

**MINUTES OF THE ADVISORY DESIGN PANEL MEETING HELD ON
NOVEMBER 9, 2017 AT THE DISTRICT OF NORTH VANCOUVER**

ATTENDING: Mr. Laurenz Kosichek (Vice Chair)
 Mr. Stefen Elmitt
 Ms. Amy Tsang
 Sgt. Kevin Bracewell
 Mr. Jordan Levine
 Mr. Tieg Martin
 Ms. Diana Zoe Coop
 Mr. Samir Eidnani

REGRETS: Mr. Craig Taylor (Chair)
 Mr. Steve Wong

STAFF: Ms. Tamsin Guppy (Item 3.a.)
 Mr. Nathan Andrews
 Mr. Alfonso Tejada
 Mr. Darren Veres (Item 3.b. & 3.c. & 3.d.)

The meeting came to order at 6:00 pm.

1. ADOPTION OF MINUTES

Panel members discussed the merits of including a summary of key points with the motion to assist staff in understanding which were the issues that the panel felt were the key points to have addressed. It was decided for a trial period (not defined) staff would assist the chair in providing a summary of the key issues discussed for inclusion in the minutes.

2. ANNOUNCEMENTS

- a) Two students from the UBC School of Community and Regional Planning were in attendance.
- b) The Advisory Oversight Committee has accepted the nominations for new members to ADP and forward the nominees on for Council approval later in the month.
- c) A reminder that we are still looking for a replacement for Tieg Martin, who has kindly volunteered to stay on until a replacement is found.
- d) We are waiting for the BCSLA to provide nominees for Amy Tsang's position, Amy has kindly agreed to stay on until the replacement is found.

3. NEW BUSINESS

a.) Design Panel Awards Nominees List: Discussion of ADP Awards Procedure

Ms. Tamsin Guppy, Development Planner, reminded the Panel that each year the panel considers projects completed within the calendar year to see if any merit an award for design excellence. Ms. Guppy presented the 5 projects that received occupancy during 2017 including completing the installation of their landscaping and public art as required for consideration for an award. The Panel agreed that they were interested in reviewing the nominees and considering them to see if any merited awards.

Ms. Guppy then asked if the Panel was interested in a group tour of the projects potentially on a Saturday or if they would prefer a self-guided tour. The Panel chose (by show of hands) to conduct a self-guided tour.

Ms. Guppy then asked if there was interest in a tour of Delbrook Community Centre which is one of the nominated projects, and noted that if there was interest then staff could explore the potential of holding the December ADP meeting at Delbrook. The Panel expressed interest in having a tour of Delbrook and agreed that having it immediately before an ADP meeting would be easier for everyone.

b.) 5020 Capilano Road: Detailed Planning Application – Development Permit for a three storey mixed-use building and townhouse development

Mr. Darren Veres, Development Planner, introduced the project and explained the context. The project, with no rezoning required, is in its second iteration after first going to the Panel at the Preliminary Stage on March 19th 2017.

Mr. Darren Veres was asked questions of clarification from the Panel including:

- Is the project in a Wildfire Hazard zone? Yes, a Wildfire Hazard Report is required.
- Is a variance required given that there is residential uses proposed at grade? Yes, C2 zoning only allows for residential uses above the ground floor so a variance is needed to permit residential uses at grade.
- Is there a guideline for rental housing for the project? No, but the project needs to meet the objectives of the Rental and Affordable Housing Strategy.
- Were there any specific concerns or questions that you were hoping to have answered by the Panel? Look at the adjacencies since the site is a commercial property in a single-family neighbourhood to ensure that it fits well and neighbourhood concerns are addressed.

The Chair thanked the applicant team for their presentation and asked if there were any questions of clarification from the Panel:

Questions were asked and answered on the following topics:

- Has the Wildfire Hazard been considered because it seems like some of the trees are in the 10 metre minimum buffer zone? Yes, the Wildfire Report stipulates that deciduous trees are okay to be located within this zone.
- With a possibility of having 3 different CRU's instead of 1 perhaps the northern-most doors should open to a concrete slab rather than bushes? The space is designed for 1 single CRU so no thought has been made for the "future" CRU potential.
- Would it make sense to provide shared staircases for to the rooftop patio on Townhome 1? It could be a possibility and something to consider.
- How are kitchen exhausts being vented through the building? Ventilation will be through the roof with shafts and chases running along stairs.
- What is the use of the roof decks? How does it work given that there are only a few with a large proportion of the roof without? Roof decks are private and assigned to the units directly below.
- How does the restaurant get serviced? An elevator is located at the southeast corner of the unit with the back-of-house located at the northeast side so movement of goods will have to be done off hours.
- Is all the garbage and recycling for the site located in one location? No, the garbage and recycling areas are separate for commercial and residential.
- What is the explanation about how transitioning works between neighbouring properties? The height of the townhouses are approximately the same as the height of the neighbouring single family home on the east side of the property. A cross section of neighbouring single-family houses was made to demonstrate that a good transition in height has been reached and that all concerns are accounted for.
- Is there an exit or entrance from the northeast side? Yes, there are open stairs down two floors with fencing at the perimeter.

