

MINUTES
ADVISORY DESIGN PANEL
Via MS Teams
Wednesday September 21, 2022

A/Chair: Greg Gillespie

Present: Andy Guiry, Brad Forth, Jacy Lee; Janine Wigmore; Illarion Gallant

Regrets: Nicholas Standeven

Guests: Jamie Gill; Tim Rodier; James Partlow (applicant team)

Staff: Sarah de Medeiros, Senior Planning Technician; Rebecca Newlove, Manager of Sustainability; Chuck Bell, Planner; Megan MacDonald, Senior Committee Clerk; Tara DaSilva, Senior Committee Clerk

CALL TO ORDER

The Senior Committee Clerk called the meeting to order at 3:04 p.m.

NOMINATION OF ACTING CHAIR

Greg Gillespie was nominated as Acting Chair.

ADOPTION OF MINUTES

MOVED by A. Guiry and Seconded by J. Lee: “That the Minutes of the Advisory Design Panel meeting dated May 4, 2022 be adopted.”

CARRIED

MOVED by A. Guiry and Seconded by J. Lee: “That the Minutes of the Advisory Design Panel meeting dated July 20, 2022 be adopted.”

CARRIED

DESIGN GUIDELINES UPDATES

The Manager of Sustainability presented information on the Design Guidelines Update (PowerPoint on file).

Comments from the Manager of Sustainability:

- Several of Saanich’s bylaws have the potential to conflict with some of the more recent Plans, policies and bylaws.
- An updated guidelines document and some bylaws would help ensure alignment and high-quality design as the community evolves and densifies.
- Work is being completed through an internal cross departmental team to develop a project charter for this work.
- The deliverables are to develop a comprehensive update to the existing DPA guidelines and to provide recommendations for updating the Saanich Zoning Bylaw, the Building Bylaw, the Noise Suppression Bylaw and the Minimum Property Maintenance Standards Bylaw.
- This work is being completed to address barriers to high performance buildings and support

development in alignment with Saanich's OCP goals, effectively creating sustainable compact complete communities.

- The guidelines would be used by staff, architects, landscape architects, engineers, developers, community members and others when designing or evaluating development permit applications.
- Some of the key project goals include supporting sustainable development and aligning with the OCPs approach for the development of the sustainable, compact and complete communities.
- There are representatives within the internal working group who are from current planning, community planning, sustainability, parks, engineering, building inspection, bylaw and legal.
- The scope includes the development of a proposed structure for the updated design guidelines which are informed by experience, a review of best practices, our plans, policies and discussion with the internal steering group.
- The development of the updated design guidelines should be visually appealing, use clear language, layout and graphics to ensure that the guidelines are concise and easy to understand for Council, staff, industry and the public.
- The planning considerations for the Design Guidelines Update to address include:
 - general form and character;
 - context analysis;
 - site design and layout;
 - building placement and setbacks;
 - building separation;
 - public realm;
 - public and private outdoor amenity spaces;
 - livability of residential units;
 - use and scale;
 - heritage;
 - building entrances;
 - sustainable transportation;
 - building relationship to the street;
 - exterior lighting;
 - fences;
 - landscaping;
 - biodiversity;
 - public and private trees;
 - stormwater management;
 - climate mitigation;
 - climate adaptation;
 - access;
 - parking and loading;
 - accessibility; and
 - waste, recycling and compost.
- An RFQ process was undertaken over the summer of 2022, which led to the hiring of a consultant team.
- Key stakeholders will be engaged throughout the process to gather their input on the draft guidelines as well as the bylaw recommendations.
- The draft guidelines will likely be presented to Council in Q2 of 2023.
- There is no intention currently to engage in open houses for the public with respect to the updated design guidelines.
- There will be an overhaul to the entire document, but there will be DPA's that will be left untouched through this process.

- **Comments from the Panel:**

- Community townhall meetings may be a useful tool to consult with the community.

3949 WILKINSON ROAD

Application by Modern Home Design

This application is to construct a new 92.9 m² garden suite on a medium lot with variances for gross floor area and height.

Legal Description: Lot 7, Section 16, Victoria District, Plan VIP78182

Planning File: DPR00942

Planning Staff: Sarah de Medeiros, Senior Planning Technician

Comments from the Planner:

- The property has a lot area of 988 m² and is considered a medium lot for a garden suite.
- The lot supports a garden suite with maximum height of 4.2 metres per sloped roof and a maximum gross floor area of 65 m².
- The application has two variances, with the first being for gross floor area as the proposed gross floor area is 92.2 m².
- As per the Zoning Bylaw, section 4b of Schedule H, a garden suite on a medium lot shall have a maximum gross floor of 65 m².
- The 2nd variance is for height, as the proposed garden suite has a height of 6.19 metres.
- Planning is seeking comments from the panel on the building, site design, impacts on privacy for adjacent neighbours and roof form.

Comments from applicant:

The applicant team presented to the Panel and noted the following:

- An application for a variance on the lot size has been made as the lot size is slightly below 1000 m² which would allow the applicant to build a 1000 ft² garden suite.
- On the northern and east side of the property there are some challenges with regards to rights of way which would not allow a garden suite to be constructed there.
- Having a two-story garden suite would assist the applicant in having the garden suite meet the minimum requirement of 4 metres from the existing building.
- The applicant spoke with the neighbours and they are in support of the application.

In response to questions from the Panel, it was noted:

- The garden suite would be closer to the southeast side of the property.
- On the south side of the property there is a 3-metre covenant that must be respected, and the garden suite would be 4.3 metres away from the neighbours on the south side.
- There is a covenant on the east side of the property that also must be respected thus the garden suite will be 4.4 metres away from the neighbours on the east side of the property.
- The garden suite would be 7.1 metres away from the neighbours to the north of the property.
- There is a 1.2-metre-wide walkway from the driveway to the suite which makes the walkway accessible and the entrance to the suite would be accessible.
- The storage area for the garbage containers would be separate from the garden suite.
- The first floor is an open concept and wheelchair accessible.
- The location for waste collection and bicycle parking that is on the site plan is correct.
- There will be an optional washer and dryer connection in the kitchen area on the main floor.

