MINUTES
ADVISORY DESIGN PANEL
Held electronically via MS Teams
Wednesday October 2, 2024 at 1:00 pm.

Chair:	Greg Gillespie
Present:	Matthew Jarvis, Chris Gower and Kimberly Simpson
Regrets:	Will Kryzmowski, Stephen Deglow and Jacy Lee
Guests:	Jordan Grubner and Jeff Staller, Bosa Properties; Robert Bradbury, Bradbury Architecture; Stephen Vincent, Durante Kreuk Ltd; Paul Hammond and Nicollo Abe, Low Hammond Rowe Architects
Staff:	Amber Walker, Senior Planner; Eric Joyal, Planner; and Megan MacDonald, Senior Committee Clerk

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CALL TO ORDER

The Chair called the meeting to order at 1:00 p.m.

APPROVAL OF MINUTES

MOVED by M. Jarvis and Seconded by K. Simpson: "That the Minutes of the Advisory Design Panel meeting held on September 18, 2024, be adopted."

CARRIED

765 VANALMAN AVENUE
Application by Bosa Properties Inc.
Development Permit Amendment to construct an addition to an existing industrial building under the existing M-3 (Industrial Park) Zone. No variances are required.

Legal Description: Lot 2, Section 100, Lake District, Plan 43170
Planning File: DPA01059
Planning Staff: Eric Joyal, Planner, on behalf of Chuck Bell, Planner

ADP member Kim Simpson recused herself from the panel as she works with the applicant team.

Comments from the Planner:
- This application is for a Development Permit Amendment to construct a 658 m^2 addition to an existing industrial building under the existing M-3 (Industrial Park) Zone. No variances are required.
- The site is located within the Carey Local Area Plan (LAP), which identifies the site as Industrial and seeks to protect and maintain industrial uses within the Royal Oak Industrial Park, while limiting the negative traffic impacts associated with industrial land use.
- The subject site is identified as "industrial lands" in the Official Community Plan (OCP). The 2023 OCP, gives direction to preserve the integrity of our industrial land base by:
  - Improving efficiencies of industrial lands through supporting greater density and intensity of redevelopment;

  - Supporting limited retail uses in industrial areas to meet the needs of the employment population (i.e., café, corner store);
  - Permitting a mix of ancillary employment uses to industrial areas, including office, commercial, and community uses; and,
  - Limiting housing development.
- The OCP also notes that when assessing applications, consideration should be given to access, traffic generation, transit routes, lot size, scale, neighbourhood context, accessibility, environmental impacts, economic impact and employment generation.
- Additionally, the site is within what the previous Design Permit Area Guidelines referred to as the Royal Oak Industrial Park Development Permit Area (DPA). Directions within this DPA included ensuring that proposals meet the established standards and were compatible with the form and character of existing buildings, honour the good neighbour policy with adjoining residential neighbourhoods, and recognize the impact on the Scenic Access Corridor.
- Council approved the revised Development Permit Area (DPA) Guidelines on February 26, 2024. A number of Development Permit Areas have been removed, and the new guidelines simply refer instead to different types of land uses and building types. For Industrial sites, the new DPA Guidelines outline the following Design Objectives:
  - To create buildings and sites that are functional, safe, efficient, and sustainable.
  - To reduce impacts of parking and industrial activity, and contribute positively to its neighbourhood, context, and industry.
  - To mitigate noise and odour impacts on neighbouring properties and the public realm.

- The Intent of the Guidelines are as follows:
  - Siting and designing buildings to positively frame streets and open public spaces;
  - Ensuring buildings contribute positively to the neighbourhood context and provide a sensitive transition in scale to existing and future buildings, parks, and open spaces;
  - Ensuring the provision of adequate servicing, vehicle access, and parking while minimizing adverse impacts on the comfort, safety, and attractiveness of the public realm;
  - Designing landscapes and open spaces that provide integrated, flexible, and accessible open space; and
  - Enhancing livability, visual interest, identity, and sense of place through building form, architectural composition and materials.

Comments from the applicant:
- The location is situated just north of the Saanich core, adjacent to Highway 17, providing a direct conduit for commercial vehicular circulation.
- Designed for commercial industrial purposes, the site adjoins a residential neighborhood, with careful consideration given to harmonizing its operations with the surrounding community.
- The addition augments the existing density on the industrial lot. It also aligns with Saanich guidelines prohibiting residential development to preserve the integrity of the industrial zone.
- Office/commercial space is designed to accommodate a diverse range of economic activities.
- This also aligns with the objective of preserving and optimizing the utilization of industrial sites.
- The site is currently occupied by KMS Tools, where the existing blank façade lacks visual appeal and architectural detailing. These aspects of the structure will be greatly improved.
- The site possesses significant untapped potential, offering opportunities for enhancements and increased visual appeal, creating a far more functional space.
- One objective is to ensure aesthetic continuity with the existing site by retaining the current parking configuration and seamless access to vehicle loading areas.
- The proposed addition will not obstruct vehicular access, as it is intended to be installed in an area currently occupied by a strip of lawn.
- The stepped building features a serrated profile that enhances functionality while also providing an aesthetically pleasing and dynamic architectural form.
- The material selection complements the existing structure, creating a cohesive visual appeal.

