

**MINUTES**  
**OPEN DESIGN ADVISORY PANEL MEETING**  
**SERVICE AND RESOURCE CENTRE BOARDROOM, 411 DUNSMUIR STREET, NANAIMO, BC**  
**THURSDAY, 2017-JUL-27 AT 5:00 P.M.**

---

PRESENT      Members:   Gur Minhas, Acting Chair  
                         Councillor Jerry Hong  
                         Alexandru Ionescu  
                         Charles Kierulf  
                         Kevin Krastel  
                         Will Melville

ABSENT                      Daniel Appell  
                                 Fred Brooks

Staff:   Gary Noble, Development Approval Planner  
         Keltie Chamberlain, Planning Assistant  
         Laurie Nielsen, Recording Secretary

1.      CALL THE DESIGN ADVISORY PANEL MEETING TO ORDER:

The Open Design Advisory Panel Meeting was called to order at 5:11 p.m.

2.      ADOPTION OF AGENDA:

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

4.      ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Meeting of the Open Design Advisory Panel Meeting held in Room 105, Service and Resource Centre at 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2017-JUN-22 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

5.      PRESENTATIONS:

(a)      Development Permit Application No. DP1055 - 531 Kennedy Street

Gary Noble, Development Approval Planner, introduced the project and spoke regarding the proposed parking variance concerns, and some provision for an estimated 10% reduction in parking for rental units.

Joyce Troost, Architect of Joyce Reid Troost Architecture, presented the architectural portion of the project: one building consisting of 14 small multi-family residential units. There are two proposed variances: required front yard setback, and parking.

A discussion among Panel Members ensued regarding the following:

- Parking concerns regarding the proposed parking variance numbers. A stronger rationale is required to make the variance request more supportable.
- Absence of secured bike parking, number of units and reduced parking;
- Scale of the building;
- East elevation roof line;
- Traditional approach to building form questioned; and,
- Proposed exterior finishes and garbage enclosure design.

It was moved and seconded that Development Permit Application No. DP1055 be accepted as presented. The proposed parking variance is to be deferred back to Staff. The following recommendations were provided:

- Consider an alternate surface for the parking area that would provide more texture and a more courtyard-like appearance;
- Retain concrete post detail for new fence structure; and,
- Find a way to provide secured bike storage (near garbage enclosure is suggested).

The motion carried unanimously.

(b) Development Permit Application No. DP1061 - 1851 Dufferin Crescent

Keltie Chamberlain, Planning Assistant, introduced the project. The building will include an office in front and warehouse in the back. There is one proposed variance regarding Minimum Landscape Treatment Level 2d for the east property line.

Daryoush Firouzli, Architect of D-Architecture, presented the architectural portion the project.

Victoria Drakeford, Landscape Architect of Victoria Drakeford Landscape Architecture, presented the landscape plan.

Keith Davies, Civil Engineer of Cascara Consulting Engineers Limited, provided an overview of the proposed storm water management plan.

A discussion among Panel Members ensued regarding the following:

- Exterior cladding material;
- Retaining wall on abutting property, site grading; and,
- A concern was raised over the wall abutting the neighbouring property to the west as half of the warehouse blocks the existing coffee shop – 0 lot line.

It was moved and seconded that Development Permit Application No. DP1061 be accepted as presented with support for the proposed variance (Minimum Landscape Treatment Level 2d to 0m and no plantings). The motion carried unanimously.

(c) Development Permit Application No. DP1063 - 2491 Kenworth Road

Gary Noble, Development Approval Planner, introduced the new recycling facility project for the Nanaimo Recycling Exchange. Mr. Noble also explained the Conditions of Use variance.

David Poiron, Architect of Checkwitch Poiron Architects, presented the project. The original design, accepted by the Design Advisory Panel approximately five years ago, did not move forward.

A discussion among Panel Members ensued regarding the following:

- Fence height - 6' (recycled material);
- Screening of bailing area – an opaque material is preferred;
- Screening to soften the view from Cienar Drive;
- Retaining wall facing Shenton Road (suggested finish options);
- In-ground infiltration tank;
- Parking areas - Angled 60° parking suggested for drop-off area;
- Aisle / lane demarcation and onsite vehicle circulation;
- Building ventilation for the employee space;
- Market area transparency; and,
- Alternative green energy solutions.

It was moved and seconded that Development Permit Application No. DP1063 be accepted as presented with support for the proposed variance. The following recommendations were provided:

- Consider ways to provide adequate signage for onsite wayfinding and circulation;
- Consider providing 60° angled parking for a few spaces within the drop-off area to allow easier access for trailer parking;
- Consider ways to screen the long blank wall along Shenton Road in order to be more aesthetically pleasing from the street;
- Find ways to provide a little more transparency to the market area; and,
- Consider incorporating alternative energy design options in the future.

The motion carried unanimously.

6. ADJOURNMENT:

It was moved and seconded at 7:05 p.m. that the meeting terminate. The motion carried unanimously.

  
CHAIR

CERTIFIED CORRECT:

  
CORPORATE OFFICER