



MINUTES

DESIGN ADVISORY PANEL MEETING

Thursday, June 13, 2024, 5:00 P.M.
Boardroom, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Present: Marie Leduc, Chair*
Councillor Eastmure
Hector Alcala, AIBC*
Johnathan Behnke, BCSLA/CSLA*
Angela Buick, At Large*
Kevin Krastel, At Large*
Nathan Middleton, At Large*
Kaein Shimuzu, At Large*

Staff: L. Rowett, Manager, Current Planning
K. Mayes, Planner Current Planning*
J. Vanderhoef, Steno Coordinator, Legislative Services
A. Bullen, Recording Secretary

1. CALL THE MEETING TO ORDER:

The Design Advisory Panel Meeting was called to order at 5:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- a. Add Agenda Item 6(b) City's policies and procedures for reviewing tree retention and replacement in development application reviews
- b. Add Agenda Item 6(a) Request for volunteers to Chair the 2024-JUN-27 and 2024-JUL-11 meetings

3. ADOPTION OF AGENDA:

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

* Denotes electronic meeting participation as authorized by "Council Procedure Bylaw 2018 No. 7272"

4. **ADOPTION OF MINUTES:**

It was moved and seconded that the Minutes of the Design Advisory Panel meeting held in the Boardroom of the Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2024-MAY-23 at 5:04 p.m. be adopted. The motion carried unanimously.

5. **PRESENTATIONS:**

a. Development Permit Application No. DP001341 - 6450 Island Highway North

Introduced by Kristine Mayes, Planner, Current Planning.

Presentations:

1. Donna Hais, Project Manager, and Principal of RW (Bob) Wall Ltd., provided an overview of the project and explained that the property is currently undergoing concurrent rezoning to allow the proposed expansion of mini-storage and office uses. Ms. Hais also discussed the retention of two existing buildings, form and character, and site access.
2. Igor Nardin, Architect, O.C.A. Architecture, presented the project and spoke regarding the current site condition, building design and components, site grades, massing and exposure to the Island Highway (three-storey) and Merlin Way (four-storey), exterior materials, and the proposed variances. Highlights included:
 - The ground floor accommodates two commercial units, and the mini storage use includes drive-in bays, a freight elevator, and a main entrance
 - Exterior materials include Hardie panel, corrugated siding, and glazing for transparency
 - A partial green roof is proposed with provision for solar panels
 - Variances are requested for parking and the rear yard setback
 - The top floor is setback 3m; and the building is sited 1.5m, from the north property line
3. Victoria Drakeford, Landscape Architect, Victoria Drakeford Landscape Architect, provided an overview of the landscape plan and explained that the existing landscaping will be enhanced. Plantings will be added to the new building's front entrance, an amenity area with arbour will be added, and magnolias will replace the existing street trees. Ms. Drakeford noted that the path along the Island Highway, outside the property line, will link to the property to the north and the fence will lie along the property line.

Audio issue for Kailen Elander, Civil Engineer of Newcastle Engineering Ltd., at 5:23 p.m.

Donna Hais, Project Manager, Principal of RW (Bob) Wall Ltd., explained that the site is serviced by a septic system and has its own stormwater system, it does not have access to storm or sanitary service. Services will be linked to City storm and sanitary once the proposed development for the neighbouring property to the east is underway.

Marie Leduc, Chair, opened the floor for questions to Staff. Panel discussion took place. Highlights included:

- The 1.5m setback at the back of the building and proposed pedestrian walkway
- The proposed office uses and tenant(s) considerations
- Mini storage units in Nanaimo have a current capacity of 98%-99% and service a population within a five-kilometer radius
- Appreciation was conveyed for the form and character (massing) of the building
- Pedestrian connectivity and a potential reduction in parking
- The possible addition of colour (orange/blue from banding), and enhancing the entryway
- The possibility of adding an evergreen hedge along the highway side of the building to block headlights
- The relocation of the existing black metal picket fence along the pathway
- A suggestion was made to ensure the exterior bike rack has two points of contact for stability and security
- The proposed pedestrian pathway on the north property line and possible Crime Prevention Through Environmental Design (CPTED) concern regarding pedestrian safety
- Signage update consideration

It was moved and seconded that Development Permit Application No. DP001341 - 6450 Island Highway North be accepted as presented, with support for the proposed variances. The following recommendations were provided:

- Consider improving pedestrian connectivity throughout the site
- Consider adding corporate colours to the building to break up the dominant grey of the exterior finishes
- Consider using bike racks that have two points of contact to the bike frame
- Consider adding colour or texture to enhance the main entrance

The motion carried unanimously.

b. Development Permit Application No. DP001343 - 3530 Hillside Avenue

Introduced by Kristine Mayes, Planner, Current Planning.

