

## **CITY OF WHITEHORSE – STANDING COMMITTEES**

Monday, January 5, 2026 – 5:30 p.m. (or Immediately Following the Special Meeting,  
Whichever Occurs Later)

Council Chambers, City Hall

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### **CALL TO ORDER**

### **ADOPTION OF AGENDA**

### **PROCLAMATIONS**

### **DELEGATIONS**

#### **COMMUNITY SERVICES COMMITTEE – *Councillors Gallina and Melnychuk***

1. New Business

#### **PUBLIC HEALTH AND SAFETY COMMITTEE – *Councillors Boyd and Gallina***

1. New Business

#### **CORPORATE SERVICES COMMITTEE – *Councillors Melnychuk and Middler***

1. Semi-Annual Procurement Report (July to December 2025) – For Information Only
2. 2025 Umbrella Grants Bylaw
3. New Business

#### **CITY PLANNING COMMITTEE – *Councillors Middler and Hamilton***

1. Zoning Amendment - Chasàn Tatäy
2. Public Hearing Report – Zoning Amendment – 25 Rhine Way
3. Public Hearing Report – Zoning Bylaw 2025-37
4. New Business

#### **DEVELOPMENT SERVICES COMMITTEE – *Councillors Hamilton and Morris***

1. Building Permit and Development Permit Service Level Targets
2. New Business

#### **CITY OPERATIONS COMMITTEE – *Councillors Morris and Boyd***

1. New Business

**CITY OF WHITEHORSE**  
**COMMUNITY SERVICES COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Paolo Gallina

**Vice-Chair:** Eileen Melnychuk

January 5, 2026

Meeting #2026-01

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1. New Business

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



**Chair:** Dan Boyd

**Vice-Chair:** Paolo Gallina

January 5, 2026

Meeting #2026-01

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1. New Business

**CITY OF WHITEHORSE**  
**CORPORATE SERVICES COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Eileen Melnychuk      **Vice-Chair:** Anne Middler

January 5, 2026

Meeting #2026-01

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1. Semi-Annual Procurement Report (July to December 2025) – For Information Only  
Presented by Svetlana Erickson, Manager, Financial Services
2. 2025 Umbrella Grants Bylaw  
Presented by Svetlana Erickson, Manager, Financial Services
3. New Business

## **ADMINISTRATIVE REPORT**

**TO:** Corporate Services Committee  
**FROM:** Administration  
**DATE:** January 5, 2026  
**RE:** Semi-Annual Procurement Report (July - December 2025) - For Information Only

### **ISSUE**

Semi-annual procurement update.

### **REFERENCE**

- Procurement Policy 2020-03
- 2025 Semi-Annual Procurement Updates - July – December (Attachment 1)

### **HISTORY**

In accordance with section 3.5.2 of the Procurement Policy, Administration is required to provide publicly to Council a semi-annual update on procurement projects, including:

- Contract awards with a value of \$100,000 and over;
- Procurements with a value of over \$100,000 that have incorporated requirements related to economic, social and/or environmental sustainability in their solicitation documents;
- Procurements for which authority has been delegated to the City Manager pursuant to section 3.1.2 of this policy;
- Non-Competitive, single source or sole source procurements with a value over \$50,000;
- Emergency procurements, including their value;
- Contract extensions or renewals where the original contract contains no option for renewal, describing how the extension or renewal conforms to the requirements of this policy; and
- Instances of non-compliance with the policy and ensuing actions taken in each instance.

### **ANALYSIS**

Attachment 1 includes detailed listings of procurements for the second half of 2025 from July 1 to December 31, 2025 as required under the Procurement Policy. There were six procurement projects with values over \$100,000 that have incorporated requirements related to economic, social and /or environmental sustainability in the solicitation documents:

- Custodial Services - Canada Games Centre
- 2025 Asphalt Overlay
- Canada Games Centre Pool HVAC Upgrades

- Lagoon Vegetation Clearance
- 2025 Asphalt Path Rehabilitation
- City Hall Energy Upgrades and Elevator Replacement.

There were no procurements for which authority had been delegated to the City Manager and no contract extension/renewals where the original contract contained no option for renewal. There was no instance of non-compliance during this period.

**ATTACHMENT 1**  
**CITY OF WHITEHORSE**  
**2025 SEMI-ANNUAL PROCUREMENT REPORT (JULY - DECEMBER)**

OPEN-COMPETITIVE PROCUREMENT WITH VALUE OVER \$100,000						
DEPARTMENT	AWARD DATE	AWARDED VENDOR	DESCRIPTION OF ACQUISITION	SOLICITATION DOCUMENT #	CONTRACT AMOUNT	
Business and Technology Systems	11-08-25	Neptune Technology Group Canada Co.	Supply and Installation of Water Metering System	RFP 2025-009	\$ 873,456	
Business and Technology Systems	14-08-25	Alphabyte Solutions Inc.	Enterprise Resource Planning (ERP) Study	RFP 2025-014	124,450	
Engineering Services	10-09-25	Terus Construction	2025 Asphalt Overlay	RFT 2025-036	1,752,921	
Engineering Services	22-08-25	Norcope Ent Ltd dba Norcope Construction Group	Waste Management Facility (WMF) Perimeter Improvements	RFT 2025-041	2,097,281	
Engineering Services	12-11-25	Duncan's Ltd.	Liftstation #1 - Pump Valve and Piping Replacement	RFT 2025-043	446,182	
Engineering Services	25-08-25	Copperbelt Contracting Ltd.	2025 Asphalt Path Rehabilitation	RFQ 2025-046	165,635	
Fleet & Transportation Maintenance	30-10-25	Multiple vendors	Request for Standing Offers (RFSO) - Heavy Equipment Rentals	RFSO 2025-051	400,000	
Property Management	10-07-25	Duncan's Ltd.	Canada Games Centre (CGC) Pool HVAC Upgrades	RFT 2025-038	1,865,042	
Property Management	19-09-25	Wildstone Construction Ltd.	City Hall Energy Upgrade and Elevator Replacement	RFT 2025-048	7,189,011	
Property Management	29-12-25	Dillon Consulting and Streamline Architects	Life Cycle Cost Analysis of City's Facilities (Whitehorse Operations Building (WOB), Public Service Building (PSB), Canada Games Centre (CGC), City Hall, and Takhini Arena)	RFP 2025-052	159,249	
Water and Waste Services	28-07-25	Lane's Yukon Yardworks Inc.	Lagoon Vegetation Clearance (Crestview Lagoon, Livingstone Trail Environmental Control Facility (LTECF) and Whitehorse Lagoon)	RFT 2025-039	214,136	
<b>TOTAL OPEN-COMPETITIVE PROCUREMENT</b>						<b>\$ 15,287,364</b>

NON-COMPETITIVE PROCUREMENT - SINGLE SOURCE PROCUREMENT						
DEPARTMENT	AWARD DATE	AWARDED VENDOR	DESCRIPTION OF ACQUISITION	JUSTIFICATION	CONTRACT AMOUNT	
Fleet & Transportation	10-22-25	Opportunities Yukon	Supply of labour and supervision for snow shovelling and ice chipping in downtown area over winter of 2025/2026	Advantageous for the City to acquire the services directly from another public service body	75,000	
Parks	10-27-25	Arctic Backhoe Services	Demolition and removal of two day use cabins and eight outhouses at Chadbun Lake	The attempt to acquire the deliverables using a competitive procurement process did not result into an award as no compliant submissions within budget were received	\$ 170,000	
					<b>TOTAL SINGLE SOURCE PROCUREMENT</b>	<b>\$ 245,000</b>

NON-COMPETITIVE PROCUREMENT - SOLE SOURCE PROCUREMENT						
DEPARTMENT	AWARD DATE	AWARDED VENDOR	DESCRIPTION OF ACQUISITION	JUSTIFICATION	CONTRACT AMOUNT	
Water and Waste Services	08-27-25	Wesco	Purchase of SPX550A0-4A2N1V Variable Frequency Drive (VFD) for Marwell Lift Station	There was a need for compatibility with deliverables previously acquired	\$ 51,266	
					<b>TOTAL SOLE SOURCE PROCUREMENT</b>	<b>\$ 51,266</b>

EMERGENCY PROCUREMENT						
DEPARTMENT	AWARD DATE	AWARDED VENDOR	DESCRIPTION OF ACQUISITION	BASIS OF DETERMINATION OF EMERGENCY	CONTRACT AMOUNT	
					<b>TOTAL EMERGENCY PROCUREMENT</b>	<b>\$ -</b>

CONTRACT EXTENSIONS/RENEWALS WITHOUT OPTION TO RENEW						
DEPARTMENT	AWARD DATE	AWARDED VENDOR	DESCRIPTION OF ACQUISITION	CONTRACT EXTENSION DETAILS	CONTRACT AMOUNT	
					<b>TOTAL VALUE OF CONTRACT EXTENSIONS/RENEWALS WITHOUT OPTION TO RENEW</b>	<b>\$ -</b>

## **ADMINISTRATIVE REPORT**

**TO:** Corporate Services Committee  
**FROM:** Administration  
**DATE:** January 5, 2026  
**RE:** 2025 Umbrella Grants Bylaw

### **ISSUE**

Authorization of various grants made in 2025.

### **REFERENCE**

- *Municipal Act* (R.S.Y. 2002)
- Proposed Bylaw 2026-04 (Attachment 1)
- 2025 Umbrella Grants Summary (Appendix A)

### **HISTORY**

Section 245 of the *Municipal Act* requires that grants provided to any person, institution, association or group be authorized by bylaw.

The City provides a variety of grants and donations to groups and organizations throughout the year. In 1996 Council adopted a process to facilitate the allocation of grants that allows grant funds to be initially approved by council resolution and subsequently authorized in an umbrella grant bylaw at year-end. This system allows the distribution of funds to qualified and approved applicants in a timely manner without the administrative and time delays that are part of the bylaw process.

### **ANALYSIS**

Attached Appendix A provides a detailed listing of the grants approved according to Council policy and by Council resolution throughout 2025. They include:

- Community Clean-up Grants
- Development Incentive Grants
- Diversion Credit Grants
- Environmental Fund Grants
- Festival and Special Events Grants
- Heritage Grants
- Miscellaneous Donations and Grants
- Recreation Grants
- Youth Recreation Programming Grants

### **ADMINISTRATIVE RECOMMENDATION**

THAT Council direct that Bylaw 2026-04, a bylaw to authorize the allocation of various grants for the year 2025 in the amount of \$1,373,178.57 be brought forward for consideration under the bylaw process.

# **CITY OF WHITEHORSE**

## **BYLAW 2026-04**

A bylaw to authorize the allocation of various grants for the year 2025

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WHEREAS section 245 of the *Municipal Act* (R.S.Y. 2002) provides that council may by bylaw provide grants to any person, institution, association, group, government or body of any kind; and

WHEREAS in 1996 council adopted a process that approves a variety of grants by council resolution throughout the year and subsequently authorizes these grants by way of an umbrella bylaw at year end;

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

1. Community Clean-up Grants, Development Incentive Grants, Diversion Credit Grants, Environmental Fund Grants, Festival and Special Event Grants, Heritage Grants, Miscellaneous Donations and Grants, Recreation Grants, and Youth Recreation Programming Grants are hereby authorized as outlined in Appendix "A" attached hereto and forming part of this bylaw.
2. Council may by resolution withhold or reclaim the payment of any grant authorized under section 1 of this bylaw if the recipient fails to adhere to any terms and conditions determined by council.
3. This bylaw shall come into full force and effect upon the final passing thereof.

**FIRST and SECOND READING:**

**THIRD READING and ADOPTION:**

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Kirk Cameron, Mayor

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Corporate Services

**APPENDIX A**  
**CITY OF WHITEHORSE**  
**2025 UMBRELLA GRANTS BYLAW 2026-04**

**COMMUNITY CLEAN-UP GRANTS**

Per provisions of the Community Clean-up Grant Policy

<b>DESCRIPTION</b>	<b>RESOLUTION #</b>	<b>IN KIND</b>	<b>CASH</b>
Various Community Clean up Grants, not exceeding \$300 allocation amount	n/a	-	24,900.00
<b>TOTAL COMMUNITY CLEAN UP GRANTS</b>		<b>\$ - \$</b>	<b>24,900.00</b>

**DEVELOPMENT INCENTIVE GRANTS**

Per provisions of the Housing Development Incentive Policy

<b>DESCRIPTION</b>	<b>RESOLUTION #</b>	<b>CASH</b>
32125 Yukon Inc.	n/a	13,404.02
45358 Yukon Inc.	n/a	34,315.62
536754 Yukon Inc.	2025-22-05	202,414.24
650139 NB Inc.	n/a	52,469.07
Albisser, David & Clohosey, Shannon	2025-22-05	2,307.80
Blood Ties Four Directions Centre	n/a	1,197.57
Burke, Ryan	n/a	904.77
Buurman, Michael and/or Naoko	n/a	129.64
Champagne and Aishihik First Nations (CAFN)	n/a	28,255.35
Council of Yukon First Nations (CYFN)	n/a	20,081.91
Da Daghay Development Corp	n/a	73,552.90
Dickson, Emma	n/a	947.30
Gilday Holdings Limited	n/a	8,350.74
Grey Mountain Housing Society	n/a	427.98
Harms, Kevin	n/a	6,865.80
Hartling and Hartling Real Estate Holdings	n/a	14,459.97
Hatton, Barret and Marshall and Joelle Janes	n/a	460.47
Javed, Muhammad	n/a	6,803.76
KBC Developments Inc	n/a	60,000.00
Lowe, Myrna	n/a	973.70
Peters, Graeme	n/a	651.49
Schnuelle, Sebastian	n/a	436.71
Solberg, Jonathon	n/a	3,726.79
Tlen, Helena	n/a	973.70
Van Gulick, Judith	n/a	882.01
Zhen, Yong Hua	n/a	1,814.88
<b>TOTAL DEVELOPMENT INCENTIVE GRANTS</b>		<b>\$ - \$ 536,808.19</b>

