

**MINUTES**  
DESIGN ADVISORY PANEL MEETING  
ELECTRONIC MEETING  
THURSDAY, 2023-NOV-23, AT 5:08 P.M.

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PRESENT:   Members:   Marie Leduc, Chair  
                                  Councillor Eastmure  
                                  Angela Buick, At Large  
                                  Jonathan Behnke, BCSLA/CSLA  
                                  Kevin Krastel, At Large  
                                  Hector Alcala, At Large

                  Absent:    Kaein Shimuzu, At Large

                  Staff:     L. Rowett, Manager, Current Planning Section  
                                  K. Mayes, Planner, Current Planning Section  
                                  C. Richards, 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.    INTRODUCTION OF LATE ITEMS:

- (a)    Agenda Item 3(a) Development Permit Application No. DP001316 – 345 Prideaux Street & 390 Milton Street – Add Amended DP1316 Attachment Package to include floor plans.
  
- (b)    Agenda Item 3(b) Development Permit Application No. DP001320 – 307, 311 & 315 Holly Avenue – Add Amended DP1320 Attachment Package to include floor plans.

3.    ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted:

- Add Amended DP1316 Attachment Package to include floor plans; and,
- Add Amended DP1320 Attachment Package to include floor plans.

The motion carried unanimously.

4. PRESENTATIONS:

(a) Development Permit Application No. DP001316 – 345 Prideaux Street & 390 Milton Street

Introduced by Kristine Mayes, Planner, Current Planning Section.

Presentations:

1. Homayoun Rad, Architect, presented the neighbourhood context, site characteristics, renderings, building materials, site plans, elevations, future site access, project data, requested variances, architectural features, landscape plan, and proposed plantings. Highlights included:
  - Three-storey multi-residential building, comprising of 10 units, fronts onto Prideaux Street;
  - The two top stories have four units each; and the ground floor has two units (on the east side of the building), a lobby, and utility room with under building garbage enclosure and storage area;
  - Grey and white tones make up the colour palette;
  - Exterior materials for the facade include fluted/aluminum panel, standing seam, stucco and black metal railings surrounding the decks;
  - Patio entrances from Prideaux Street are proposed for the two ground floor units;
  - 10 vehicle parking stalls are proposed, including one accessible stall;
  - Colourful trees, shrubs, grasses, and ground covers are incorporated into the proposed landscaping; and
  - Landscaping surrounds the ground floor patios, and is proposed along the south and west sides of the properties.

Marie Leduc, Chair, opened the floor for questions to Staff.

A panel member inquired about the panhandle portion of the site and if there is a proposal to address the vacant piece of land nearby. The owner responded that they are still considering what to do and that a land swap has been discussed.

A panel member inquired about the variance relating to the minimum landscape treatment level. Staff responded that there is a required number of trees needed to meet the minimum on center spacing. In this proposal, the trees are shown in the City right-of-way instead of the lot itself. If there is a reduction required that would require a variance for minimum landscape treatment level.

Panel discussions took place regarding:

- Opportunities to provide more than just vehicle parking, such as a common amenity space or bike storage;

- Other options for siding to better reflect the Old City neighbourhood's heritage style;
- Decreasing the fence height and using another fencing material instead of a chain-linked fence to be more residential friendly;
- Placing the accessible parking stall closer to the building if possible;
- Moving the garbage enclosure to where the accessible parking is currently proposed;
- Incorporating a rooftop deck;
- Retaining existing trees and adding native plants to the landscape plan;
- Using different building materials to incorporate traditional element to the building, such as brick;
- Incorporating more decorative landscaping by repurposing one of the parking stalls or adding to the rooftop;
- Possibly adding decorative paving material by the lobby entrance;
- Supporting native plants instead of invasive plants noted in the planting palette (such as the Norway Maple);
- Using another fencing material instead of a chain-linked fence;
- Considering long-term, secure, bike storage, and electric charging stations;
- The height of the five-foot fence not being enough to block the noise from the building; and
- Incorporating a design that compliments the Old City neighbourhood, such as a pitched roof.

Homayoun Rad, Architect, responded to the panel discussion and noted the following:

- It is difficult to retain the tree on the south side, but there may be opportunities to retain other trees onsite;
- Brick would not suit the building design; however, perhaps other traditional elements could be implemented;
- If the garbage room is enclosed, a carbon filter must be installed to mitigate the smell. Another option would be to install a vented door; however, a vented fan would need to be installed to stop the smell from wafting towards the building.

