

**MINUTES**  
**OPEN DESIGN ADVISORY PANEL MEETING**  
**SERVICE AND RESOURCE CENTRE BOARDROOM, 411 DUNSMUIR STREET, NANAIMO, BC**  
**MONDAY, 2018-JAN-25 AT 5:00 P.M.**

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PRESENT:   Members:   Kevin Krastel, Chair  
                              Councillor Jerry Hong  
                              Daniel Appell (vacated at 5:45 p.m.)  
                              Frank Basciano  
                              Martin Hagarty  
                              Will Melville

                  Absent:   Charles Kierulf  
                              Gur Minhas

                  Staff:     Tamera Rogers, Planner  
                              Laurie Nielsen, Recording Secretary

1.    CALL THE DESIGN ADVISORY PANEL MEETING TO ORDER:

The Open Design Advisory Panel Meeting was called to order at 5:03 p.m.

2.    ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, be adopted. The motion carried unanimously.

3.    ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Design Advisory Panel Meeting held in the Boardroom, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2018-JAN-11 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

Tamera Rogers, Planner, introduced and welcomed Mr. Frank Basciano, Landscape Architect and Mr. Martin Hagarty as new members to the panel.

4.    PRESENTATIONS:

(a)   Development Permit Application No. DP1086 - 1100 Maughan Road

Tamera Rogers, Planner introduced the development a 2-phase addition to the current Tilray site and spoke regarding the required tree replanting on the east property line.

Kyle Riley, Engineer, Herold Engineering, presented the project and spoke regarding the 2-phase development, existing site and facility conditions regarding manufacturing, processing and storage, and the need for a secure, clean environment.

- Phase 2 completes the remainder of the processing facility.

- Building placement is to accommodate functional movement of product.
- High security requirement - secure zone has been expanded - all deliveries / people must be cleared before entry.
- Client parking needs are greater than required by the Parking - 180 parking stalls needed.
- There is a large watermain rear of building that constrains the building footprint.
- Trying to keep interior programming as flexible as possible.
- Windows are limited (blocking natural light) to not interrupt growing process and for security.
- High level windows along front of building where people spaces are located.
- Tilray blue is used to accent the building.
- Large truck movement accommodated at the rear of the site. Smaller trucks/vans will enter at the front of the property.
- Paved areas cut down on dirt and debris.
- Existing gravel path will be extended and lit for pedestrians.
- Employees: 150+, with another 100 estimated in the future (shift work).
- Parking lot area lit with typical overhead light posts

Laura-Jean Kelley, Landscape Architect of Topographics Landscape Architecture presented the landscape plan, and spoke regarding client imposed constraints for planting material, both for security reasons and undesirable cross-contamination.

- Entrance plantings are kept to 4' height for security purposes.
- Constraint - needed to choose plants that were insect and disease resistant.
- Three landscape elements: replacement tree area (61 trees required), street trees along the boulevard (small scale), and entrance planting.
- Smaller deciduous trees and shrubs will be planted in front of the replanting area to soften the property edge.
- Bollard lighting is included along the pathway.
- Picnic tables in front of the warehouse are provided for amenity space.

Dan Appell vacated the meeting at 5:45 p.m.

Panel discussion items:

- Site security and accessibility.
- Pedestrian connectivity through the site.
- The need for employee amenity space.
- Possible reduction to the amount of pavement in the parking area.
- Parking stall sizes and disabled parking spaces.
- Separation of truck movement from parking areas.
- Landscaping along the Maughan Road boulevard and planting height.
- Tree replacement plan, proposed specimen size, and irrigation plan to ensure survival.
- The possible addition of native species to naturalize re-forested area.
- Suggestion to expand plant palette. Seeding suggested - more attuned to natural restoration – less maintenance / more natural landscape.
- The lack of effort to create a centre to the project – sense of organization, ownership, corporate identity? Several pieces don't seem to be connected. Looks run-down industrial.
- Parapet size.

It was moved and seconded that development permit application DP1086 be accepted as presented. The following recommendations were provided:

- *Consider an alternate layout to the parking area to reduce the amount of paved area.*
- *Consider increasing the variety of material used in the landscape palette within the re-vegetated area.*
- *Consider alternative ways to create a sense of connection (organization), ownership and identity among the group of buildings, using Tilray's corporate identity.*
- *Consider increasing the landscaping in the boulevard.*
- *Consider providing rooftop screening for mechanical equipment.*
- *Consider adding amenity space near the main entrance way and/or within the re-vegetated area.*
- *Consider adding an electric car charging station.*

The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 6:10 p.m. that the meeting terminate. The motion carried unanimously.



CHAIR

CERTIFIED CORRECT:

  
CORPORATE OFFICER