**DIVERSION CREDIT GRANTS**

Per provisions of the Solid Waste Diversion Credit Policy

<b>DESCRIPTION</b>	<b>RESOLUTION #</b>	<b>IN KIND</b>	<b>CASH</b>
P&M Recycling (per estimate)	n/a	-	138,234.13
Raven Recycling (per estimate)	n/a	-	11,765.87
<b>TOTAL DIVERSION CREDIT GRANTS</b>		<b>\$ - \$</b>	<b>150,000.00</b>

**APPENDIX A**  
**CITY OF WHITEHORSE**  
**2025 UMBRELLA GRANTS BYLAW 2026-04**

**ENVIRONMENTAL GRANTS**

Per Council resolutions and provisions of the Environmental Grant Policy

<b>DESCRIPTION</b>	<b>RESOLUTION #</b>	<b>IN KIND</b>	<b>CASH</b>
Northern Vison Development Ltd	2025-23-06		9,111.05
Selkirk Elementary School	2025-23-06		2,736.00
Whitehorse Nordic Ski Society	2025-23-06		6,500.00
Various Minor Grants (less or equal to \$1,000)	n/a	-	6,652.95
<b>TOTAL ENVIRONMENTAL GRANTS</b>		\$ -	<b>\$ 25,000.00</b>

**FESTIVAL AND SPECIAL EVENTS GRANTS**

Per Council resolutions

<b>DESCRIPTION</b>	<b>RESOLUTION #</b>	<b>IN KIND</b>	<b>CASH</b>
All-City Band Society	2025-20-09	-	907.65
Association Franco-Yukonnaise	2025-20-09	-	4,907.65
Chimochimo Experiences Society	2025-20-09	-	2,407.65
Fiddleheads Yukon Organization	2025-20-09	-	1,907.65
Gwaandak Theatre Society	2025-20-09	728.00	4,907.65
Kwanlin Dun Cultural Society	2025-20-09	1,328.05	3,657.65
Nakai Theatre Ensemble	2025-20-09	6,615.00	3,407.65
Royal Canadian Legion Branch 254	2025-20-09	2,226.06	2,407.65
Sport Yukon	2025-20-09	2,815.80	907.65
The Heart of Riverdale Community Centre Society	2025-20-09	-	5,427.60
Whitehorse Chamber of Commerce	2025-20-09	1,807.50	2,407.65
Whitehorse Nordic Ski Society	2025-20-09	-	2,107.65
Yukon Anti-Poverty Coalition	2025-20-09	-	2,407.65
Yukon Arts Centre	2025-20-09	630.00	2,407.65
Yukon Film Society	2025-20-09	7,627.14	4,907.65
Yukon Sourdough Rendezvous Society	2025-20-09	17,838.38	4,257.65
Yukonstruct Society	2025-20-09	2,112.44	657.65
<b>TOTAL FESTIVAL AND SPECIAL EVENTS GRANTS</b>		\$ 43,728.37	<b>\$ 50,000.00</b>

**HERITAGE GRANTS**

Per Council resolutions and provisions of the Heritage Grant Policy

<b>DESCRIPTION</b>	<b>RESOLUTION #</b>	<b>IN KIND</b>	<b>CASH</b>
Pearson, Forest	2025-08-05	-	20,000.00
Yukon Historical and Museums Association	2025-07-08	-	3,000.00
<b>TOTAL HERITAGE GRANTS</b>		\$ -	<b>\$ 23,000.00</b>

**MISCELLANEOUS DONATIONS AND GRANTS**

Per Council resolutions, provisions of the City Grant-Making Policy and City Operating Budget

<b>DESCRIPTION</b>	<b>RESOLUTION #</b>	<b>IN KIND</b>	<b>CASH</b>
Food For Fines Program	2025-21-03	5,320.00	6,680.00
Softball Yukon (per Memorandum of Understanding)	n/a	-	(1,107.04)
Yukon Anti-Poverty Coalition	n/a	-	10,000.00
<b>TOTAL MISCELLANEOUS DONATIONS AND GRANTS</b>		\$ 5,320.00	<b>\$ 15,572.96</b>

**APPENDIX A**  
**CITY OF WHITEHORSE**  
**2025 UMBRELLA GRANTS BYLAW 2026-04**

RECREATION GRANTS			
DESCRIPTION	RESOLUTION #	IN KIND	CASH
Per Council resolutions			
Arctic Edge Skating Club	2025-09-07 / 2025-20-08	-	5,000.00
Beyond Borders Youth Network	2025-09-07 / 2025-20-08	-	5,000.00
Biathlon Yukon	2025-09-07	-	4,000.00
Big Brothers & Big Sisters of Yukon	2025-09-07	-	6,050.05
Climb Yukon Association	2025-09-07	-	11,000.00
Cricket Yukon Association	2025-09-07 / 2025-20-08	-	4,000.00
Freedom Trails Therapeutic Riding Association	2025-09-07	-	5,000.00
Friends of Mount Sima Society	2025-09-07	-	12,000.00
Guild Society	2025-09-07	-	11,000.00
Gwaandak Theatre Society	2025-09-07 / 2025-20-08	-	12,000.00
Jazz Yukon	2025-09-07	-	3,250.00
Larrikin Entertainment Ensemble	2025-09-07 / 2025-20-08	-	5,000.00
Muaythai Yukon	2025-09-07	-	6,000.00
Music Yukon	2025-09-07	-	7,000.00
Nakai Theatre Ensemble	2025-09-07	-	6,000.00
Northern Lights School of Dance	2025-09-07 / 2025-20-08	-	5,000.00
Pinoy Canadian Volleyball Association	2025-09-07	-	4,500.00
Screen Production Yukon Association	2025-09-07	-	5,000.00
Special Olympics Yukon	2025-09-07	-	3,900.00
String Ensemble Society	2025-09-07 / 2025-20-08	-	4,100.00
Tai Chi Association Yukon	2025-09-07	-	2,500.00
Yukon Community Choirs Society	2025-09-07 / 2025-20-08	-	5,000.00
The Heart of Riverdale Community Centre Society	2025-09-07	-	11,000.00
The Longest Night Society	2025-09-07 / 2025-20-08	-	5,000.00
Wallingham Curling Club	2025-09-07	-	4,000.00
Whitehorse Bike Kitchen Task force	2025-09-07	-	5,500.00
Whitehorse Nordic Ski Society	2025-09-07	-	7,000.00
Whitehorse Glacier Bears Swim Club	2025-09-07	-	7,000.00
Whitehorse United Football Club	2025-09-07	-	6,960.00
Whitehorse Women's Hockey Association	2025-09-07 / 2025-20-08	-	5,600.00
Yukon Art Society	2025-09-07 / 2025-20-08	-	12,000.00
Yukon Artists At Work Society	2025-09-07	-	4,000.00
Yukon Arts Centre	2025-09-07	-	7,000.00
Yukon Breeze Sailing Society	2025-09-07	-	1,875.00
Yukon Canoe and Kayak Club	2025-09-07	-	7,000.00
Yukon Church Heritage Society	2025-09-07	-	4,000.00
Yukon Early Music Guild	2025-09-07 / 2025-20-08	-	5,000.00
Yukon E-Sports Alliance	2025-09-07	-	9,500.00
Yukon Film Society	2025-09-07 / 2025-20-08	-	5,000.00
Yukon Pinoy Canadian Basketball Association	2025-09-07 / 2025-20-08	-	4,264.00
Yukon Soccer Association	2025-09-07 / 2025-20-08	-	2,000.00
Yukon Summer Music Camp	2025-09-07	-	11,000.00
Yukon Theatre for Young People Society	2025-09-07 / 2025-20-08	-	8,000.00
Yukon Transportation Museum Society	2025-09-07 / 2025-20-08	-	7,000.00
<b>TOTAL RECREATION GRANTS</b>		<b>\$ -</b>	<b>\$ 271,999.05</b>

**APPENDIX A**  
**CITY OF WHITEHORSE**  
**2025 UMBRELLA GRANTS BYLAW 2026-04**

YOUTH RECREATION PROGRAMMING GRANTS			
Per provisions of the City Grant-Making Policy and City Operating Budget			
DESCRIPTION	RESOLUTION #	IN KIND	CASH
Boys and Girls Club of Yukon	n/a	-	194,850.00
Kids Recreation Fund	n/a	-	12,000.00
Youth of Today Society	n/a	-	20,000.00
<b>TOTAL YOUTH RECREATION PROGRAMMING GRANTS</b>		<b>\$ -</b>	<b>\$ 226,850.00</b>
<b>TOTAL 2025 UMBRELLA GRANTS</b>		<b>\$ 49,048.37</b>	<b>\$ 1,324,130.20</b>
<b>GRAND TOTAL 2025 UMBRELLA GRANTS (Including In Kind)</b>			<b>\$ 1,373,178.57</b>

**CITY OF WHITEHORSE**  
**CITY PLANNING COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Anne Middler

**Vice-Chair:** Jenny Hamilton

January 5, 2026

Meeting #2026-01

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1. Zoning Amendment - Chasàn Tatäy  
Presented by Dylan Harris, Senior Planner, Planning and Sustainability Services
2. Public Hearing Report – Zoning Amendment – 25 Rhine Way  
Presented by Dylan Harris, Senior Planner, Planning and Sustainability Services
3. Public Hearing Report – Zoning Bylaw 2025-37  
Presented by Darcy McCord, Senior Planner, Planning and Sustainability Services
4. New Business

## ADMINISTRATIVE REPORT

**TO:** City Planning Committee  
**FROM:** Administration  
**DATE:** January 5, 2026  
**RE:** Zoning Amendment – Chasàn Tatäy

### ISSUE

An application to amend the zoning of a portion of Kwanlin Dün First Nation Settlement Land Parcel C-15B, known as Chasàn Tatäy Subdivision, from PR-Parks and Recreation and RCM-Comprehensive Residential Multiple Family to RCM-Comprehensive Residential Multiple Family and PR-Parks and Recreation, to enable a larger central park and reconfigured residential lots.

### REFERENCE

- [Zoning Bylaw 2012-20](#)
- [Whitehorse 2040 Official Community Plan](#)
- [2020 Kwanlin Dün First Nation Community Lands Plan](#)
- [Range Point Joint Master Plan](#)
- Location Map (Attachment 1)
- Proposed Zoning Amendment Bylaw 2026-08 (Attachment 2)

### HISTORY

An application was received to rezone a portion of the subject site from PR-Parks and Recreation to RCM-Comprehensive Residential Multiple Family and from RCM-Comprehensive Residential Multiple Family to PR-Parks and Recreation.

### **Proposed Changes**

Kwanlin Dün First Nation (KDFN) intends to develop a larger central park and reconfigure one large residential lot into four smaller residential lots. The new proposed park will expand from approximately 0.5 ha to 0.8 ha and will improve accessibility and connectivity to surrounding roads and residential lots.

The proposed reconfigured smaller residential lots will maintain the RCM zoning to better align with the capacity of local builders and ensure development feasibility. The original plan anticipated that 70-90 units would be developed on the one large RCM lot and it is anticipated that on each of the four proposed RCM lots, 18-25 units will be developed. Therefore, there is not expected to be any loss in the number of residential units developed as a result of the proposed zoning amendment.

### **Development Review Committee**

On September 24, 2025, the subject zoning amendment application was reviewed by the Development Review Committee (DRC). DRC noted that the applicant should discuss servicing with ATCO which has since been done enabling the rezoning application to proceed.

The proposed schedule for the Zoning Bylaw amendment is:

Planning Committee:	January 5, 2026
First Reading:	January 12, 2026
Newspaper Ads:	January 16 and 23, 2026
Public Hearing:	February 9, 2026
Report to Committee:	March 2, 2026
Second and Third Reading:	March 9, 2026

## **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 KDFN Settlement Land parcel C-15B, also known as the Chasàn Tatäy Subdivision. The subject site is located on the west side of Range Road, bordered by Mountain View Drive to the west, Northland Mobile Home Park to the south, and Chasàn Chuà/McIntyre Creek to the north. The existing neighbourhood of Range Point houses approximately 1,240 residents in about 560 dwelling units. The existing neighbourhood consists of mobile homes, single detached houses and townhouses. The subject site has been clear cut and infrastructure is being installed to support the future subdivision.

### **Official Community Plan**

This site is designated as First Nation Development Land in the Official Community Plan. First Nation Development Lands are areas where the First Nations may develop lands consistent with the Self Government Agreements, land planning policies and documents completed by the First Nation to guide development. The OCP also supports the development of housing.

### **KDFN Community Lands Plan**

The KDFN Community Lands Plan identifies Settlement Land parcel C-15B for residential development, wildlife, heritage, and revenue generation. KDFN Settlement Land parcel C-15B is a Type 2 parcel. KDFN is able to exercise planning, zoning and land development powers that are consistent with the designated land uses prescribed in the Official Community Plan (OCP).

Rezoning the subject site as proposed is consistent with policies and land uses identified in the OCP and KDFN Community Lands Plan.

### **Range Point Joint Master Plan**

The Range Point Joint Master Plan (RPJMP) included multiple iterations of information gathering, conceptualization, and public engagement to arrive at the final RPJMP concept. The RPJMP site is projected to result in approximately 390 new housing units including single detached, duplex, triplex, cottage cluster, and medium- and high-density multiple housing. Additionally, parks, trails, greenspace, and buffers account for approximately 25

per cent of the site. Council approved the RPJMP on August 14, 2023 and the zoning for the site was subsequently approved on November 27, 2023. The proposed zoning amendment, which will result in the reconfiguration of the central park and RCM lot, is still in alignment with the RPJMP.

