

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
THURSDAY, 2021-JUL-29, AT 5:00 P.M.

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PRESENT: Members: Charles Kierulf, AIBC, Chair (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: Councillor Brown

Staff: 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 5:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 4 Adoption of the Minutes – Add Meeting Minutes of the Design Advisory Panel Meeting 2021-JUN-24

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, be adopted. The motion carried unanimously.

4. 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-JUN-24 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Development Permit Application No. DP001233 – 200 Hansen Road

Introduced by Caleb Horn, Planner, Current Planning Section.

Presentations:

1. Rasila Herman, Architectural Technologist of Family Tree Developments, with Allan Steeves, property owner and Landscape Architect, Carole

Rossell of Small & Rossell Landscape Architects in attendance, presented the project providing an overview of the proposed townhouse development and spoke regarding site and neighbourhood context, site access, proposed pedestrian and bike connectivity, the landscape plan and amenity areas.

- This is Phase 1 of a 2-phase project which consists of 15 townhouse buildings (49 units) consisting of ten 2-storey triplex buildings, four 3-storey four-plex buildings, and one 3-storey triplex building
- Retaining walls (1.1–1.3m) will be installed on the south property line
- Each townhouse unit will have independent driveways (20'x12') and walkways to entrances
- Four different colour palettes will be alternated among the buildings
- Some trees will be retained on-site
- Visitor parking will be accommodated in the northeast corner of the site and along the lane

Panel discussions took place regarding:

- The proposed Phase 2 development features
- The possibility of making the individual unit more distinguishable
- The possibility of providing sidewalks on both sides of the lane
- Door styles and colour to provide individuality to the buildings/units
- The possible enhancement of the side walls of Units 1, 6 and 7
- Ways to enhance the landscape plan with more trees, intentional play space for children and screening of the dog run area
- The proposed retaining wall

It was moved and seconded that Development Permit Application No. DP001233 be accepted as presented. The following recommendations were provided:

- Consider a bolder variation of the colour palette to differentiate the buildings;
- Consider ways to enhance the side walls of end units;
- Consider ways to individualize each unit entranceway with different door styles and/or colour;
- Consider providing additional plantings at the dog run area; and
- Consider adding trees throughout the site, where possible.

The motion carried unanimously.

- (b) Development Permit Application No. DP001234 – 345 Newcastle Avenue / 360 Stewart Avenue

Introduced by Caleb Horn, Planner, Current Planning Section.

Presentations:

Doug Backhouse, property owner and principal of Masthead Properties Ltd., provided a brief introduction of the project and introduced Nathan Middleton, Architect of NSDA Architecture.

1. Nathan Middleton, Architect of NSDA Architecture presented the project and spoke regarding site and neighbourhood context, building massing, architectural plans and features, and the grade difference between the buildings.
  - Surface parking is proposed with a covered area
  - The light well on the top floor allows clerestory ventilation
  - Exterior materials include shingles, brick, exposed concrete, Hardie panel, all in a simple colour palette
2. Doug Backhouse, property owner and principal of Masthead Properties Ltd., presented the landscape plan, spoke regarding the 1.8m landscape buffer requirement, and responded to the provided Staff Design Comments.

Panel discussions took place regarding:

- Compliments were extended regarding the project
- The driveway location
- The possibility of raising the west building
- The possibility of adding a central common amenity space for residents
- The addition of shrubs and possibly street trees

It was moved and seconded that Development Permit Application No. DP001233 be accepted as presented with support for the proposed variance. The following recommendations were provided:

- Consider improving the access to the central lawn area and developing it as a shared amenity space
- Consider additional trees and shrubs in the landscape plan.

The motion carried unanimously.

6. ADJOURNMENT:

It was moved and seconded at 6:25 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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RECORDING SECRETARY