

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
THURSDAY, 2021-MAR-11, 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, Acting Chair (joined electronically)  
                          Marie Leduc, At Large (joined electronically)  
                          Kate Stefiuk, BCSLA (joined electronically)  
                          Gur Minhas, At Large (joined electronically)

                  Staff:       L. Brinkman, 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 5:03 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 Tuesday, 2021-FEB-25 at 5:05 p.m. be adopted as circulated. The motion carried unanimously.

Charles Kierulf, Chair, declared a conflict of interest due to business affiliation with the presentation team for DP1216-3180 Island Highway N.; appointed Kevin Krastel as Acting Chair for the following presentation, and vacated the meeting at 5:06 p.m.

4.    PRESENTATIONS:

(a)   Development Permit Application No. DP1216 – 3180 Island Highway North

Introduced by Lisa Brinkman, Planner, Current Planning Section

Presentations:

1. Glenn Hill, Architect of dhkArchitecture presented the project, and spoke regarding site and neighbourhood context, and provided an overview of the architectural plans and building features.
  - Historical property use created environmental challenges which are being addressed
  - Access to the carwash is provided from Norwell Drive via a shared drive aisle with the existing Dairy Queen location. Exit routes are to Norwell Drive or to the Island Highway
  - The form and character of the building expresses the motion of vehicles on the highway
  - A residential (manager's) suite is located on the 2<sup>nd</sup> floor, complete with a rooftop patio
  - Exterior materials include corrugated metal and stucco panelling
  - Landscape buffers are created to soften views from Norwell Drive and the Island Highway
2. Jack Tupper, Landscape Architect of Jack Tupper Studio, presented the landscape plan and spoke regarding tree replacement, hardscape elements and the planting plan.
  - One existing tree will be removed and several ornamental trees will be planted
  - The proposed planting plan consists of predominately hardy native species
  - The retention pond will be vegetated
  - An evergreen hedge (4 feet high) will border much of the carwash drive aisle to limit vehicle headlights from conflicting with the adjacent roadways
3. Scott Lewis, Civil Engineer of Aplin Martin Consultants Ltd., provided an overview of the proposed site servicing plans.

Panel discussions took place regarding the following:

- Sidewalk and crosswalk connections
- Pedestrian access to the residential unit
- Tree selection to possibly reconsider the paper bark birch
- The possibility of adding a green roof to the building
- Screening of potential rooftop equipment
- The possible expansion of the proposed rooftop deck
- Location of garbage enclosure and proposed pickup service
- Weather protection at entrance to residential unit stairway

It was moved and seconded that Development Permit Application No. DP1216 be accepted as presented. The following recommendation was provided:

- Consider alternatives to the birch and arbutus trees in the landscape concept;
- Look at adding evergreen trees to the landscape concept;
- Consider adding a pedestrian link to the public sidewalk; and,

- Ensure any rooftop equipment is screened.

The motion carried unanimously.

Charles Kierulf, returned to the meeting and resumed the Chair position at 5:58 p.m.  
Gur Minhas declared a conflict of interest due to involvement with the presentation for 30 and 32 Lorne Place and vacated the Panel at 5:59 p.m.

(b) Development Permit Application No. DP1217- 30 and 32 Lorne Place

Introduced by Lisa Brinkman, Planner, Current Planning Section

Presentations:

1. Will Melville, Designer of Delinea Design Consultants Ltd., accompanied by Gur Minhas, principal of Satgur Development, presented the project. Mr. Melville spoke regarding site and neighbourhood context, density increase, and provided an overview of the architectural plans and proposed height variance.
  - The property is located on the Lorne Place cul-de-sac and backs on to Beaufort Park
  - An existing duplex is to remain on-site
  - Four individual residential units are proposed to be added on-site (three 2-bedroom units and one 1-bedroom unit) with a mid-site courtyard area
  - Site access is from a narrow laneway just off Lorne Place
  - Pedestrian connections are available to all four units and Beaufort Park
  - Exterior materials include vinyl siding, asphalt shingles, with wood-look vinyl products
  - Each entrance includes a canopy over the doors for weather protection
  - Exterior improvements are proposed for the existing duplex to tie it into the new project
  - Each unit has a small room with an exterior door to manage garbage, recycling and bike storage
  - Bollard lighting is proposed for the courtyard and the entrance laneway
2. Victoria Drakeford, Landscape Architect of Victoria Drakeford Landscape Architecture presented the landscape plan and spoke regarding neighbourhood context, and provided an overview of the planting palette.
  - Each unit has its own private southeast facing outdoor space
  - A considerable buffer of blackberries and old trees currently exists along the rear property line
  - Plantings will include those that attract birds
  - Over 20 trees (narrow conifers) are proposed to be planted
  - The rear yard of the existing duplex is to remain in its current state

- A rain garden and rock pit are incorporated into the landscape design

Panel discussions took place regarding the following:

- The possibility of extending the landscape buffer along to the rear yard of the existing duplex
- The possibility of further integrating the existing duplex in the proposed development through form and character and landscape improvements
- Garbage/recycling storage and movement of bins for pickup service
- The possibility of expanding the mechanical room area slightly to incorporate a common garbage enclosure
- The possibility of working with the City to clear the rear property line of invasive species
- The pedestrian connection between the parking stalls and Units 1 to 4
- A great model for increasing density within an existing residential neighbourhood

It was moved and seconded that Development Permit Application No. DP1217 be accepted as presented with support for the proposed variances. The following recommendation was provided:

- Consider further integrating the existing duplex with the new construction through the use of colour, materials, and landscaping.

The motion carried unanimously.

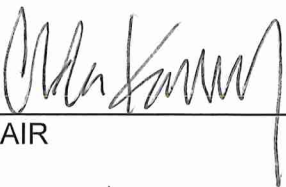
Gur Minhas returned to the Panel at 6:54 p.m.

5. OTHER BUSINESS:

A conversation ensued among Panel members regarding conflict of interest and protocol. Further clarity was requested.

6. ADJOURNMENT:

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

  
CHAIR

  
ACTING CHAIR

CERTIFIED CORRECT:

  
RECORDING SECRETARY