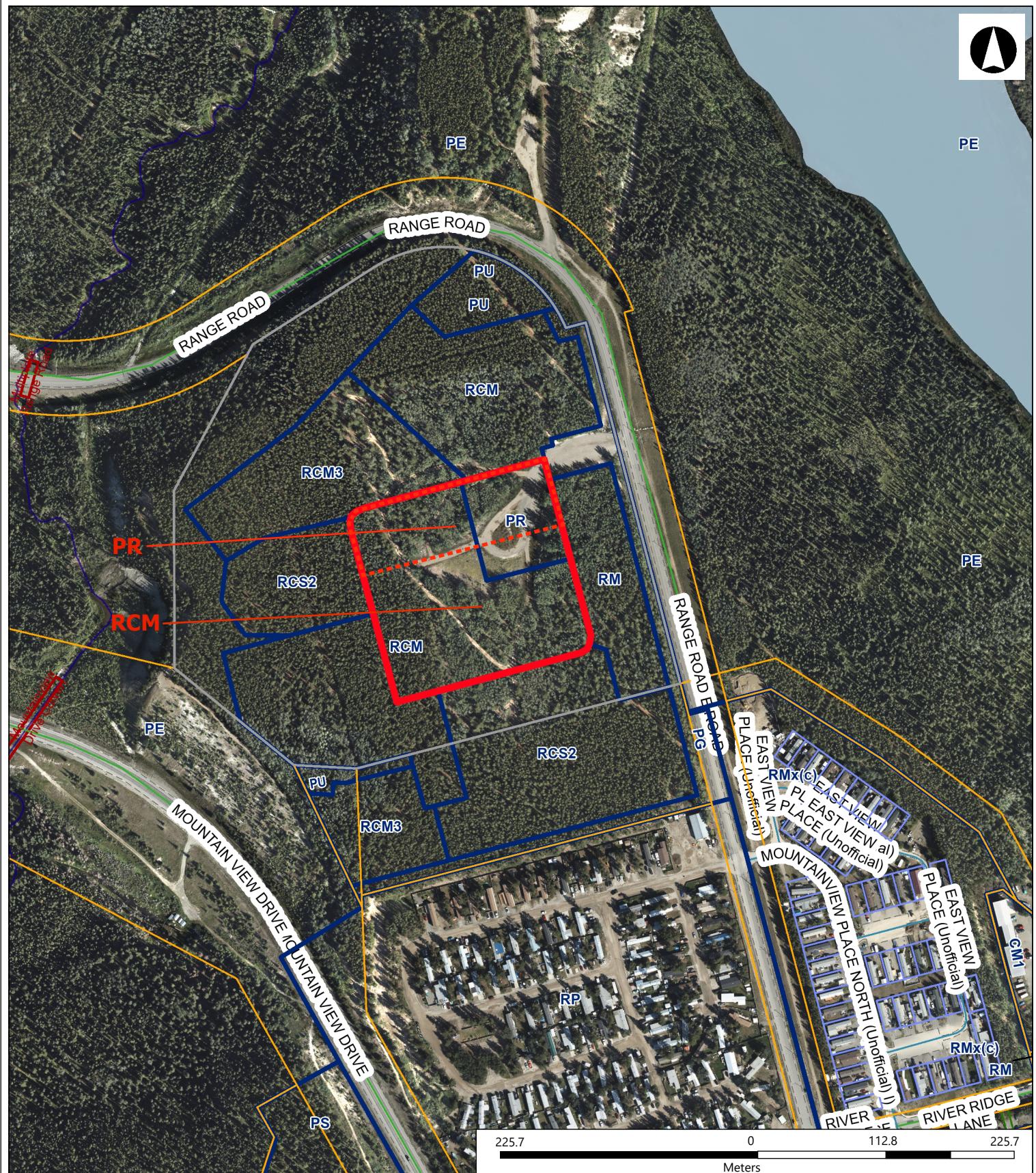
### **Zoning Bylaw**

The current zoning of the subject site is RCM-Comprehensive Residential Multiple Family to PR-Parks and Recreation. The PR zone provides areas for indoor and outdoor active recreational uses requiring facilities and/or infrastructure. The RCM zone provides a medium density transition zone that is meant to be compatible with adjacent lower density housing types. The proposed zoning amendment enlarges the PR zone slightly and reconfigures the central block of the proposed subdivision to allow for smaller but more RCM lots.

The City is currently undertaking a comprehensive zoning bylaw rewrite. Any zoning amendments in process when the new Zoning Bylaw 2025-37 is adopted can be incorporated into it. The new zoning bylaw proposes changing the PR-Parks and Recreation zone to PAR-Parks Active Recreation and the RCM-Comprehensive Residential Multiple Family zone to RMM-Residential Multi-Unit Medium Density. Since the proposed amendment is on a KDFN Type 2 parcel, the zones will have the KDFN General zone identifier and therefore convert to KDG-PAR and KDG-RMM in Zoning Bylaw 2025-37.

### **ADMINISTRATIVE RECOMMENDATION**

THAT Council direct that Bylaw 2026-08, a bylaw to amend the zoning of a portion of Kwanlin Dün First Nation Settlement Land Parcel C-15B, known as Chasàn Tatäy Subdivision, from PR-Parks and Recreation to RCM-Comprehensive Residential Multiple Family and from RCM-Comprehensive Residential Multiple Family to PR-Parks and Recreation, be brought forward for consideration under the bylaw process.



SCALE: 1: 4,514	DWN BY: CF	CITY OF WHITEHORSE - PLANNING & SUSTAINABILITY SERVICES	
DATE: 2026-01-05	REV NO: 1	Proposed Bylaw 2026-08	
FILE: Z-06-2025	<p>A Bylaw to amend the zoning of a portion of Kwanlin Dün First Nation Settlement Land Parcel C-15B. The Bylaw proposes to reconfigure the PR and RCM zoning of the central block.</p>		

## **CITY OF WHITEHORSE**

### **BYLAW 2026-08**

A bylaw to amend Zoning Bylaw 2012-20

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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 City of Whitehorse Zoning Bylaw be amended to allow for the expansion of a proposed park and the reconfiguration of a residential lot on a portion of Lot 1469, Quad 105D/14, Plan 93163 CLSR (Kwanlin Dün First Nation Settlement Land Parcel C-15B);

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

1. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of a portion of Lot 1469, Quad 105D/14, 93163 CLSR, from PR–Parks and Recreation and RCM – Comprehensive Residential Multiple Family to PR–Parks and Recreation and RCM – Comprehensive Residential Multiple Family as indicated on Appendix “A” attached hereto and forming part of this bylaw.
2. This bylaw shall come into force and effect upon the final passing thereof.

**FIRST READING:**

**PUBLIC NOTICE:**

**PUBLIC HEARING:**

**SECOND READING:**

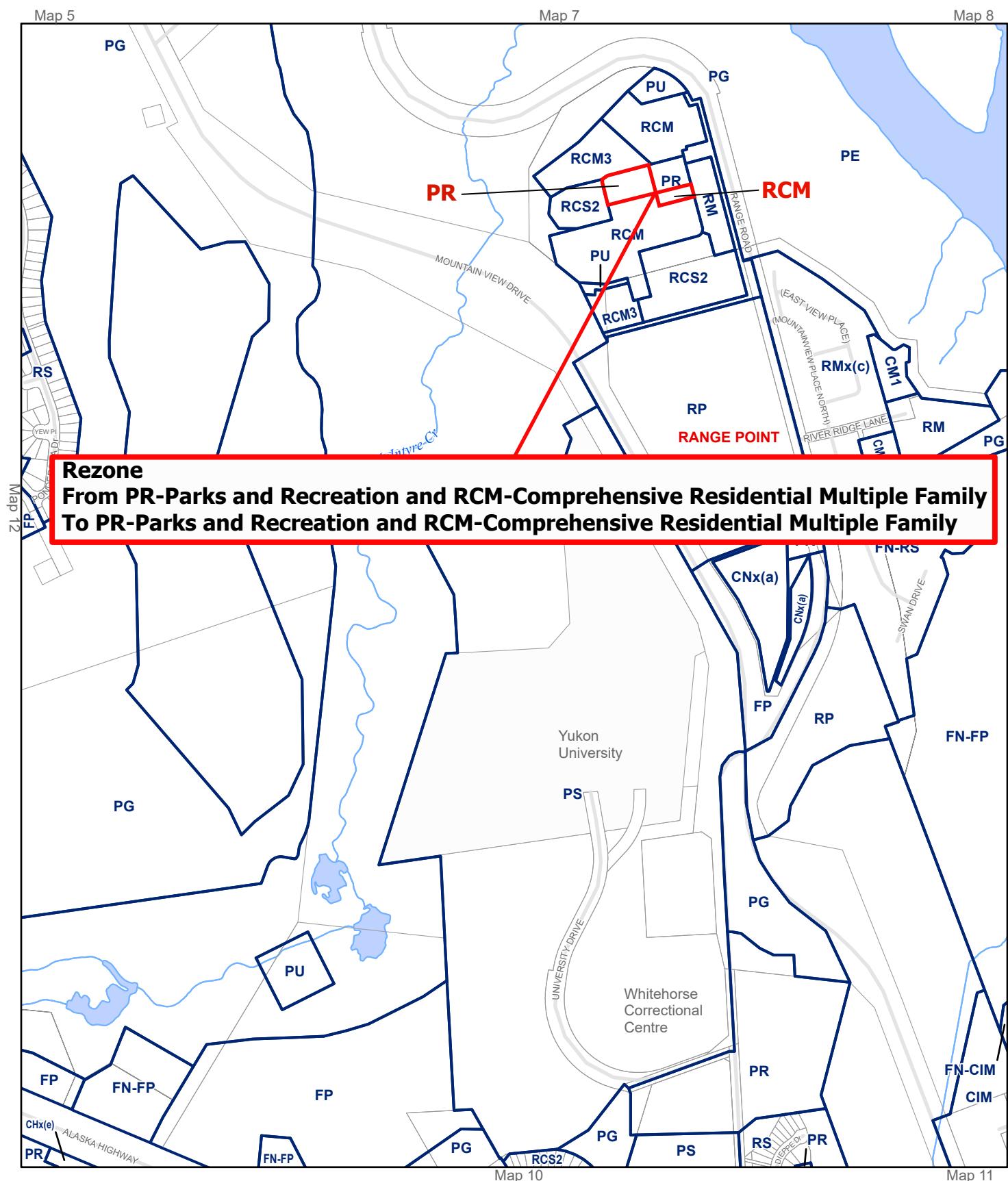
**THIRD READING and ADOPTION:**

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Kirk Cameron, Mayor

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Corporate Services



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

0 440  
Meters

Projection: NAD 1983 UTM Zone 8

Consolidation date:  
February 18, 2025

## **ADMINISTRATIVE REPORT**

**TO:** City Planning Committee  
**FROM:** Administration  
**DATE:** January 5, 2026  
**RE:** Public Hearing Report – Zoning Amendment – 25 Rhine Way

### **ISSUE**

Public Hearing Report on a bylaw to amend the zoning of 25 Rhine Way and 468 Range Road from RCM2 – Comprehensive Residential Multiple Family 2, and CM1 – Mixed Use Commercial to CM1x(b) – Mixed Use Commercial (Modified), to allow for the extension of a housing development for seniors with related commercial services.

### **REFERENCES**

- [Zoning Bylaw 2012-20](#)
- [Proposed Zoning Bylaw 2025-37](#)
- [Whitehorse 2040 Official Community Plan](#)
- Location Map (Attachment 1)
- Proposed Zoning Amendment Bylaw 2025-41 (Attachment 2)

### **HISTORY**

An application was received to rezone 25 Rhine Way and 468 Range Road from RCM2 – Comprehensive Residential Multiple Family 2, and CM1 – Mixed Use Commercial to CM1x(b) – Mixed Use Commercial (Modified), to allow for the extension of a housing development for seniors with related commercial services.

Bylaw 2025-41 received First Reading on October 27, 2025. Public hearing notifications were sent out in accordance with the Zoning Bylaw 2012-20, including:

- Newspaper advertisements were posted in the Yukon News on October 31 and November 7, 2025;
- Email notifications were sent to Kwanlin Dün First Nation, Ta'an Kwächän Council, the Government of Yukon Land Management Branch, and the Takhini Neighbourhood Association;
- Mail notifications were sent to 85 property owners within 100 m of the subject site; and
- Two notice signs were placed – one on each subject site.

A public hearing was held on November 24, 2025. Five written submissions were received, with two voicing support and three voicing opposition and/or concerns. One person spoke to the item 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 hearing submissions:

- Building Height
- Parking and Traffic
- Traffic Safety
- Setbacks
- Perceived bias towards development
- Support for the amendment

### **Building Height**

Responses on the proposed increase in building height from 15.0 m to 16.0 m were mixed. Two respondents supported the change, while three opposed it. Although the increase was considered modest, it was seen as part of a pattern of incremental height increases. Concerns were raised that earlier assurances during Phase 1 had limited Phase 2 to 15.0 m, in line with RCM2 zoning.

Additional concerns were received related to changes in site elevation. Excavated soil from the Normandy Living building's underground parking raised the finished grade, potentially increasing the height of current and future buildings relative to the surrounding neighbourhood and raising drainage concerns.

The primary issue regarding building heights was compatibility with the adjacent residential area, which mainly consists of one- to two-storey condominiums. Taller buildings were viewed as potentially affecting light, massing, and character. Shadowing impacts on a nearby daycare and office uses were already observed through the first phase of the development.

While respondents generally supported senior housing and growth, they requested more information on the building's form and appearance. An alternative suggestion was a one- or two-storey senior housing development with additional green space.

### ***Administrative Response***

The proposed 16 m height under the special modification for 25 Rhine Way represents a reduction from the 20 m otherwise permitted under the CM1 zone on 468 Range Road. This reduction, together with a decrease in maximum site coverage from 90% to 70% and specified setbacks – 3.0 m from the adjacent northern condominium developments and 1.5 m from side yard property lines – is intended to provide a more gradual transition to the surrounding uses. Supporting a transition from the Urban Centres into surrounding residential areas is consistent with the Official Community Plan (OCP) Policy 8.18.

Under the CM1 zone, minimum setbacks would normally be 0 m. Specified setbacks will ease the transition to adjacent development by reducing visual massing, increasing separation, and providing opportunities for landscaping and buffering along shared property lines.

