

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
ELECTRONIC MEETING  
411 DUNSMUIR STREET, NANAIMO, BC  
THURSDAY, 2022-MAY-26, AT 5:08 P.M.

---

PRESENT:   Members:   Kate Stefiuk, BCSLA (Chair)  
                                  Councillor Brown  
                                  Tony James, AIBC  
                                  Kevin Krastel, At Large  
                                  Jason Santeford, AIBC  
                                  Kaieen Shimuzu, At Large

                  Absent:    Marie Leduc, At Large  
                                  Angela Buick, At Large

                  Staff:     S. Robinson, Planner, Current Planning Section  
                                  L. Rowett, Manager, 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 5:08 p.m.

2.    ADOPTION OF AGENDA:

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

3.    PRESENTATIONS:

(a)   Development Permit Application No. DP001265 – 220 Haliburton Street

Introduced by Sadie Robinson, Planner, Current Planning Section.

Presentations:

1.    Raymond de Beeld, Architect, Raymond de Beeld Architecture introduced the project team including Aziz Jairiy, Intern Architect of Raymond de Beeld Architecture, Pawan Dhaliwal of Kesar Investments Inc. (property owner) and Mark Warbrick, Physical Engineer of Newcastle Engineering Ltd.
2.    Aziz Jairiy, Intern Architect of Raymond de Beeld Architecture, presented the project and spoke regarding site and neighbourhood context, zoning, site access, design concept, exterior materials and unit configurations.

- The two front units face Haliburton Street
  - Pedestrian access to the site is from Haliburton Street
  - Vehicles will have access to a surface parking area from the lane at the rear of the property
  - The units all have large covered balconies
  - A central courtyard area will provide shared amenity space for residents
3. Rushir Dhall, Landscape Architect, Architecture Panel Inc., presented the landscape plan and spoke regarding individual spaces created within the landscape plan, the planting plan and palette, hardscape features including paving features, retaining wall, fencing details, and site lighting.
- Native shrub-like plantings are used to delineate private spaces for separation and privacy
  - The central courtyard includes native species and a central tree
  - The parking area is flanked with native vegetation which also creates a soft interface between the buildings
  - Light bollards are proposed through the central spine of the property from Haliburton Street for site visibility and safety
4. Mark Warbrick, Physical Engineer, Newcastle Engineering Ltd., provided a brief summary regarding storm water management; and, commented that there is no requirement for site civil works due to unit count.

Kate Stefiuk, Chair, opened the floor for questions to Staff.  
No questions were asked.

Panel discussions took place regarding:

- The possibility of shifting the buildings back further from the street to align with the neighbouring properties and respect the City's major road setbacks
- The dark materials proposed for exterior walls
- Future maintenance of the proposed landscape plan
- Tree selection, species, size, and proposed locations; and, possibly replacing the central courtyard tree with a deciduous species regarding limited space, and seasonal considerations (shade in the summer and light in the fall/winter)
- References made to native plant species within the proposed landscape plan
- The proposed roof form, materials and consistency with siding
- Privacy concerns regarding individual unit liveability and outdoor patio spaces

Raymond de Beeld, Architect, Raymond de Beeld Architecture responded to Panel comments regarding building siting.

Lainya Rowett, Manager, Current Planning Section, confirmed that Staff will work with the project team directly to resolve any siting issues.

It was moved and seconded that Development Permit Application DP001265 be accepted as presented. The following recommendations were provided:

- Look at ways to reduce the variance required for the front yard setback;
- Consider ways to improve privacy between the units; and,
- Look at re-evaluating the tree selections, in particular the central tree and perhaps replace it with a deciduous tree.

The motion carried unanimously.

(b) Development Permit Application No. DP001268 – 5485/5495 Godfrey Road

Introduced by Sadie Robinson, Planner, Current Planning Section.

Presentations:

1. Joyce Reid Troost, Architect, of Joyce Reid Troost Architecture Inc., presented the project and spoke regarding building siting, site layout, parking, and architectural features.
  - The project consists of nine two-storey (three bedroom) townhome units
  - The front entrances of Building 1 and Unit 6 of Building 2 face Godfrey Road
  - Exterior materials are similar to those used on single family residences in the area
  - The design and rooflines of Buildings 1 and 2 differ slightly
  - A community garden is proposed for the site's northeast corner; and, a natural play space is proposed for the southeast corner
  - Resident parking is located in unit garages; and, visitor parking is located along the site's east side
2. Brad Forth, Landscape Architect of 4-Site Landscape Architecture presented the landscape plan and spoke regarding open space features, the plant palette, site access, and proposed and existing trees.
  - A continuous raingarden is proposed along Godfrey Road
  - Larger scale trees are proposed along the site's frontage with smaller trees located closer to the building
  - Site access is from a central driveway which includes permeable paving at its core
  - A walking path moves from the front of the site to a small natural play space for children

- Hedging is proposed to provide screening from neighbouring properties
- A community garden space is proposed where each unit will have its own garden box/intimate garden space
- The plant palette includes a good percentage of native species
- Due to declining health of the existing mature tree, it is not feasible to retain it

Kate Stefiuk, Chair, opened the floor for questions to Staff.  
No questions were asked.

Panel discussions took place regarding:

- Private outdoor spaces for units and proposed communal spaces
- Staff comment regarding the re-orientation of one of the units
- Existing trees surrounding the property and retention plan
- The location of the proposed community garden due to existing trees nearby
- Possibly introducing a few more evergreen into the tree palette given the context of the site
- The continuation of rhythm of the front five units
- The possibility of finding a way to better blend the front façade of Unit 6 to fit better with Units 1-5 facing the street along Godfrey Road
- The community garden and natural play space location(s) and the possibility of combining the two; and, the harmony between gardening and children's play
- The possibility of removing one parking stall to improve landscaping

It was moved and seconded that Development Permit Application DP001268 be accepted as presented. The following recommendations were provided:

- Look at ways to improve the façade of Unit 6 to reflect the design of the other units facing the street;
- Consider increasing the number of evergreen trees in the planting palette;
- Look at ways to possibly combine the community garden with the natural play space; and
- Consider the removal one surplus parking stall to better improve the connection between the community garden and the natural play space and/or possibly relocating them.

The motion carried unanimously.

4. ADJOURNMENT:

It was moved and seconded at 6:39 p.m. that the meeting adjourn. The motion carried unanimously.

[signed: Kate Stefiuk]

---

CHAIR

CERTIFIED CORRECT:

[signed: Laurie Nielsen]

---

RECORDING SECRETARY