

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
THURSDAY, 2021-APR-08, AT 5:00 P.M.

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PRESENT:   Members:   Charles Kierulf, AIBC, Chair (joined electronically)  
                              Councillor Brown (joined electronically)  
                              Tony James, AIBC (joined electronically)  
                              Kevin Krastel, At Large (joined electronically)  
                              Marie Leduc, At Large (joined electronically)  
                              Kate Stefiuk, BCSLA (joined electronically)

Absent:       Gur Minhas, At Large

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 5:04 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 Design Advisory Panel Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2021-MAR-11 at 5:03 p.m. be adopted as circulated. The motion carried unanimously.

4.    PRESENTATIONS:

(a)   Development Permit Application No. DP1218 – 41/45 Haliburton Street

Introduced by Caleb Horn, Planner, Current Planning Section

Presentations:

1.    Matt Hansen, principal of Matthew T. Hansen Architect presented the project and spoke regarding site and neighbourhood context, and provided an overview of the proposed architectural plans and building features.

- A minor height variance is requested to accommodate the five storey building and rooftop patio
  - Street level units will have individual patios separated by landscape buffers and fences, with secure direct access from the street
  - All parking is underground with access provided from Haliburton Street along the north end of the property
  - The underground parking area will provide bike parking area and electric vehicle charging receptacles
  - Studio, 1 and 2 bedroom units each take advantage of views and natural light where possible
  - Each unit will have access to outdoor space (patio or deck space)
  - Heritage elements include: strong building base and massing, high quality detailing (ie. custom brackets, dentils, curved cornices)
  - The upper two floors are stepped back to reduce building massing on the west elevation as recommended by the South End Neighbourhood Plan Design Guidelines
  - Exterior materials include brick cladding, Hardie panel siding, granite tile, and cedar soffits in an overall earth tone colour palette
  - Materials change and soften on the upper two levels
  - The south stairwell is capped with a lighthouse form, an illuminated lantern room with pergola shaped roof
  - Crime prevention methods include secured street level patios and street lighting
2. Cameron Murray, Landscape Architect of Topographics Landscape Architecture, presented the landscape plan, and spoke regarding the proposed planting plan, hedges, trees, and amenity spaces.
- Existing trees along Haliburton Street will be retained where possible
  - A rooftop garden courtyard is proposed to include container and mixed low level meadow plantings and a couple of small trees for shade
  - Gardening space for residents may be provided on the east side
3. Scott Jensen, Engineer in Training of Herold Engineering Ltd., provided an overview of the proposed civil site servicing plans and spoke regarding building and parkade access, water and sanitary service, and the proposed storm water management plan.

Panel discussions took place regarding the following:

- A question was raised regarding the need for building setback variances for the front & rear yard
  - Staff clarified that setbacks are measured to building not to underground parking structure, and no setback variances are anticipated
- Underground parking and building height variance allowance
- The possibility of carrying the scale and textural elements from the west elevation (front side) of the building to the remaining elevations

- The possible consideration of reducing the heaviness of the building's roof overhang
- The building's fit to the existing neighbourhood and similarity to a newly constructed building along Haliburton Street
- The possibility of adding more trees to the landscape plan
- Street frontage upgrade requirements for Haliburton Street
- The inclusion of lighting to the proposed plans
- The possible addition of a green screen/wall to the north side

It was moved and seconded that Development Permit Application No. DP1218 be accepted as presented with support for the proposed height variance. The following recommendation was provided:

- Consider carrying the form and character of the west elevation around to all sides of the building.
- Consider an alternate design and a lighter shade for the roof overhang fascia

The motion carried unanimously.

5. OTHER BUSINESS:

Charles Kierulf, Chair announced Sky Snelgrove, Steno Coordinator of Legislative Services will attend the meeting of 2021-APR-22 to discuss meeting protocol and the City's Conflict of Interest Policy. Panel members were encouraged to review the policy prior to the meeting.

Kevin Krastel suggested the City revisit and review the Urban Design Guidelines due to changes occurring in the downtown area.

6. ADJOURNMENT:

It was moved and seconded at 6:07 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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RECORDING SECRETARY