 hours and ploughed to the edge of the road within 72 hours. Priority 2 roads must be opened with ice control within 48 hours and ploughed to the edge of the road within 72 hours. It is important to note that current practices for snow ploughing do not include ploughing of on-road parking stalls, as the snow would be pushed back onto the adjacent sidewalk and para ramps, and all parking in the area would need to be vacant on a regular basis to allow the equipment to work. All on-street parking spaces are currently cleared to pavement only when the associated road receives full snow loading and hauling (known as "pulling the road"). Sidewalk snow removal standards are detailed in the City's Maintenance Bylaw.

Each road and on-road parking space is unique with respect to design and available onsite snow storage. As a result, the number of times a road receives snow loading and hauling varies substantially. For example, portions of Main Street typically receive snow loading and hauling approximately 8 times per year, Front Street approximately 4 times per year, and 2nd & 4th Avenues approximately 10 times per year. Generally, downtown snow loading and hauling is completed overnight, and after the ploughing and sanding of priority 1 roads under the policy. The general order of loading and hauling of snow downtown is typically as follows: 2nd, 4th, Ogilvie 2nd to 4th, then on to the Central Business District, starting at Main Street, and then starting at the river, moving towards the escarpment, generally with commercial areas first, followed by residential areas.

Current Inventory of City-Accessible Parking Spaces:

There are 94 on-road accessible parking spaces downtown, of which:

- 5 spaces are located on Priority 1 roads;
- 87 spaces are located on Priority 2 roads; and
- 2 spaces are located on Priority 3 roads.

Proposed Motion

The SICP is structured to cover many winter maintenance scenarios of roads and paved trails with respect to opening during and after snowfalls and/or storms, ice control and snow ploughing to the edge of the road/paved trail. There is no service standard for loading and hauling of snow in the SICP as loading and hauling schedules vary based on weather, priorities, budget, and other factors. Including priority for ploughing of accessible spaces into the current priority framework without also immediately doing snow removal would create a scenario where crews would open a parking space, provide ice control, and then return at an undetermined later date to load and haul snow away.

The estimated annual cost (2023/2024) to implement the proposed motion as written is approximately \$300,000, based on current inventory and existing conditions for an average winter snow fall. This work would initially need to be contracted out due to equipment constraints.

It should also be noted that this will likely create significant operational challenges due to the variability of the on-road conditions. This includes the creation of low areas and/or drainage issues that could affect the usability of the space and create slipping hazards. To ensure snow removal is efficient and effective, the width will have to be wider than one parking space, edges be formed to reduce tripping hazards, and should a drainage issue arise, further clearing will be required to ensure drainage where necessary.

Other alternatives:**Modification of SICP to include on-road accessible parking stalls as a separate section.**

To meet the intent of the motion and ensure that accessible parking stalls on the roadway are cleared to a similar or better standard as corresponding Priority 1 & 2 roadways in the Downtown Core, another option could be to modify the SICP to include a new section for on-road accessible parking spaces that specifically defines the level of service.

In this option, snow loading and removal (or “pulling of snow”) from all downtown on-road accessible parking spaces and the adjacent para ramps to meet the service level of snow removal within 72 hours of a snowfall could be established. The estimated annual (2023/2024) cost to implement snow removal from on-road accessible parking spaces within 72 hours of a snowfall is approximately \$220,000, based on current inventory and existing conditions for an average winter snow fall. This work would initially need to be contracted out due to equipment constraints.

This will likely create significant operational challenges due to the variability of the on-road conditions. This includes the creation of low areas and/or drainage issues that could affect the usability of the space and create slipping hazards. To ensure snow removal is efficient and effective, the width will have to be wider than one parking space, edges be formed to reduce tripping hazards, and should a drainage issue arise, further clearing will be required to ensure drainage where necessary.

Increased enforcement

Provisions within the City's Maintenance Bylaw, particularly in section 26, address the violation of placing materials, including snow, on public property. Fines for this type of violation, along with other related accessible parking infractions, were increased from \$100 to \$250 earlier in 2023 to emphasize the seriousness of the offense.

To effectively underscore the significance of snow clearance for both businesses and residents, a multifaceted approach has been employed. An extensive informational campaign has been launched to educate the community about the critical need for prompt and thorough snow removal. This initiative included distributing informative materials, meetings with contractors and business owners, and leveraging digital platforms to reach a wider audience.

Resources have been allocated to prioritize and expedite enforcement efforts, focused on regular inspections to monitor adherence and take necessary action against non-compliance. Fines will be imposed on entities or individuals found neglecting their responsibility to clear snow, thereby emphasizing the seriousness of these regulations.

To further increase compliance, additional resources dedicated towards education, inspection, monitoring, and enforcement measures would be required, which would entail a service level increase. Additionally, further fine increases for accessible parking infractions could be considered, so that the penalty for non-compliance has a greater impact.

Creation of downtown core for snow removal

To further enhance the overall level of service in the downtown core, another option would be to create a distinct section in the SICP that would require full snow removal and ice control for all sidewalks and on-street accessible parking stalls and roads within a specified area once a certain level of snowfall has occurred. This would include loading and removing (or "pulling") snow from the sidewalk, para-ramps and on-road accessible spaces. The current SICP includes a Central Business District (CBD) bordered by Front Street, Elliott Street, 5th Avenue and Wood Street. There are 33 on-road accessible parking spaces and 4,852 linear meters of sidewalks located in the CBD.

Sidewalk snow removal standards are detailed in the City's Maintenance Bylaw for this area as having snow removal completed by 11am the day following a snowfall. It is envisioned that the 33 accessible parking spaces would be to the same standard as sidewalks under this option.

This option would need to include resources to coordinate and administer known and unknown aspects. The estimated cost to implement this option for the CBD would require further analysis on cost and implications based on current inventory and existing conditions for an average winter snow fall.

This work could initially be contracted out with the costs recovered through property taxes levied on all property taxpayers or potentially a local area tax which could levy all or a portion of the cost on property taxpayers within the affected area. Both options would need to be levied prior to tax notices being sent out for the year as the Yukon's *Assessment and Taxation Act* does not allow for supplemental tax bills and a local area tax would require confirmation from YG as the current act does not have this specific provision.

Administration would need further time to develop a defined level of service and cost out the initiative.