Mr. Alfonso Tejada, District Urban Design Planner, provided the following comments for consideration:

- More character separation between commercial and residential uses should be considered.
- The materials proposed are well thought out but further input from the Panel would be appreciated.
- The northeast edge needs revisions for CPTED purposes and relation to the lane.

The Chair invited comments from the Panel members and the following was provided:

- If an adaptable plan is in place for three future CRUs then perhaps the landscape plan should follow suit with room for extension of the concrete slab.
- Consider toilet hookup and back of house processes for future CRU's if that is something that looks likely.
- Residential lobby might need work regarding shortest path of travel to access units.
- Northern townhomes with possible secondary suites should be reviewed to ensure layouts make sense.

- The use of hydraulic elevators should be refined to allow for adequate positioning and space for the various mechanical features.
- Appreciate efforts to save some of the existing trees and designing around them.
- Opportunities for resident engagement is nicely done.
- Additional planting could be used along the boulevards to increase buffering from the roads.
- A slight variation from the grey-green colour could allow for the landscaping to be more influential in the design and make the overall appearance stronger.
- The northeast corner staircase is a vulnerable point in terms of access and susceptible to crime so look at securing the structure with clear lines of site to prevent any safety issues.
- The overall design has improved dramatically especially with the balance of articulation.
- The ceiling detail of the commercial unit needs to be tidied up and simplified.
- Code requirements are not as much of an issue but consider refining the lobby space, staircase and the entry phone, which is located on the wrong side of the building.
- Elevations along Capilano Road and Clement Avenue are fairly resolved but a bit of detail like a wind foil could improve the corner's presence and address the long line of the roof.
- Flexibility for the CRUs is well thought through but elevator access in relation to the back-of-house needs further consideration.
- Choice of material is nice but around the front doors could be changed.
- Balcony sizing is very small so if possible make adjustments to enhance the outdoor living space.
- The facades are bold but more connection to the neighbourhood character with slight adjustments in articulation and colour shifts could make a difference.
- Rooftops could use a landscape plan to add life and colour to the patio space as well as the rest of the roof.
- What has been done to the commercial component and use of timber seems appliqué so not much integrity in use of materials there. Best alternative would be to use more trellis detailing to soften the heavy timber expression for commercial side while still allowing for prominence.
- Appreciate the use of different material but colour shift between commercial and residential should be emphasized more.

The Chair invited the project team to respond. Ms. Seefeldt of Ciccozzi Architecture acknowledged the Panel's suggestions, appreciated the comments and was happy to take them into account in the design development.

The Chair invited the Panel to compose a motion:

MOVED by Tieg Martin and **SECONDED** by Stefen Elmitt:

THAT the ADP has reviewed the proposal and recommends APPROVAL of the project SUBJECT to addressing to the satisfaction of staff the items noted by the Panel in its review of the project the highlights of which are listed below:

- Rooftop - Review the rooftop plan and consider how to improve the overall usability, access, roof line and landscaping elements.
- Commercial Retail Units (CRUs) – Consider issues of indoor and outdoor access, and the exposure of the commercial patio.
- Crime Prevention Through Environmental Design (CPTED) - Consider security measures for doorway at the northeast corner.
- Signage – Refine the signage package to reflect the character of the area.

CARRIED

c.) 4670 Capilano Road: Detailed Planning Application – Rezoning and Development Permit for 8 ground oriented townhomes

Mr. Darren Veres, Development Planner, introduced the project and explained the context.

The Chair thanked the applicant team for their presentation and asked if there were any questions of clarification from the Panel:

Questions were asked and answered on the following topics:

- How will the garbage and recycling procedures function? Individual pick up for units is proposed to create efficiency and avoid congestion on site and in the neighbourhood.
- How wide is the service path? The service path is 1.8 metres or approximately 6 feet.
- Are the B Building units accessed by stairs? 2 stairs will service 4 units above parking.
- What is the most efficient way to back out of the garages? By simply backing out onto the main easement should suffice.
- What is the main source of heat? An Energy Consultant hasn't been hired yet but typically forced air on the main floor is used for these types of developments.

Mr. Alfonso Tejada, District Urban Design Planner, provided the following comments for consideration:

- Contextual connections work with the landscape and elevated townhome shapes make it unique and functional on both sides of the site.
- The material could be switched on and off to highlight the contextual integration and repetition of the built form.
- The fencing proposed seems out of place and something that should be reviewed.

The Chair invited comments from the Panel members and the following comments and items for consideration were provided:

- Features are quite nice but the details need to be fleshed out for the cedar fence.
- The colour scheme seems very monolithic for Building B: some softening could be used to better relate it to the rest of the site.
- A good overall layout design and smart use of the easement to address accessibility issues to the site.
- Like the staggered geometry, very attractive project: Repetitiveness works well but could use one more colour to make the buildings pop.
- Consider access and clear signage for first responders to all units located at the back of each building.
- Additional softening of the landscape, screening to the north side and variety of plantings could really make the shared backyard space quite nice.
- The shifting or articulation of the units is appreciated to give the site some diversity; and further refinement on the north side with the window placement would be beneficial.

