

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
BOARDROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
THURSDAY, 2019-SEP-26 AT 5:00 P.M.

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PRESENT:   Members:   Gur Minhas, Chair  
                          Martin Hagarty  
                          Steve Johnston (vacated 5:43 p.m.)  
                          Charles Kierulf  
                          Kevin Krastel  
                          Marie Leduc  
                          Kate Stefiuk (vacated 6:37 p.m.)

                  Absent:   Tyler Brown, Councillor

                  Staff:     J. Holm, Director, Development Approvals  
                          L. Rowett, Manager, Current Planning Section (vacated 5:48 p.m.)  
                          C. Horn, Planner, Current Planning Section (arrived 6:31 p.m.)  
                          G. Stevenson, Planner, Current Planning Section  
                          M. Wilkins, Recording Secretary

1.    CALL THE DESIGN ADVISORY PANEL MEETING TO ORDER:

The 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 Regular Meeting of the Design Advisory Panel, held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo BC, on Thursday, 2019-SEP-12 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

S. Johnston entered the Boardroom at 5:04 p.m.

4.    PRESENTATIONS:

(a)   Development Permit Application No. DP1150 – 2517 Bowen Road

Gepke Stevenson, Planner, Current Planning Section introduced the project, a four-storey office building (Co-Op Centre) and spoke regarding site context and the proposed building height and parking variances.

Lainya Rowett, Manager, Current Planning Section, briefly discussed the parking variance related to Design Advisory Panel review.

Presentations:

1. Will Melville, Designer of Delinea Design Consultant Ltd., introduced the design team and presented the project. Mr. Melville spoke regarding site context, building siting, parking, site access, pedestrian wayfinding, architectural design features, floor plans, exterior materials and the proposed building height variance.
  - Additional lighting will be added to the new pedestrian corridor between Buildings B & C.
  - The 4<sup>th</sup> floor is pulled back to reduce the massing along Labieux Road (OCP guidelines).
  - An outdoor amenity space is located on the 4<sup>th</sup> floor.
  - Long-term bicycle storage is located in the basement.
  - Exterior finishes include: metal composite panel, brick, timber, wood panel (longboard or comparable for durability).
  - It was noted that there is a discrepancy between the OCP and zoning bylaw regarding the building height variance. The magnitude of the variance may be the top floor.
  - The proposed second floor walkway between the two buildings may be built in the future.
  
2. Victoria Drakeford, Landscape Architect of Victoria Drakeford Landscape Architect, presented the landscape plan and spoke regarding the proposed plantings, the tree management plan (the addition of trees along Bowen Road), and proposed green roof features.

Panel discussions took place regarding:

- The green roof and the possibility of planting materials that would be visible at lower elevations.
- The location and treatment for rooftop equipment.
- The relationship between Buildings B and C and not seeing the elevations for both within the presentation.
- The exterior wrap around effect and the way it was used to group the storeys together as one.
- Staff and tenant parking.
- Site access/egress and traffic from Bowen Road/Labieux Road.
- The location of an existing garbage enclosure.

It was moved and seconded that Development Permit Application DP1150 – 2517 Bowen Road be accepted as presented with support for the proposed height variance and provided the following recommendations:

- Look at ways to better signify the entryway; and,
- Consider screening on the roof top around the elevator shaft.

The motion carried unanimously.

S. Johnston vacated the Boardroom at 5:43 p.m.  
L. Rowett vacated the Boardroom at 5:48 p.m.

(b) Development Permit Application No. DP1148 – 602 Franklyn Street

Gepke Stevenson, Planner, Current Planning Section introduced the project, a four-storey, six-unit multi-family townhouse development. Ms. Stevenson spoke regarding the proposed variances.