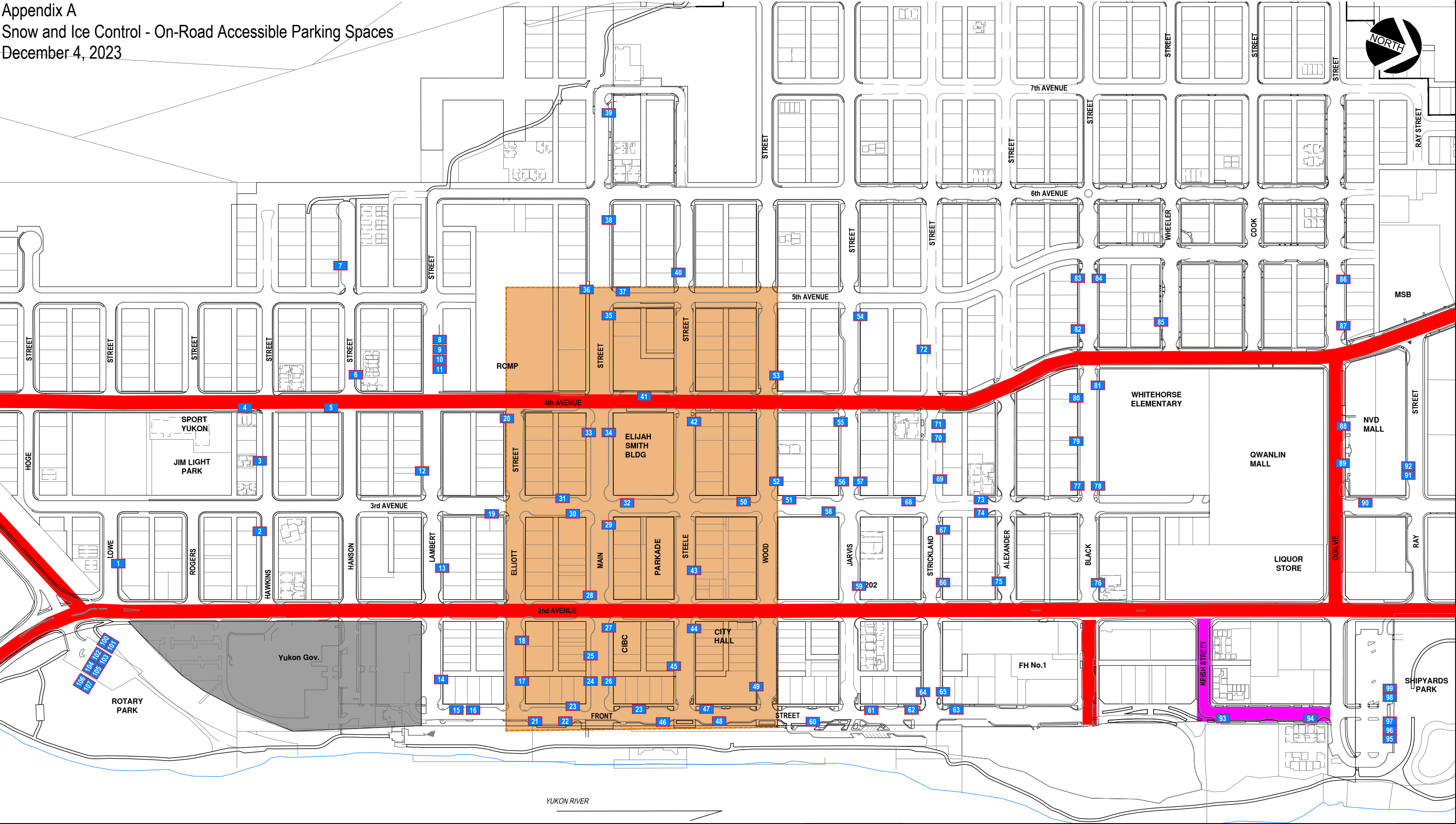
Design of on-road accessible spaces

Some of the issues raised to date are beyond just snow control and include lack of para-ramps, street furniture blocking access and insufficient space in general. Another option would be to establish an annual capital budget where infrastructure improvements are made to each accessible stall in the downtown core. Improvements could include installation of additional para-ramps, removal of street furniture and doubling the width of the existing stalls. The number of stalls upgraded each year would be dependent on the annual budget set and the required changes.

Community Accessibility Plan

The issues raised around accessibility during snow season are but one of the many barriers faced by members of the community on an annual basis. A more holistic approach could be taken by developing a Community Accessibility Plan which many communities in BC have undertaken over the last few years. Plans like the ones in the District of Squamish and City of Kamloops aim to improve accessibility for all and remove barriers that otherwise limit the ability for people with disabilities to live full lives and participate fully in the community. A Community Accessibility Plan would engage the community and identify all the barriers that are currently being faced and then proactively plan for the removal of these barriers. Developing this type of plan would require resources to be identified for 2024.

Appendix A
Snow and Ice Control - On-Road Accessible Parking Spaces
December 4, 2023



Accessible Parking Locations Above Escarpment

Public Safety Building: 2
Takhini Arena: 4
Mount McIntyre Recreation Centre: 4
Operations Building: 4
Canada Games Centre: 19

Summary

33 @ Facilities Above Escarpment
94 on Road Below Escarpment
13 @ Facilities Below Escarpment

Road Priority	QTY
Priority #1	5
Priority #2	87
Priority #3	2

CENTRAL
BUSINESS
DISTRICT

Whitehorse
THE WILDERNESS CITY

**SNOW & ICE CONTROL
ON ROAD ACCESSIBLE PARKING - NOV 2023**

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CITY OF WHITEHORSE
COMMUNITY SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Kirk Cameron

Vice-Chair: Ted Laking

December 4, 2023

Meeting #2023-22

-
1. New Business

CITY OF WHITEHORSE
PUBLIC HEALTH AND SAFETY COMMITTEE
Council Chambers, City Hall



Chair: Mellisa Murray

Vice-Chair: Kirk Cameron

December 4, 2023

Meeting #2023-22

1. New Business

CITY OF WHITEHORSE
CORPORATE SERVICES COMMITTEE
Council Chambers, City Hall



Chair: Ted Laking

Vice-Chair: Jocelyn Curteanu

December 4, 2023

Meeting #2023-22

-
1. Housing and Land Development Advisory Committee Work Plan and Update
Presented by Mike Gau, Director of Development Services
 2. Public Input Report – 2024 – 2027 Capital Expenditure Program
Presented by Svetlana Erickson, Manager, Financial Services
 3. Upcoming Procurements (January/February) – For Information Only
Presented by Svetlana Erickson, Manager, Financial Services
 4. Budget Amendment – Building Safer Communities Fund
Presented by Landon Kulych, Manager, Recreation Services
 5. New Business

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Housing and Land Development Committee
DATE:	December 4, 2023
RE:	Housing and Land Development Advisory Committee Work Plan and Update

ISSUE

Council update from the Housing and Land Development Advisory Committee (HLDAC) and presentation of the Work Plan for Council consideration.

REFERENCE

- [Bylaw 2017-28 Advisory Committee Bylaw](#)
- Appendix “A” Proposed HLDAC Work Plan (Dec 2023-May 2024)

HISTORY

The *Advisory Committee Bylaw* requires that the HLDAC meet a minimum of six times a year. So far in 2023, HLDAC has held 11 regular monthly meetings as well as held an additional eight special meetings. Two additional are scheduled in December bringing the meeting total to 20 in 2023.

Over the first year of the HLDAC’s mandate the following key processes, policies and bylaws related to housing and land development have been examined and recommendations provided to Council where indicated:

- First six-month work plan -recommendation issued;
- Zoning provisions related to housing – recommendations issued;
- Yukon Government title-raising process tied to interim approvals in City building permit process – recommendations issued and accepted by YG;
- Short term rentals;
- Development and building permits; and
- 2024 Housing Summit (February 1st and 2nd, 2024).

Presentations have been received by HLDAC by a member of the public, an NGO, and a housing management company on some of the subjects listed. More presentations are scheduled in December and into 2024. The City’s consultant leading the Zoning Bylaw Rewrite has also met with HLDAC to discuss upcoming proposals that will encourage housing development.

ALTERNATIVES

1. That Council approve the Proposed Six-Month HLDAC Work Plan; or
2. Refer the Work Plan back to HLDAC and Administration for further analysis.

ANALYSIS

The next six months (December- May) of the HLDAC work plan is designed to continue to advise on planning for the 2024 Housing Summit, consider the results of the Summit, finalize recommendations on development and building permit processes and short term rentals, and examine development incentives which are all anticipated to be discussed by Council in the first half of 2024. Depending on progress on these items, land availability and development will begin.

The Committee's mandate and priority focus is as directed by Council, this opportunity is for Council to provide input and approve the Work Plan. This may include HLDAC input on a specific urgent issue which could disrupt the proposed schedule. The proposed Work Plan is to be understood as an indication of what the HLDAC is working on and when, but the Work Plan could evolve as information necessitates and require more meetings and requests for additional information or input.

As the end of six-month timeframe approaches another update a Work Plan for the following six months will be presented to Council.

ADMINISTRATIVE RECOMMENDATION

THAT Council approve the proposed Work Plan from the Housing and Land Development Advisory Committee.

HLDAC 2023 Work Plan (First Meeting to May 2024)

November 29, 2023

*Subject to change following Council direction and HLDAC Requirements

When	Housing & Land Educational Foundations	Focused Discussion / Outcome
September 2022	<ul style="list-style-type: none"> • Introduction • Terms of Reference 	<ul style="list-style-type: none"> • Elect chair (complete) • Key topics (complete)
October	<ul style="list-style-type: none"> • Council Mandate 	<ul style="list-style-type: none"> • Draft work plan (complete)
November	<ul style="list-style-type: none"> • Affordable and Attainable Housing 	<ul style="list-style-type: none"> • Work plan/priority setting (complete)
December	<ul style="list-style-type: none"> • Land administration 	<ul style="list-style-type: none"> • Finalize priorities approach and Schedule (complete)
January 2023	<ul style="list-style-type: none"> • Review of Zoning Bylaw <ul style="list-style-type: none"> • Overview of City zones & housing construction requirements • OCP vs. Zoning Bylaw 	<ul style="list-style-type: none"> • Discuss reasons for requirements • Identify topic areas for discussions with Industry • Identify information gaps
February	<ul style="list-style-type: none"> • Review housing construction standards, permitting process and permit fees 	<ul style="list-style-type: none"> • Discuss current for requirements/process and rationale • Identify topic areas for discussions with Industry • Identify information gaps • Confirm agenda and schedule for contractor meetings/other potential outreach
March *Spring Break	<ul style="list-style-type: none"> • Zoning • Zoning Bylaw Update Project overview 	<ul style="list-style-type: none"> • Identify information gaps • Provide input into Zoning Bylaw Update scope • Consider interim recommendations to Council
April	<ul style="list-style-type: none"> • Discuss outreach results from early April • Special meeting on zoning recommendations • Industry Luncheon Planning 	<ul style="list-style-type: none"> • Consider interim recommendations to Council • Hosted Contractor Breakfasts and Outreach
May	<ul style="list-style-type: none"> • Recommendation on Land Title and Occupancy Permit Issue (YG) finalized YG Requirements for raising title at occupancy. • Industry Luncheon Debrief 	<ul style="list-style-type: none"> • YG presentation on title raising process. • Presentation to Council.
June	<ul style="list-style-type: none"> • Zoning recommendations • Industry engagement debrief • Work plan update 	
July	<ul style="list-style-type: none"> • Special meeting Zoning Recommendations • Development Permit Process 	
August	<ul style="list-style-type: none"> • Development Permit Process continued • Short term rentals • Work plan development 	<ul style="list-style-type: none"> • Short and Medium Zoning Recommendations To Council, approved to be referred to the Zoning Bylaw rewrite

APPENDIX A – Housing and Land Development Advisory Committee Work Plan and Update

