

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
THURSDAY, 2021-APR-22, AT 5:00 P.M.

---

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  
                          L. Brinkman, Planner, Current Planning Section  
                          K. Berke, Community Development Clerk  
                          L. Nielsen, Recording Secretary

1.       CALL THE DESIGN ADVISORY PANEL MEETING TO ORDER:

The Design Advisory Panel Meeting was called to order at 5:01 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 via Zoom from the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2021-APR-08 at 5:03 p.m. be adopted as circulated. The motion carried unanimously.

4.       PRESENTATIONS:

(a)      Development Permit Application No. DP1220 – 4961 Songbird Place

          Introduced by Lisa Brinkman, Planner, Current Planning Section

Presentations:

1.       Daryoush Firouzli, Architect and principal of Daryoush Firouzli Architecture Inc., presented the project accompanied by Chris Lundy, President of Westmark Construction Ltd. Mr. Firouzli spoke regarding site

and neighbourhood context, and provided an overview of the proposed development, and building floor plans and features.

- Songbird Place is to be upgraded as part of the community amenity contribution
  - Exterior building materials include Hardie panel wall and Hardie panel plank in smooth finishes, and wood accent siding.
  - Several trees along Rutherford Road and close to the pond are proposed to be retained
  - Proposed variances include: decreasing the front yard setback, increasing the building height and a minor parking variance
  - Rooftop mechanical will be screened as required
  - On-site pedestrian walkways connect to adjacent amenities
2. Victoria Drakeford, Landscape Architect of Victoria Drakeford Landscape Architect, presented the landscape plan, and spoke regarding the proposed planting plan, amenity spaces, pedestrian connections, outdoor furnishings and tree retention.
- The landscape design is based on the existing wetland area which will be restored, and mature trees will be retained to support the natural habitat for birds and wildlife
  - Tall columnar trees will be planted to create a screen from the traffic in the southeast corner amenity space
3. Scott Jensen, EIT of Herold Engineering Ltd., provided an overview of the proposed civil site servicing plans and spoke regarding site access, pedestrian access and sidewalks, water service from Songbird Place, existing sanitary sewer and the proposed Storm Water Management Plan.

Panel discussions took place regarding the following:

- Suggested screening for the amenity area facing Rutherford Road
- The possible provision of accessible/adaptable units and spaces
- Infrastructure upgrades (ie streets and sidewalks)
- Pedestrian connections and accessibility
- The importance of the existing wetland area and the use of plant material and trees to retain site conditions
- The materials proposed for the balconies and railings, and ways to soften the building aesthetic
- The main entrance in proportion to the size of the building; and, ways to strengthen/frame the entry design through landscaping/hardscape plan adjustments
- The possibility of locating the garbage enclosure in the underground parking area

It was moved and seconded that Development Permit Application No. DP1220 be accepted as presented with support for the proposed setback and height variances. The following recommendations were provided:

- Consider opportunities for taller plantings in the main courtyard to help frame the entrance;
- Consider using an alternate type of railing for the balconies;
- Consider ways to enhance and increase the prominence of the main entrance; and,
- Consider moving the garbage enclosure to the underground parking area.

The motion carried unanimously.

5. OTHER BUSINESS:

a) Sky Snelgrove, Steno Coordinator of Legislative Services spoke regarding Meeting Protocol and the City's Conflict of Interest Policy. Ms. Snelgrove provided Conflict of Interest scenario examples, and required meeting procedures when a panel member declares a conflict.

b) Questions/Comments to Staff:

- A suggestion was made for the information provided regarding Conflict of Interest be documented and provided to panel members for reference.
- Does the City of Nanaimo have a policy requiring adaptable/accessible units in a development?
- Panel Member Recruitment Status

Lainya Rowett, Manager, Current Planning provided that Charles Kierulf's term is extended for one year or until a replacement is found through AIBC. Ms. Rowett will follow up on recruitment for the member-at-large vacancy.

6. ADJOURNMENT:

It was moved and seconded at 6:21 p.m. the meeting be adjourned. The motion carried unanimously.



CHAIR

CERTIFIED CORRECT:



RECORDING SECRETARY