



MINUTES

DESIGN ADVISORY PANEL MEETING

Thursday, June 26, 2025, 5:03 p.m.
Boardroom, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Present: Marta Kubacki, Chair
Councillor Eastmure*
Hector Alcala, AIBC*
Angie Boileau, At Large*
Kait McGeary, BCSLA/CSLA*
Jessica Kaman, At Large*
Harry Law, At Large*
Romolo (Alex) Messina, At Large*

Staff: P. Carter, Planner, Current Planning*
A. Bullen, Recording Secretary

1. CALL THE MEETING TO ORDER:

The Design Advisory Panel Meeting was called to order at 5:03 p.m.

2. ADOPTION OF AGENDA:

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

3. PRESENTATION:

a. Development Permit Application No. DP001386 – 2230 Boxwood Road

Introduced by Payton Carter, Planner, Current Planning.

Presentations:

1. Neil Banich, WA Architects, presented the site plan, floor plans, site sections, building elevations and renderings, and external building materials. Highlights included:

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

- Proposing a variety of housing options, including studios, three-bedroom units, and seven townhouse units
- Site constraints due to poor soil conditions, a continuous three-metre setback, and the requirement to accommodate two plazas
- Pedestrian circulation is supported by a combination of dedicated walkways and shared surfaces within the parking areas
- Loading bays are located near the entrances of each building, with Building A's loading bay integrated into the adjacent plaza area
- Proposing shared electric vehicles to help mitigate the parking variance
- Street-facing units will provide direct street access, while courtyard-facing units will have more landscaping
- Use of contrasting dark and light tones to visually reduce the building mass

2. Nigel Gray, MacDonald Gray Consultants, presented the landscape plan. Highlights included:

- The northwest plaza provides barrier-free access and clear wayfinding to the building entrances
- The southwest plaza features a public art installation and additional landscape buffering through staggered raised planters and formal hedging

Marta Kubacki, Chair, opened the floor for questions to Staff. Staff clarified that when the total tree replacement requirement cannot be met on-site, the City accepts cash-in-lieu contributions. Further review of this will occur at the Building Permit stage during Design Stage Acceptance.

Panel discussion took place. Highlights included:

- Clarification that Evo will be the selected car-share provider
- Suggestion to increase the number of three-bedroom units in Buildings A and B
- Use a more neutral colour palette to better reflect the surrounding neighbourhood
- Suggestion to enhance the residential character of the townhouse units and to add sheltered bicycle parking with two-point frame contact
- Incorporate stepped parapets or overhangs to visually separate the townhouse units

- Clarification that the proposed development is entirely residential and a suggestion to add a commercial space
- Incorporate more programming in the plaza, such as community gardens, varied ground plane treatment, or jointing patterns
- Revise the parking layout between Buildings A and B to reduce the drive aisle and increase tree coverage
- Concern regarding the loading bay being located within the plaza area, with a suggestion to relocate it
- Emphasize pedestrian pathways by connecting the buildings and adjacent programming
- Suggestion to enhance wayfinding by highlighting building entrances
- Move the public art in the southwest plaza closer to the street corner for improved visibility
- Incorporate Evo bicycle and scooter share programs
- Suggestion to add a rooftop amenity space for the townhouse units

It was moved and seconded that Development Permit Application No. DP001386 – 2230 Boxwood Road be accepted as presented with support for the proposed variance. The following recommendations were provided:

- Consider adding more three-bedroom units in Buildings A and B
- Consider utilizing materials with tones that align with adjacent buildings within the neighbourhood
- Consider enhancing the residential character of the townhouse units by incorporating design elements such as stepped parapets
- Consider more programming in the plaza area, such as community gardens, varied ground plane treatment, or jointing patterns
- Consider additional sheltered bicycle parking with two-point frame contact
- Consider adding a commercial space
- Consider increasing the overall tree coverage
- Consider revising the surface parking layout to prioritize landscaping and reduce drive aisles
- Consider relocating the loading bay
- Consider connecting the buildings and adjacent programming with pedestrian pathways
- Consider highlighting the building entrances
- Consider moving the public art in the southwest area closer to the street corner
- Consider adding a rooftop amenity space for the townhouse units

The motion carried unanimously.

4. ADJOURNMENT:

It was moved and seconded at 5:51 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

RECORDING SECRETARY