Comments from the Panel:

- There is a lot of room and landscape based on the scale of the site to comfortably house the garden suite.
- The proposed site is an ideal distance away from the current single-family home which will allow for adequate privacy.
- The fence is tight and heavy which will allow for separation and privacy for the neighbours to the north, south and east of the proposed build.
- The location of the parking stall is a positive as it will include level 2 EV charging and it is away from the front of the building to allow for privacy.
- The size of the trees will give a strong sense of canopy on the property.
- The variances requested are minimal.
- The applicant will need to ensure that the garbage and waste disposal is appropriately stored.
- There is a slight discrepancy between the site plan and the landscape plan in terms of the location of the bicycle parking and waste container.
- The bedrooms are a little small considering there are four bedrooms within the suite.
- There is a disconnect between the yard and how it interacts with the exterior slider.
- There should be an area for the washer and dryer on the first floor of the suite to promote accessibility.

MOVED by J. Lee and Seconded by I. Gallant: “That it be recommended that the application to construct a new 92.9 m² garden suite on a medium lot with variances for gross floor area and height be approved as presented.”

CARRIED.

4015 AND 4017 SAANICH ROAD, 970 AND 974 MCKENZIE AVENUE

Application by Christine Lintott Architects Inc.

This application is a rezoning and development permit application to construct a multi-unit, multi-storey residential development. ADP member Brad Forth recused himself from the panel as he is a part of the applicant team.

Legal Description: Lot 1, Section 64, Victoria District, Plan 19104
Lot W 5, Section 64, Victoria District, Plan 6916
Lot B, Section 64, Victoria District, Plan 7253
Lot A, Section 64, Victoria District, Plan 7253

Planning File: DPR00732/REZ00620
Planning Staff: Gina Lyons, Senior Planner
Chuck Bell, Planner

Comments from the Planner:

- This is an application to construct a 7 story, 71-unit apartment building with below grade parking. This site is located in the North Quadra Local Area and the Quadra Mckenzie Development Permit Area.
- This site is within the North Quadra Policy Area and within the “neighbourhood” as defined by the OCP which contains policy for development up to 4 stories in height in neighbourhoods.
- The Quadra Mckenzie Development Permit Area contains policy for high quality architecture which should be contemporary, authentic, and use durable and high quality as expected.
- There are some variances being sought for setbacks, projections, height and parking.

- Planning is seeking comments from the ADP on the proposed materials and composition of the development as they relate to the policies in the development permit area; the development interface within presentation to the pedestrian realm on Saanich Road; and the proposed form and massing.

Comments from the applicant:

- The proposed development encompasses four single family lots off the northeast corner of the intersection of Saanich Road and McKenzie Avenue.
- The site is considered somewhat walkable with connections to commercial amenities, schools and creationaries nearby.
- McKenzie Avenue is well serviced by transit and provides ready vehicle access.
- This project originated in February of 2018 and the original proposal was for 34 units.
- Subsequent considerations and adjustments relative to concerns saw recent submissions for 25 units in 2020. In 2021, concerns related to parking and tree conflicts led to a resubmission to address these concerns.
- A OCP amendment is being requested as 71 residential suites are being proposed, with a height of 23.28 metres or over 7 stories.
- 6 stories are residential for this proposed building and there is 46% lot coverage.
- Fully enclosed resident parking is being proposed on 3 levels with 1 stall being assigned per unit. There is visitor parking available as well as 1 layby/delivery stall.
- 2-way access to the site ensures no vehicle is backing out onto Saanich Road.
- Materiality of the building is confined to metal cladding in a variety of formats and colours.
- There are significant Gary Oak trees on site which are given ample space from the proposed building. There is a meandering walkway on site that has native species plants and new trees planted. Along the east side of the site there is a rain garden.

In response to questions from the Panel, it was noted:

- A roof on the second level over the entrance to the parking garage could be implemented.
- Garbage and recycling take place under the enclosed parking at the first level.
- This building will meet the BC Building Code which takes a stringent approach to seismic design. It will be a steel and concrete building which will be even more durable in case of any seismic activity.
- There will be a hose bib on each of the balconies that encourages residents to have plants and maintain the metal screens on the balconies.
- The responsibility of the sidewalk work is limited strictly to the frontage of the property.
- A UPS or FedEx van would not be able to complete a U-turn in the driveway; a smaller vehicle could do a 3-point turn to exit the driveway.

Comments from the Panel:

- The disposition and landscaping of the site would be very successful. The landscaping is complex and allows for lots of native plants along side mature tree coverage.
- The amenities for cyclists are positive.
- The relationship of the colour and form of the building is uplifting.
- Stall 59 in the parking garage could be redesigned to better utilize the space available.
- In P3 and P2 the accessible stalls are quite a distance from the elevator; reconsideration of the location closer to the elevator would be more appropriate.
- The lobby is quite grand and is a spectacular space.
- The setbacks allow for an attractive landscape buffer between the building and the streets.

**MOVED by J. Lee and Seconded by A. Guiry: “That it be recommended that the application for rezoning and development permit to construct a multi-unit, multi-story residential development, be approved subject to the following considerations:
a) Covering the exposed parking ramp with a green roof or balcony amenities.”**

CARRIED.

The meeting adjourned at 5:00 p.m.

CHAIR

I hereby certify these Minutes are accurate.

COMMITTEE SECRETARY