It was moved and seconded that Development Permit Application DP001316 be accepted as presented. The following recommendations were provided:

- Consider opportunities to provide an outdoor amenity space or rooftop deck;
- Consider adding secure long-term bike storage and charging facilities;
- Highlight the side entry to improve wayfinding;
- Screen the rooftop equipment with materials complementary to the exterior finishes;
- Consider roof flashing details to protect the exterior walls from staining;
- Consider different finishes and/or access to the garbage enclosure;
- Consider incorporating a fence style and features and/or materials on the exterior of the building that better reflect the Old City design guidelines; and,

- Consider an alternate tree species to replace the Norway maple tree in the plant palette.

The motion carried unanimously.

(b) Development Permit Application No. DP001320 – 307, 311 & 315 Holly Avenue

Introduced by Kristine Mayes, Planner, Current Planning Section.

Presentations:

1. Matthew Cheng, Architect, presented the neighbourhood context, the site characteristics, renderings, building materials, site plans, elevations, future site access, project data, requested variances, and architectural features. Highlights included:
  - The site is located in the Townsite neighbourhood, at the corner of Rosehill Street and Holly Avenue;
  - The site is zoned R8 (Medium Density Residential);
  - The site has is steeply sloped from the north-west to the south-east;
  - The neighbourhood consists of single family and multi-residential lots;
  - The proposed four-storey multi-residential building would have 47 units, 25% are two and three bedroom units, and 75% are a mix of studios, one bedroom units and one bedroom plus den units;
  - Six adaptable units are proposed;
  - The main entrance would be from Holly Avenue, while vehicle entry would be from Rosehill Street;
  - 69 vehicle parking stalls are proposed, including three visitor parking stalls and eight accessible parking stalls;
  - 32 electric vehicle chargers are proposed to be installed;
  - Short-term bike racks are located outside of the building entrance;
  - long-term bike storage is proposed on the first parkade level;
  - The weather protection feature along Holly Avenue creates a townhouse expression;
  - The finishes of the building include hardie board smooth plank, hardie board siding with fry reglets, and black window frames;
  - The setback of the main entrance of the building is 0.6m more than the bylaw requirement in order to increase the building separation for the building on the south side; and,
  - A rooftop terrace is located on the south side of the building.
2. Brad Forth, Landscape Architect, presented the landscape plan. Highlights included:
  - Ground level units have individual entries;

- Trees and raised planter boxes have been incorporated around the ground level patios;
- Pedestrian circulation is proposed around the perimeter of the building;
- Decorative paving at the front of the building will accentuate the location of the main entrance;
- Detailed landscaping including ornamental grasses is proposed in front of each private patio;
- Street trees are proposed along Rosehill Street and Holly Avenue;
- Small ornamental trees are proposed along the rear ground level patios;
- A contemporary play space for children is proposed at the rear of the building;
- A conifer hedge is proposed along a section of the south lot line; and,
- The roof-top deck includes landscaping with small trees, pavers, a covered area with outdoor kitchen, artificial turf, and a patio with tables and chairs for socializing.

Marie Leduc, Chair, opened the floor for questions to Staff.

Panel discussions took place regarding:

- Reducing parking stalls and adding bicycle storage;
- Installing weather protection over the short-term bike rack;
- Adding plants to the river rock border on the rooftop patio;
- Adding alternative material to where the artificial turf is proposed as it can get hot in the summer;
- Opportunities to include an interior child-friendly flex space in the building;
- Cascading plants on the retaining walls; and,
- Incorporating design elements on the west and south elevations to reflect the front of the building.

It was moved and seconded that Development Permit Application DP001320 be accepted as presented. The following recommendations were provided:

- Consider weather protection for short-term bike parking;
- Consider an alternate to bamboo in the planting palette;
- Consider shading the artificial turf on the rooftop deck to reduce heat in the summer;
- Consider an interior flex space for the use of residents;
- Consider adding solar energy; and,
- Consider extending the colour and finishes to the west and south elevations of the building in keeping with the appearance of the east and north elevations.

The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 6:42 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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RECORDING SECRETARY