

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
ELECTRONIC MEETING  
THURSDAY, 2022-APR-28, AT 4:00 P.M.

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PRESENT:   Members:   Marie Leduc, At Large, Chair  
                                  Councillor Brown  
                                  Angela Buick, At Large  
                                  Kevin Krastel, At Large, vacated the meeting at 5:12 p.m.  
                                  Jason Santeford, AIBC  
                                  Kate Stefiuk, BCSLA

                                  Tony James, AIBC

                                  Staff:           J. Holm, Director, Development Approvals  
  L. Brinkman, Manager, Community Planning Section  
  L. Rowett, Manager, Current Planning Section  
  C. Horn, Planner, Current Planning Section  
  S. Robinson, Planner, Current Planning  
  L. Nielsen, Recording Secretary

1.       CALL THE DESIGN ADVISORY PANEL MEETING TO ORDER:

The Design Advisory Panel Meeting was called to order at 4:05 p.m.

2.       ADOPTION OF AGENDA:

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

3.       PRESENTATIONS:

(a)       The Draft City Plan as related to the ReImagine Nanaimo project

                  Introduced by Lisa Brinkman, Manager, Community Planning

                  Lisa Brinkman, Manager, Community Planning Section, accompanied by Jeremy Holm, Director, Development Approvals, provided an overview of the Draft City Plan, and spoke regarding amendments to the City's Land Use Plan, environmental considerations, primary objectives, design quality and construction, preservation of neighbourhood character, updating of the guidelines portion of Part 18 of the Zoning Bylaw; and, project timelines.

                  Jeremy Holm, Director, Development Approvals, discussed proposed exemptions to Part 18 of the Development Permit Guidelines portion of the Zoning Bylaw with the panel.

Lisa Brinkman left the meeting at approximately 4:40 p.m.

Jeremy Holm left the meeting at approximately 4:40 p.m.

(b) Development Permit Application No. DP001247 – 6040 Hammond Bay Road

Sadie Robinson, Planner, Current Planning Section explained the applicant is returning to the panel with a revised landscape concept as requested December 9, 2021.

Presentations:

1. Rasila Herman, Designer of Family Tree Developments presented the landscape concept revisions and spoke regarding: increased plantings and trees, a bioswale feature and pergola with permeable pavers; pathway through the central corridor of the property, the location of refuse containers and private garbage collection, site lighting, electric vehicle charging station locations, use of evergreen shrubs within the landscape buffer, and the repositioning of 1 disabled persons parking stall from Park 2 to Park 1 to prioritize pedestrian movement.

- Most changes were made along the Hammond Bay Road side
- The raised sidewalk width is expanded to enable bike riding through the site's corridor

Panel discussions took place regarding:

- Increasing planting density and defining planting areas
- Design and materials used within the proposed swale area
- Relocation of refuse enclosure
- The possible addition of conifers to the planting palette
- Suggested programming for Park 1

It was moved and seconded that the revised landscape concept for Development Permit Application DP001247 be accepted as presented with the following recommendations:

- Add more planting material in the designated planting areas;
- Consider adding smaller trees to the swale areas;
- Consider a better program for Park 1;
- Consider introducing more conifers to the tree palette; and,
- Look at ways to improve the pedestrian connection along the east property line by relocating the proposed parking space within this area.

The motion carried unanimously.

Kevin Krastel left the meeting at 5:12 p.m.

(c) Development Permit Application No. DP001262 – 921 Terminal Avenue

Sadie Robinson, Planner, Current Planning Section introduced the project.

Presentations:

1. Will Melville, Designer of Delinea Consultants, introduced the project team, and presented the project and spoke regarding neighbourhood and site context, building siting, architectural plans, parking, the landscape plan and proposed yard setback variances.

Project team members in attendance were Gur Minhas of Satgur Developments, Brian Kapuscinski, Architect of BJK Architecture Inc., Nathan Trobridge, Civil Engineering of Newcastle Engineering.

