

**MINUTES**  
**OPEN DESIGN ADVISORY PANEL MEETING**  
**SERVICE AND RESOURCE CENTRE BOARDROOM, 411 DUNSMUIR STREET, NANAIMO, BC**  
**THURSDAY, 2018-JAN-11 AT 5:00 P.M.**

PRESENT:   Members:   Gur Minhas (Chair)  
                              Daniel Appell  
                              Charles Kierulf  
                              Kevin Krastel

                 Absent:   Councillor Jerry Hong

                 Staff:     Gary Noble, Development Approval Planner  
                              Keltie Chamberlain, Planning Assistant (Recording Secretary)

1.    CALL THE OPEN DESIGN ADVISORY COMMITTEE MEETING TO ORDER:

The Open Design Advisory Panel Meeting was called to order at 5:00 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 Open Meeting of the Design Advisory Panel held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo BC, on Thursday 2017-DEC-14 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

4.    PRESENTATIONS:

(a)   Development Permit Application No. DP1079 - 5605 Cougar Place

Gary Noble, Development Approval Planner, introduced the project, a Steep Slope development which includes three single family residential strata units. Mr. Noble also spoke regarding the proposed height variance.

Will Melville, Designer, Delinea Design Consultants, presented the project and spoke regarding the site re: challenging conditions, limited vegetation and heavy site manipulation.

- The subject property slopes upwards from Cougar Ridge and has a steep armoured embankment on the south side.
- The units are positioned to take advantage of the views to the northwest.
- The units have flat to low sloped roofs.
- Large units (1500ft<sup>2</sup> lower, 1000ft<sup>2</sup> on main) are comparable to existing neighbourhood residences.
- All three units are of similar contemporary design.

- The top of the garage is intended as a terrace area.
- Finish materials include Hardie plank, with some natural timbers.
- Natural grading will be restored to allow backyards on the south side.
- The proposed variance is necessary due to site manipulation.

Victoria Drakeford, Landscape Architect, introduced the landscape plan and spoke regarding landscaped property edges, post and rail fencing, and entrance arbours.

- There is an orchard on the northeast edge, and rough grass and wildflowers on the east edge.
- Trellises and Wisteria provide screening for residents.
- Grasses and perennials will be planted in the front yards.
- Native plants surround the lawn areas.
- Tree species are mainly deciduous with some small conifers.
- The fencing detail relates to the architectural design of the buildings.

DAP discussion items

- Site grading and drive grades.
- Building form and character.
- Neighbouring property retaining wall and easement.
- Retaining of grade differences between buildings (5' drop) - foundation wall.
- The 2:12 or 1.5:12 roof slope.
- Patio locations and lack of visual connection.
- Ways to create visual connection to the backyard.
- Additional parking (two in the garage and one on the apron).
- Future plans for the existing property.

It was moved and seconded that Development Permit Application No. DP1079 be accepted as presented with support for the variances. The following recommendation was provided:

- Consider incorporating additional windows on the south face of the kitchen wall to provide overlook and transparency to the exterior patio.

The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 5:20 p.m. that the meeting terminate. The motion carried unanimously.



CHAIR

CERTIFIED CORRECT:



CORPORATE OFFICER