

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
MONDAY, 2020-JUN-11, AT 5:00 P.M.

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PRESENT:   Members:   Charles Kierulf, Chair  
                          Tony James (joined electronically)  
                          Steve Johnston (joined electronically)  
                          Kevin Krastel (joined electronically)  
                          Marie Leduc (joined electronically)  
                          Gur Minhas (joined electronically)  
                          Kate Stefiuk (joined electronically)

                  Absent:   Gur Minhas  
                          Councillor Tyler Brown

                  Staff:     L. Rowett, Manager, Current Planning Section  
                          C. Horn, Planner, Current Planning Section  
                          L. Nielsen, Recording Secretary

1.    CALL THE DESIGN ADVISORY PANEL MEETING TO ORDER:

The Design Advisory Panel Meeting was called to order at 5:05 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 Meeting, held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2020-MAY-28 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

4.    PRESENTATIONS:

(a)   Development Permit Application No. DP1184 – 558 Medea Way

Caleb Horn, Planner, Current Planning Section introduced the project.

Presentations:

1.    Jerry Ellins, Architect of Ellins Architect Inc., accompanied by Bodil Ellins, presented the project. The presentation addressed site and neighbourhood

context, building siting, architectural details, exterior materials, site lighting, vehicle parking, carports with green roof feature, and bike storage.

- The proposed two-building, six-unit townhouse development is intended to fit the affordable housing market.
- Proposed variances include yard setbacks, lot coverage, landscape buffer and parking.

2. Corinne Matheson, Landscape Designer of Mystic Wood Landscape Design, presented the Landscape Plan and spoke regarding site layout, proposed native plant palette, rooftop gardens (carports), lower level patio area screening and the internal courtyard area.

Panel discussions took place regarding:

- Tree species chosen for the site; and proposed indigenous plantings
- Lane direction, parking area and security from the lane
- The courtyard area size, layout and its intended use
- The current street parking condition along Medea Way
- Possible addition of detailing to the centre roof of both buildings

It was moved and seconded that Development Permit Application No. DP1184 be accepted as presented with support for the proposed variances. The following recommendation was provided:

- Consider providing further detailing on gable ends and/or window trims, as recommended by the Old City Design Guidelines, per Staff's comment.

The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 6:02 p.m. that the meeting terminate. The motion carried unanimously.

  
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CHAIR

CERTIFIED CORRECT:

  
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CORPORATE OFFICER