September	<ul style="list-style-type: none"> • Development Building permit process review continued • Plan Engagement with Builders / Industry • Short term rentals 	<ul style="list-style-type: none"> • Presentations from Yukon Anti-Poverty Coalition regarding Short Term Rentals/Affordability and private resident regarding Short Term Rentals and Business Licenses
October	<ul style="list-style-type: none"> • Housing Summit Special Meeting #1 • Meet with Zoning Bylaw Rewrite consultant • Finalize Applicant Questionnaire content 	
November	<ul style="list-style-type: none"> • Housing Summit Special Meeting #2 • Short term rental presentation • Short term rentals – continued • Housing Summit Update • Finalize work plan 	<ul style="list-style-type: none"> • Development and Building Permit Questionnaire issued • Presentation from Neighbourly North
December	<ul style="list-style-type: none"> • Housing data presentations Special Meeting • Finalize Short term rentals Recommendations 	<ul style="list-style-type: none"> • Presentations from Planning Staff and from Sandra MacDougall
January 2024	<ul style="list-style-type: none"> • Community Land Trust Presentation • Review of Zoning Bylaw Housing Proposal • Summary of What we Heard Report Permit Process- Questionnaire • Housing Summit Discussion • Present Short Term Rental Recommendations to Council 	<ul style="list-style-type: none"> •
February	<ul style="list-style-type: none"> • Housing Summit Debrief • Development incentives/Vacant-Underutilized Lot report • Finalize Development and Building Permit Process Recommendations 	<ul style="list-style-type: none"> •
March	<ul style="list-style-type: none"> • Topics arising out of Housing Summit • Discuss incentive policies and ideas • Present Development and Building Permit Process Improvement Recommendations to Council 	
April	<ul style="list-style-type: none"> • Land Development Protocol • Discuss land availability and land development 	<ul style="list-style-type: none"> •
May	<ul style="list-style-type: none"> • Topics arising out of Housing Summit 	<ul style="list-style-type: none"> •
Other topics	<ul style="list-style-type: none"> • E-permitting software • Land availability • Cost of development vs. market price 	<ul style="list-style-type: none"> •

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	December 4, 2023
RE:	Public Input Report – 2024 to 2027 Capital Expenditure Program

ISSUE

Report on public feedback on the proposed 2024 to 2027 Capital Expenditure Program.

REFERENCE

- Bylaw 2023-27 Capital Expenditure Program 2024-2027
- Appendix A – Public Input Report – General Questions and Comments

HISTORY

Following the 2024-2027 Capital Expenditure Program presentation on November 20, 2023, the proposed program was posted on the City's website, and an email address was made available for public feedback. Advertisements for public input identified the designated email address and the public input session at the regular Council Meeting on November 27, 2023.

ALTERNATIVES

1. Bring forward the 2024-2027 Capital Expenditure Program bylaw for 2nd and 3rd reading; or
2. Postpone the 2024-2027 Capital Expenditure Program bylaw and refer to administration for further analysis.

ANALYSIS

Nine written submissions with multiple comments and suggestions were received from residents and organizations, and four persons appeared at the public input session. The submissions have been summarized as follows:

Infrastructure Development and Maintenance

Two submissions have been received encouraging the City to focus on progressive infrastructure development and maintenance, including sidewalk repairs and development, street reconstruction and safety, and escarpment risk assessment. Submissions specifically requested that the City:

- Recognize the need for downtown sidewalk network improvement and address specific locations lacking sidewalks for safety and accessibility.
- Consider proposed suggestions regarding various street reconstruction projects, intersection improvements, and traffic signal replacements for safety, accessibility, and connectivity.
- Study, analyze, and mitigate risks along the escarpment.

Response

The City acknowledges the concerns raised by the submissions regarding infrastructure development and maintenance. The suggestions provided will be considered in our ongoing evaluation of infrastructure priorities and planning. The proposed 2024-2027 Capital Expenditure Program includes several projects with infrastructure development and maintenance as detailed below:

- Two Mile Hill sidewalk erosion repairs - will address erosion and substandard conditions along the north side of Two Mile Hill; the project plans to hard-surface the area between the road curb and sidewalk, aiming to reduce hazards, improve drainage, prevent erosion, and maintain the sidewalk's condition post the 2024 rehabilitation work.
- Major sidewalk repairs - multiple City sidewalk repairs to ensure safety and accessibility in downtown, Takhini North, Riverdale, and Two Mile Hill.
- Escarpment risk assessment - will update geohazard zones (low, moderate, and high) of the escarpment, providing vital information for informed development decisions and policies on risk assessment and mitigation.
- Robert Service Way permanent solution - a detailed engineering design project to address a permanent solution - a combination of slope reshaping, roadway realignment, and infrastructure to manage seepage.

Moreover, the City invests annually in downtown infrastructure for pedestrians. Most of the improvements occur in conjunction with downtown reconstruction projects, where streets with no sidewalks are reconstructed with a sidewalk on one side of the street for residential areas and sidewalks on both sides for commercial areas. There remain a number of streets downtown that are due for full reconstruction, some of which are on the 4 year capital plan, which will have a positive impact on connectivity of the pedestrian network downtown. Following the downtown reconstruction program, a sidewalk infill program could certainly be considered. Regarding the timing of the downtown reconstruction projects, the City balances available funding, capacity of the contracting industry, and other competing priorities for critical infrastructure projects. The proposed 4 year capital plan has balanced these constraints.

Parks and Recreation Development

Two submissions have been received encouraging the City to prioritize playground improvements in the Downtown South area and across the City. One submission pointed out the need for investment and the lack of recreational infrastructure for children living downtown. Another submission emphasized the need for more accessible playgrounds in Whitehorse for children with special needs.

One submission recommended redevelopment and reprioritization of waterfront areas, suggesting repurposing parking areas into parks and replacing trolley tracks with a rail trail.

Response

The 2024-2027 Capital Expenditure Program includes a project for playground equipment replacement as well as Whistle Bend Phase 6 Playground with a priority to make this

playground accessible. Administration is evaluating locations for a small playground in the Downtown South area to replace the one removed due to the escarpment slide.

Administration is also reviewing the playground standards policy to address accessible and inclusive structures. Inclusive play equipment is very specialized, as is the surfacing required. It is also very costly and requires a site that has accessible parking and pathways to ensure access to the playground. The City is making great strides in providing options for inclusive play within the community. The City now has 4 playgrounds that have accessible or inclusive options. Because the abilities and development in children ages 2 - 12 vary greatly, it is imperative that they are provided a range of structures that engage all in different ways. Administration continues to be mindful of all play abilities and when replacing existing playgrounds will accommodate as many different types of play as each site can provide.

Accessibility and Active Transportation

Eight submissions have been received requesting that Council focus on accessibility improvements for elders, seniors, and people with disability, trail planning and implementation, traffic calming, and encouraging and supporting safe active transportation. Submissions specifically requested that the City:

- Update the existing snow and ice control policy to prioritize sidewalk maintenance and accessibility to parking stalls, curb cuts, ramps, bus stops, and crosswalks in the downtown area.
- Implement snow clearing along Hamilton Boulevard for active transport users.
- Develop of a Downtown Trail plan for the Downtown and adjacent areas.
- Construct a paved multi-use trail along Lewes Boulevard and lower escarpments trail pathway to complete the Downtown loop.
- Ensure the protection and integrity of the airport perimeter trail.
- Consider the concept of the Yukon River pedestrian bridge.
- Invest in traffic calming and safety measures, particularly in areas surrounding a new elementary school in Whistle Bend.

Response

The City is working towards improvements in accessibility and active transportation. The proposed 2024-2027 Capital Expenditure Program includes several projects with active transportation components as detailed below:

- Para Ramp Infills – this program plays a crucial role in improving accessibility, sidewalk safety, and facilitating safer pedestrian movement in the downtown area and at transit stops, thereby supporting the needs of individuals with mobility difficulties and promoting a safer environment for pedestrians.
- Airport Fence Trail Improvements - will protect and maintain the integrity of the Airport - Puckett's Gulch paved trail, a crucial active transportation route, by addressing the issue of extreme snow blowing and drifting during the winter season.

The installation of slats along the airport's perimeter fence has been tested over a 30-meter section and proven effective in reducing snow blowing and drifting onto the trail, ensuring safer passage for trail users and reducing maintenance efforts.

- Range Road Pedestrian Crossings – will enhance safety and connectivity for pedestrians, including elders, seniors, and people with disabilities, making it easier for them to navigate and cross the roadway safely. It supports safe active transportation and contributes to the broader concept of enhancing the Range Road corridor.
- Neighborhood Traffic Calming – will reduce vehicular speeds and enhance safety for pedestrians and cyclists via speed displays, temporary curb extensions, and speed cushions.
- Fire Hall #1 Access Improvements - while not the primary focus, the project indirectly contributes to traffic calming by separating the access for emergency vehicles from public thoroughfares, potentially reducing congestion and conflicts in the area, thus improving overall traffic flow and safety.
- Selkirk Street Active Transportation - an asphalt path from Nisutlin to Selkirk Elementary School and improvements to the pedestrian crossing at Selkirk and Nisutlin will enhance accessibility for pedestrians. It will strengthen the active transportation network in the area, providing a designated path that promotes walking and cycling, fostering a safer and more accessible route for pedestrians and cyclists.
- McIntyre Drive Traffic Calming – will directly address traffic calming concerns along McIntyre Drive by implementing design changes such as enlarged curb extensions, aimed at narrowing driving areas, reducing vehicle speeds, and enhancing pedestrian safety. These measures contribute to a safer environment and traffic calming efforts along the corridor.