Further, the proposed 16 m building height aligns with the CNN – Neighbourhood Node designation for Urban Centres under proposed Zoning Bylaw 2025-37. Currently, the adjacent RM – Residential Multiple Housing and RCM2 – Comprehensive Residential Multiple Family 2 zones permit maximum heights of up to 15 m. Under the proposed Zoning Bylaw 2025-37, these zones would be redesignated to allow greater height, with the RMM – Residential Multi-Unit Medium Density zone permitting heights of up to 16 m and the RMH – Residential Multi-Unit High Density zone permitting heights of up to 20 m. While lower-scale housing exists in the surrounding area, applicable zoning anticipates higher-density forms and building heights, indicating proposed height is consistent with the long-term development framework for the area.

At this stage, the zoning amendment provides general guidance for future development. Detailed considerations, such as site servicing, and grading plans, will be addressed through subsequent development permit review in accordance with the Zoning Bylaw.

### **Parking and Traffic**

Concerns were raised by three respondents regarding parking and traffic. Range Road was described as congested, particularly near the earlier phase of development, and parking along Rhine Way was noted to be limited, with numerous vehicles reported to be parked there. While underground parking is provided for residents on site, it was indicated there is insufficient visitor parking. It was noted rezoning the site for commercial services would further increase traffic and parking demand. Previous commitments by the developer to provide surface parking for guests and staff during Phase 1 were stated to not fully have been implemented, contributing to a lack of confidence among respondents in future commitments.

### **Administrative Response**

The applicant will be required to meet Zoning Bylaw parking requirements. Parking supply varies based on proposed land. Required parking supply will be confirmed at the permit stage. It is recognized rezoning the site to allow commercial services may increase traffic and parking demand. Any additional parking required to support new uses will need to be accommodated on site or through other measures in accordance with the Zoning Bylaw.

### **Traffic Safety**

Pedestrian safety was identified as a concern. Three respondents supported adding a pedestrian crossing, with two suggesting adding pedestrian-activated flashing lights to enhance safety. Additional safety concerns were noted regarding the potential for vehicle doors opening into traffic lanes along Range Road.

### **Administrative Response**

A Traffic Impact Assessment (TIA) was prepared by the applicant. The study assessed the need for pedestrian crossing on Range Road, given the presence of seniors and children in the area. The TIA recommends installation of a pedestrian crossing north of Dieppe Drive. Further details regarding the design, location, and implementation of the crossing will be determined at the permit stage.

## **Setbacks**

One respondent indicated a 3.0 m setback adjacent to an RM zone may be insufficient, particularly if a four-storey building were built on that line. Another respondent noted setbacks of this width often result in driveways, dumpsters, and compost bins being located along the property edge. As mitigation, it was suggested a 3.0 m setback be applied on all sides of the lot and that specifications for the placement of waste facilities be provided to reduce impacts on neighbouring properties.

### ***Administrative Response***

Setback requirements for this development were carefully considered to limit impact on adjacent properties. A special modification was introduced to ensure an appropriate transition to adjacent residential development.

If 468 Range Rd and 25 Rhine Way are consolidated, the northern lot boundary will function as a side yard. A 3.0 m setback will be retained along this edge to provide greater separation from the adjacent condominiums, exceeding the minimum side yard setback of 1.5 m in the CM1 zone. A utility easement along this boundary will further limit building placement in proximity to adjacent dwellings.

A shadow impact analysis was conducted and identified minimal difference between the permitted and proposed setbacks. Location of garbage and waste facilities will be addressed through the permitting process to ensure Zoning Bylaw compliance. The City's ability to regulate waste facilities is limited and focuses on screening and collection access.

## **Zoning Appropriateness**

Respondents questioned the suitability of proposed CM1 zoning. Two respondents expressed concern the zone was intended for the downtown core and is inappropriate within a residential neighbourhood. Concern was raised that extending this zoning would increase land use impact. It was also noted the property line between these lots was adjusted in 2020 prior to construction of the Normandy Living building, previously expanding the area zoned CM1.

### ***Administrative Response:***

The CM1 zone generally applies to transitional areas adjacent to the downtown core. At this site, the CM-1 zone is appropriate given the Urban Centre OCP designation which is intended to accommodate higher-density residential and commercial development. Urban Centres support mixed-use development with convenient access to services and transit. While OCP Policy 8.22 anticipates rezoning for commercial and multi-family uses, Policy 8.18 requires density transitions to minimize impacts on surrounding lower-density neighbourhoods. To address these considerations, a special modification limits the maximum building height to 16 m and specifies minimum setbacks to adjacent residential properties.

Proposed Zoning Bylaw 2025-37 further addresses this concern by proposing to replace the existing CM1 zone for the site with the CNN zone for Urban Centres. This change will more clearly align zoning with OCP policy intent for Urban Centres.

## **Perceived Bias Towards Development**

A concern was raised regarding a perceived bias in favour of development. Specifically, the administrative report's description of the site as cleared and undeveloped, and its listing of existing items on the parcel, was viewed as framing a large-scale building as an improvement.

While the items identified in the report are present on the lot, it was noted they are remnants from a period when the developer was using the site as a staging area for building materials. Respondents indicated the neighbourhood was impacted by this activity during that time.

## ***Administrative Response***

Staff acknowledges the site was previously used as a staging area during earlier construction activities, which impacted the neighbourhood. The administrative report describes the current condition of the site to provide land use context. This description is not intended to suggest that development is inherently preferable or to predetermine an outcome. Any development proposal will continue to be assessed on its merits, including compatibility with the surrounding neighbourhood, approved policy, and potential impacts.

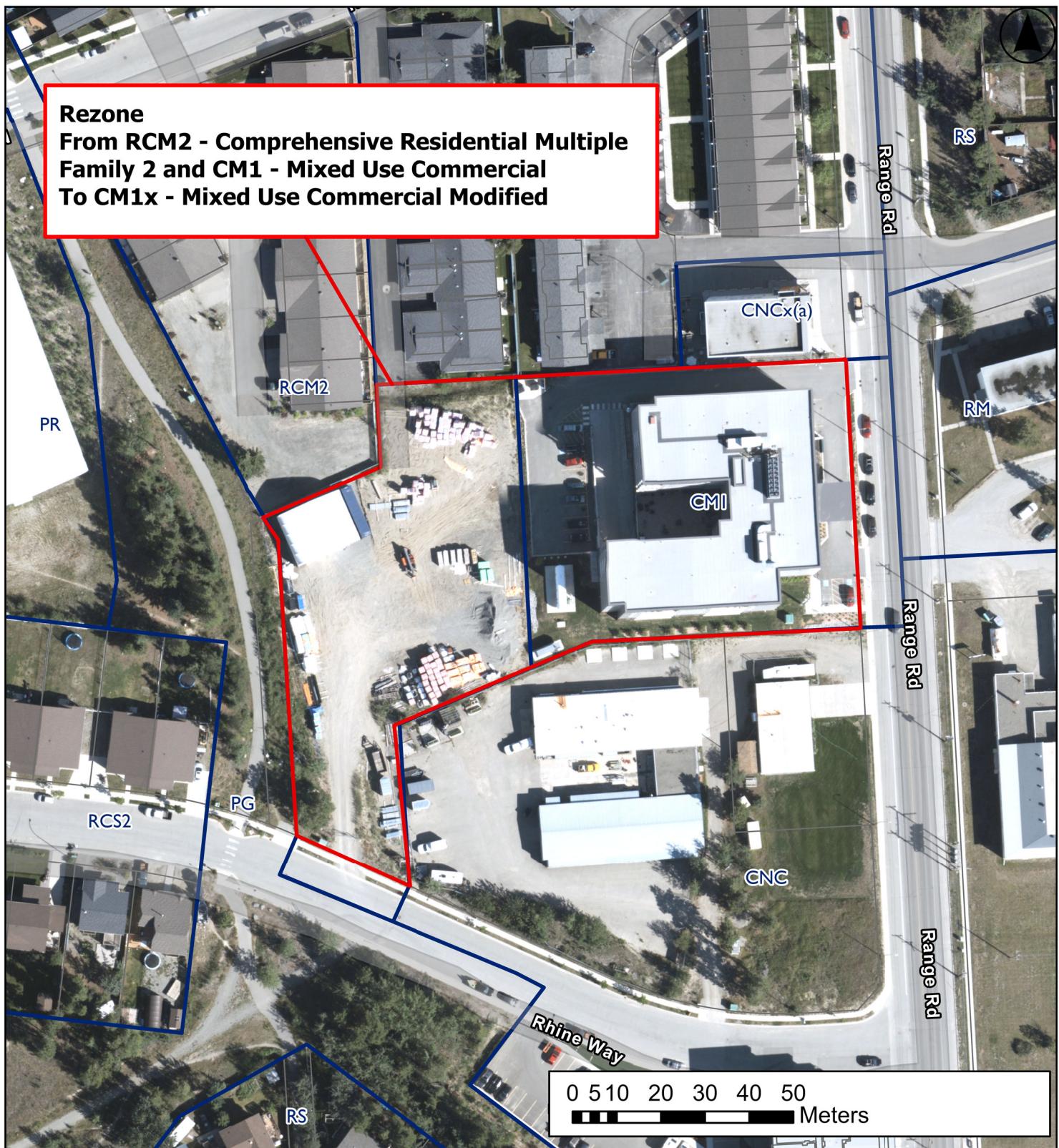
The proposed development does offer potential community benefit. It would provide additional housing, specifically independent seniors' housing, currently in short supply. Expanding housing options for seniors supports aging in place and helps meet community needs. The site is located within an urban centre where infrastructure and services are already available, supporting efficient land use and sustainable growth.

## **Support for the Proposal**

Supportive comments were received recognizing the need for seniors housing and continued growth within the designated urban centre. The existing development was described as a welcome addition, contributing to neighbourhood vibrancy and supporting future redevelopment along Range Road. Increased density and modest additional height were viewed by two respondents as appropriate and consistent with OCP objectives. Support was also expressed for improvements to pedestrian infrastructure as well as incorporating commercial uses.

## **ADMINISTRATIVE RECOMMENDATION**

THAT Council direct that Bylaw 2025-41, a bylaw to amend the zoning of 25 Rhine Way and 468 Range Road from RCM2 – Comprehensive Residential Multiple Family 2, and CM1 – Mixed Use Commercial to CM1x(b) – Mixed Use Commercial (Modified), to allow for the extension of a housing development for seniors with related commercial services, be brought forward at second and third reading under the bylaw process.



DATE: 8/31/2023 3:29 PM	<b>CITY OF WHITEHORSE - PLANNING AND SUSTAINABILITY SERVICES</b>	
FILE: Z-04-2025 - Normandy Extension	<b>Zoning Bylaw Amendment</b> A proposal to amend the zoning of 25 Rhine Way and 468 Range Road from RCM2 – Comprehensive Residential Multiple Family 2, and CM1 – Mixed Use Commercial to CM1x – Mixed Use Commercial modified	
<input type="checkbox"/> Subject Site		

## **CITY OF WHITEHORSE BYLAW 2025-41**

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 City of Whitehorse Zoning Bylaw be amended to allow for the development of an expansion to an existing senior living residence on Lot 428, Plan 100041354 LTO, municipally known as 25 Rhine Way; and

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

1. Section 10.5 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 10.5.7 b) as follows:

“b) Lots 428 and Lot 429, Plan 100041354 LTO YT, located at 25 Rhine Way and 468 Range Road, are designated CM1x(b) with the special modifications being:

  - (1) The maximum site coverage is 70%;
  - (2) The maximum height is 16.0 m for any portion located more than 74.93 m west of the easterly lot line adjoining Range Road; and
  - (3) The minimum yard setback is 3.0 m for lot lines adjoining Lot 1037, Plan 89-39 LTO YT, Condominium 8, Plan CON 8 LTO YT, Condominium 84, Plan CC4 LTO YT, or Condominium 172, Plan CC172 LTO YT, and 1.5 m from all other lot lines not adjoining a street.
2. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of Lot 428, 109445 CLSR, Plan 100041354 LTO from RCM2 – Comprehensive Residential Multiple Family 2 to CM1x(b) – Mixed Use Commercial Modified, and by changing the zoning of Lot 429, 109445 CLSR, Plan 100041354 LTO from CM1 – Mixed Use Commercial to CM1x(b) – Mixed Use Commercial Modified as indicated on Appendix “A” attached hereto 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:**