- The addition and landscape design fosters a more welcoming environment.
- The proposal includes just over 7,000 square feet on the ground level, featuring one oversized loading area, along with a small mezzanine office to accommodate the needs of tenants.
- A straightforward yet vital landscape buffer is proposed, incorporating a variety of textures and colors throughout the year. Different tree species will be complemented by native shrub plantings. The square building design, paired with the circular access road, creates ample space for the installation of additional trees and soil to support them.
- Benches will be incorporated, along with a maintenance strip of grass adjacent to the road.

In response to questions and comments from the Panel, the applicant noted:

- Landscaping is essential to seamlessly integrate the utilitarian project alongside the major highway. These improvements will be enhanced by the incorporation of lighting, sustainable practices, and irrigation systems.
- A substantial number of trees on the site will provide adequate coverage for a significant portion of the building, achieving a balance between screening and maintaining visual connections to the display windows.
- Bollard lights will be installed along the frontage of the grass strip, complemented by indirect ambient up lighting for the trees.
- Benches with wooden tops near the entrances are commendable, providing an excellent option for those wishing to sit outside. This feature not only enhances the welcoming appearance but also offers a pleasant aesthetic for waiting for pickups or enjoying a break.
- Some existing bike racks are located near the loading docks, and the current provision meets the bike parking requirements. Therefore, the application satisfies the criteria for both bike and vehicle parking on-site. The current conditions exceed the parking requirements, even with the proposed addition.
- Existing bike parking in front of the existing KMS building meets the requirements.
- While the materiality of the addition is not clearly depicted, the design will feature a corrugated metal façade akin to the existing KMS Tools building, along with concrete masonry blocks, ensuring consistency with the current on-site materials, including color matching paint.
- Regarding future signage on the addition, it remains uncertain whether there will be a new tenant or if KMS will expand. This aspect is still open for consideration at this time.

Panel discussion ensued with the following comment:

- It’s encouraging to see an industrial application that demonstrates a practical use of the site.
- Well-considered landscaping and lighting enhance the overall design.
- The parking and loading areas have been thoughtfully designed.
- An outdoor lunch area designated for staff would be greatly appreciated.
- There is an opportunity to install a new bike rack in front of the addition, which is especially important if a new tenant occupies the space.
- This proposal offers a significant augmentation of employment potential, enhancing utility and efficiency, making it a perfect fit for the site.
- The proposal enhances the existing building and offers high functionality.
- This supports the expansion of business in the region and serves as a logical spot for growth.
- There is a significant oversupply of parking, a legacy issue that remains unchanged.
- The building is straightforward and functional, characteristic of its industrial nature, yet it fulfills its purpose effectively.
- The corner glazing is successful, providing a glimpse of the mezzanine.
- The additional space for landscaping is commendable, offering meaningful enhancements.
- The outdoor seating is a nice feature, incorporating a picnic table would be a great addition.

As quorum was not present, a motion could not be made; however, the following consensus was reached by the members present: "That it be recommended that the application to construct an addition to an existing industrial building under the existing M-3 (Industrial Park) Zone at 765 Vanalman Avenue be approved subject to consideration of:

- **Further articulation or clarity of short- and long-term bike parking, and**
- **Expanded outdoor seating for employees."**

*** J. Grubner, J. Staller, R. Bradbury, and S. Vincent exited the meeting at 1:44 p.m. ***

3989 AND 3991 SHELBOURNE STREET

Application by Low Hammond Rowe Architects Inc
To rezone from RS-6 to RA-11 to a construct a 6-storey, 48-unit multi-family building with underground parking. Variances are requested.

Legal Description: Lots B & C, Section 56, Victoria District, Plan 18116
Planning File: DPR01046, REZ00741
Planning Staff: Amber Walker, Senior Planner

Comments from the Planner:

