

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
THURSDAY, 2021-SEP-09, 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)

                  Staff:       L. Rowett, Manager, Current Planning Section  
                              L. Stevenson, Planner, Current Planning Section  
                              K. Berke, Recording Secretary

1.    CALL THE DESIGN ADVISORY PANEL MEETING TO ORDER:

The Design Advisory Panel Meeting was called to order at 5:07 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-JUL-29 be adopted as circulated. The motion carried unanimously.

4.    PRESENTATIONS:

(a)   Development Permit Application No. DP001238 – 2545 Doctors Road

          Introduced by Lainy Stevenson, Planner, Current Planning Section.

Presentations:

1.       Russell McMann, Principal of Russell McMann Builders Group Inc., presented the project and spoke regarding the building elevations, floor plans, site layout and the proposed side yard setback variance.

- All five units (two duplexes, one single detached building) include three bedrooms and three bathrooms.
- Garbage and recycling bins will be located in the garage.

- Long term bike storage is located on the side of Block 3
  - A seating area and short term bike storage is planned to be located adjacent to Block 1
2. Jeff Holmes, Landscape Designer of Climate Landscape & Design provided an overview of the landscape plan and spoke regarding proposed planting materials, hardscape features, methods used to retain site privacy and views.
- A buffer is proposed around the south and west sides of property to limit the views from the south
  - Drought resistant vegetation is proposed
  - A storm water feature and a number of trees (for privacy) are planned for the front of the property
  - An open grass area is located behind the bench/bike storage area which may be used as an amenity space, children's play area
3. Scott Stevenson, Civil Engineer of J.E. Anderson & Associates provided a brief overview of the storm water management plan.

Panel discussions took place regarding:

- The shared driveway and how the increased density and traffic may affect the existing neighbouring properties
- The importance of infill projects to Nanaimo
- The possibility of improving the building articulation to add more character, and weather protection for the entrances
- The design intention and use of the front of the property
- It was suggested that further clarification is needed for the landscape plan and methods that could be incorporated were provided (ie. maximize plant material, increase the biodiversity on the site, add more trees)
- The storm water management feature and the use of rock
- The amount of hard surface area and a suggestion to mitigate it with different material, textures and colors
- How the project will fit with the existing neighbourhood fabric/context
- The proposed retaining walls regarding materials and heights
- The possible expansion of the area where the bench seating is proposed
- A suggestion was made that the applicant return to the panel with a revised landscape concept

The Chair summarized the points raised during discussion in relation to the Staff Design Comments as provided to the applicant prior to the meeting.

It was moved and seconded that Development Permit Application No. DP001238 be accepted as presented for form and character with support for the proposed variance; however, the applicant was requested to return with a revised landscape concept. The following recommendations were provided:

- Consider additional articulation and variation in materials for all buildings with particular attention to weather protection at building entrances;
- Consider increased bio-diversity in plant selection and quantities throughout the site;

- Provide a more refined landscape plan with a focus on pedestrian experience;
- Consider a variation in texture, material, and pattern for the paved areas;
- Take cues for the form and character and landscape design from the surrounding neighbourhood;
- Provide more details regarding the height and materials for the proposed retaining walls;
- Consider enhancing the amenity area with trellises and further landscaping; and
- Provide information regarding site lighting.

The motion carried unanimously.

(b) Development Permit Application No. DP001240 – 680 Pine Street

Introduced by Lainy Stevenson, Planner, Current Planning Section.

Presentations:

1. Joyce Reid Troost, Architect, of Joyce Reid Troost Architecture Inc. presented the project and spoke regarding site and neighbourhood context, project concept, site plan, building siting, pedestrian access, parking, architectural design and features. Douglas Riddell, Owner of Sun Porch Homes was also in attendance.
  - The project consists of a four-unit multi-family residential development in detached, two-storey building forms
  - Each unit will have its own unique color palette
  - The rear of the property includes vehicle and bike parking, and an amenity feature for residents
2. Brad Forth, Landscape Architect of 4 Site Landscape Architecture presented the landscape plan and spoke regarding landscape features, surface treatments, proposed planting materials and hardscape features.
  - A variety of paving textures are used to define spaces and wayfinding and delineate private and semi-private spaces
  - Many planting zones are incorporated to the plan
  - The garbage enclosure is located at the rear with a storm management feature
  - Each unit has its own private amenity space

Panel discussions took place regarding:

- A strong suggestion was made that artificial turf not be used within the landscape plan due to safety concerns in hot weather
- The possible retention of an old existing tree on the south side of the property
- The design of the proposed walkway to the rear of the units
- The concept of the lawn areas and landscaping, and suggested use of more natural materials
- Appreciation was conveyed regarding the site's overall layout

It was moved and seconded that Development Permit Application No. DP001240 be accepted as presented with support for the two proposed variances. The following recommendation was provided:

- Consider alternative treatments to replace the proposed turf material.

The motion carried unanimously.

5. OTHER BUSINESS:

Lainya Rowett, Manager, Current Planning Section informed the Panel that Council, at its meeting held 2021-AUG-30, appointed two new at-large members to the Panel.

6. ADJOURNMENT:

It was moved and seconded at 6:35 p.m. that the meeting terminate. The motion carried unanimously.

  
CHAIR

CERTIFIED CORRECT:

  
RECORDING SECRETARY