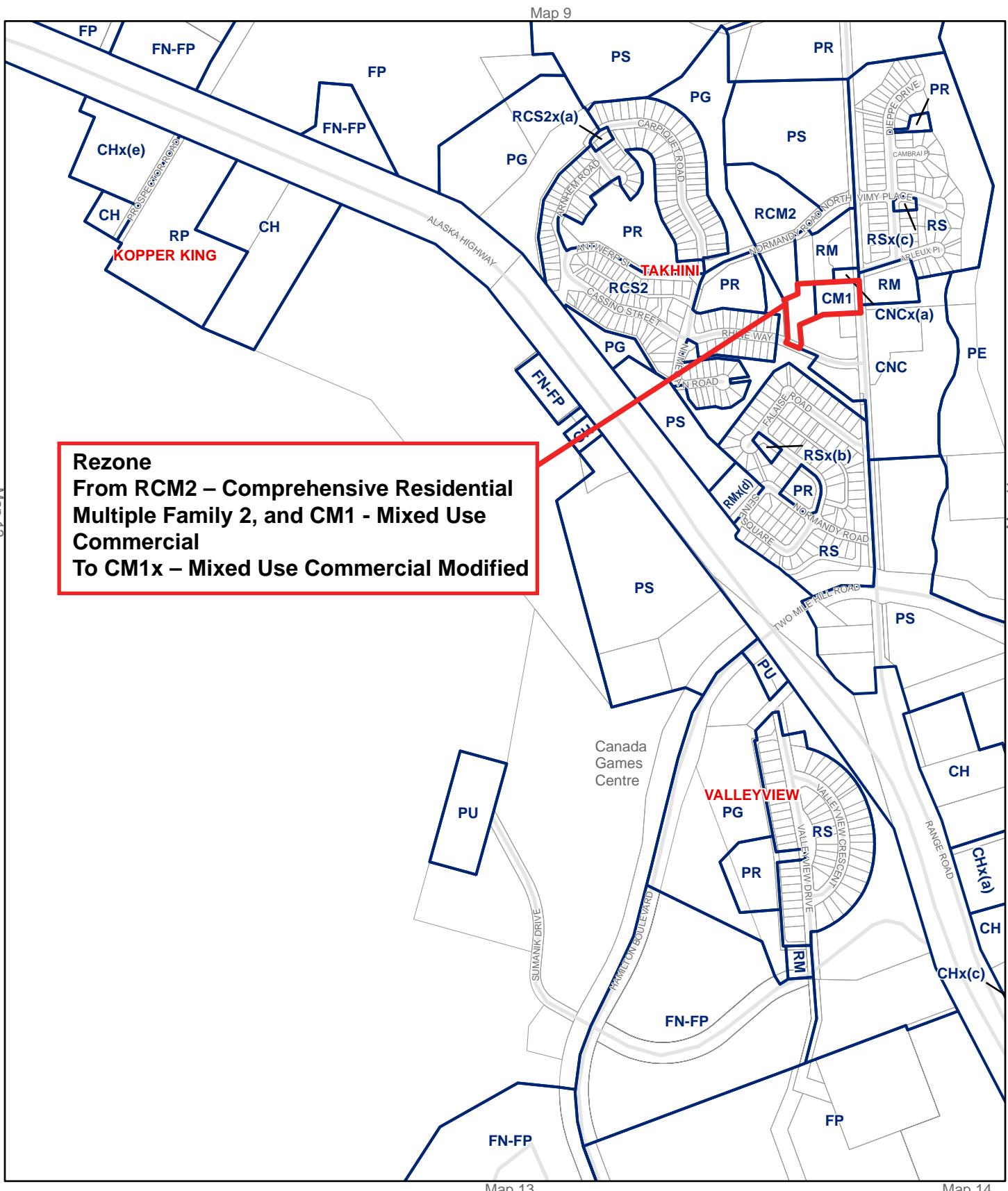
**THIRD READING and ADOPTION:**

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Kirk Cameron, Mayor

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Corporate Services



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

0

410

Meters

Projection: NAD 1983 UTM Zone 8

Consolidation date:  
February 18, 2025

## **ADMINISTRATIVE REPORT**

**TO:** City Planning Committee  
**FROM:** Administration  
**DATE:** January 5, 2026  
**RE:** Public Hearing Report – Zoning Bylaw 2025-37

### **ISSUE**

Public Hearing Report on the proposed new Zoning Bylaw.

### **REFERENCES**

- [Zoning Bylaw 2012-20](#)
- [Whitehorse 2040 Official Community Plan](#)
- [Municipal Act SY 2024, c. 6](#)
- [Residential Tenancies Act SY 2005, c. 7](#)
- [2014 Hillcrest Neighbourhood Plan](#)
- [Construction or Storage Road Bylaw 99-72](#)
- [Traffic Bylaw 2013-34](#)
- [Snow and Ice Control Policy](#)
- [Transportation Master Plan](#)
- [Building and Plumbing Bylaw 99-50](#)
- [Maintenance Bylaw 2017-09](#)
- [Waste Management Bylaw 2018-05](#)
- [2011 McIntyre Creek Wildlife Corridor Assessment \(Environmental Dynamics Inc.\)](#)
- [Shadow Analysis](#)
- [Proposed Full Zoning Bylaw 2025-37 \(Amended\)](#)
- [Proposed Schedule A – Zoning Maps \(Amended\)](#)
- Attachment 1: Proposed Adopting Bylaw 2025-37
- Attachment 2: Additional Text and Map Change (in relation to Bylaw 2025-41)

### **HISTORY**

In accordance with the *Municipal Act*, a zoning bylaw must be adopted or amended for the lands affected by an Official Community Plan (OCP) within two years of the adoption or amendment of the OCP. The City was granted a one-year extension from the Minister of Community Services and therefore the new zoning bylaw must be adopted by March 26, 2026.

Major topics considered throughout the project include housing, parking, short-term rentals (STRs), reconciliation, city design, local food and urban agriculture, map changes, and simplifying the bylaw.

Bylaw 2025-37 received First Reading on October 14, 2025. Public hearing notifications were sent out in accordance with the Zoning Bylaw 2012-20, including:

- Newspaper advertisements were posted in the Yukon News on November 7 and 14, 2025;

- Four large notice signs were placed on Lewes Boulevard, Robert Service Way, Two Mile Hill Road, and Mountain View Drive;
- Approximately 45 small notice signs were placed throughout the city;
- Paid advertisements were published on social media and on local radio stations;
- Property owners identified as potentially losing development rights through proposed changes to special modifications, OCP-driven changes, and other map changes were notified by mail; and
- Email notifications were sent to Kwanlin Dün First Nation, Ta'an Kwächän Council, and the Government of Yukon Land Management Branch.

A public hearing was held on December 8, 2025. One hundred and fifty-one (151) individual submissions were received, with 41 voicing support, 54 voicing opposition, and 56 voicing concerns.

Prior to the Public Hearing and tabling of the bylaw, Administration had done several engagement activities including:

- Round 1 Engagement
  - An online survey was available between November 29, 2023 and January 6, 2024 with 417 responses received;
  - Interviews with interested parties and rights holders were also held between December 4, 2023 and January 9, 2024.
- STR Survey and Engagement
  - An online survey was available between July 26 and September 2, 2024 with 1,928 responses received;
  - Ten interviews were held with interested parties and rights holders between August and September 2024.
- Round 2 Engagement
  - An online survey was available from May 16 to June 20, 2025 with 224 responses received;
  - A Virtual Open House was available from May 16 to June 20, 2025 with 221 unique visitors;
  - Two in-person open houses were held on May 21, 2025 and May 28, 2025 with approximately 55 attendees in total;
  - Four pop-up events were held on May 22, May 29, June 10, and June 12, 2025 where approximately 185 people were actively engaged.
- Advisory Group Meetings
  - Four Advisory Group meetings were held on February 15, 2024, June 26, 2024, March 27, 2025, and July 22, 2025.

## **ALTERNATIVES**

1. Amend the proposed 2025 Zoning Bylaw as recommended and proceed under the bylaw process; or
2. Refer the proposed 2025 Zoning Bylaw back to Administration.

## **ANALYSIS**

The following matters were raised in the public input submissions:

1. Short-term rentals;
2. Building heights;
3. Parking requirements;
4. Housing;
5. Environmental matters;
6. Specific zones or properties;
7. Additional matters; and
8. Peripheral topics or topics out of scope.

### **1. Short-Term Rentals (STRs)**

Approximately 68 public input submissions related to short-term rentals, with mixed levels of support, opposition, and concerns. Under the proposed bylaw, STRs are defined as the use of a dwelling unit to provide temporary accommodation to guests for short stays, typically less than 30 days.

The input in support of the proposed STR regulations included:

- Support for STR regulations in helping to address housing affordability and availability in the city and helping to address safety concerns with strangers coming and going from STRs.
- Support for the residency requirement and the 6-month maximum for operating an STR in a primary residence.
- Support for limiting residential properties to one STR.
- Support for requiring a business license and support for inspections and monitoring of STRs.
- Long-term rentals are subject to the *Residential Tenancies Act* so STRs should also be subject to regulations.
- Support for the research, analysis, and community engagement that the City has undertaken to develop the proposed STR regulations.
- Concern that residents may not have the same resources to advocate for the STR regulations they would like implemented that large companies do.

Concerns and opposition to the proposed STR regulations include:

- Opposition to regulating the distinct number of periods an operator can rent an STR within the 6-month period in section 5.22(1)(c).
- Concerns that most of Downtown is zoned as commercial which means it will not be subject to most of the STR regulations.
- Downtown should be exempt from STR regulations.
- Opposition to the primary residency requirement in residential zones, to limiting STRs in a primary residence to 6 months, to business license requirements and inspections, to the limit of 1 STR per property, to increased fees for STRs, and to commercial mill rates for STRs in commercial zones.
- Concern that the proposed regulations will cause financial hardship on current STR operators.

- Concern that the City is working with the hotel industry to limit STRs.
- Concern that STRs provide accommodations to a variety of people such as medical professionals, contractors, people attending medical appointments, tourists, etc. that do not want to stay in hotels and that the STR regulations will limit available accommodations for these people.
- Concern that property owners should be able to use their property as they see fit. The market should dictate what is needed, not the City.
- Concerns that the majority of STRs will be sold if the proposed regulations are implemented.
- Concern that STR operators do not want to rent to long-term tenants because the *Residential Tenancies Act* makes it difficult to evict tenants and raise rents. Some STR operators have had bad experiences with bad long-term tenants. STR operators also wanted the flexibility to use their unit for friends and family and as an STR when it was not needed for their own use.
- Concern that regulating STRs will not result in more affordable housing.
- Concern that OCP policy 9.7 says that the City will study STRs. The proposed regulations go far beyond that.
- Concern that traffic and/or parking will not be improved if STRs are used as long-term rentals.
- Concern that the consultation was insufficient.
- Suggestion that existing STRs should be considered legally non-conforming so they can continue to operate.
- Suggestion that STR operators be Yukon residents, one STR per person instead of the residency requirements, STRs should be a conditional use so Council can make the decision, STR operators should get written permission from neighbours, and STRs should be allowed in the primary residence as well as a suite.
- Suggestion that the definition of primary residence STR should be amended to reflect that a garden or living suite can be operated year-round.
- Suggestion that the City should require business licenses, collect data, and propose regulations in a year or two.

### **Analysis**

The input received in support of the proposed STR regulations tended to connect the regulations to the protection of housing supply and affordability. Those opposed tended to argue that STRs do not have a significant impact on the supply and affordability of housing but instead provide benefits to the community in the form of home-like accommodations for people providing or accessing services in the city and tourists and provide revenue for local owners using STRs as supplementary income.

Administration recognizes that the volume and range of input requires careful reconsideration of the proposed STR regulations. Throughout the Public Hearing process and previous engagement, residents and affected parties were provided equal opportunities to provide input into the bylaw. This includes hotel operators as well as short-term rental operators.

Administration has reviewed all of the input and suggestions provided by members of the public and recommends that the rules regarding STRs could be more permissive

than what was originally proposed, while still maintaining the requirements for lots in residential zones remaining primarily residential to support long-term housing in residential neighbourhoods. The proposed zoning bylaw would allow STRs as a stand-alone commercial use in commercial zones and as a secondary use in residential zones, consistent with other land use regulations in these zones. Additional changes are also recommended to facilitate the administration of the STR regulations.

A zoning bylaw prescribes the use of land and buildings and not who uses the land and buildings. While STRs may provide accommodations for personnel providing valuable services such as medical professionals, the proposed regulations are focused on the STR use and where that use may be most appropriate.

The *Residential Tenancies Act* regulates longer term tenancies and was developed and is administered by the Government of Yukon. STRs are not regulated under the *Residential Tenancies Act*. If a property owner would like to sell their property because they cannot comply with the STR regulations or they do not want to rent their unit to a long-term tenant, they are able to do so.

STRs are not a permitted use under the current Zoning Bylaw and therefore they will not be considered a legal non-conforming use (sometimes informally referred to as a “grandfathered” use). Any existing STR would need to comply with the regulations in the new Zoning Bylaw once adopted.

### ***Administrative Recommendation***

Administration recommends the following changes for primary residence STRs (exact proposed wording in section 5.22 of proposed Zoning Bylaw):

- Allow more than one STR on a property where the operator lives (e.g., operate two suites as STRs, or one or two suites *and* the principal residence while the owner is away).
- Allow STRs in conjunction with a Bed and Breakfast.
- Remove the 6-month limit for STR in the operator’s primary residence and abandon the three separate periods rule. An STR operator would still have to demonstrate it is their primary residence (the address used for taxes, identification, etc.).

The proposed changes listed above will allow more flexibility for STR operators while still maintaining the primarily residential use envisioned for residential zones.

## **2. Building Heights**

There were 22 public input submissions related to building heights, with six in support and 16 with concerns or opposition. There was support for the proposed increase in maximum building heights in Downtown to reduce urban sprawl and housing availability issues as well as support for building height and site coverage incentives for affordable housing. Some submissions suggested that the maximum building heights should be further increased.

Concerns and opposition to the proposed increase in maximum building heights include:

- Preference for keeping the maximum building heights as they currently are across the city.

- Opposition to the proposed building height and density increases in Old Town.
- Opposition to the proposed building height increases on the west side of 6<sup>th</sup> Avenue as there would be no transition from a high-density zone to a low-density zone.
- Opposition to removing the special modification that limits the maximum building height in Hillcrest to 8.0 m.
- Concerns with light availability due to the shadows cast by taller buildings and the negative impact it will have on mental health and the ability to grow food.
- Concerns that taller buildings will cause an increase in wind chill.
- Concerns that the infrastructure cannot support taller buildings and potential infrastructure upgrades will cause traffic disruptions.
- Building height increases should be applied fairly to all neighbourhoods.
- Concerns that developers will build large ugly buildings if the city does not retain some control on the look and feel of proposed buildings.

### ***Analysis***

The proposed maximum building height increases align with the OCP. OCP policy 15.8.7 provides for building height allowances of 25 m in the Mixed Use - Downtown Core land use designation and OCP policy 15.16.3 limits building heights in Old Town to 10 m. Administration acknowledges that there is a lack of building height transition between the west side of 6<sup>th</sup> Avenue, with a proposed 25.0 m maximum building height, and Old Town, with a proposed 10.0 m maximum building height. The proposed Zoning Bylaw must follow OCP direction. An OCP amendment would be necessary in order to reduce the maximum building height on the west side of 6<sup>th</sup> Avenue.

The proposed change to the maximum building heights in Hillcrest would align the neighbourhood with other residential neighbourhoods. A Hillcrest Neighbourhood Plan was adopted by Council in 2014 that resulted in a special modification for several streets in Hillcrest limiting the maximum building height to 8.0 m. The Neighbourhood Plan was adopted prior to the OCP and in the case of conflict, the OCP prevails.

