

MINUTES  
ADVISORY DESIGN PANEL  
Via MS Teams  
**Wednesday, December 6, 2023 at 1:00 p.m.**

**Acting Chair:** Andy Guiry  
**Members:** Will Kryzmowski; Jacy Lee; Kimberly Simpson  
**Regrets:** Stephen Deglow; Brad Forth; Greg Gillespie  
**Staff:** Eric Joyal, Planner; Kirsten Brazier, Committee Clerk

**CALL TO ORDER**

The Chair called the meeting to order.

**ADOPTION OF MINUTES**

**MOVED by W. Kryzmowski and Seconded by K. Simpson “That the Minutes of the Advisory Design Panel meeting dated October 18, 2023, be adopted as amended.”**

**CARRIED**

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B. Forth and G. Gillespie declared a conflict of interest and excused themselves from the panel as they are part of the design team for the project at 4551 Viewmont Avenue. B. Forth and G. Gillespie left their roles as Panelist and joined the Application Team at 1:04 p.m.

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**4551 Viewmont Avenue**

Application by Gillespie Land Management

This application is to construct five townhouses on a single-family lot.

**Legal Description:** Lot A, Section 8A, Lake District Plan 41319  
**Planning File:** DPA01039  
**Planning Staff:** Eric Joyal, Planner

**Comments from the Planner:**

- The site is a rezoning from a single-family lot RS-10 zoning to a RT-3 zoning, with variances requested for five buildings.
- The property is part of the Royal Oak Local Area Plan, which notes a range of housing is needed in the area to support affordability and diversity.
- The Official Community Plan (OCP) notes this area as a neighbourhood, and in the future it is envisioned as a center.
- Variances are a function of the zoning, and this application meets the density laid out therein.
- Planning is seeking comments on the massing and layout, the use of side yards, and the general form and character of the development.

**Comments from the applicant:**

- Viewmont Avenue is a dead-end road.
- Notices for the proposal were delivered to residents on Viewmont Avenue and neighboring businesses. A presentation was also delivered to the Royal Oak Community Association.
- The site is located close to the Royal Oak Shopping Centre, Commonwealth Pool, and transit.
- The project is on the Viewmont Avenue bikeway noted in the recently revised Active Transportation Plan.

- The proposed homes would be well served by recreation and active transportation opportunities.
- Five townhomes are proposed to be built in two different blocks. They range from 1750 to 1950 square feet.
- Two parking stalls are allotted per home, and complete Class 1 and Class 2 bike facilities have been proposed.
- The proposal meets the latest step code requirements, will have EV charging capabilities, and will utilize low volume water fixtures.
- The mature Garry Oak trees on the site will not be affected with this proposal. The applicant undertook exploratory digs for all trees on site and worked closely with staff to develop a plan to retain all the trees on site.
- The urban tree canopy of the lot will be maintained as is.
- Homes have been orientated with an East-West configuration for privacy.
- The variances requested are for lot width, side yard setbacks, height (for the three-story townhomes), and parking (drive aisle access and width).
- Natural materials, neutral tones and a pitched roof have been chosen in keeping with the scale and character of the neighbourhood.
- The project presents as a two-story building from Viewmont Avenue.
- A Development Community Contribution of \$50,500 and a Community Amenity Contribution of have been included in this proposal.

## **SUMMARY**

### **In response to questions from the panel, the applicant stated:**

- The floor area ratio is 0.5:1. This project is looking to gently increase densification on this site. This meets the zoning requirements.
- The bike parking layout is providing for six bikes as per the Saanich guidelines.
- The front units have their yard space located at the front streetscape to allow for the site to integrate with the neighbourhood. This also allows for the retention of the large Garry Oak trees on the site.
- Energized parking spaces will be located in the garages of the homes themselves, as well as 5 energized spaces outside.
- As this is a small development, there is no communal space planned. Instead, a larger outdoor space for each unit is planned.
- As these units are larger homes (three bedrooms), two parking spaces per unit have been proposed to improve marketability.

### **Comments from the Panel:**

- The outdoor space that is orientated to the street could have increased permeability added to the design to provide access to the sidewalk. The addition of a gate could be considered.
- The U-shaped bike racks would be more user friendly than the wave design.
- The configuration of the laneway and drive aisle could be reconsidered.
- The project is well suited to the area. The retention of the existing trees is appreciated.
- Transitioning one of the guest parking spaces to an accessible stall was suggested.

**MOVED by J. Lee and Seconded by W. Kryzmowski: “That the application to construct five townhouses on a single-family lot at 4551 Viewmont Avenue be approved subject to the consideration of:**

- **The addition of gates for the yards of the units facing the street;**

- **Configuration of bike parking to allow for a U-rack arrangement and the addition of security to the bike lock-up area;**
- **Configuration of an accessible parking stall in the south guest parking stall; and**
- **Including a two-unit expression for the street facing units.”**

**CARRIED**

The meeting adjourned at 2:10 p.m.

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**CHAIR**

I hereby certify these Minutes are accurate.

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**COMMITTEE SECRETARY**