- The application is to rezone 3989 & 3991 Shelbourne Street from the RS-6 (Single Family Dwelling Zone) Zone to the RA-11 (Apartment) Zone for the construction of a six-storey rental apartment with 48 units. A Development Permit for form and character is requested.
- One floor of underground parking is proposed. Vehicle access to the site is off Shelbourne Street on the northern end of the property. A 4.5 m dedication to support the transition of Shelbourne Street is incorporated into this application.
- This site is located within the "University Centre" Primary Growth Area in the new OCP.
- Building heights up to 18-storeys are supported in this Centre near the intersection with McKenzie Avenue and Shelbourne Street.
- Detailed planning is happening for this area currently as part of the Quadra McKenzie Study. This work will provide parcel-level guidance for building heights and densities in this area and strengthen the relationship between land use and transportation.
- This site is also included in the Shelbourne Local Area and identified as part of University Centre by the Shelbourne Valley Action Plan (SVAP). The SVAP designates these sites for a four storey apartment form. An update for this plan was recently started by the District.
- Development Permit Area Guidelines are in effect for this project. In addition to the core principles and general guidelines, staff's design review focused on low-to-mid-rise guidelines.
- The project has 8% studio units, 54% one bedroom units, 34% two bedroom units, and 4% three bedroom units. While the overall unit mix complies with the target of 30% family size units as per the OCP it does not meet the target of 10% 3-bedroom units.
- Traffic demand management (TDM) measures include:
  - Providing a modo car share vehicle and dedicated parking space.
  - Indoor bicycle parking is provided at a rate of 1.2 stalls per unit (64 for 48 units, exceeds the Zoning Bylaw standard). The bike room includes a bicycle repair station and parking for two cargo stalls. Indoor Bicycle parking is located on the ground-floor with direct access to outside. Outdoor visitor bicycle parking is weather protected.
  - Prepaid transit passes for one year for units that opt out of a parking space.
- Variances are requested for lot coverage, front yard setback, parking variance for both residential and visitor parking. These variances are supported by the TDM measures.
- Planning is seeking comment on the overall site and building design. Comments on liveability and relationship to the street are also requested.

Comments from the applicant:

- This application is strategically positioned in a high-growth area adjacent to the university.
- Comprising six levels, featuring exceptional amenities with proximity to educational institutions, green spaces, transit options, and retail establishments.
- Emergency medical services facility is located nearby.
- Two rental single-family residences situated in the northern sector and townhomes positioned nearby, enhancing the community's residential diversity.
- The massing and articulation of the design are optimized to maximize natural daylight in the rear yard, ensuring that neighboring residences remain unobstructed by shadows.
- Site constraints include 4-meter front yard setback; as well as a 4.5-meter road dedication on Shelbourne Street, creating a 8.5-meter difference from the current property line.
- The site plan is organized with the driveway situated on one side to maintain separation from the adjacent residential homes. Opposite the driveway side of the building, there are four ground-level units, each featuring street-accessible patios. One unit faces Shelbourne Street directly, while the other three are oriented toward the side yard.
- A rain garden is located on the northern side, designed with vegetation to enhance privacy.
- A dog wash station and bike wash area are incorporated in the parking level.
- The main entry serves as the focal point, featuring a centrally located two-story atrium that provides visibility into the core of the building.
- The under-building visitor parking area includes a designated Modo car parking space and a loading bay, both lightly screened from street view for added privacy. Sheltered outdoor bicycle parking spaces are also provided in this area for protection against the elements.
- The storm line right-of-way further restricts the buildable area on the west, while a hydro right-of-way runs along the rear of the property.
- The design includes provisions to capture rainwater from the roof and site, incorporating stormwater retention on-site.
- The property features 38% family-sized units, distinguishing it as a unique offering in the area.
- The second floor includes a two-story entryway, which enhances the adjacent two-bedroom units. This allows natural daylight into the elevator lobby and creates a prominent entrance.
- Three recessed balconies contribute to the building's articulation, while corner windows optimize daylight and offer expansive views, enhancing the overall façade.
- The façade demonstrates strength in symmetry and balance, featuring corner balconies on the top floor that facilitate daylight penetration into the side yards and rear yard.
- The pathway from the sidewalk to the front entry is straight and flat, ensuring full accessibility.
- The front (west) elevation features a material palette that includes a charcoal main panel, with vertical corrugated metal cladding on the sides. This design divides the façade into distinct vertical elements, complemented by a smooth charcoal finish in the center.
- The design includes distinctive articulation between floors, highlighted by careful detailing of jointing and flashing.
- The recessed base, four-story form, and cutaway roof design enhance the building's aesthetics, creating a harmonious balance throughout the structure.
- The top cutaway enhances the design by incorporating cantilevered corners, adding depth and visual interest to the structure.
- The materiality features brass accent trims, adding a touch of elegance and sophistication to the overall design. The cementitious dark grey finish is designed to lighten in sunlight, showcasing a pleasing texture that enhances the building's aesthetic appeal.
- The backyard features a landscaped patio, providing a serene outdoor space for relaxation and enjoyment. A large tree will be planted in one of the available spaces.
- The sides and rear of the building exemplify quality craftsmanship throughout, while the corner units offer excellent living spaces with ample daylight and visual connection to the street, providing a pleasing complement to the façade.
- The rear yard area features a gated and fenced area, allowing children and pets to roam freely within the secure central space, with gates leading to both the front and back of the property.