In response to the construction of a paved trail along Lewes Boulevard, the City recently painted a buffer for the dedicated bike lane along Lewes Boulevard from Nisutlin to Grey Mountain School. Additionally, the City is allocating funds in 2024 to assess neighborhood roadway speed reductions. The combination of these two initiatives will greatly increase the safety for cyclists/pedestrians on Lewes Boulevard in the near term. Larger cycling infrastructure improvements on Lewes Boulevard will be coordinated with future surface or underground rehabilitation work in the area.

The City values asphalt paths in park spaces and has recently extended the Lower Escarpment Trail north of Black Street with the Cook Street reconstruction project. At the south end of the existing Lower Escarpment Trail, the next extension will pass adjacent to a future development at 5th & Rogers. This development will likely require a landslide mitigation berm, which the future trail will be placed upon. The installation of a future trail in this area will be subject to development on that parcel and integrated into the design.

The idea of the Yukon River pedestrian bridge is being explored further within an existing 2023 capital project for the assessment of 2nd River Crossing, and the horizon for potential implementation will be established as part of the long-range transportation planning completed with the Transportation Master Plan. At this time, there is not sufficient

information, and the idea has not progressed enough to support a capital project in the 2024-2027 Capital Expenditure Program.

Finally, the City is proposing to invest \$150,000 per year in the 2024-2027 Capital Expenditure Program for neighborhood street calming. As part of the Whistle Bend Elementary School development, the developer is installing a wide sidewalk in the boulevard, school zone/speed reduction signage and installation of pedestrian traffic control signals at the intersection of Casca & Oliver May Way. Locations and treatments for the 2024 traffic calming program will be selected by Administration and will prioritize high pedestrian/cycling areas, schools, and playground areas.

Environment and Recycling

One submission expressed concern about the absence of capital costs needed for a city-wide curbside recycling program and emphasized the necessity of planning for recycling infrastructure in the budget.

Response

The City has initiated a Request for Information (RFI) to explore the feasibility of implementing a curbside recycling program. This step builds upon the efforts of the Recycling Committee, investigating ways to divert non-refundable recyclables in the city. The RFI aims to gauge local interest and assess local businesses' capacity to support a potential curbside program. Initial estimates project capital costs of around \$960,000 for recycling containers, with an annual operating expense of \$2.2 million for collection and processing.

In the November 9, 2023, news release, Mayor Laura Cabott highlighted the urgency, citing the recent closure of the city's primary free recycling drop-off, prompting efforts to find viable alternatives for diversion and recycling in the community.

City Buildings

One submission urged the City to prioritize the redevelopment of the Municipal Services Building to free up downtown space and increase liveability.

Response

The City is pursuing multiple options for the Municipal Services Building (MSB) site. Contained in the proposed budget is an option to demolish the Municipal Services Building and sell the property as part of the Building Consolidation initiative. The current MSB site, situated at 4210 - 4th Avenue, does not comply with zoning laws and is not suitable for the neighborhood. Demolition involves environmental assessments, remediation, and dismantling. Selling the property is anticipated to boost the tax base and prompt new developments adhering to zoning regulations. The project is anticipated to start in 2024, if approved by Council, pending the confirmation of external funding. Alternatively, the City has also approached three other governments to gauge their interest in assuming ownership of the site for potential housing developments; work is still ongoing in this regard.

Other Suggestions to be reviewed by Departments

- That the City provide funds for a replacement sign at the entrance on the Chadburn Lake Road.
- Suggestions for improvements in the budget presentation.
- The need to prioritize downtown infrastructure renewal over investments in less dense neighborhoods, highlighting specific areas lacking attention.

Other Comments

Several comments and suggestions were received that were outside the scope of the 2024-2027 Capital Expenditure Program. In addition, more information or clarification on a number of projects has been requested. Those comments, questions, and responses are summarized in Appendix A.

Administration will review and consider all suggestions and recommendations that were not addressed in the 2024-2027 Capital Expenditure Program in future capital planning.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2023-27, a bylaw to adopt the 2024 to 2027 Capital Expenditure Program, be brought forward for 2nd and 3rd reading under the bylaw process.

McIntyre Creek Management Plan

Q: What is the source of the McIntyre Creek Management Plan's external funding, and when is it expected to be forthcoming?

A: This is a multi-year project with an anticipated start in 2024. The funding source is to be determined.

2017 Chadburn Lake Park Management Plan

Q: Does the 2024-2027 Capital Expenditure Program include allocating funds to implement the 2017 Chadburn Lake Park Management Plan? If not, why?

A: The 2024-2027 Capital Expenditure Program includes the Long Lake Trail and Parking Lot Accessibility project that addresses an action item in the Chadburn Lake Park Management Plan.

Q: Will the City address the initiative found in Section 2.5 of the Chadburn Lake Park Management Plan in 2024? Will any funds be applied to placing new signs at all road entrances to the park?

A: The 2024-2027 Capital Expenditure Program includes the Long Lake Trail and Parking Lot Accessibility project to address the 2040 Official Community Plan, Idea for Action #25, to develop a strategy or program to advance Chadburn Park planning initiatives. In addition, the Trail Plan Implementation project will aim to complete trail developments and initiatives listed in the 2017 Chadburn Lake Park Management Plan.

Trail Plan Implementation

Q: How were the funds approved in 2023 for the trail plan implementation project used? How much was spent on what specific projects? How does the City plan to spend the allotted \$100,000 in 2024?

A: A majority of the funds approved in 2023 supported the trail crew and maintenance of City trails. Some of the 2023 funds were used for feasibility studies and assessments. The 2024 budget will be used to undertake improvements to the trail network as outlined in the 2020 Trail Plan and Neighbourhood Trail Plans and initiatives. In addition, the funds will be used to create an interactive online trail map for the City of Whitehorse website.

Q: What progress has been made in implementing the 30 Actions listed in the 2020 Trail Plan? Does the 2024-2027 Capital Expenditure Program capture any capital projects related to the 30 Actions?

A: Various actions have been completed, including neighbourhood level trail plans, the development of the City's first E-Bike Bylaw as well as general improvements to the trail network. Administration is working through other action items such as policy and bylaw review.

Wayfinding Plan

Q: What does the Wayfinding plan entail?

A: This initiative, recommended by The Downtown Plan (2018) and the Downtown Retail and Entertainment Strategy (2016), will identify points of interest, signage and map design, locations, and logistics for installation in Whitehorse. The plan aims to elevate exposure for attractions, including the Visitor's Center, museums, heritage sites, and commercial areas. By incorporating First Nation themes, language, and culture, the plan seeks to unify signage and communication, promoting a cohesive downtown identity while upholding higher urban design standards.

Running Track Perimeter Flooring at the Canada Games Centre

Q: If funding is approved for the running track, when will this project likely to commence? What is the estimate as to how long the running track will be closed to the public?

A: The length of closure is not yet known at this time; however, the recommendation would be for construction to occur during the summer months.

Electric Vehicles

Q: The 2024-2027 Capital Expenditure includes purchasing three electric vehicles. What type of electric vehicles is being purchased, and from what manufacturer?

A: If Council approves, the City of Whitehorse will initiate a Request for Tender (RFT) to acquire three electric vehicles. The type of electric vehicles will be specified in the procurement documentation, and the manufacture will be determined based on the results of the RFT.

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	December 4, 2023
RE:	Upcoming Procurements (January/February) – For Information Only

ISSUE

Bi-monthly update on forthcoming procurement projects with an anticipated value greater than \$100,000.

REFERENCE

- [Procurement Policy 2020-03](#)
- Appendix A – Upcoming procurement projects information report

HISTORY

In accordance with the Procurement Policy, a list of forthcoming procurements with an anticipated value greater than \$100,000 must be provided to Council on a bi-monthly basis.

ANALYSIS

Managers have been asked to review their capital projects and operating requirements and to provide information on their anticipated procurements over \$100,000 for the period of January and February 2024. The information as compiled by the Financial Services department is attached as Appendix A.

Appendix A Upcoming Procurement Projects Information Report

Report Number 2024-01

Date of Meeting: December 4, 2023

Subject: Upcoming Procurement Projects

Period: January - February 2024

Purpose: To provide Council with a bi-monthly update on forthcoming procurement projects with an anticipated value greater than \$100,000. All forthcoming procurements are subject to budget and/or rebudget authorization.

