



## MINUTES

### DESIGN ADVISORY PANEL MEETING

Thursday, June 27, 2024, 5:00 P.M.  
Boardroom, Service and Resource Centre,  
411 Dunsmuir Street, Nanaimo, BC

Present: Johnathan Behnke, BCSLA/CSLA, Chair  
Councillor Perrino  
Hector Alcala, AIBC\*  
Angela Buick, At Large\*  
Kevin Krastel, At Large\*  
Nathan Middleton, At Large\*

Absent: Marie Leduc  
Kaein Shimuzu, At Large

Staff: J. Holm, Director, Planning & Development  
L. Brinkman, Manager, Community Development  
L. Rowett, Manager, Current Planning\*  
A. Feser, Planning Assistant, Community Development  
A. Bullen, Recording Secretary, Current Planning

#### 1. CALL THE MEETING TO ORDER:

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

#### 2. ADOPTION OF AGENDA:

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

#### 3. PRESENTATION:

##### a. Form and Character Design Guidelines Update

A PowerPoint presentation titled "Form & Character Development Permit Guidelines Update" was circulated to the Panel.

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

Lainya Rowett, Manager, Current Planning introduced Surabhi Shakkarwar, Boniface Oleksiuk Politano Architects (BOP Architects), who provided a presentation on the proposed Design Guidelines Update.

Highlights included:

- Important implementation item that came from the City Plan, Nanaimo Reimagined. Nanaimo Reimagined is the City's strategic planning document that provides direction for the next 25 years
- A development permit is a land use permit used by local governments to assess the exterior design of proposed buildings on private property. They ensure that new buildings meet the policies and objectives of the City Plan
- Form and Character development permits apply to multi-family, commercial, industrial, and mixed-use projects
- Project goals include reinforcing the vision of the City Plan for land use designations, creating one document so it's easier to navigate, updating landscaping guidelines, aligning with building code updates for energy and water conservation, and reducing greenhouse gas emissions
- Aiming to present the proposed design guidelines update for Council consideration in Fall 2024
- Provided an explanation of townhomes, multi-family apartments, mixed-use buildings, commercial buildings, and industrial buildings
- Showed examples of energy-efficient design strategies

Panel discussion took place. Highlights included:

- Developments being informed by their neighbourhood context
- The importance of form and character design features for multi-family residential, mixed-use, commercial, and industrial buildings; and design guidelines supporting new projects
- The integration of energy-efficiency solutions to new buildings and sites

It was moved and seconded that the Panel accept the presentation. The motion carried unanimously.

**4. ADJOURNMENT:**

It was moved and seconded at 6:58 p.m. that the meeting adjourn. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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RECORDING SECRETARY