- Magnolia trees are positioned in raised planters along the street frontage, complemented by two larger London Plane trees which will remain along the street frontage.
- The landscape plan is well-considered and intricate. The parkade necessitates the removal of existing trees, but six new trees will be planted on-site, with an additional 11 trees to be compensated through a cash-in-lieu arrangement.
- The rear landscape features Pacific Flowering Dogwood trees alongside the rain garden, enhancing both beauty and ecological functionality.
- A walk-through door inside the parkade will allow for direct access to back yard area.

In response to questions and comments from the Panel, the applicant noted:

- The structure incorporates concrete construction, featuring a concrete core extending to the second floor, with a concrete suspended slab and wood framing above.
- The southern property line is gated, featuring a metal fence with a gate at the street side, positioned at the end of three recessed patios. This setup provides internal security for the rear gate while ensuring permeability and visibility.
- The visitor parking, bike parking, loading bay, and Modo parking space are designed to be open and easily accessible from the street, promoting circulation throughout the area. While this space is screened, it ensures a seamless flow of movement. Easy access to the Modo car is crucial for the community, providing unimpeded access to the car-share service.
- The bike rack will feature an easy-to-use stacking or sliding pneumatic lift design.
- A pergola is planned for the back area, creating a BBQ space and seating, complemented by a rain garden surrounding the site.
- The parking ramp wall is designed to be low enough to ensure safety while effectively managing the grade. A railing may be added above to address the slight grade drop if needed.
- The plants are arranged to remain visible to neighboring properties, enhancing the overall aesthetic and fostering a sense of connection.
- The bike parking on the main floor is located to the north of the Modo stall, with a door from the lobby providing access to the sidewalk near the bike parking. While the design initially considered a direct connection from the bike room to the interior, this option would have resulted in the loss of one cargo bike space.
- A pad-mounted transformer (PMT) will be located near the side yard fence. The PMT must be accessible by the truck for servicing, an agreement has been reached with BC Hydro. Given the servicing requirements of the PMT, a landscape buffer for the PMT is not an option.
- Rain gardens and pacific dogwood maintenance will be accessed through the gated area.
- Storage is located in the parkade, with additional storage beside the elevator on each floor.
- Available storage spaces will likely be designated to smaller suites.
- The designated parking level incorporates designated areas for waste and recycling facilities.
- There may be a constraint in the pedestrian pathway access along the building near the modo carshare area; structural revisions will be necessary.

The following was noted during Panel discussion:

- The landscaped area is being perceived as leftover space; removing the wall would be beneficial. The grade change contributes to this issue. Enhancing the wall and landscaping for a more cohesive design along the eastern edge would improve the overall integration.
- Relocating the dog wash area just inside the fence could be advantageous; a dog run or children's play area would provide greater benefit than the current proposal.
- The design is well articulated and interesting. The façade is not imposing, articulated top floor and recessed lower sections reduce the imposition of the building on the neighbours.
- The proposal is an elegant, well-proportioned building that will fit well in the neighbourhood.
- This represents an effective transition to enhanced density on the site.
- The symmetrical façade features corner windows that illuminate the building, with distinct upper floors creating an appealing composition.
- The variations between the ground and top floors enhance the overall design.
- The concrete wall along the parking area is not optimal due to its excessive height; it should

be lowered for improved visibility and aesthetics.
- Enhanced private outdoor areas would be preferable for units with a garden space.
- It is essential to ensure that lighting from balconies does not impact neighboring properties.
- Fostering a sense of community within the development through the inclusion of additional shared amenities, including potential indoor amenities, would be advantageous.
- The quality of the finishes, including color variation and the use of diverse materials, is commendable, contributing to the building's distinct character.
- The segmentation of the building accentuates a four-level scale.
- The attention to architectural detail and expression is praiseworthy. The double-height entrance emphasizes the building's uniqueness, while segmentation reduces the massing.
- The placement of the additional storage options is commendable, particularly given the existing site constraints.

MOVED by K. Simpson and Seconded by C. Gower: "That it be recommended that the design to construct a 6-storey residential apartment building at 3989 and 3991 Shelbourne Street, be approved subject to consideration of:
- **Lowering parkade wall in the north-east corner;**
- **Elimination of the double fence on east property line; and**
- **More flexible programing and enhancement of amenity space."**

Panel discussion ensued with the following comment:
- As Saanich evolves into a more urban environment, this building should incorporate common amenity spaces to enhance community interaction.
- The livability and unit mix are well-conceived.
- An outdoor seating space where community can gather would be beneficial.

The Motion was then PUT and CARRIED

On a motion from C. Gower, the meeting adjourned at 3:35 p.m.

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CHAIR, Greg Gillespie

I hereby certify these Minutes are accurate.

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COMMITTEE SECRETARY