



MINUTES

DESIGN ADVISORY PANEL MEETING

Thursday, July 24, 2025, 5:04 p.m.
Boardroom, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Present: Marta Kubacki, Chair
Councillor Eastmure*
Angie Boileau, At Large*
Kait McGeary, BCSLA/CSLA*
Romolo (Alex) Messina, At Large*
Dusan Nikolic, AIBC*

Absent: Jessica Kaman, At Large
Harry Law, At Large

Staff: C. Horn, Planner, Current Planning*
A. Bullen, Recording Secretary

1. CALL THE MEETING TO ORDER:

The Design Advisory Panel Meeting was called to order at 5:04 p.m.

2. ADOPTION OF AGENDA:

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

3. CHAIR'S REPORT:

Marta Kubacki, Chair, introduced the new Design Advisory Panel member, Dusan Nikolic.

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, 2025-JUN-12 at 5:01 p.m. be adopted. The motion carried unanimously.

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

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-JUN-26 at 5:03 p.m. be adopted. The motion carried unanimously.

5. PRESENTATION:

a. Development Permit Application No. DP001389 – 102, 108, 112, and 118 Haliburton Street

Introduced by Caleb Horn, Planner, Current Planning.

Presentations:

1. Matthew Hansen, Architect, Matthew T Hansen Architect, presented the aerial and context maps, site plan, external building materials, proposed variances, and building renderings. Highlights included:
 - A proposed commercial space (coffee shop) to support the local community
 - Widening of the existing narrow laneway to meet City standards
 - Underground parking will be accessed via Finlayson Street, with temporary laneway parking designated for visitors, deliveries, and commercial use
 - An east-west public walkway through the site, with future connectivity to Nicol Street
 - A community garden is proposed for the southwest corner and a large public plaza at the northeast corner
 - A mix of studio, one-bedroom, and two-bedroom units
 - Red painted horizontal siding near the commercial space will pay tribute to the red house currently on the site

2. Alyssa Semczyszyn, Prospect & Refuge, presented the landscape plan. Highlights included:
 - Main entrance from Haliburton Street is distinguished by patterned materials to support wayfinding
 - Landscaping around units includes trees, shrubs, raised garden beds, and artificial turf for lawn areas
 - A buffer of trees and fencing is proposed to help reduce light pollution affecting residential units
 - Use of drought-tolerant and indigenous plant species for year-round screening
 - Privacy features on site include screening between units, solid fencing at the rear, and picket fencing along the front and laneway

3. Scott Jensen, Herold Engineering, presented the civil site servicing plan for the development.

Marta Kubacki, Chair, opened the floor for questions to Staff. Staff clarified that the proposed underground parking projection into the front yard setback is under review by the City's Engineering department to ensure it can be supported.

Panel discussion took place. Highlights included:

- Concern regarding the bicycle location being too narrow to accommodate four bicycle stalls
- Suggestion to enhance the plaza node with public seating to improve usability
- Move the fence along Haliburton Street back to align with the parkade to improve the perception of the public space
- Suggestion to incorporate more screening along the parkade wall
- Concern regarding the sidewalk width on Haliburton Street and Finlayson Street
- Suggestions to include a rooftop amenity space
- Switch the bicycle storage area in the southwest corner with the storage area at the ramp entrance to reduce potential conflicts between vehicles and bicycles
- Include a bicycle maintenance area and rough-in for solar installation
- Remove building pockets to reduce opportunities for crime
- Clarification regarding the building massing, with a suggestion to extend the Level 4 balconies over the Level 3 roof
- Suggestion to incorporate Juliet-style balconies and to reduce parking to expand the amenity area

It was moved and seconded that Development Permit Application No. DP001389 – 102, 108, 112, and 118 Haliburton Street be accepted as presented with support for the proposed variances. The following recommendations were provided:


- Consider moving or reconfiguring the bicycle stalls at the main entrance
- Consider adding public seating in the plaza to increase public usage
- Consider moving the fence along Haliburton Street inward to align with the parkade line
- Consider adding screening along the parkade wall
- Consider incorporating a rooftop amenity space
- Consider swapping the bicycle storage in the southwest corner with the storage at the ramp entrance
- Consider including a bicycle maintenance area
- Consider rough-in for solar installation

- Consider aligning the proposed coffee shop wall flush to eliminate building pockets
- Consider extending the Level 4 balconies over the roof of Level 3
- Consider adding Juliet-style balconies
- Consider reducing parking to expand the amenity area

The motion carried unanimously.

6. ADJOURNMENT:

It was moved and seconded at 6:15 p.m. that the meeting adjourn. The motion carried unanimously.



CHAIR

CERTIFIED CORRECT:



RECORDING SECRETARY