



PO Box 879, 1027 Aldous Street, Smithers, BC V0J 2N0
 Telephone (250) 847-1600 Fax (250) 847-1601
 www.smithers.ca

DEVELOPMENT PROPOSAL APPLICATION

APPLICATION TYPE: Enter all applications under miscellaneous (MS) category development (DEV)

- | | |
|--|--|
| <input type="checkbox"/> Joint Official Community Plan & Zoning Amendment (\$2,000) DEV001 | <input type="checkbox"/> Board of Variance (\$750) DEV003 |
| <input type="checkbox"/> Official Community Plan Amendment (\$1,500) DEV001 | <input checked="" type="checkbox"/> Development Variance Permit (\$750) DEV003 |
| <input checked="" type="checkbox"/> Zoning Bylaw Amendment (\$1,500) DEV001 | <input type="checkbox"/> Development Variance Permit (minor)* (\$300) |
| <input type="checkbox"/> Development Permit with minor variance* (\$800) DEV003 | <input type="checkbox"/> Development Permit with no variance (\$750) DEV003 |
| <input type="checkbox"/> Development Permit with variance (\$1,100) DEV003 | <input type="checkbox"/> Development Permit Amendment (\$600) DEV003 |
| <input type="checkbox"/> Temporary Use Permit (\$1,000) DEV003 | <input type="checkbox"/> Temporary Use Permit Extension (\$1,000) DEV003 |

APPLICANT INFORMATION

APPLICANT

Name(s): _____
 Mailing address: _____
 Phone: _____

REGISTERED OWNER(S)

Name(s): _____
 Mailing address: _____
 Phone: _____
 Fax/Email: _____

SUBJECT PROPERTY INFORMATION

Civic address: 3675 Alfred Ave, Smithers, BC, V0J 2N0
 Legal description: Lot A, Block 72, Plan PRP 1054, DL5289, R5
 Description of the present use of the property: Multi-family residential

 Existing OCP designation: Med Density Residential Existing zoning designation: LDR-1
 Proposed OCP designation: Med Density Residential Proposed zoning designation: R-3

PROPOSAL DESCRIPTION (supplemental letter of intent/rationale is encouraged):

We are requesting a zoning change from LDR-1 to R-3 for the subject property. We are requesting this in order to build another townhouse building at the rear of the lot that will house 3 additional rental units (See attached conceptual floor plan). These three, single storey, one bedroom townhouses will each have a small private outdoor space as well as use of the common green space. These units will be level entry with large door ways and have access to onsite laundry facilities making them ideal for seniors or people with mobility issues. Parking will be provided on the west and north sides of the property as shown in the sight plan. Each unit will have an assigned parking stall with a power outlet that is serviced from the associated townhouse allowing for cold weather plug-in or car charging. The building also includes secure covered bike storage for all tenants. With its close proximity to outdoor activities such as the SMBA bike trails, the perimeter trail and the Elks field, these residences will be a great addition to Smithers and help encourage a healthy lifestyle. The properties location near the downtown core should also allow residents to walk and bike to the many services offered there and as such should help Smithers meet its climate goals.

We are also requesting a variance in regards to the number of parking stalls required for this property. With the addition of the 3 suites to the property, we will have a total of 7 suites on the property and would require 11 parking spaces (1.5x7=10.5) We are proposing to provide 10 spaces including 1 accessible parking stall. We feel this request is appropriate based on 6 of the units being 1 bedroom suites, the provided ample bike parking and the units proximity to downtown and its various services.

ATTACHMENT CHECKLIST

A) PLEASE ATTACH THE FOLLOWING FOR ALL APPLICATIONS:

- Letter of authorization if the applicant is other than the registered owner(s).
- Site Disclosure Statement in accordance with the *Environmental Management Act* and *Contaminated Sites Regulation*.
- Site plan (including 1 set of reduced 8.5x11 plans) showing:
 - Location of existing and proposed buildings and structures, lot dimensions & setbacks.
 - Parking areas, loading space, access/egress, garbage areas & landscaping.
 - North arrow & scale.
 - Measurements in metric (imperial measurements may also be included).
- Supplemental letter of intent & rationale is strongly encouraged but not required.
- Other information as necessary to assess the development proposal.

