



MINUTES

DESIGN ADVISORY PANEL MEETING

Thursday, June 12, 2025, 5:01 p.m.
Boardroom, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

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

Absent: Romolo (Alex) Messina, At Large

Staff: L. Rowett, Manager, Current Planning*
K. Mayes, Planner, Current Planning*
G. Hunter, Community Development Clerk
A. Bullen, Recording Secretary

1. CALL THE MEETING TO ORDER:

The Design Advisory Panel Meeting was called to order at 5:01 p.m.

2. ADOPTION OF AGENDA:

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

3. ADOPTION OF MINUTES:

a. 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, 2025-APR-24 at 5:01 p.m. be adopted. The motion carried unanimously.

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

b. 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, 2025-MAY-08 at 5:00 p.m. be adopted. The motion carried unanimously.

4. PRESENTATIONS:

By unanimous consent, the Panel agreed to consider Agenda Item b. Development Permit Application No. DP001385 - 952 Wentworth Street ahead of Agenda Item a. Development Permit Application No. DP001377 - 415 Prideaux Street as the applicant was not in attendance.

a. Development Permit Application No. DP001385 – 952 Wentworth Street

Introduced by Kristine Mayes, Planner, Current Planning.

Presentations:

1. Keene Anderson, Greenplan, presented the streetscape, external building materials, and building renderings. Highlights included:
 - Integration of front porches and garages for each unit
 - Access to the proposed development is through the laneway
 - Proposing eight parking stalls, with two designated for visitor use
 - Use of cost-effective, low-maintenance exterior building materials including horizontal and vertical siding and shake
2. Dan Eddy and Michael Parker presented the landscape plan. Highlights included:
 - Proposing low-maintenance planting along the laneway to enhance visual appeal
 - A feature arbour on the Wentworth Street frontage to highlight the entrance
 - Privacy fencing along the rear property line to buffer adjacent neighbours

Angie Boileau, Chair, opened the floor for questions to Staff. No questions were asked.

Panel discussion took place. Highlights included:

- Concern regarding the detail and variety of the landscape plan
- Clarification regarding the use of vinyl cladding materials
- Adding lighting along the laneway and breaking up the roofline

- Concerns regarding the large variety of window types on the front of the proposed building
- Concern that the proposed development's form deviates from traditional row housing and lacks vertical delineation
- Individualizing the units by changing the variety, colour, or material orientation
- Using more traditional materials and incorporating more traditional heritage features
- Clarification regarding the material proposed for fencing along the property lines
- Adding a shade tree to each backyard and reviewing tree species placement
- Clarification regarding the rationale for the use of permeable pavers
- Potentially replacing the narrow lawn strips along the driveway with screening plantings
- Suggestion to add more details and to incorporate a lower-level fence along the Wentworth Street frontage
- Exploring opportunities to design the proposed development to be solar-ready

It was moved and seconded that Development Permit Application No. DP001385 – 952 Wentworth Street be accepted as presented. The following recommendations were provided:

- Consider adding lighting along the laneway to highlight unit entrances
- Consider reducing the variety of window types
- Consider ways to break up the roofline to individualize each unit
- Consider variety and colour or material orientation to individualize units
- Consider opportunities to use more traditional materials
- Consider opportunities to incorporate more traditional heritage features, such as widening trim, Craftsman-style doors, and cedar railings
- Consider adding one tree to each backyard
- Consider tree species placement in relation to site characteristics
- Consider using screening in place of narrow lawn strips along driveways

The motion carried unanimously.

b. Development Permit Application No. DP001377 – 415 Prideaux Street

Kristine Mayes, Planner, Current Planning, noted that this application was previously reviewed 2025-MAR-27 and was returning with a revised landscape plan.

Presentations:

1. Rohit Sharma, Saanich Designs Ltd., provided a brief introduction and introduced the team.
2. Dimple Basantani presented the revised landscape plan. Highlights included:
 - Addition of entrance and perimeter fencing for privacy
 - Incorporated a variety of plants including shrubs and groundcovers
 - Tree species include paperbark maple and Japanese maple
 - Addition of windows and textured materials on side elevations
 - Addition of Hardie shingles above the entry for texture
 - Relocation of the pedestrian pathway to a safer, traffic-free area as well as the garbage enclosure to allow direct access from the back lane

Angie Boileau, Chair, opened the floor for questions to Staff. No questions were asked.

Panel discussion took place. Highlights included:

- Clarification regarding the plan for the garbage enclosure and the retained oak tree
- Concern that the proposed tree protection fencing doesn't align with the critical root zone of the oak tree

It was moved and seconded that Development Permit Application No. DP001377 – 415 Prideaux Street be accepted as presented, with support for the revised landscape plan. The following recommendation was provided:

- Confirm that the tree fencing properly aligns with the required root protection zone

The motion carried unanimously.

5. OTHER BUSINESS:

a. Appointment of Chair

It was moved and seconded that Marta Kubacki be appointed as Chair of the Design Advisory Panel for the duration of their term. The motion carried unanimously.

6. ADJOURNMENT:

It was moved and seconded at 6:01 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

RECORDING SECRETARY