

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
ELECTRONIC MEETING  
411 DUNSMUIR STREET, NANAIMO, BC  
THURSDAY, 2022-JUN-23, AT 5:01 P.M.

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PRESENT:   Members:   Marie Leduc, At Large (Chair)  
                                  Councillor Brown  
                                  Angela Buick, At Large  
                                  Tony James, AIBC  
                                  Kevin Krastel, At Large  
                                  Kaieen Shimuzu, At Large  
                                  Kate Stefiuk, BCSLA

                  Absent:    Jason Santeford, AIBC

                  Staff:     C. Horn, Planner, Current Planning Section  
                                  K. Mayes, 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 5:01 p.m.

2.    INTRODUCTION OF LATE ITEMS:

Marie Leduc, Chair conveyed her thanks to Kate Stefiuk for taking over as Chair during the month of May. Kate Stefiuk chaired the Design Advisory Panel meetings held 2022-MAY-12 and 2022-MAY-26 during Marie Leduc's absence.

3.    ADOPTION OF AGENDA:

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

4.    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 2022-MAY-12 be adopted as circulated. The motion carried unanimously.

5.    PRESENTATIONS:

(a)   Development Permit Application No. DP001271 – 505 Kennedy Street

Introduced by Kristine Mayes, Planner, Current Planning Section.

Presentations:

1. Shawn Galbraith, Principal of Pacific Development Services presented the project and spoke regarding development focus, site context, parking, building siting, floor plans, the proposed landscape plan and consultation with neighbours who may be directly affected by the development.
  - The development consists of two 2-bedroom units and two 1-bedroom units
  - A statutory right-of-way is proposed for future lane widening and an amendment to an existing statutory right-of-way is proposed to shift a sewer line.
  - Site vehicle access is proposed from the rear laneway
  - The driveway is approximately 6.71m wide (single access)
  - An electronic gate is proposed for the pathway to Kennedy Street
  - Street parking is proposed to be located on Kennedy Street for visitors
  - A covered entry area provides an additional private amenity space
  - A floor area ratio (FAR) issue may require a reduction in floor area
  - The upper floors will accommodate two 2-bedroom units which are accessed from the rear of building via a central corridor
  - Living areas, including 2.43m<sup>2</sup> deck amenity spaces are located on the 2<sup>nd</sup> floor, and two spacious bedrooms and laundry facilities are located on the 3<sup>rd</sup> floor
  - Two 1-bedroom units are proposed for the first level.
  - Garages for the 1 bedroom units can be accessed directly from the suites; and, garages for the upper 2-bedroom units can be accessed via a central stairwell.
  - Landscape plantings will be planted as densely as possible

Marie Leduc, Chair opened the floor for questions:

- Kate Stefiuk asked if there was an opportunity to plant within the statutory right-of-way; and, whether there is more than one statutory right-of-way.

Shawn Galbraith stated that City of Nanaimo engineering staff were consulted; and, there are two statutory right-of-ways.

- Kevin Krastel referred to the Staff Comment pertaining to the possibility of underground parking for the project and added any of FAR that exceeds the regulations within residential zones would normally have to go through a rezoning process.

Shawn Galbraith noted a reduction in floor area could address overages in FAR.

Panel discussions took place regarding:

- The need for three waste bins
- Stair dimensions at the garage level
- Possible addition of conifers to the landscape plan
- The need for additional outdoor private amenity space, especially for the lower level units
- The possibility of softening and creating an amenity space on the large paved area over the statutory right-of-way
- The need for more vegetation and green space on-site
- A suggestion was made to take advantage of the undeveloped statutory rights-of-way and plant with perennial grasses and flowers
- A suggestion was made to add diversity to the plant palette
- A suggestion was made to fence in the driveway
- The possibility of changing the orientation of the building to take advantage of potential views, provide eyes on the street, increase privacy for residents and eliminate the need for retaining walls
- The possibility of adding a hedge above the proposed retaining wall
- Glazing/window size and symmetry

It was moved and seconded that Development Permit Application DP001271 be accepted as presented with support for the variances. The following recommendations were provided:

- Consider adding more green elements to the landscape plan; and, adding shrubs or hedging over the proposed retaining wall;
- Consider green options such as solar lighting;
- Look at ways to expand outdoor and private amenity spaces for residents; and,
- Consider ways to utilize the statutory right-of-way area to increase plant material/vegetation on-site.

The motion carried unanimously.

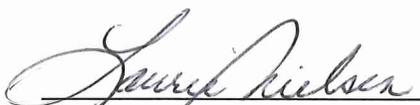
6. ADJOURNMENT:

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



CHAIR

CERTIFIED CORRECT:



RECORDING SECRETARY