B) OCP &/OR ZONING AMENDMENT APPLICATIONS ONLY:

- Acknowledge sign notification posting requirements as specified by the Town of Smithers.

C) ENVIRONMENTAL DEVELOPMENT PERMIT APPLICATIONS ONLY:

- Plans showing:
 - Toe of slope and top of bank;
 - Location of watercourses and any watercourse setback areas that are located on or that abut the site;
 - Existing and proposed grades, including details on proposed retaining walls;
 - Floodplain areas;
 - Areas to be cleared, areas of cut and fill and proposed sequencing/timing.

D) FORM & CHARACTER DEVELOPMENT PERMIT APPLICATIONS ONLY:

- Elevation drawings illustrating all sides of the building(s) & including proposed signage details.
- Exterior samples and materials.

E) TEMPORARY USE PERMIT APPLICATIONS ONLY:

- Rationale & long term plan outlining when & how temporary use will be ended, buildings/area to be used, hours of use & site rehabilitation.
- Permit length requested (max. 3 years): _____

AUTHORIZATION

As the applicant or approved agent, I hereby make application in accordance with the above-stated information and declare that the statements are true and correct.

I understand that this application form is a public document and that any and all information contained in it, including personal information as defined in the *Freedom of Information and Protection of Privacy Act* of BC, is open for inspection by the public and may be reproduced and distributed to the public as part of a report(s) to Council or for purposes of a public hearing.

I acknowledge that fees as per the Town of Smithers Development Procedures Bylaw No. 1807 do not imply or guarantee application approval.

Date: January 17, 2026

Your personal information is maintained in accordance with the *Freedom of Information and Protection of Privacy Act*. If you have any questions regarding the use of your personal information, please call the Director of Corporate Services for the Town of Smithers at 250-847-1600.

125'-0" [38.10m]

Private Driveway



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General Notes

Endorsements

No.	Revision/Issue	Date



250-643-0534
Telkwa, BC
westwind.murray@gmail.com

3675 Alfred Ave
Smithers, BC
Building Redevelopment

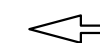
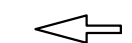
Drawn Master Site Plan	Sheet 1/1
Date December 21, 2025	
Scale 3/32" = 1'-0"	

Laneway

100'-0" [30.48m]

PROPOSED BC MICRO POLE #2469049

EXISTING BC MICRO POLE #2469049

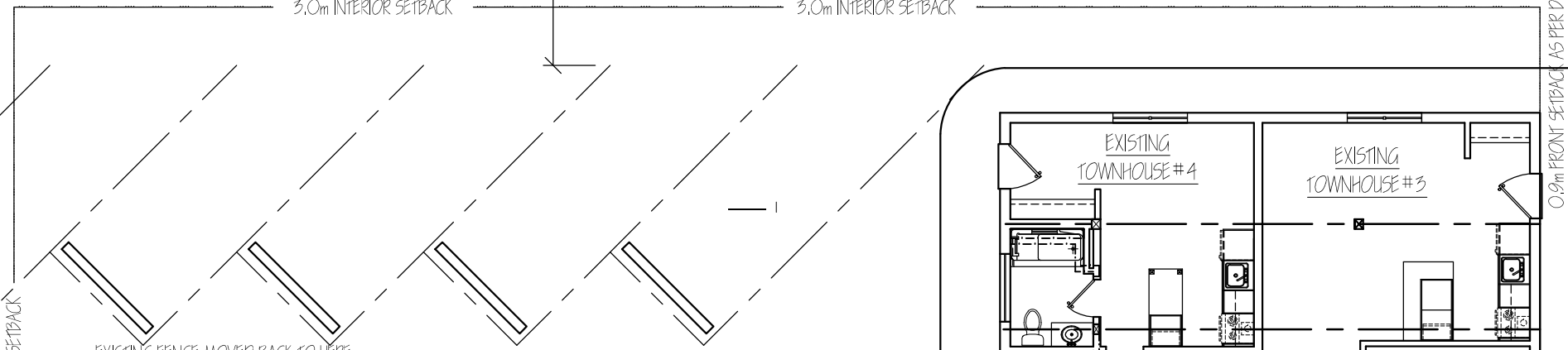


3.0m INTERIOR SETBACK

3.0m INTERIOR SETBACK

12'-9" [4.2m]

