

**MINUTES OF THE ADVISORY DESIGN PANEL MEETING HELD ON
APRIL 13, 2017 AT THE DISTRICT OF NORTH VANCOUVER**

ATTENDING: Mr. Craig Taylor (Chair)
 Mr. Laurenz Kosichek
 Ms. Amy Tsang
 Mr. Steve Wong
 Mr. Stefen Elmitt
 Mr. Jordan Levine

REGRETS: Ms. Diana Zoe Coop
 Mr. Samir Eidnani
 Mr. Tieg Martin
 Sgt. Kevin Bracewell

STAFF: Ms. Tamsin Guppy (Item 3.b.)
 Mr. Nathan Andrews
 Mr. Alfonso Tejada
 Ms. Casey Peters (Item 3.a.)

The meeting came to order at 6:02 pm.

1. ADOPTION OF MINUTES

A motion was made and carried to adopt as circulated the minutes of the Advisory Design Panel meeting of March 9, 2017.

2. ANNOUNCEMENTS

The District's Clerk's Office is hosting an afternoon workshop on May 3, 2017 to help people better understand the Council and Committee process and how to use it most effectively. Guest speaker John Noonan, Professional Parliamentarian, will be providing an interactive session discussing procedure to the parliamentary process.

3. NEW BUSINESS

a.) 340 Mountain Hwy & 1515 – 1537 Rupert St: Preliminary Planning Application – Rezoning and Development Permit for a 26 unit townhouse development

Ms. Casey Peters, Development Planner, introduced the project and explained the context for the project.

The Chair welcomed the applicant team and Mr. Peter Hildebrand of Iredale Architecture introduced the project. Mr. Hildebrand noted the following points in the presentation:

- The design rationale is in response to the OCP to provide ground oriented units.

- The project proposes stacked townhouses to ensure that families have a variety of housing options available.
- The concept plan includes both private and shared outdoor space.
- The development includes a gate on Mountain Highway to provide security but also maintains visual connection to the street.
- Ramps will be provided where needed to ensure accessibility.
- The 3rd floor of the building will form the plinth and will provide access for the second set of townhouses.
- Materials include brick, fibre cement panels and corten steel (courtyard only).

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 does the vertical circulation work on the 4th floor? There will be 3rd floor entrances to the units above the plinth.
- Will the townhouses be stacked throughout? Yes.
- Who will have access to the 3rd floor? Whoever has access to the elevators will have access to the various floors.
- Is there a requirement for visitor parking or loading areas? Yes, 1.6 stalls per unit is proposed.
- Where will the Garbage or recycling area be located? The plan is to incorporate the garbage area along with other services at the bottom of the ramp to the underground parking.
- Will the building be wood frame? Yes, the building will be wood frame and may incorporate concrete at plinth.
- Currently the proposed density is 1.83 FSR, is there going to be adjustments made to meet the allowable density of 1.75 FSR? The project team is looking at meeting the 1.75 FSR and further modifications will be made to reduce the FSR.

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

The main issues include:

- Façade modulation needs to be strengthened as per the Lynn Creek Design Guidelines around the northwest corner.
- The Mountain Highway elevation is not residential in character and additional design work is needed to create individual unit presence.
- The courtyard needs to be reviewed to address light concerns particularly for the lower level units.
- Consideration of what will happen with future development site to the south.

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

- Very comprehensive package with simplistic yet effective design

- Treatment of the courtyard-level residential units needs to be reviewed to feel less like commercial store fronts.
- Consider modulation improvements to tone down the industrial feel of the project.
- The idea of developing stacked townhouses to provide more family oriented housing is appreciated.
- Development of the breezeway and the connection to the units below should be considered to enhance private space.
- Glass railing should be considered as oppose to metal railing to allow for transparency and better visibility.
- General support was expressed for the courtyard format and it was noted sunlight can access the courtyard from the two sides. Private patio space in the lower units lack daylight should be reviewed.
- If a water feature is planned within the courtyard then consider the compatible uses for the space (i.e. would it be a safe space for children?).
- Detailing of the east side stairwell needs more consideration to better connect units.
- Proposed materials and design appear expensive and the actual costs could pose an issue at the building stage so be sure to budget accordingly to achieve the final look.
- Refinement of the parking scheme should be addressed before the detailed stage.
- The architectural style along Mountain Highway exudes a strong industrial or institutional rhythm but more residential elements are needed.

The Chair invited the project team to respond. Mr. Hildebrand, project architect, acknowledged the Panel's suggestions, and thanked the Panel members for their comments.

The Chair invited the Panel to compose a motion:

MOVED by Stefen Elmitt and **SECONDED** by Jordan Levine:

THAT the ADP has reviewed the proposal and SUPPORTS the general concept, and looks forward to a presentation at the detailed application stage that includes a review of the items noted by the Panel in its review of the project.

CARRIED

b.) Housekeeping: Methods of Supporting the Panel

The following questions were raised by staff to the Panel members as a chance to check in and see whether there were things that need improving or changing to support Panel members and assist with the efficient running of the Advisory Design Panel.

i) Agenda Packages

Question: How do you want to receive the agenda packages? Electronically or paper as currently provided.

Panel Response: Both paper copy and electronic copy would be appreciated.

Question: Do you need any support material? For example do you all have a complete set of the District's design guidelines?

Panel Response: Can we have the materials on an ftp site or other electronic link for ease of reference and one paper copy available at the meeting?

Question: Does the staff report add any value?

Panel Response: Yes, the staff report and the staff presentation are appreciated because they provide concise contextual information about the project. We particularly like it when the discussion section of the report flags questions for the Panel to consider.

ii) Materials for the Meeting

Question: Are the meals, food and drink working? Are there any dietary requirements or other issues to consider?

Panel Response: The meals provided before the meeting are reasonable. There is usually more than enough so there is the opportunity to reduce the amount. Please continue to have the food on the table as that allows us to top up while the discussion is ongoing.

iii) Keeping the Agenda on Track

Question: The ADP checklist has been updated to include notes on the requirement for a presentation by the applicant. Are there any other items you want updated in the checklist?

Panel Response:

- If staff could ensure the submission is checked against the checklist and is complete that would assist the Panel members with their review;
- 3D visualizations, especially taken at the pedestrian level are useful and should be part of any submission. For preliminary applications a few sketch up views are often more useful than more detailed packages for showing at the early stage the general form and massing of the proposal.

Question: Is it reasonable to consider changes to the times allotted to items on the agenda?

Panel Response: Presentations need to be adjusted based on size and complexity of the project with small projects getting less time and complex projects getting more time.

4. OTHER BUSINESS

None.

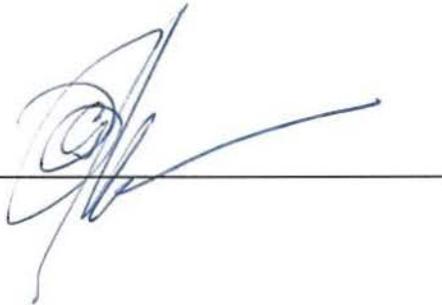
5. ADJOURNMENT

The meeting was adjourned at 7:28 p.m.

6. NEXT MEETING

May 11, 2017

Chair



Date

May 11, 2017