Presentations:

1. Stanford Siu, Applicant, Admiral Operations Ltd., presented the neighbourhood context, site characteristics, renderings, building materials, site plans, elevations, future site access, project data, requested variances, architectural features, and landscape plan. Highlights included:

- Six, three-storey ground-oriented multi-family residential townhomes which comprise of 22 units
- The homes include side-by-side garages, front or back yards, four and five bedrooms, and two and a half to three bathrooms
- No identified variances, however, variances may be determined through application review
- There are two amenity areas, a children's play area, and a small park
- Only building on the top portion of the site, the lower portions of the property will be retained
- The intent is to retain as many trees as possible
- A front entrance with signage is proposed
- Use of long-lasting Wood Polymer Composite materials
- Exterior materials include cedar-coloured Hardie siding and stone veneer in natural grey and white tones
- Flat roofs used to create a modern design
- The refuse enclosure is located near the east side of building four

Marie Leduc, Chair, opened the floor for questions to Staff. Panel discussion took place. Highlights included:

- Consider getting rid of building six for safety reasons and to add more parking
- Consider being more sensitive to the existing house to the west of the existing building onsite
- Form and character are a nice addition to the area
- Consider windows to enhance building two
- The refuse enclosure location is to the side of building four considering individual pickup rather than collective pickup
- Consider using similar materials as fencing for refuse enclosure

- Concern regarding lack of parking and how delivery drivers will navigate the area
- Consider a car share space
- Consider delineating a pedestrian zone on the road
- Consider using rock walls or a dry stack wall for more texture
- Trees along the road should be a smaller species, and the south end of the side could have more evergreens
- Consider bike racks with a two-point contact
- Remove logs and stumps in the outdoor amenity area and add another play structure for more variety
- Clarification on the location of wood stairs between the south units and the outdoor amenity area
- Using pavers between the concrete walkway and the units
- Consider breaking up the seat wall in the outdoor amenity area with planters
- Support of a landscape plan that aligns with natural plants
- Add vegetation such as cascading plants if possible
- Incorporate a colour scheme similar to the natural environment

It was moved and seconded that Development Permit Application No. DP001343 - 3530 Hillside Avenue be accepted as presented, with support for the proposed variances. The following recommendations were provided:

- Look for opportunities to add more parking onsite
- Consider removing building six to improve visibility and safety on the drive aisle and entry to the site
- Consider improving the west elevation of building six to be more sensitive to the existing house
- Consider adding windows to the east elevation of building two to enhance its appearance
- Consider offering a space for a car share
- If there is a refuse enclosure, consider using similar finishing materials
- Consider delineating the pedestrian routes with different paving materials
- Considering terracing or texturing the tall retaining walls
- Consider adding more evergreens and plantings to complement the native vegetation
- Consider using a bike rack that provides two points of contact on the bike frame

- Consider adding more variety of play structures in the children's play area
- Consider minimizing ornamental plants and incorporating more native plantings adjacent to the site
- Consider adding more natural colours to the exterior colour scheme

The motion carried unanimously.

6. OTHER BUSINESS:

a. City's policies and procedures for reviewing tree retention and replacement in development application reviews

Lainya Rowett, Manager, Current Planning, spoke regarding the City's "Management and Protection of Trees Bylaw 2013 No. 7126" pertaining to street trees and the removal of trees through the development permit application process, and departmental reviews through various stages of the process.

Panel discussion took place regarding the trees on Wesley Street (DP001340 – 350 & 398 Franklyn Street) as presented at the Design Advisory Panel meeting of 2024-MAY-09.

Ms. Rowett informed the Panel that the 2024-JUN-27 meeting will include a consultant lead presentation regarding Form and Character, Development Permit Design Guideline updates. The agenda will be provided one week in advance and the regular meeting will be livestreamed.

b. Request for volunteers to Chair the 2024-JUN-27 and 2024-JUL-11 meetings

Marie Leduc, Chair, opened the floor to receive Chair volunteers for 2024-JUN-27 and 2024-JUL-11 due to an upcoming absence.

Jonathon Behnke volunteered to Chair the 2024-JUN-27 meeting; and, Angela Buick volunteered to Chair the 2024-JUL-11 meeting.

It was moved and seconded that the Design Advisory Panel appoint Jonathon Behnke and Angela Buick as acting chairs for the 2024-JUN-27 and 2024-JUL-11 meetings. The motion carried unanimously.

7. ADJOURNMENT:

It was moved and seconded at 7:01 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

RECORDING SECRETARY