No	Department	Project Title	Brief Description	Budget (Operating / Capital)	Commencement Report Required (No/Yes + reason)	Anticipated Procurement Posting Date
1	Engineering Services	Crestview Water Flow Improvements	Construction services for the upgrades at the Crestview (Water) Pumphouse, including pumps and station infrastructure configuration, and modifications to the watermain and underground infrastructure	240c00222	Yes, the project value is over \$500k	February 15, 2024
2	Engineering Services	Range Road and Two Mile Hill Intersection Upgrades	Consulting services for the detailed design of Range Road and Two Mile Hill intersection upgrades	240c00417	No, the project value is less than \$500k	February 8, 2024
3	Engineering Services	McIntyre Drive Traffic Calming Upgrades	Construction services for the McIntyre Drive traffic calming upgrades	240c00621	Yes, the project value is over \$500k	February 8, 2024
4	Engineering services	Crosstown Watermain	Construction services for the replacement of a portion of the crosstown waterman between Baxter Street and the Two Mile Hill Booster Station	240c01222	Yes, the project value is over \$500k	February 15, 2024
5	Engineering Services	Escarpment Risk Assessment	Consulting services for the risk assessments of specific areas of the escarpment from Robert services Way (sheet pile wall) to the intersection of Range Road and Mountain View Drive	240c00824	No, the project value is less than \$500k	February 15, 2024
6	Engineering services	Robert services Way Permanent Solution	Consulting services for the detailed engineering design and construction inspection for a permanent solution to the Robert services Way landslide area	240c00924	Yes, the project value is over \$500k	February 22, 2024
7	Engineering Services	Downtown Sanitary Trunk Main Rehabilitation	Engineering consulting services to complete a condition assessment of the sanitary trunk main from Black Street to Lift Station #1 in Shipyards Park	240c02024	No, the project value is less than \$500k	February 8, 2024
8	Engineering services	Robert Service Way Escarpment Mitigation Materials	Purchase of materials for the Robert Service Way escarpment mitigation	100c00122	No, the project value is less than \$500k	January 17, 2024
9	Engineering Services	Copper Haul Road Improvements	Purchase and installation of the pipe arches for the replacement of culver crossings across Copper Haul Road	240c00622	Yes, the project value is over \$500k	January 12, 2024
10	Fleet & Transportation Maintenance	One-Ton Truck Replacement	Purchase of one replacement one-ton truck with dump body	320c00110	No, the project value is less than \$500k	January 1, 2024
11	Fleet & Transportation Maintenance	Winter Road Sand	Purchase of winter road sand for the 2024/2025 winter season	Operating	No, the project value is less than \$500k	February 29, 2024
12	Fleet & Transportation Maintenance	Winter Road Salt	Purchase of winter road salt for the 2024/2025 winter season	Operating	No, the project value is less than \$500k	February 29, 2024
13	Fleet & Transportation Maintenance	Street Sweepers	Purchase of two street sweepers - one replacement and one additional unit	320c01209 & 320c00922	Yes, the project value is over \$500k	February 5, 2024
14	Fleet & Transportation Maintenance	Battery Electric SUV's	Purchase of six battery electric SUV's for Parks, Transit, B&TS, Bylaw and Water & Waste	320c02109,500c00423, 500c00724,500c00824, 500c01224	No, the project value is less than \$500k	January 15, 2024
15	Fleet & Transportation Maintenance	Calcium Chloride	Purchase of calcium chloride for a 2-year contract	Operating	No, the project value is less than \$500k	February 29, 2024
16	Fleet & Transportation Maintenance	Replacement Aerial Apparatus	Purchase of a replacement aerial apparatus for the Whitehorse Fire Department	500c00123	Yes, the project value is over \$500k	February 29, 2024

Appendix A
Upcoming Procurement Projects Information Report

No	Department	Project Title	Brief Description	Budget (Operating / Capital)	Commencement Report Required (No/Yes + reason)	Anticipated Procurement Posting Date
17	Fleet & Transportation Maintenance	Ice Resurfacers Replacement	Purchase of two replacement battery electric ice resurfacers and charging equipment	320c00215	No, the project value is less than \$500k	February 29, 2024
18	Property Management	CGC Aquatic Centre Domestic Water Line Upgrade	Construction services for the CGC - Aquatic Centre Domestic Water Line Upgrade	360c00224	Yes, the project value is over \$500k	February 21, 2024
19	Property Management	Takhini Arena Furnace	Contract services for the Takhini Arena heating system upgrades	320c01713	Yes, the project is deemed to be of significant community interest	February 12, 2024
20	Water and Waste Services	High Purity Sodium Chloride (Salt)	Purchase of high purity sodium chloride (salt) to feed City's onsite chlorine generation process	Operating	No, the project value is less than \$500k	January 2, 2024
21	Water and Waste Services	Waste Management Transfer Station Upgrades	Construction services for the safety and operational improvements at the Waste Management Facility Transfer Station	650c00819	Yes, the project value is over \$500k	February 1, 2024
22	Water and Waste Services	Porter Creek Flush Line VC1 Site Improvements	Construction services for site improvements around the Valve Chamber #1 (VC1) site of Porter Creek Flush Line, including the stabilization of the river shore slope	650c00222	No, the project value is less than \$500k	January 2, 2024

ADMINISTRATIVE REPORT

TO:	Corporate Services Committee
FROM:	Administration
DATE:	December 4, 2023
RE:	Budget Amendment – Building Safer Communities Fund

ISSUE

A budget amendment is being requested to enable the Boys and Girls Club of Yukon (BGCY) to access funding available to them through the City's Building Safer Communities Fund agreement with the Federal Government.

REFERENCE

- Building Safer Communities Fund Contribution Agreement

HISTORY

On September 28th, 2023 the City of Whitehorse finalized a contribution agreement with Public Safety Canada called the Building Safer Communities Fund (BSCF). This funding stream was announced in January 2023 through public media events that included the Mayor and the Federal Minister. The intent of the funding is to address crime prevention and intervention activities targeted towards youth.

Throughout the first half of 2023, City Administration along with a hired consultant met with community partners involved in youth crime prevention and intervention to solicit recommendations on how this funding could be used with maximum impact. These partners included a wide range of local organizations working in the related field as well as Yukon and First Nation Government officials and the RCMP. Administration also participated in the Youth Summit hosted by Communities Building Youth Futures to ensure that the youth voice and priorities were being considered when finalizing the decision on which youth organizations were best suited to benefit from the federal funding.

BGCY was consistently regarded across the community as a strong candidate for the funding, due to their connection to the targeted age range.

ALTERNATIVES

1. Amend the 2023 Operating Budget in the amount of \$82,967 to allow the "flow-through" of the federal Building Safer Communities Fund to BGCY; or
2. Refer the matter back to Administration for further analysis.

ANALYSIS

BGCY will utilize the funding to implement expanded drop in programming. Their strategy includes increasing their services to seven days a week as well as expanding the age demographic of youth that they can cater to. Specialty training opportunities and hires will also be utilized to address demographics that need support. The work of BGCY focuses on

prevention and reintegration. Their work is vital to addressing long term systemic issues and preventing intervention needs.

Under the Building Safer Communities funding stream eligible recipients are approved for reimbursement on their spending. Eligible expenses from BGCY include items such as staff wages, training, consultant costs, office equipment and supplies and other items related to their provided services.

Administration is developing a funding agreement between the City of Whitehorse and BGCY that will allow for the City to grant BGCY their allotted spending amounts.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct the 2023 operating budget for youth programming grants be increased in the amount of \$82,967 and federal grant revenue be increased in the amount of \$82,967 to allow for funding redistribution to the Boys and Girls Club of Yukon provided by the Building Safer Communities Fund Contribution Agreement.

CITY OF WHITEHORSE
CITY PLANNING COMMITTEE
Council Chambers, City Hall



Chair: Michelle Friesen

Vice-Chair: Dan Boyd

December 4, 2023

Meeting #2023-22

-
1. Public Hearing Report – 68 Mascot Street
Presented by Peter Duke, Manager, Planning Services
 2. Zoning Amendment – 1302 Centennial Street
Presented by Peter Duke, Manager, Planning Services
 3. New Business

ADMINISTRATIVE REPORT

TO: Planning Committee
FROM: Administration
DATE: December 4, 2023
RE: Public Hearing Report – Zoning Amendment – 68 Mascot Street

ISSUE

Public Hearing Report on a bylaw to amend the zoning at 68 Mascot Street, from RCS – Comprehensive Residential Single Family to RCSx – Comprehensive Residential Single Family (modified), to allow for the development of a living suite.

REFERENCES

- [Zoning Bylaw 2012-20](#)
- [2040 Official Community Plan](#)
- [Snow and Ice Control Policy](#)
- [2009 Whistle Bend Final Concept Plan](#)
- [2019 Downtown Parking Management Plan](#)
- [Traffic Bylaw 2013-34](#)
- Location Map (Attachment 1)
- Proposed Zoning Amendment Bylaw 2023-30 (Attachment 2)

HISTORY

The owner of 68 Mascot Street has applied to rezone their property from RCS – Comprehensive Residential Single Family to RCSx – Comprehensive Residential Single Family (modified). Although living suites are permitted in the RCS zone, the subject lot is approximately six per cent smaller than the minimum lot size required for living suites on lots without lane access (minimum lot size is 462 m²). Therefore, the special modification is to allow a living suite on a lot with an area of 436 m².