- White Hardie panel is a maintenance issue but could work if maintenance is consistent in the long run.
- Capping of flashing with overhang would be beneficial to reduce the long-term wear.

The Chair invited the project team to respond. Mr. Letkeman, of Letkeman Architects, acknowledged the Panel's suggestions, appreciated the comments, and was happy to take them into account in the design development.

The Chair invited the Panel to compose a motion:

MOVED by Tieg Martin and **SECONDED** by Diana Zoe Coop:

THAT the ADP has reviewed the proposal and recommends APPROVAL of the project SUBJECT to addressing to the satisfaction of staff the items noted by the Panel in its review of the project the highlights of which are listed below:

- Colour Palette – Give further consideration to colour choices and the maintenance issues and consider adding one additional colour.
- Landscape – Give further consideration to the style of fence and the use of landscaping in the interior area to soften the hardscape.
- First Responders - Ensure ease of access and clear wayfinding is reviewed for first responders.
- North Elevation – Consider screening options and further articulation of the façade on the north side of the property.

CARRIED

d.) 1210 – 1260 W 16th Street: Detailed Planning Application – Rezoning and Lot Consolidation for a 2 four storey building development

Mr. Darren Veres, Development Planner, introduced the project and explained the context. The project, with rezoning required, is in its second iteration after first going to the Panel at the Preliminary Stage on October 13th 2016.

The Chair thanked the applicant team for their presentation and asked if there were any questions of clarification from the Panel:

Questions were asked and answered on the following topics:

- Will hydronic heating be provided? No, since the building will be built to passive house standards, not much heating will be needed so small electric coil heaters will be used.
- Where will the elevator machinery be located? The motor and other mechanics will be housed within the elevator shaft.
- Will electrical closets be in the corridor? Not really needed but are exploring options.
- Any shared components between strata and rental? Not a lot but the child's play area, ramp and bike area is common, with the parkade being semi-common.
- Is phasing being implemented? No, there is no need for phasing as it is more efficient to build both buildings at once.
- What is the material that comes up to the 3rd level? Hardie and light-colored brick.

Mr. Alfonso Tejada, District Urban Design Planner, provided the following comments for consideration:

- The gates at the front entry seem heavy in appearance due to the darker material and large columns which reduces the significance of the façade.
- Treatment of the front entryway should be made more distinct from the rest of the site.
- Continuity of the character around the building should extend to the rooftop elements as well.

The Chair invited comments from the Panel members, and the following comments and items for consideration were provided:

- Thrilled to see the project pursuing passive house standards but technicality may be an issue.
- Use of soft palettes and material choices like brick work quite well.
- Concern with skylights in roof overhangs but could be advantageous.
- The shingled part of the roofs over the entryways could be revised.
- One of a few projects that have a CPTED plan, which is appreciated.
- Ensure that addresses are clearly marked for first responders.
- Consider 2018 building code when it comes out as certain conditions may benefit the design, for example, wood frame and firewall regulations.

- The weight and heaviness of the roof structure should be reviewed to create more balance in the design framework.
- Be mindful of amenities and division of uses.
- Individual patio spaces are generous and livable so make sense towards the street.
- The colour and material palette feels dated and needs some better contrast and articulation.
- Provide further articulation of brickwork to add more variation and style to the building's facade.
- Adornment with counter levers would add to the character.
- The rooftop appearance from at grade is not an issue but for the residents some more thought needs to be put into the "rooms" on the roof.

The Chair invited the project team to respond. Mr. Simon Richards, of Cornerstone Architecture, acknowledged the Panel's suggestions, appreciated the comments and was happy to take them into account in the Design development.

The Chair invited the Panel to compose a motion:

MOVED by Stefen Elmitt and **SECONDED** by Samir Eidnani:

THAT the ADP has reviewed the proposal and recommends **APPROVAL** of the project **SUBJECT** to addressing to the satisfaction of staff the items noted by the Panel in its review of the project the highlights of which are listed below:

- Entrance Gates – Further design consideration is needed for the entrance gateways both in their overall design and to provide a clear hierarchy to assist visitors and first responders locate the main arrival areas.
- Colour and Material Palette - Refine the colour palette and give further consideration to how the materials are applied.
- Rooftop – Give further attention to the elevator overruns and explore potential for creating a variety of spaces on the "Common Roof Terrace" through landscaping.
- Amenity Space – Give further design consideration to the amenity space.

CARRIED

4. OTHER BUSINESS

None.

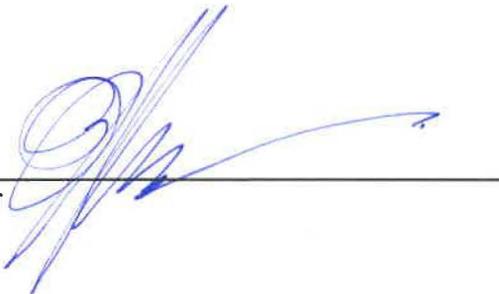
5. ADJOURNMENT

The meeting was adjourned at 9:22 p.m.

6. NEXT MEETING

December 14, 2017

Chair

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right, positioned above a horizontal line.

Date

DEC 14, 2017.