- This project has two front yards and two building entrances, with the main entrance and two ground level units facing Terminal Avenue
- This 3-storey building project proposes 6 affordable housing rental units
- Access to the parking area is from Cypress Street
- 1-bedroom units are approximately 500 sq ft and 2-bedroom units (upper floor) are approximately 1,000 sq ft.
- The three upper floor 2-storey units will have small rooftop decks, while the three lower level units will have at-grade patios
- Exterior materials include fibre cement panels in varying colours and treatments (some in woodgrain finish)
- The landscape plan includes native plant material, the addition of a heavy timber arbor and metal picket fence, and a sawtooth fence which softens the street edge and provides privacy to the lower units

Panel discussions took place regarding:

- Parking, stall sizes and site constraints
- The boulder and cobble feature adjacent to Terminal Avenue possibly serving as an informal bioswale
- Building siting in relation to variances requested on Terminal Avenue
- Exploring the use of natural materials (ie. stone, wood, etc.) to tectonically express the building design
- Shifting the below grade entrance to the other side of the building regarding the proposed yard setbacks
- The transition between multi-family and single residential dwellings
- Possibility of implementing some green features to the project
- The central corridor and whether it, along with the back parking area, can be developed to feel like a courtyard or walkway through the site through landscape design and surface materials
- Three-storey wall facing adjacent neighbour on west side
- The pedestrian connection from Terminal Avenue to Cypress Street frontages

It was moved and seconded that Development Permit Application DP001262 be accepted as presented with support for the proposed variances. The following recommendations were provided:

- Consider revisiting the exterior materials based on the design guidelines to relieve the façade composition; and,
- Consider ways to improve the parking area with surface materials to enhance the pedestrian connection between Terminal Avenue and Cypress Street.

The motion carried unanimously.

The Design Advisory Panel recessed the meeting at 5:59 p.m.

The Design Advisory Panel reconvened the meeting at 6:12 p.m.

(d) Development Permit Application No. DP001264 – 2358 Kenworth Road

Sadie Robinson, Planner, Current Planning Section introduced the project.

Presentations:

1. Brian Kapuscinski, Architect of BJK Architecture Inc., presented the project and spoke regarding neighbourhood and site context, parking, architectural plans, exterior materials, site access, and the proposed building height, front yard setback and parking variances.
  - There is a shared drive aisle off Kenworth Road
  - A landscape enclosure is proposed mid-site for waste, tires, and recycling
  - The showroom is surrounded by a canopy on three sides
  - Proposed green features include: double glazing, well insulated walls (energy control), electric vehicle chargers in parking area, stormwater management techniques, natural lighting, rough-in wiring for future solar panel, and low flush toilets
2. Chris Windjack, Landscape Architect of LADR Landscape Architects Inc., presented the landscape plan and spoke regarding parking, tree retention and planting plans.
  - Landscaping is located around the perimeter of the site
  - Existing trees on adjacent property will be retained, and 31 deciduous trees with higher canopies will be added
  - The refuse/recycling enclosure will be screened with evergreens
  - Surface materials consist of 3-tone paving and permeable pavers
  - A rain garden along the south side will mitigate much water flow
  - Plantings will consist of native, and adaptive species

Panel discussions took place regarding:

- Increasing the west property edge landscape buffer

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- Including a green roof on one of the buildings
- Incorporating a roof deck as a private amenity for employees
- Appreciation was conveyed regarding the proposed exterior materials, continuation of the street edge and water management
- Providing as much planting as possible within the landscape plan
- Possibility of including some evergreen trees in the landscape plan
- Adding planters and lighting to the entrance way per the design guidelines
- Incorporating permeable paving where possible
- Possibility of an on-site waste water recycling system

It was moved and seconded that Development Permit Application DP001264 be accepted as presented with support for the proposed variance. The following recommendation were provided:

- Consider an employee amenity area within the landscaping or on a rooftop deck;
- Consider places where more conifers can be added to the landscape plan; and,
- Consider the addition of a green roof.

The motion carried unanimously.

4. OTHER BUSINESS:

In response to Marie Leduc's (Chair) request, Kate Stefiuk agreed to chair the upcoming DAP meetings scheduled in May.

5. ADJOURNMENT:

It was moved and seconded at 6:37 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

[Signed: Laurie Nielsen]

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RECORDING SECRETARY