Bylaw 2023-30 received First Reading on October 10, 2023. Public Hearing notifications were sent out in accordance with the Zoning Bylaw 2012-20, including:

- Newspaper advertisements were posted in the Whitehorse Star and Yukon News on October 20 and October 27, 2023;
- Email notifications were sent to Kwanlin Dün First Nation, Ta'an Kwäch'än Council, and the Government of Yukon Land Management Branch;
- Mail notifications were sent to property owners within 100 metres of the subject site; and
- A notice sign was placed on the subject site.

A public hearing for this item was held on November 14, 2023. Two written submissions were received, one in support and one in opposition of the proposed zoning amendment. The proponent also spoke at the Public Hearing.

ALTERNATIVES

1. Proceed with the second and third readings under the bylaw process; or
2. Do not proceed with the second and third readings.

ANALYSIS

The following matters were raised in the public submissions:

- On-street parking; and
- Whistle Bend Master Plan and Official Community Plan support.

On-street parking

A respondent raised concerns that the proposed living suite would potentially increase on-street parking in the area. Of particular concern was that in the winter the additional on-street parking would present a hazard for snow removal and safety.

The Zoning Bylaw specifies the number of parking spaces required for the various types of residential developments. Single detached houses must provide one off-street parking space per dwelling unit. A single detached house with a living suite, as is proposed, would be required to provide two off-street parking spaces onsite. This amendment would provide the lot owner the same benefit as the majority of the neighbouring properties.

In addition, the City is responsible for snow removal on municipal roads. Per policy 31 of the Snow and Ice Control Policy, the City has the ability to implement parking bans as required in order to provide for snow and ice removal operations.

The proponent suggested that the City consider issuing parking permits for on-street parking in response to the parking concerns. A residential parking permit program is currently only contemplated in the Downtown Parking Management Plan. Expansion of this program would require additional research and resources. The issuance and enforcement of residential on-street parking permits would be administered through an amendment to the Traffic Bylaw. Administration is updating the Zoning Bylaw and parking requirements will be reviewed as a part of that process.

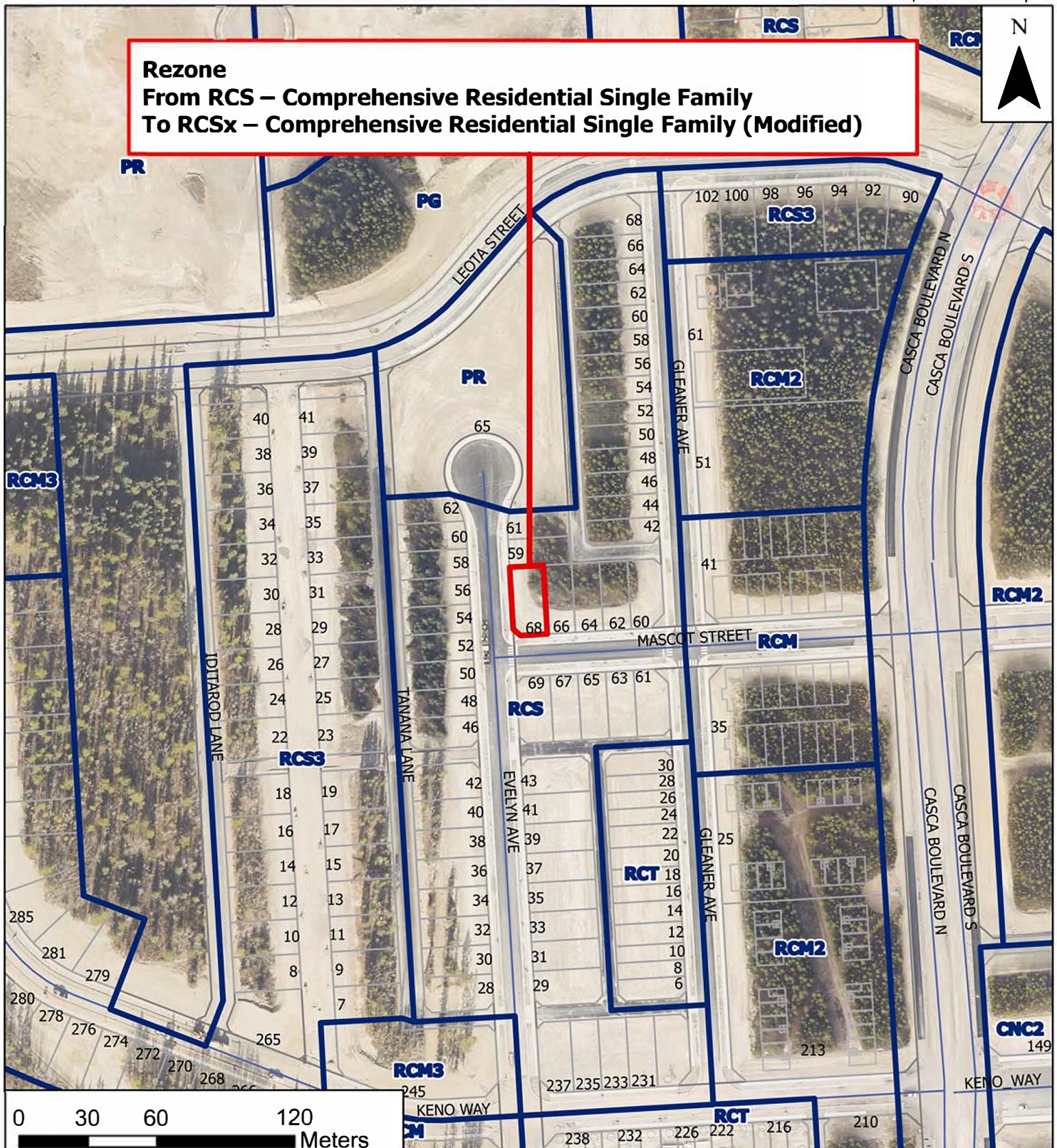
Whistle Bend Master Plan and Official Community Plan (OCP)

A respondent advised that the proposed zoning amendment aligns with several planning documents, such as the Whistle Bend Master Plan and the OCP, as well as planning best practices in general.

Since 2006, when the planning for Whistle Bend began, it was envisioned that the neighbourhood would provide a wide range of housing types. Furthermore, OCP policy 9.8 supports the development of secondary suites and OCP policy 9.4 states that opportunities for affordable housing should be integrated into all neighbourhoods with preference given to locations within walking distance of Urban Centres. Secondary suites often provide affordable housing options and the subject lot is less than 0.5 km from the Whistle Bend Urban Centre.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2023-30, a bylaw to amend the zoning of 68 Mascot Street from RCS – Comprehensive Residential Single Family to RCSx – Comprehensive Residential Single Family (modified) to allow for the development of a living suite, be brought forward at second and third reading under the bylaw process.



DATE:

October 3, 2023

FILE NO:

Z-07-2023

 Subject Site

CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES

Bylaw 2023-30

A Bylaw to amend the zoning of 68 Mascot Street from RCS - Comprehensive Residential Single Family to RCSx - Comprehensive Residential Single Family (Modified).



CITY OF WHITEHORSE
BYLAW 2023-30

A Bylaw to amend Zoning Bylaw 2012-20

WHEREAS Section 289 of the *Municipal Act* provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS Section 294 of the *Municipal Act* provides for amendment of the Zoning Bylaw; and

WHEREAS it is deemed desirable that the Whitehorse Zoning Bylaw be amended to allow for the development of a living suite at Lot 590, Plan 108387 CLSR YT, Whistle Bend Subdivision, municipally known as 68 Mascot Street;

NOW THEREFORE the Council of the Municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Section 9.6 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 9.6.7 Special Modifications a) as follows:

“a) Notwithstanding Section 6.13.3 a) of this bylaw, Lot 590, Plan 108387 CLSR YT, located at 68 Mascot Street in the Whistle Bend Subdivision, is designated RCSx(a) with the special modification being that a living suite is permitted as a secondary use on a lot that is at least 436 m² in area.”
2. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of 68 Mascot Street from RCS – Comprehensive Residential Single Family to RCSx(a) – Comprehensive Residential Single Family (modified), as indicated on Appendix A and forming part of this bylaw.
3. This Bylaw shall come into force and effect upon the final passing thereof.

