



MINUTES

DESIGN ADVISORY PANEL MEETING

Thursday, February 12, 2026, 5:00 p.m.
Boardroom, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

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

Absent: Kenneth Hample, At Large

Staff: L. Rowett, Manager, Current Planning*
A. Bullen, Recording Secretary

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. 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, 2026-JAN-08 at 5:01 p.m. be adopted. The motion carried unanimously.

4. PRESENTATION:

- a. Development Permit Application No. DP001407 – 921 Maughan Road

Introduced by Lainya Rowett, Manager, Current Planning.

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

Presentation:

1. Kevin Lamont, Applicant, Kevin Lamont Project Facilitator Ltd., presented the aerial map, site plan, building renderings, existing site photos, and landscape plan. Highlights included:
 - The proposal is for a new industrial storage building
 - The existing accessory office building would remain on site
 - Plans to redevelop the buffer area along Duke Point Highway
 - Parking is proposed at the northeast corner of the property
 - An existing eight-foot chain-link fence encloses the site
 - An outdoor amenity area is proposed for employees
 - The proposed building includes a two-tone colour scheme, man-door canopies, signage, and sliding doors for semi-truck access
 - The existing driveway is being reconfigured under a current Building Permit
 - Exterior finishes of the existing building will be updated to match the new building
 - Landscape plantings along the buffer area will complement the building façades
 - A three-metre setback variance is being requested to maximize site layout

Marta Kubacki, Chair, opened the floor for questions to Staff. Staff provided clarification regarding the intent of the side yard setback requirements in the light industrial zone. Staff noted it is meant to allow flexibility for the siting of industrial uses.

Panel discussion took place. Highlights included:

- Confirmation that an architect was not involved in the design process
- Incorporating contrasting colours to enhance visual interest
- Confirmation that site lighting will meet dark-sky standards
- Further defining the main entrance and reviewing options for future solar installation
- Incorporating translucent panels between the bays to provide natural lighting
- Using similar cladding colours to create cohesion between the two buildings
- Provide weather protection for the employee amenity area
- Concerns regarding insufficient lighting and the need for natural light to reduce energy use
- Clarification regarding the employee entrance location at the north end of the proposed building
- Installing bollards near the parking area for safety

- Relocating the two overhead doors to the south end of the proposed building along the same elevation
- Adding a pedestrian walkway in front of the main warehouse entrance
- Increasing wayfinding signage to separate the pedestrian walkways from the parking area
- Relocating the parking stalls in the northeast corner to preserve existing trees
- If relocation is not possible, ensure that the parking surface is gravel to protect adjacent mature tree root zones
- Review alternative tree species within the landscape buffer to improve screening
- Ensure there is adequate lighting where required, such as entrances
- Concern expressed regarding the absence of an architect
- Incorporating more visual interest, such as a variety of materials or windows, along the Duke Point Highway frontage to avoid blank walls
- The entrance needs to provide weather protection, such as a canopy, and incorporate transparency for safety
- Incorporating clerestory windows to improve lighting, visibility, and flexibility for future use

It was moved and seconded that the consideration of Development Permit Application No. DP001407 – 921 Maughan Road be deferred to a future meeting to allow time for an architect to revise the plans to address the following 11 recommendations:

- Consider clearly defining the entrance and enhancing transparency (i.e. canopies, double doors, differentiated façade treatments, or glass doors)
- Consider providing rough-ins for future solar installations
- Consider incorporating natural light into the workshop space and entrance lobby
- Consider updating the existing building façade so that it complements the proposed building
- Consider providing safe pedestrian access that is separated from vehicle areas
- Consider relocating the two overhead doors to the south end of the proposed building along the same elevation
- Consider providing wayfinding signage for both pedestrian walkways and vehicles
- Consider relocating parking stalls or other strategies to retain onsite trees and protect adjacent mature offsite trees
- Consider incorporating lighting throughout the site to ensure safety
- Consider adding visual interest along the Duke Point Highway frontage

- Consider providing a covered outdoor amenity area for employees

The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 5:55 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

RECORDING SECRETARY