Presentations:

1. Raymond de Beeld, Architect of Raymond de Beeld Architect Inc., introduced the project team and presented the project. Mr. de Beeld spoke regarding townhouse and Old City Quarter design considerations, site and neighbourhood context, architectural features, floor plans and the proposed variances.
  - Private decks are located on each level.
  - The covered rooftop decks are designed to allow air and light to penetrate through them.
  - Exterior materials include: shingles, HardiePanel and HardiePlank lap siding.
2. Cara MacDonald, Landscape Architect of MacDonald Gray Consultants, presented the landscape plan and spoke regarding addressing the Old City Guidelines, planting materials, special design features (ie. site lighting, planters and decorative unit paving).
  - Site lighting includes recessed wall packs.
3. Nathan Trobridge, Civil Engineer of Newcastle Engineering Ltd., provided a brief overview regarding on-site storm water management.

Panel discussions took place regarding:

- The lack of elevator shafts for a four-storey building.
- A concern was raised about the amenity area and corner unit privacy.
- The method used to divert rain water from the roof and upper decks.
- The type and colour of chosen exterior materials, and possible associated maintenance costs for owners, re deterioration due to weather conditions.
- The possibility of carrying the street trees from Franklyn Street to the amenity area.
- Keeping the horizontal fin but wrapping it around/onto second story level.
- The verticality of the rear elevation.

It was moved and seconded that Development Permit Application DP1148 - 602 Franklyn Street be accepted as presented with support for the proposed variances, with the following recommendations:

- Look at ways to improve the privacy between the amenity area and the corner unit;
- Consider material choices and colours to avoid unnecessary future maintenance;
- Look at carrying the street trees along Franklyn Street into the amenity area;

- Consider changing the fin location to wrap around the second storey on the west side; and,
- Consider how the horizontal element on the end returns along the back of the building so the back of the building reads less vertical.

The motion carried unanimously.

C. Horn entered the Boardroom at 6:31 p.m.

K. Stefiuk vacated the Boardroom at 6:37 p.m.

(c) Development Permit Application No. DP1154 – 475 Stewart Avenue

Caleb Horn, Planner, Current Planning Section, introduced the project, a four-storey, six-unit, multi-family townhouse development. Mr. Horn spoke regarding zoning, the design guidelines and the proposed variances.

Presentations:

1. Raymond de Beeld, Architect, of Raymond de Beeld Architect Inc., presented the project and spoke regarding the site and neighbourhood context, building siting, retention of existing landscaping; site features, the demolition of an existing dwelling, architectural features, floor plans, and the proposed variances.
  - A rough-in for future elevators is included in the plans.
  - The proposed building is sited further south on the property to make parking easier.
  - Proposed variances include: yard setbacks, lot coverage, and parking.
2. Kate Stefiuk, Landscape Architect of Kate Stefiuk Studio, presented the landscape plan and spoke regarding the proposed plant materials, outdoor amenity space and features; the use of planters and concrete pavers to distinguish entry ways and the rooftop garden area.
3. Nathan Trobridge, Civil Engineer of Newcastle Engineering Ltd., provided a brief overview regarding on-site storm water management.

Panel discussions took place regarding:

- The building's siting, form and character and its fit to the immediate neighbourhood of small single dwelling (heritage-type) residential homes.
- How the proposed development meets the current zoning requirements, except for the requested variances.
- The possible privacy impacts the building may have on neighbouring property owners.
- The type and colour of chosen exterior materials, and possible associated maintenance costs for owners, re deterioration due to weather conditions.
- The need to create a sense of entry for the building; and, personalize the entry ways of each unit.
- The overall composition and strength of the building.

- The presented building rendering regarding the depicted size and scale of the adjacent neighbouring buildings.

It was moved and seconded that Development Permit Application DP1154 - 475 Stewart Avenue be accepted as presented with the following recommendations:


- Look at ways to personalize each unit for identification purposes;
- Consider ways to strengthen the entry way to the building to ensure it is well identified and easy to locate for visitors; and,
- Review the Neighbourhood Plan and confirm the project meets its guidelines in principle.

The motion carried.

Opposed: Marie Leduc

5, ADJOURNMENT:

It was moved and seconded at 7:25 p.m. that the meeting terminate. The motion carried unanimously.

  
CHAIR

CERTIFIED CORRECT:

  
CORPORATE OFFICER