FIRST READING:

PUBLIC NOTICE:

PUBLIC HEARING:

SECOND READING:

THIRD READING and ADOPTION:

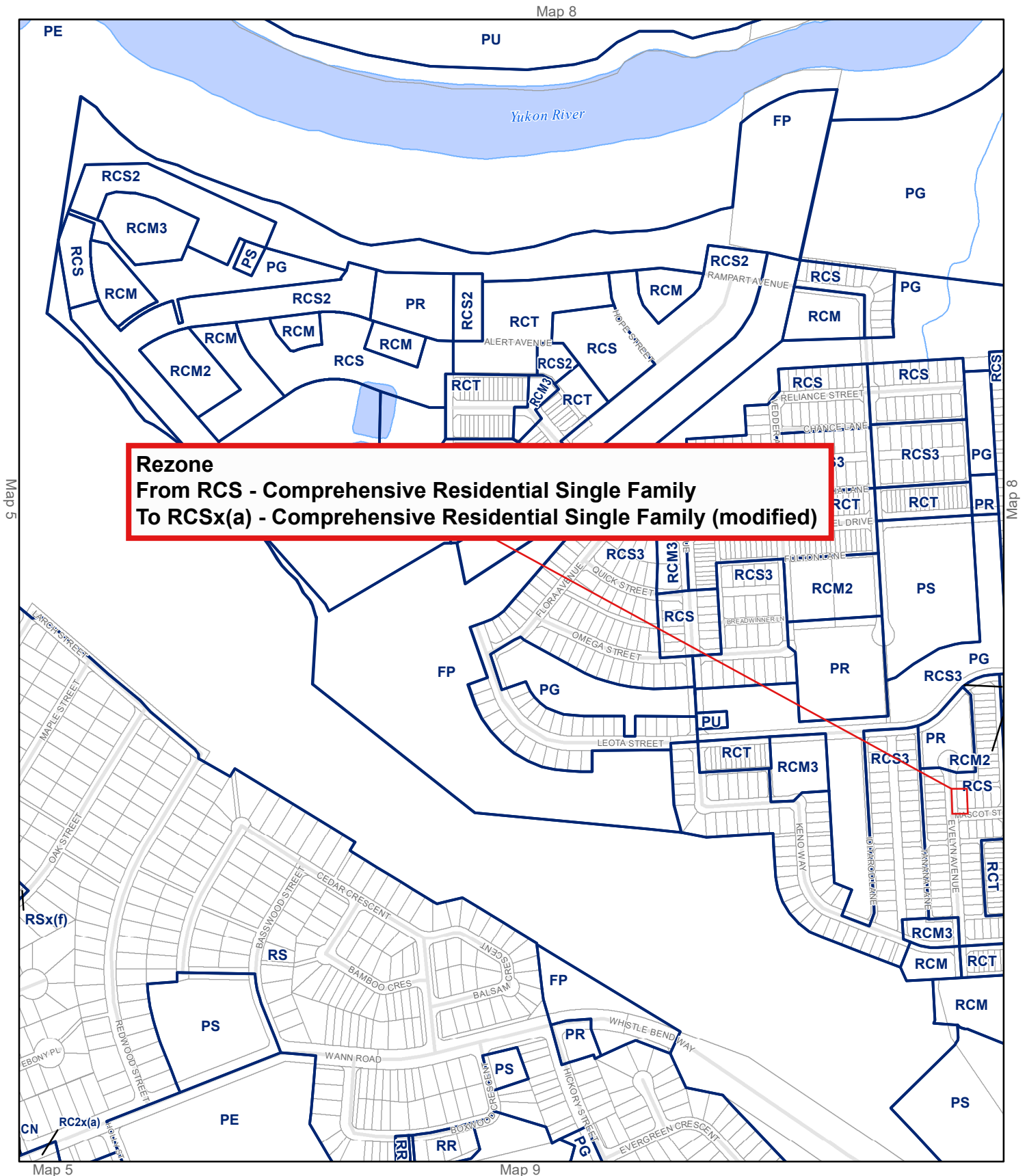
Laura Cabott, Mayor

Corporate Services

MAP 6

Bylaw 2023-30
Appendix A, Bylaw Map

WHISTLE BEND (WEST)



Where a letter appears in brackets following a zoning designation, e.g. RSx(a), the letter corresponds to the 'special restrictions' subsection for that zone.

0 320
Meters
Projection: NAD 1983 UTM Zone 8

Consolidation date:
June 15, 2023

ADMINISTRATIVE REPORT

TO:	City Planning Committee
FROM:	Administration
DATE:	December 4, 2023
RE:	Zoning Amendment – 1302 Centennial Street

ISSUE

An application to amend the zoning at 1302 Centennial Street from RS – Residential Single Detached to RMx(g) – Residential Multiple Housing (modified) to enable the development of up to 10 dwelling units.

REFERENCE

- [Whitehorse 2040 Official Community Plan](#)
- [Zoning Bylaw 2012-20](#)
- [2022 – 2024 City of Whitehorse Strategic Priorities](#)
- Location Map (Attachment 1)
- Proposed Zoning Amendment Bylaw 2023-33 (Attachment 2)

HISTORY

The applicant has applied to rezone 1302 Centennial from RS – Residential Single Detached to RMx(g) – Residential Multiple Housing (modified) to allow the development of 10 dwelling units. Per section 9.15.2 of the Zoning Bylaw, the RS zone does not allow for multiple housing as a principal use. Housing, multiple means any physical arrangement of three or more dwelling units. Multiple housing includes apartment, cottage cluster, courtyard, fourplex, townhouse, and triplex housing types.

On September 20, 2023, the Development Review Committee (DRC) reviewed the proposed amendment and minor concerns were raised about vegetative buffers, density and height allowances. Special modifications were added to the proposed amendment to address these concerns.

The proposed schedule for the Zoning Bylaw amendment is:

Planning Committee:	December 4, 2023
First Reading:	December 11, 2023
Newspaper Ads:	December 15 and December 22, 2023
Public Hearing:	January 15, 2024
Report to Committee:	February 19, 2024
Second and Third Reading:	February 26, 2024

ALTERNATIVES

1. Proceed with the amendment under the bylaw process; or
2. Do not proceed with the amendment.

ANALYSIS

Site Context

The subject site is located on the east side of Centennial Street, near the intersection of Centennial and 12th Avenue East. The subject site is adjacent to RS zoning to the side and rear yards. On the opposite side of the street is CM2 – Mixed Use Commercial 2 zoning. Approximately 30 m north and 100 m south of the subject site there is RM zoning and similarly sized developments. In 2019 and 2020, the City approved similar zoning amendments 30 m north of the subject site to allow for comparable developments.

Currently, the site has a 70 year old single detached house and garage on the lot, both of which require extensive repairs. The applicant intends to demolish the single detached house and replace it with a 10-dwelling unit multiple housing development. The garage will be renovated and converted into storage units for the apartment.

Official Community Plan

The subject site is designated as Mixed Use – Neighbourhoods in the Official Community Plan (OCP). The intent of Mixed Use – Neighbourhoods designation is to assist in the creation of more Complete Communities by accommodating a mixture of multi-unit housing and commercial development at a scale that contributes to the vitality of neighbourhoods. Uses suitable for inclusion in the Mixed-Use Neighbourhood designation includes multi-unit residential. The proposed rezoning to RMx(g) conforms to this designation and would contribute to the development of a more Complete Community in Porter Creek by providing additional multi-unit housing.

The proposed amendment is supported by several policies in the Official Community Plan, including Policies 8.1 – 8.3, 8.39, and 9.1. The proposed amendment would allow for an intensification and compact development on an existing lot, making more efficient use of existing municipal services in the area and encouraging a more walkable and transit-friendly neighbourhood. This, in turn, contributes to the transition towards a more Complete Community where residents have easier access to amenities and services along Centennial Street and the nearby Urban Centre on Wann Road. Finally, the inclusion of multiple housing increases the diversity of housing options in the area, better reflecting the housing continuum.

Zoning Bylaw

The site is currently zoned RS, which is intended to provide single detached housing on urban lots. RMx(g) zoning is being proposed to allow for the development of up to 10 multiple housing units. Multiple housing is not a permitted use in the RS zone.

The proposed zoning includes several special modifications. Restrictions on maximum height (13 metres) and density (10 units) were added to mitigate the impact of intensification on the surrounding lots currently zoned RS. A special modification was also added to eliminate the requirement of a 3.0 m vegetative buffer along the side yards. This modification was added due to the infeasibility of the proposed development with the buffer imposed.