Therefore, most of Hillcrest is proposed to be zoned as RSD, consistent with other low-density residential areas, which are planned to be zoned RSD or RCD with a maximum building height of 11.0 m (an increase from the current 9.0 m or 10.0 m). Although part of Hillcrest currently has a special modification restricting height to an even lower 8.0 m, Administration recommends increasing the maximum height to 11.0 m in all low-density residential zones to help address the ongoing housing shortage (with the exception of Old Town due to OCP limitations). In established neighbourhoods such as Hillcrest, the impacts from higher maximum building heights will occur incrementally as properties are redeveloped or infill occurs.

In regard to concerns that taller buildings will have increased shadow impacts, a shadow analysis was completed and it concluded that there will not be significant shadow impacts between a building with a 20.0 m height and a building with a 25.0 m height.

To negate potential wind impacts and encourage a pedestrian-oriented streetscape, a 1.5 m step-back is required on all sides on the portion of a building higher than 4 storeys or 16.0 m. Administration is however proposing amendments in regard to step-

backs in Section 7 of this report. The proposed amendment would allow developers to employ alternative design strategies to mitigate scale, massing, shadows, and pedestrian-level impacts if the building is already set-back 1.5 m from the property line. Additionally, the proposed CMD-Commercial Mixed-Use Downtown and CMR-Commercial Mixed-Use Riverfront zones have design guidelines and Section 4.3 details design, character, and appearance regulations to encourage attractive developments.

Any potential impacts to infrastructure, or required upgrades, are reviewed in detail at the development permit stage. If infrastructure upgrades are required that necessitate the closure of a road, the developer will need to adhere to the Construction or Storage Road Closure Bylaw.

### ***Administrative Recommendation***

No changes are recommended to building heights as these are supported by the Whitehorse 2040 OCP.

### **3. Parking Requirements**

There were 26 public input submissions related to parking, with nine in support and 17 with concerns or opposition. There was support for the proposed residential parking requirements, including the maximum of 1.2 spaces per unit, the high-density residential parking requirement of 1 space per unit, no minimum parking requirements in Downtown, and no parking requirements for living and garden suites. There was also support for the minimum non-residential parking requirements.

Concerns and opposition with the proposed parking requirements include:

- Concerns with the lack of parking requirements in Downtown as it is already difficult to find parking and will negatively impact local businesses and the ability for the City to clear snow.
- Opposition to the proposed parking requirements in Old Town of 1 space per 2 units. Old Town will become congested with parked cars from the Downtown residential units that have no parking requirements.
- The proposed reduction in residential parking requirements will cause a trend towards the development of smaller units which do not support families.  
Suggestion to require 1 space per residential unit Downtown, except for larger units.
- Suggestions for various parking requirements, including 4 spaces per lot, 2 spaces per unit, 1 space per unit, 1 space per 4 units.
- Reduced parking requirements should be used as leverage to get community amenities and affordable units rather than having no minimum parking requirements.
- Parking requirements for high density residential zones should be increased. There are traffic and parking issues near high density developments in Whistle Bend and the issue will expand to other areas of the city if parking requirements are not addressed.
- Demand is for more parking, not less.
- Suggestion to create guidelines for parking-demand management for multi-use buildings.

### ***Analysis***

OCP Policy 8.35 states that in order to facilitate the intensification of uses Downtown, the City will consider the reduction of parking requirements for developments near active transportation and transit routes. Policy 8.17 and 8.37 further state that high density residential will be promoted in the Urban Core and Urban Centres as these areas are serviced by public transit and active transportation networks. The proposed reduced parking requirements would help free up valuable land in the Downtown, Urban Centres, and to a lesser extent the Urban Core.

A shift towards active and shared transportation modes is desired, both in the OCP and the Transportation Master Plan. OCP policy 11.2 outlines a hierarchy of transportation modes listing personal vehicles at the bottom. Reducing the need for personal vehicle use is supported by the OCP.

Through the approval of the 2026-2029 Capital Budget, the City will undertake a Downtown Plan Review. Parking availability in the Downtown will be studied. The City has the ability to issue on-street parking permits through the Traffic Bylaw as well as by removing vehicles that are parked inappropriately. Additionally, the City can issue parking bans in order to clear snow through the Snow and Ice Control Policy.

In regard to concerns about impacts on businesses, Downtown commercial developments may still provide parking for their customers. Any reductions in parking requirements will apply gradually as new developments occur.

In regard to increasing the parking requirements for high-density residential zones, Administration initially proposed a parking reduction from 1 space to 0.8 spaces per unit for high-density residential zones outside of the Downtown, the Urban Core and Urban Centres. Through the public engagement process, Administration retracted the proposed parking reduction and reverted back to the current requirement of 1 space per unit. For affordable housing, the City does have the ability to provide potential parking allowances for providing affordable housing as detailed in section 2.14 of the proposed Zoning Bylaw.

### ***Administrative Recommendation***

No changes to the currently recommended parking requirements.

## **4. Housing**

There were 24 public input submissions related to housing, with nine in support and 15 with concerns or opposition. There was support for the proposed housing-related regulations including generally allowing more housing, the affordable housing allowances, allowing supportive housing as a principal use in all residential zones, allowing taller buildings and more units per lot in Old Town, and infill development.

Concerns and opposition to the proposed housing-related regulations include:

- Opposition to developing the Holly Street area due to wildlife and recreational uses within the area. Nearby residents would prefer that it be designated as greenspace.

- Opposition to developing the Whistle Bend South area due to the proximity to sensitive environmental areas, wildlife corridors, trails, the Chasàn Chùa territorial park and traffic concerns.
- Opposition to allowing mobile homes as garden suites unless there are strict controls to ensure they are attractive.
- Opposition to reduced setbacks.
- The definition of 'affordable housing' is too broad and risks creating units that low-income residents still cannot afford.
- Introduce mandatory requirements - ensuring that developments accessing additional height, density, or reduced parking must provide a minimum portion of affordable units.
- Infill and densification does not work well on every lot and does not necessarily result in affordable housing.
- Include a statement in the bylaw's purpose clause committing the City to uphold the right to adequate housing.

### ***Analysis***

The Holly Street area and Whistle Bend South are designated as Residential – Urban in the OCP. Additionally, OCP policy 15.17.9 says that as a replacement growth opportunity for Porter Creek D, these two sites will be examined for future residential development. The proposed OFP-Other Future Planning zone for both areas aligns with the OCP.

Planning will occur in the near future to determine appropriate zoning, taking into consideration OCP policies, and other information. It is noted that the Whistle Bend South area is outside of the 175 m buffer zone from Chasàn Chùa/McIntyre Creek, which is recommended to support wildlife corridors. Additionally, a preliminary review of the area's development options has determined that the City trail within the Whistle Bend South area is unlikely to be impacted by a future residential development. Ways to address and mitigate environmental and recreational impacts will be considered as part of the master planning processes. Land would remain protected under the OFP zone until such a time that the master planning is completed and Council has amended the Zoning Bylaw to allow for residential uses.

The OCP recognizes that infill and densification is not appropriate on all land within the City and as such approximately 30% of Whitehorse's land is identified for existing or future regional or territorial parks. The City OCP also includes the goal (8a) to "reduce urban sprawl to preserve the natural environment, minimize new infrastructure, reduce greenhouse gas emissions, and use existing infrastructure efficiently" Infill development is expected within existing residential areas so that compact development, where there are existing services, is promoted (Policy 8.1). This is a core component of the City's residential growth strategy. Both the Holly Street and the Whistle Bend South areas meet this OCP criteria and are required for the City to meet its development goals.

### **Affordable Housing**

As proposed, mobile homes are allowed as principal dwellings or garden suites in the RSD-Residential Standard Development and RCD-Residential Comprehensive Development zones to increase affordable housing options and expand the continuum

of housing types available. This is supported by OCP Policies 9.1 and 9.4 which state that the City will support the construction of a variety of housing types and that opportunities for affordable housing should be integrated into all neighbourhoods. Mobile homes will be subject to the same regulations as any other housing type within the same zone. Reduced setbacks also allow for the development of more housing units.

Section 2.14(4) of the proposed Zoning Bylaw allows for additional building height, site coverage, and reduced parking for development providing affordable housing developments. Administration acknowledges that the definition of 'affordable housing' could be improved for clarity on what the affordability targets are.

### ***Administrative Recommendation***

The definition of 'Affordable Housing' should be amended to read as follows to improve clarity:

- “**AFFORDABLE HOUSING** means housing for which the shelter cost does not exceed 30 percent of income for households earning 80% of median income, as most recently reported by Statistics Canada in the Census Profile for Whitehorse, City (CY). Shelter cost for 1-bedroom and studio units shall be based on annual shelter costs based on 80% of the Median Total Income for One-Person Households, and for 2+ bedroom units shall be based on the Median Total Income of Households....”

## **5. Environmental Matters**

There were ten submissions made on various environmental topics including agriculture, light pollution, bird-friendly design, and the protection of trees. There was general support for the proposed regulations that reduce light pollution.

Concerns, opposition, and suggestions related to environmental regulations include:

- The definition of 'livestock' should more closely match the Animal Unit Table (Table 11). Additionally, sheep should be added to the Table.
- Suggested changes to the wording of 'community garden' since flowers are plants.
- Suggested changes to the definition of 'agriculture (minor)' for better clarity.
- Several specific suggestions to support the dark skies initiative.
- The proposed design guidelines in the CMD and CMR zones should be improved to further reduce bird-window strikes.
- The proposed Zoning Bylaw should protect existing trees, including fines for non-compliance and replanting requirements.
- Firesmarting requirements are costly and unnecessary. The removal of large trees costs a lot and the storage of firewood against a structure provides some protection from the elements and is more accessible for older or disabled people.
- Definitions for the following terms are requested: environmentally sensitive areas, active recreation, active transportation, and passive recreation.

## ***Analysis***

### Agriculture

Administration recommends that the suggested improvements to the definition of 'livestock', 'community garden', and 'agriculture (minor)' as well as adding 'sheep' to the Animal Unit Table be incorporated into the proposed Zoning Bylaw.

### Lighting

Administration supports clarifying the meaning of 'fully shielded' and amending section 6.11(7)(b) xii) (B) and section 6.12(7)(b) v) (B) in order to improve consistency with other sections of the Bylaw. The other suggestions related to lighting can be included in guidance documents the City will prepare after the adoption of the Zoning Bylaw.

### Other

In regard to concerns about bird-window strikes, the suggested amendments are very specific amongst a list of non-specific regulations. Instead of amending the proposed Zoning Bylaw, Administration will provide guidance on reducing bird-window strikes in the guidance and educational documents after the Zoning Bylaw is adopted.

In regard to preserving existing trees, section 4.23(3) says that existing healthy woody plants should be preserved and protected in all zones unless removal is demonstrated necessary to accommodate proposed development, mitigate wildlife risk, or address a safety hazard. Landscape planting setbacks specified in section 4.28(8)-(10) apply to new plantings as well as plant species requirements. OCP policy 12.5 states that wildfire risk reduction initiatives will be pursued throughout the community and OCP policy 13.6 states that wildfire fuel abatement is permitted in any land use designation. Additionally, the Maintenance Bylaw also contains regulations regarding firesmarting.

Defining environmentally sensitive areas, active recreation, active transportation, and passive recreation would not improve a reader's understanding of the Zoning Bylaw. In some cases, we do not have enough information to confirm with certainty that the land is environmentally sensitive. It is clear what is meant by these terms in the context that they are used.

## ***Administrative Recommendations***

- The definition of 'Livestock' should be amended to read as follows to improve clarity: "**LIVESTOCK** means an animal that is traditionally used or raised on a farm including cattle, horses, swine, goats, sheep, alpaca, poultry, and fur-bearing animals."
- The definition of 'Community Garden' should be amended to read as follows to improve clarity: "**COMMUNITY GARDEN** means the use of land or buildings to grow food, flowers, or other plants for personal use, educational activities, or donation to the local community, typically operated by a community association or non-profit group, and may include related activities such as composting and small-scale beekeeping (apiary)."
- The definition of 'Agriculture (Minor)' should be amended to read as follows to improve clarity: "**AGRICULTURE (MINOR)** means small-scale agricultural activity that is secondary to a residential use. Typical development includes raising

livestock, horticulture, apiculture, and market gardening, but does not include orchards, or industrial (cannabis)."

- Add 'sheep' to Table 11: Animal Unit Table in section 5.3(3) on the same row as goats.
- Amend section 4.27(1) to read as follows to better define 'fully-shielded': "All outdoor lighting fixtures shall be directed downward and fully shielded such that no direct light is emitted above the horizontal plane. Lighting shall not be directed beyond the lot line and shall not interfere with traffic control devices. A single residential entryway light located at the primary entrance of a dwelling unit is exempt from this regulation, provided it uses a low-intensity bulb not exceeding 800 lumens and does not cause excessive glare or light trespass beyond the lot line."
- Amend Section 6.11(7)(b) xii) (B) and Section 6.12(7)(b) v) (B) to read as follows: "Lighting: Lighting provides possible visual impact. With long hours of darkness during winter months, exterior building lighting can provide visual variety and character. The location, type of fixtures, brightness and colour temperature should be selected in accordance with Section 4.27 and with an aim to minimize light pollution. Exterior building lighting should be coordinated with building signage."

## 6. Specific Zones or Properties

There were several submissions that provided input on the proposed zoning of specific properties or sections. There was support for the proposed KMD-Other McIntyre Development District zone for the McIntyre neighbourhood and the proposed KDG-Other KDFN General zone for all Type 1 and 2 KDFN Settlement Land Parcels. There was also support for the provisions which support traditional use activities in the proposed KDG zone and for the administrative criteria for rezoning and conditional use decisions on Settlement Land.

### MacBride Museum (1124 Front Street)

There was opposition to the proposed rezoning of MacBride Museum, at 1124 Front Street, from CMWx(a)-Mixed Use Waterfront (modified) to CMR. The current special modification specifies that only four off-street parking spaces are required as long as the principal use of the property is a museum. If gross floor area were to be added to the site, under the proposed Zoning Bylaw, parking spaces would retroactively be required.