0.9m FRONT SETBACK AS PER DV05-01



3675 Alfred Townhouses
Lot A, Block 72, Plan PRP 1054, DL 5289, R5,
LD14
Lot Area - 12,541sq.ft (1,155sq.m.)

GREEN SPACE
1500sq.ft.

1.5m SIDEWALK

PROPOSED TOWNHOUSE #5
500 sq.ft.

PROPOSED TOWNHOUSE #6
500 sq.ft.

PROPOSED TOWNHOUSE #7
500 sq.ft.

CLASS 1 BIKE PARKING

160sq.ft.

14.9sq.m.

EXTEND FEED ROOM LINE ABOVE ON NEW BUILDING
NO CONNECTION BETWEEN OLD AND NEW BUILDINGS

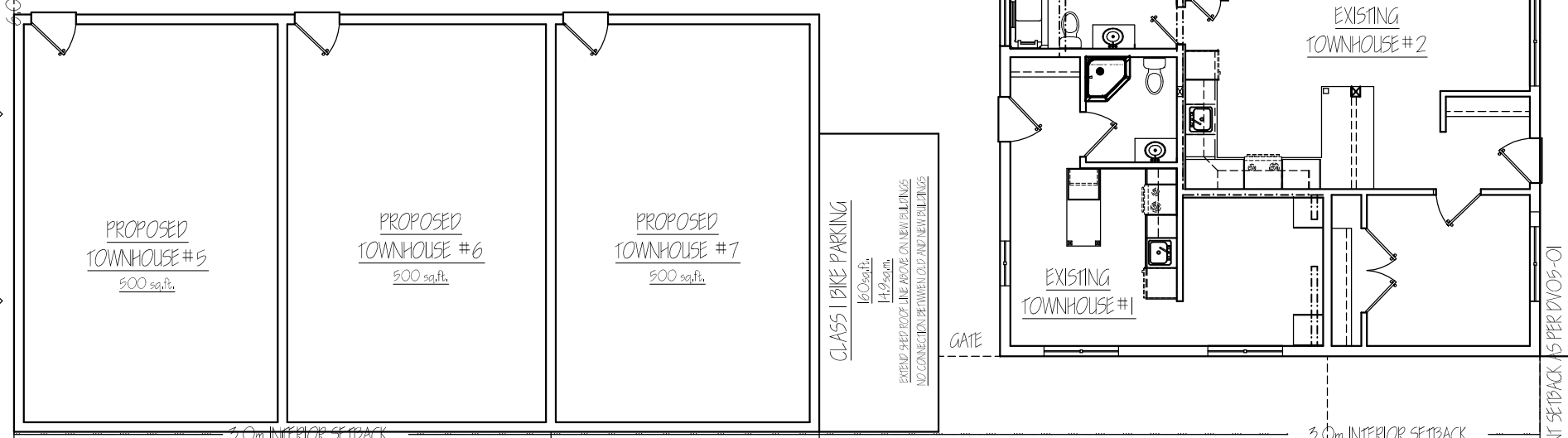
GATE

PRIVATE OUTDOOR SPACE
475sq.ft.
44.1sq.m.

3.0m INTERIOR SETBACK

PRIVATE OUTDOOR SPACE
215sq.ft.
20.0sq.m.