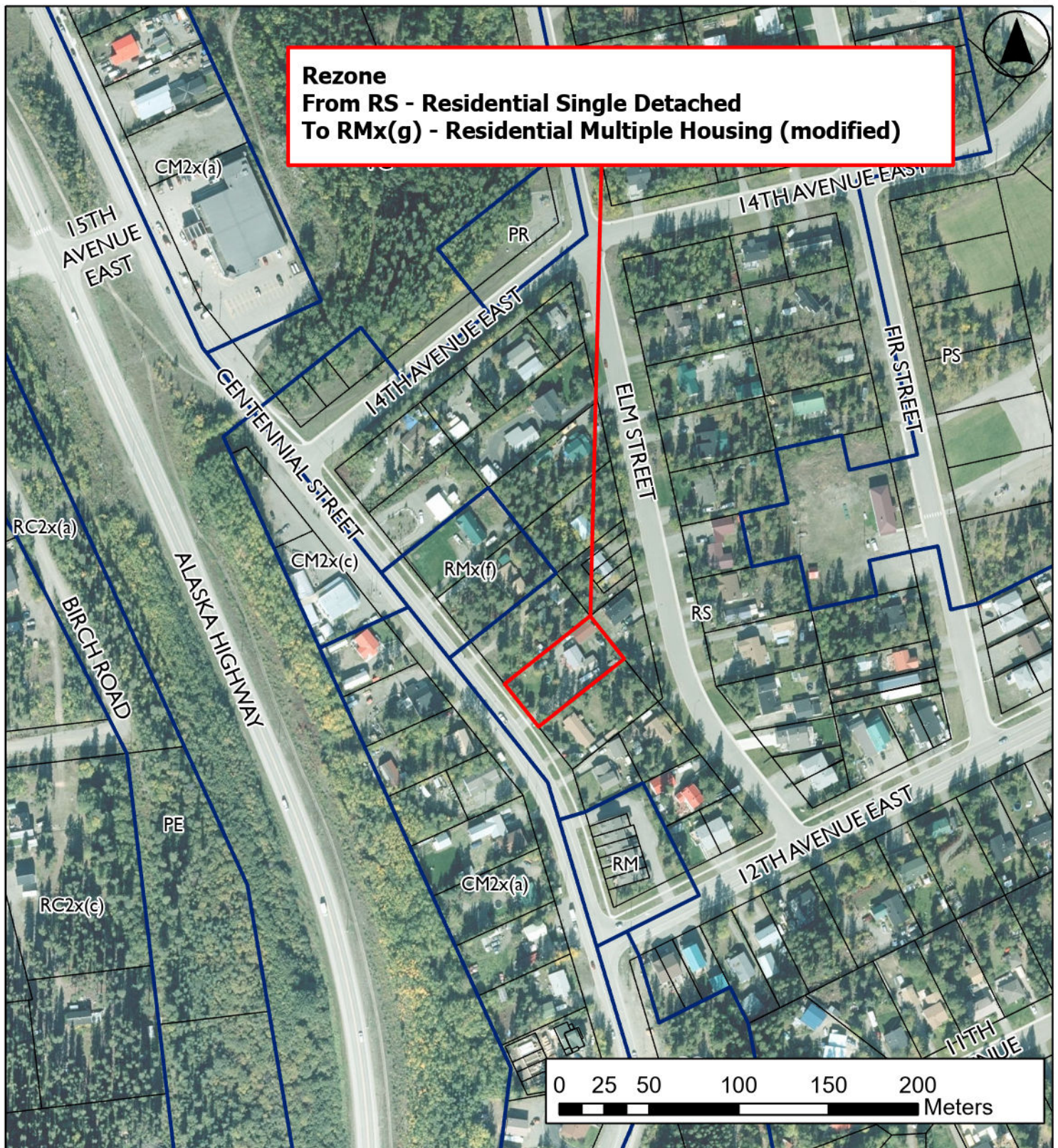
Strategic Priorities

The City of Whitehorse 2022 – 2024 Strategic Priorities identifies housing and development as a strategic priority. It states that every person deserves a safe and

affordable space to call home and to work to ensure a variety of housing is available and attainable now and into the future. Rezoning the site would allow for the development of 10 dwelling units and contribute to the fulfillment of this strategic priority.

ADMINISTRATIVE RECOMMENDATION

THAT Council direct that Bylaw 2023-33, a bylaw to amend the zoning of the 1302 Centennial Road to allow for the development of up to 10 dwelling units, be brought forward for consideration under the bylaw process.



DATE:

December 4, 2023

FILE NO:

Z-09-2023



Subject Site

CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES

Zoning Bylaw Amendment

A proposal to amend the zoning of 1302 Centennial from RS - Residential Single Detached to RMx(g) - Residential Multiple Housing (modified) to allow for development of up to 10 dwelling units.



CITY OF WHITEHORSE
BYLAW 2023-33

A bylaw to amend Zoning Bylaw 2012-20

WHEREAS section 289 of the *Municipal Act* provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS section 294 of the *Municipal Act* provides for amendment of the Zoning Bylaw; and

WHEREAS it is deemed desirable that the Whitehorse Zoning Bylaw be amended to allow for the development of up to 10 dwelling units on Lot 85, Plan 25142 LTO YT, Porter Creek Subdivision, municipally known as 1302 Centennial Street;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Section 9.12.7 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 9.12.7 Special Modifications g) as follows:
 - “g), Lot 85, Plan 25142 LTO YT at 1302 Centennial Street in the Porter Creek Subdivision, is designated RMx(g) with the special modifications being:
 - (1) the maximum height is 13.0 m;
 - (2) the maximum density is 10 units; and,
 - (3) A vegetative buffer between the RMx(g) and adjacent residential zones is not required on the side yards.
2. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of 1302 Centennial Street from RS – Residential Single Family to RMx(g) – Residential Multiple Housing (modified), as indicated on Appendix A and forming part of this bylaw.
3. This bylaw shall come into force and effect upon the final passing thereof.

FIRST READING:	December 4, 2023
PUBLIC NOTICE:	December 11, 2023
PUBLIC HEARING:	January 15, 2024
SECOND READING:	February 26, 2024
THIRD READING and ADOPTION:	

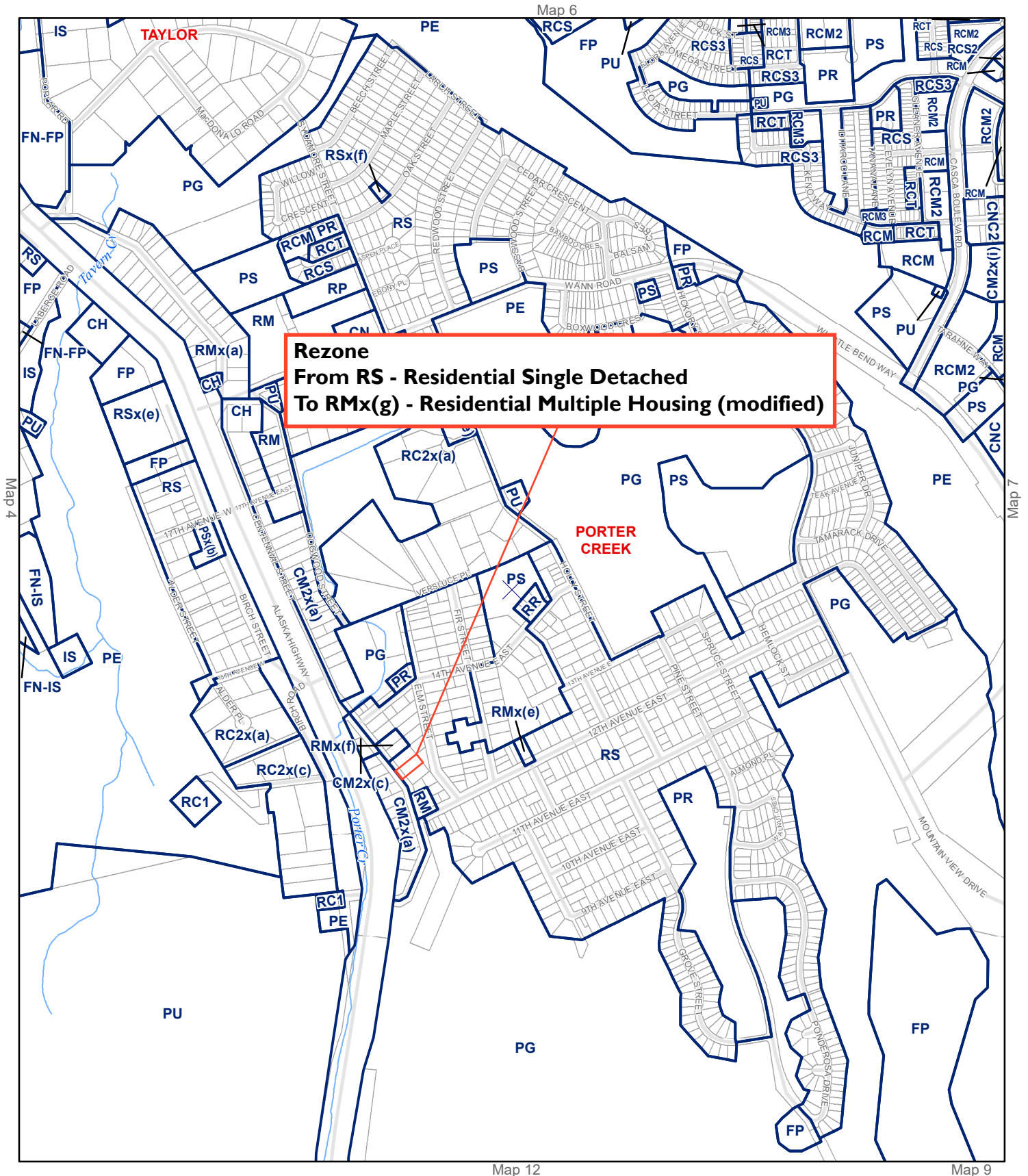
Laura Cabott, Mayor

Corporate Services

MAP 5

Appendix A, Bylaw Map
Bylaw 2023-33

PORTER CREEK



Where a letter appears in brackets following a zoning designation, e.g. RSx(a), the letter corresponds to the 'special restrictions' subsection for that zone.



0 590
Meters
Projection: NAD 1983 UTM Zone 8

Consolidation date:
June 15, 2023