#### *Response*

*After further review, Administration proposes that the current special modification with respect to parking be carried forward into the proposed Zoning Bylaw.*

### Takhini North Setback Exemption

Antwerp Street, Arnhem Road, Cassino Street, and Nijmegan Road in Takhini North are currently zoned RCS2-Comprehensive Residential Single Family 2 that are exempt from the maximum front yard setback of 9.0 m through regulation 9.7.5 (g). Under the proposed Zoning Bylaw, these streets would be zoned RCD and no longer be exempt from the front yard setback. Several submissions were in opposition to no longer

exempting these streets from the 9.0 m maximum front yard setback as it would make their properties legally non-conforming.

*Response*

*After further consideration, Administration recommends that a regulation under section 4.15 be added to the proposed Zoning Bylaw specifying that buildings that had a front yard setback greater than the maximum setback specified for the zone are not subject to the maximum setback requirement, provided they do not further increase the setback.*

**40 Waterfront Place**

40 Waterfront Place is a vacant lot currently zoned as CM2-Mixed Use Commercial 2 and it is proposed to zone it as CMR. The reason it is proposed to be zoned as CMR is that it is designated as Mixed-use – Riverfront in the OCP. There was opposition to the proposed CMR zoning and associated maximum building height of 20.0 m.

*Response*

*The maximum building height for the subject property under the current Zoning Bylaw 2012-20 is also 20.0 m so there is no proposed change in building height.*

**9 Gibbons Place**

This property is currently zoned as RC2x(e)-Country Residential 2 (modified) with the following special modifications:

1. manufactured homes are not permitted;
2. the lot is subject to the urban residential requirements of the Animal Control Bylaw;
3. home-based businesses, major are permitted as a secondary use;
4. a home-based business can operate out of a detached accessory building with a net floor area no greater than 180 m<sup>2</sup>;
5. exterior storage associated with the home-based business is permitted;
6. more than one commercial vehicle associated with the business may be parked on site; and
7. any fuel storage associated with the home-based business shall not be located within 30 metres of the Porter Creek ordinary high water mark. Fuel storage shall be subject to the requirements of the regulating authorities.

It was proposed that the subject property be zoned as RC2-Residential Country 2 without any special modifications. The reason for the proposed zoning was because mobile homes are permitted by right in any zone, regulations related to the Animal Control Bylaw are being moved into that Bylaw, and the business license associated with the home-based businesses expired in 2022. Therefore, there was no reason to keep the special modifications moving forward. The property owner has since notified Administration that they still operate their home-based businesses and accidentally let the business licences lapse.

*Response*

*Administration recommends that the property be zoned as RC2x (modified) to keep the special modifications related to the major home-based businesses. The property owner has agreed to renew their business licenses.*

Nazarene Church (2111 Centennial Street)

Nazarene Church is proposed to be zoned as RMM-Residential Multi-Unit Medium Density which does not list 'religious assembly' as an allowable use. There was opposition to the proposed RMM zone as the Church would be legally non-conforming.

*Response*

*The Church is currently zoned as RMx(a) which does not list 'religious assemblies' as an allowable use, so it is already non-conforming. There is no change with the proposed zoning.*

1307 and 1313 Centennial Street

These properties are currently zoned as CM2x(c)-Mixed Use Commercial 2 (modified) with the following special modifications:

- (1) The addition of single detached dwellings, and gas bars as principal uses
- (2) Minimum yard setbacks are as follows: front - 6.0 m; rear - 3.0 m; side - 3.0 m;
- (3) Maximum building height is 17.5 m
- (4) Retail services, restricted are not permitted.

The property owner has requested that the first three special modifications be maintained. The properties are proposed to be zoned as CNNx(c)-Commercial Neighbourhood Node (modified) which would no longer allow single detached dwellings or gas bars, increase the rear yard setback to 6.0 m, and reduce the maximum building height to 16.0 m.

*Response*

*Administration recommends that the rear yard setback of 3.0 m be maintained due to the shape of the lots. However, Administration recommends that the other changes are maintained for consistency with other properties in the area.*

5110 5<sup>th</sup> Avenue

The subject property is currently zoned as CC-Core Commercial and it is proposed that the property be zoned as CMDx(a) with the special modifications limiting the principal uses on the ground floor, setting the maximum front yard setback to 0.5 m, not requiring landscaping where the setback is less than 0.5 m, and ensuring that any front-yard, where provided, is pedestrian friendly. The property owner is opposed to the proposed zoning as they believe the existing medical facilities and offices on the ground floor should be allowed to continue as permitted uses.

*Response*

*The reason for the proposed special modification is because the OCP has policies specific to Main Street (OCP policies 15.8.9 – 15.8.16). Per Section 288 (2) of the Municipal Act, a*

*zoning bylaw must be consistent with an OCP and therefore Administration cannot recommend any changes to the proposed zoning. The current use of the property will be considered legally non-conforming.*

**Mountain View Place (989 Range Road)**

Mountain View Place is currently zoned as RMx(c)-Residential Multiple Housing (modified) with special modifications allowing mobile homes and regulations tied to bare land units. The proposed zoning is RMMx(b) which still allows mobile homes as a principal use but removes many of the regulations tied to bare land units.

**Response**

*None of the bare land units within Mountain View Place will be put into non-conformance with the proposed changes. Therefore, Administration does not recommend any amendments.*

**11 Bennett Road**

11 Bennet Road is currently zoned as IS-Service Industrial, and it is proposed to be zoned as OFP under the proposed Zoning Bylaw due to the apparent Greenspace land use designation in the OCP.

**Response**

*Administration has reviewed the history of development in the area and has concluded that the historical intent was to include the subject property within the Kulan industrial area, despite it being somewhat detached from Kulan. At one point it was intended that Kulan would expand southward to encompass this parcel. OCP policy 16.2 states all boundaries are to be interpreted as generalized, not precise, with consideration given to the policies described in the OCP for their development intent. Administration therefore recommends that the subject property be zoned as ILT-Industrial Light.*

**227 Range Road**

227 Range Road is currently zoned as CH-Highway Commercial, and it is proposed that the subject property be zoned CSV-Commercial Service under the proposed Zoning Bylaw. The property owner is opposed to the proposed zoning as the current use on the property will no longer be an allowable use. The property owner is concerned that the current use may not be allowed into the future and that the proposed zoning may affect the property value.

**Response**

*The reason it is proposed to zone the subject property as CSV is because it is designated as Commercial Service in the OCP. Many new uses are allowed under the proposed CSV zone and the development regulations are more permissive. Section 301 of the Municipal Act allows the continuation of a lawful use at the time of adoption of a Zoning Bylaw so long as the use is not discontinued for 12 months or more. A change in property owner does not impact the ability for the new owner to continue the non-conforming use. Therefore, Administration does not recommend any changes in zoning for the subject property.*

***Administrative Recommendations***

- MacBride Museum should be zoned as CMRx(c) with the following special modification so that retroactive parking requirements are not enforced:

“Lot 18, Block 7, Plan 2006-0127 LTO, located at 1124 Front Street, is designated CMRx(c) with the special modification being:

- i) the minimum parking requirement for a recreation (culture and tourism) use over 600 m<sup>2</sup> GFA is 4 spaces”
- Section 4.15(4) of the proposed Zoning Bylaw should be amended as follows so that lawfully existing buildings on Antwerp Street, Arnhem Road, Cassino Street, and Nijmegan Road that are beyond the maximum 9.0 m front yard setback are considered conforming. This would also apply to existing buildings on Main Street that do not comply with the 0.5 m setback in section 6.11(8)(a) ii).
- “(4) Where a maximum setback is specified, only one principal building is required to comply with it, unless otherwise stated. Buildings lawfully existing at the time of enactment of this Bylaw that had a front yard setback greater than the maximum setback specified for the zone are not subject to the maximum setback requirement, provided the setback is not further increased.”
- 9 Gibbons Place should be zoned as RC2x(a) (modified) with the following special modification:
  - “a) Lot 1511, Plan 76967 LTO YT, located at 9 Gibbons Place, is designated RC2x(a) with the special modifications being:
    - i) home-based business (level two) is a secondary use and not a conditional use;
    - ii) a home-based business may operate in an accessory structure up to 180 m<sup>2</sup> gross floor area;
    - iii) screening is not required for outside storage associated with a home-based business;
    - iv) the maximum number of commercial vehicles and trailers associated with a home-based business does not apply;
    - v) any fuel storage associated with a home-based business shall not be located within 30 metres of the Porter Creek ordinary high water mark. Fuel storage shall be subject to the requirements of the regulating authorities.”
- Section 6.13(7)(c) vii) should be amended, to reinstate the rear yard setback of 3.0 m at 1307 and 1313 Centennial Street, to read as follows: “the minimum rear yard setback is 6.0 m, except 3.0 m for Lots 1679 and 1680, Plan 2010-0118 LTO YT, located at 1307 and 1313 Centennial Street.
- 11 Bennett Road should be zoned as ILT-Industrial-Light.

## 7. Additional Matters

The following table contains additional changes that are recommended by Administration.

#	Section	Proposed Change	Reason
1	2.12 Existing Conditional Uses	Amend Section 2.12(3) as follows: “Any change or intensification of a permitted conditional use must be approved by Council in	Clarity

		accordance with <b>Section 2.11, unless the change or intensification is exempt from the requirement for a development permit under Section 2.2.</b>	
2	3.1 General Definitions	<p>Amend definition of “AFFORDABLE HOUSING DEVELOPMENT” as follows:</p> <p>a) ....Developed and operated by a housing agency for a period of 20 years or the life of the development, <u>whichever is less</u>, or</p> <p>b) Includes a legal agreement between the property owner and a funding agency that secures Affordable Housing for a minimum period of 20 years or the life of the development, <u>whichever is less...</u>”</p>	Clarity
3	3.1 General Definitions	<p>Amend definition of “SHORT-TERM RENTAL” as follows:</p> <p>...A <b>primary residence short-term rental</b> is the use of the operator’s primary residence while the operator is away, or the use of a living or garden suite that is secondary to a principal dwelling unit on the same lot, <u>or within the same condominium unit in the case of a condominium</u>, where that principal dwelling unit is the operator’s primary residence. ...”</p>	Clarity
4	4.28 Landscape Plantings	<p>Amend Section 4.28(4) as follows:</p> <p>“(4) Landscape plantings shall be installed within <u>one</u> <u>two</u> years of the issuance of the first occupancy approval for the property...”</p>	Update
5	4.29 Landscape Ground Cover	<p>Amend Section 4.29(4) as follows:</p> <p>“(4) Landscape ground cover shall be installed within <u>one</u> <u>two</u> years of the issuance of the first occupancy approval for the property...”</p>	Update
6	5.4 Bed and Breakfast	Delete section 5.4(1)(e) to allow STRs and Bed and Breakfasts concurrently.	Update
7	6.3 Residential – Mobile Home (RMB) Zone	<p>Add the following special modification to Section 6.3(10):</p> <p>“(a) A portion of the Mobile Home Park located at 200 Lobird Road, as shown in the zoning maps, is designated RMBx(a), with the special modifications being:</p> <p>i) A mobile home located on Site #221 is permitted to include a heated room addition;</p>	Update

		<p>ii) The heated room addition must conform with all requirements of subsection 6.3(8)(d);</p> <p>iii) This special modification applies solely to the first mobile home placed on Site #221 after the adoption of Bylaw 2016-37 and is not transferrable to any subsequent mobile homes placed on the site."</p>	
8	6.11 Commercial – Mixed-Use Downtown (CMD) Zone	<p>Amend section 6.11(5)(h) as follows:</p> <p>"(h) a 1.5 m step-back is required on all sides on the portion of a building higher than 4 storeys, or 16.0 m, whichever is less. <u>Where the lower portion of the building is already set back a minimum of 1.5 m from the property line, the developer may employ alternative design strategies to mitigate the scale, massing, shadow, and pedestrian-level impacts of the building. Acceptable alternatives may include articulated façades, modulation of building form, variation in rooflines, and angular planes.</u></p>	Update
9	6.11 Commercial – Mixed-Use Downtown (CMD) Zone	<p>Amend special modification 6.11(8)(a) ii) as follows:</p> <p>"ii) the maximum front yard setback is 0.5 m <u>for lot lines abutting Main Street.</u>"</p>	Correction
10	6.11 Commercial – Mixed-Use Downtown (CMD) Zone	<p>Amend special modification 6.11(8)(b) ii) as follows:</p> <p>"ii) commercial uses are not permitted above the first storey, <u>except secondary uses permitted in this zone</u><del>Except home office and home-based business;</del>"</p>	Correction
11	6.12 Commercial – Mixed-Use Riverfront (CMR)	<p>Amend section 6.12(5)(l) as follows:</p> <p>"(l) a 1.5 m step-back is required on all sides on the portion of a building higher than 4 storeys, or 16.0 m, whichever is less. <u>Where the lower portion of the building is already set back a minimum of 1.5 m from the property line, the developer may employ alternative design strategies to mitigate the scale, massing, shadow, and pedestrian-level impacts of the building. Acceptable alternatives may include articulated façades, modulation of building form, variation in rooflines, and angular planes.</u></p>	Update

12	6.12 Commercial – Mixed-Use Riverfront (CMR)	Add a special modification, CMRx(b), for lots along Waterfront Place as follows as there were unintended new rules with proposed zoning:  “(b) Lots on Waterfront Place, as shown in the zoning maps, are designated CMRx(b) with the special modification being:  i) the minimum setback adjacent to the Yukon River Reserve does not apply; ii) housing developments are not required to provide a second principal or conditional use.”	Update
13	6.13 Commercial – Neighbourhood Node (CNN) Zone	Amend special modification CNNx(b) ii) as follows:  “ii) commercial uses are not permitted above the first storey, except <u>secondary uses permitted in this zone</u> <del>home office and home-based business</del> ;	Correction
14	Zoning Map #11	Rezone a portion of KDFN C-42B as OFP instead of PEP.	Correction
15	Zoning Map #25	Rezone TKC parcels at 3, 4, and 9 Engelmann Drive as RC2 instead of RC1.	Correction
16	Zoning Maps	Updates to the Zoning Maps to reflect any other changes made.	Update
17	Throughout	Standardize formats and styles, correct spelling and grammar errors, and add missing words across all sections.	Corrections and Clarity

Administration recommends no changes for the following matters received in the public input submissions. Administration's response is provided in italic, following the public input comment.