0.9m FRONT SETBACK AS PER DV05-01



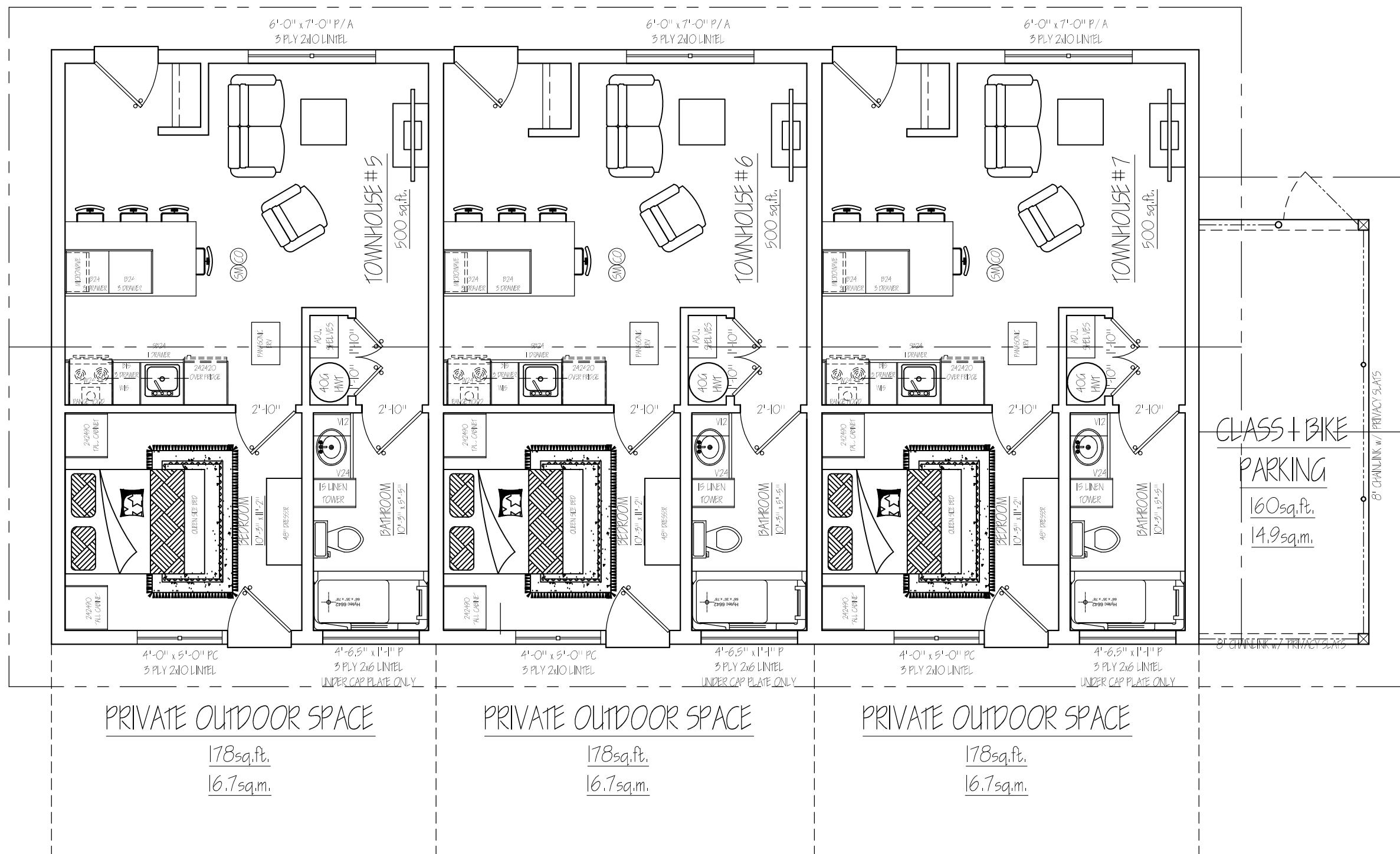
3.0m INTERIOR SETBACK

PRIVATE OUTDOOR SPACE
178sq.ft.
16.7sq.m.

PRIVATE OUTDOOR SPACE
178sq.ft.
16.7sq.m.

PRIVATE OUTDOOR SPACE
178sq.ft.
16.7sq.m.

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General Notes

Endorsements

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250-643-0534
 Telkwa, BC
 westwind.murray@gmail.com

3675 Alfred Ave
 Smithers, BC
 Property Redevelopment

Drawn Ph. 2 Concept Floor Plan	Sheet 1/1
Date Jan 17, 2026	
Scale 3/16" = 1'	