- Concerns that properties or buildings that become non-conforming will face daily fines or have to move the building. *Per Division 4 of the Municipal Act, a non-conforming use of land can continue so long as the use is not discontinued for a period of 12 months or more. A non-conforming building can continue to be used but it may not be enlarged, added to, rebuilt, or structurally altered except to increase its conformity.*
- Review the notification requirements. *The notification process for rezoning applications is in alignment and goes beyond what is required in the Municipal Act.*
- Opposition to section 4.17 Corner Lots requiring a front yard setback from both property lines abutting a street. *Almost all zones that specify a corner lot setback in the current Zoning Bylaw 2012-20 provide the same setback from each street as the front yard setback for non-corner lots in the same zone. The proposed Zoning Bylaw streamlines how setbacks are applied for corner lots by describing the method once in the general regulations rather than repeating it in the development regulations for each zone.*

- Safer Cities principles are missing from the proposed Zoning Bylaw. *Although the 'Safer Cities' term is no longer used in the proposed Zoning Bylaw, there are still regulations that increase safety.*
- Recommendations for enhanced enforcement and fines for non-compliance. *The proposed Zoning Bylaw contains a schedule of fines in section 1.34 and has a contravention and enforcement section starting at section 1.24.*
- Clear rules for how parking, amenity space, loading, storage, landscaping, and site-planning requirements apply when uses are combined. Mixed-use projects encounter significant challenges during permitting and construction. *The proposed Zoning Bylaw is clear on how these site design requirements are applied. Most are based on the overall lot, and where different requirements apply to different uses (e.g., parking) the Zoning Bylaw specifies how that is treated as well.*

## 8. Peripheral Topics or Topics Out of Scope

The following input received is either peripheral to or outside of the scope of the Zoning Bylaw or City jurisdiction. Where appropriate, the comments have been sent to the relevant City department for consideration.

- The cost of building housing is high due to development cost charges and other fees. Zoning incentives should be paired with financial resources to encourage affordable housing.
- The City should improve land lottery processes. Housing takes too long to build.
- Improvements to the permitting process are necessary.
- Recommendation that rental rates are accurately reported.
- Add tenant-protection or relocation requirements when redevelopment replaces existing rental housing.
- Concerns that duplexes zoned as condominiums face commercial insurance rates.
- Pedestrian light settings at crosswalks are causing long wait times.
- The City engages too much and it is exhausting.
- Trailers and RVs should not be allowed to be parked in driveways and used as housing.
- Recommendation that supportive housing providers are meaningfully engaged in implementation.
- Suggestion to initiate an on-street parking permit in Old Town to limit on-street parking.
- A parkade will be needed soon if parking requirements are reduced.
- Reduced parking requirements may cause more people to take the bus which will require more buses and bus routes which will cost taxpayers more.
- Suggestion to improve bus services and snow removal if a shift to public transit is envisioned.
- Development agreements should include a stipulation on the hours during which loud noise and vibration are permitted.
- Multi-family units with more than 4 units should be considered for curbside waste collection.

- Property taxes in Downtown should be increased to clear snow off of the sidewalks.
- The City should hire a ‘plan checker’ to review development applications for compliance with the zoning and building bylaws.
- Final grades should not reduce accessibility.
- City should enforce the landscaping standards better.

## **9. Zoning Bylaw Amendment Applications in Progress**

Bylaw 2025-41, a bylaw to amend the zoning of 25 Rhine Way and 468 Range Road is currently in progress and could receive second and third reading on January 12, 2026, prior to the adoption of proposed Zoning Bylaw 2025-37. If Bylaw 2025-41 passes, an additional change to the text and maps of proposed Zoning Bylaw 2025-37 should be made as described in Attachment 2.

Through the public hearing process, adjustments can be made to the proposed Zoning Bylaw to address comments heard through the public hearing process. Council has the authority to direct a second public hearing. In Administration’s opinion, none of the recommended changes merit a second public hearing.

## **ADMINISTRATIVE RECOMMENDATION**

THAT Council direct that the proposed Zoning Bylaw 2025-37 be amended in accordance with the Administrative Recommendations detailed in the Administrative Report dated January 5, 2026; and

THAT Council direct that if Bylaw 2025-41 is adopted prior to adoption of Zoning Bylaw 2025-37, the proposed Zoning Bylaw 2025-37 be further amended in accordance with the text and map changes described in Attachment 2; and

THAT Council direct that Bylaw 2025-37, a bylaw to adopt Zoning Bylaw 2025-37 and repeal and replace Zoning Bylaw 2012-20, be brought forward at second and third reading under the bylaw process.

## CITY OF WHITEHORSE

### **BYLAW 2025-37**

A bylaw to provide zoning to regulate the use and development of land and buildings in the City of Whitehorse.

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WHEREAS the City of Whitehorse has adopted an Official Community Plan pursuant to Section 278 the *Municipal Act* (SY 2024, c.6); and

WHEREAS section 288 of the *Municipal Act* provides that a council must adopt a zoning bylaw that is consistent with the Official Community Plan; and

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 344 of the *Municipal Act* provides that a council may by bylaw provide that in default of payment, an outstanding amount owing may be charged against the real property in respect of which a service was provided or expenditure was made, and that it may be recovered in the same manner as a tax may be collected or enforced under the Act; and that a council may by bylaw provide for charging against real property fines that have not been paid as required by the court;

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

#### **Adoption**

1. The document titled "City of Whitehorse Zoning Bylaw 2025-37", identified by title and forming part of this bylaw, is hereby adopted.

#### **Repeal of Existing Legislation**

2. Bylaw 2012-20, including all amendments thereto, is hereby repealed.

#### **Coming Into Force**

3. This bylaw shall come into full force and effect upon final passage hereof.

**FIRST READING:**

**PUBLIC NOTICE:**

**PUBLIC HEARING:**

**SECOND READING:**

**THIRD READING and ADOPTION:**

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Kirk Cameron, Mayor

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Corporate Services

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## **CITY OF WHITEHORSE ZONING BYLAW 2025-37 PLACEHOLDER**

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For the purposes of this meeting package only, the document proposed to be adopted by Bylaw 2025-37 can be found at the web link below.

<https://www.whitehorse.ca/wp-content/uploads/2026/01/403b-2025-37-Proposed-Full-Zoning-Bylaw-2025-37-Amended.pdf>

If the document is further amended by Council, that version will be uploaded separately and referenced with a new link in the next package. The link above will still direct to the version that went forward in this package, allowing a history of amendments to be checked.

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Should you require assistance with accessing any version of the document or clarity on the Bylaw process, please do not hesitate to send an email to Legislative Services at [legsvcs@whitehorse.ca](mailto:legsvcs@whitehorse.ca).

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**Additional Text and Map Change (in relation to Bylaw 2025-41 – 25 Rhine Way zoning amendment application)**

If Bylaw 2025-41 is adopted prior to adoption of proposed Zoning Bylaw 2025-37, the following additional amendments should be made to Bylaw 2025-37 prior to second and third reading:

1. Amend the text of 6.13(7)(d) to read as follows:

(d) Lots 428 and 429, Plan 100041354 LTO YT, located at 25 Rhine Way and 468 Range Road, are designated CNNx(d) with the special modifications being:

- i) the maximum height is 20 m for any portion located within 74.93 m of the easterly lot line adjoining Range Road;
- ii) the minimum yard setbacks are 3.0 m for lot lines adjoining Lot 1037, Plan 89-39 LTO YT, Condominium 8, Plan CON 8 LTO YT, Condominium 84, Plan CC4 LTO YT, or Condominium 172, Plan CC172 LTO YT, 1.5 m for all other lot lines not adjoining a street, and 0.0 m for lot lines adjoining a street;
- iii) 100% of the ground floor area may be occupied by residential use, and residential units may be oriented facing any direction.

2. Amend **Schedule A – Zoning Maps** by changing the zoning of Lot 428, Plan 100041354 LTO (25 Rhine Way) to CNNx(d).

**CITY OF WHITEHORSE**  
**DEVELOPMENT SERVICES COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Jenny Hamilton

**Vice-Chair:** Lenore Morris

January 5, 2026

Meeting #2026-01

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1. Building Permit and Development Permit Service Level Targets  
Presented by Lindsay Schneider, Director, Development Services
2. New Business

## ADMINISTRATIVE REPORT

**TO:** Development Services Committee  
**FROM:** Administration  
**DATE:** January 5, 2026  
**RE:** Building Permit and Development Permit Service Level Targets

### ISSUE

Expansion of Council endorsed Building service level targets to include non-residential new builds, as well as new service level targets for Development Permits.

### REFERENCE

- [2024 Building Permit Backlog Report](#)

### HISTORY

In January 2025, Council endorsed the following service level targets for new housing that were recommended in the 2024 Building Permit Backlog Report:

- ✓ *Submitted new housing Building Permit applications (Part 9) should be **Deemed Complete/Incomplete within 5 business days***
- ✓ *Submitted new housing Building Permit applications (Part 3) should be **Deemed Complete/Incomplete within 10 business days***
- ✓ *Once Deemed Complete, new housing Building Permit applications (Part 9) should receive a subsequent **Building Permit issuance decision (Approved/Refused) within 15 business days***
- ✓ *Once Deemed Complete, new housing Building Permit applications (Part 3) should receive a subsequent **Building Permit issuance decision (Approved/Refused) within 25 business days***
- ✓ *Once Notified of Readiness for a mandatory new housing inspection, the **mandatory inspection should be executed by the City within 3 business days***

These service level targets have guided the design of end-to-end Key Performance Indicators (KPIs) for new housing Building Permits. CityWorks is being robustly configured to track and report actual processing performance versus these targets.

### ALTERNATIVES

1. Endorse the proposed expanded service level standards; or
2. Refer the proposed expanded service level standards back to Administration.

## **ANALYSIS**

### **Expansion of Building Permit Service Level Targets**

With *CityWorks* performance tracking/reporting being implemented, it is a good time for expanding Council endorsed service level targets to include Part 3 commercial/industrial new builds. Existing Part 3 multi-residential housing service level targets will be replicated for commercial/industrial new builds as follows:

- ✓ *Submitted commercial/industrial Building Permit applications (Part 3) should be Deemed Complete/Incomplete within 10 business days*
- ✓ *Once Deemed Complete, commercial/industrial Building Permit applications (Part 3) should receive a subsequent **Building Permit issuance decision (Approved/Refused)** within 25 business days*
- ✓ *Once Notified of Readiness for a mandatory new housing inspection, the mandatory inspection should be executed by the City within 3 business days*

### **Proposed Service Level Targets for “Simple” Development Permits**

Building Permits for Part 9 housing cannot be issued without “Simple” Development Permits in place. Simple Development Permits (that by-pass the City’s Development Review Committee) ensure zoning compliance and grading/drainage solutions are in place. These “Simple” Development Permits can be processed *prior* to a Building Permit application or *in parallel* to a Building Permit application.

*Deeming an application complete/incomplete* should be accomplished within 5 business days after submission.

After being “Deemed Complete”, a *subsequent zoning compliance + development engineering Technical Review Cycle* should be completed within 15 business days. A technical review cycle immediately culminates in a Yes/No permit issuance decision. More than one technical review cycle may be required to reach a “Yes” issuance decision.

*The total targeted processing time of 20 business days mirrors the timeframe target already established for the associated Part 9 new housing Building Permit.*

### **Proposed Service Level Targets for “Complex” Development Permits**

Building Permits for Part 3 new housing (or non-residential buildings) cannot be issued without “Complex” Development Permits in place. After an incoming application is “Deemed Complete” it proceeds to a scheduled Development Review Committee (DRC) review/meeting. *Deeming an application complete/incomplete* should be accomplished within 5 business days after submission.

Following DRC, City staff execute an initial multi-disciplinary Technical Review Cycle that culminates in a Yes/No permit issuance decision. Typically, more than one Technical Review Cycle is required before a “Yes” permit issuance decision. Each required post-DRC Technical Review Cycle should be completed within 20 business days of the DRC review/meeting.

#### Key Performance Indicators (KPIs) to Track Service Level Target Achievement

*CityWorks* configuration is being implemented for populating and tracking the KPIs set out below for Building Permits and Development Permits.

The following KPIs have been selected to track actual performance versus the Council endorsed targets for Part 9 and Part 3 Building Permit processing:

- Average actual processing timeframes will be documented
- The % share of “Deemed Complete” decisions
- Subsequent Technical Review Cycles meeting targets will also be tracked
- Average processing time per Technical Review Cycle
- Number of required cycles for obtaining a Permit
- Inspection turnaround times will also be tracked against the 3 business day target.

The following KPIs have been selected to track actual performance versus proposed Council endorsed targets for “Simple” and “Complex” Development Permits:

- Both Simple and Complex Development Permit applications will secure a timely “Deemed Complete/Incomplete” decision within 5 business days. A target compliance of 80% or better will be achieved.
- Average processing time per Technical Review Cycle
- Number of required cycles for obtaining a Permit will be tracked and reported against the target. A target compliance of 80% or better will be achieved.
- Average processing time per Technical Review Cycle plus the number of required cycles for obtaining a Permit will be tracked and reported against the target. A target compliance of 80% or better will be achieved.

#### **ADMINISTRATIVE RECOMMENDATION**

THAT Council endorse the expanded building permit service level targets and new development permit service level targets.

**CITY OF WHITEHORSE**  
**CITY OPERATIONS COMMITTEE**  
**Council Chambers, City Hall**



**Chair:** Lenore Morris

**Vice-Chair:** Dan Boyd

January 5, 2026

Meeting #2026-01

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1. New Business