

**MINUTES OF THE  
ADVISORY DESIGN PANEL MEETING  
HELD WEDNESDAY NOVEMBER 27, 2019**

**1. THE CHAIR CALLED THE MEETING TO ORDER AT 12:00 PM**

**Present:** Pamela Madoff, Jason Niles, Jessi-Anne Reeves,  
Karen Sander, Stefan Schulson, Marilyn Palmer,  
Elizabeth Balderson, Brad Forth

**Absent for a  
Portion of the Meeting:** Pamela Madoff

**Absent:** Carl-Jan Rupp, Roger Tinney, Sorin Birliga

**Staff Present:** Robert Batallas – Senior Planner  
Marc Cittone – Senior Planner  
Alec Johnston – Senior Planner  
Michael Angrove – Senior Planner  
Charlotte Wain – Senior Planner, Urban Design  
Katie Lauriston – Administrative Assistant  
Alena Hickman – Secretary

**2. MINUTES**

**Minutes from the Meeting held October 9, 2019**

**Motion:**

It was moved by Pamela Madoff, seconded by Jessi-Anne Reeves, that the minutes from the meeting held October 9, 2019 be adopted.

**Carried Unanimously**

**Minutes from the Meeting held October 23, 2019**

**Motion:**

It was moved by Karen Sander, seconded by Brad Forth, that the minutes from the meeting held October 23, 2019 be adopted.

**Carried Unanimously**

**Minutes from the Meeting held November 13, 2019**

**Motion:**

It was moved by Pamela Madoff, seconded by Marilyn Palmer, that the workshop minutes from the meeting held November 13, 2019 be adopted.

**Carried Unanimously**

### **3. NOMINATION FOR DCAP TECHNICAL WORKING GROUP**

- Robert Batallas, Senior Planner, gave a brief overview of the Downtown Core Area Plan (DCAP) Working Group and the time commitment required of the two nominees.
- Jessi-Anne Reeves and Jason Niles were nominated to the Working Group.
- The Panel suggested circulating notice of the working group through the South Island PIBC for more working group members.

### **4. NOMINATION TO WORKING GROUP FOR CORRIDORS AND VILLAGES LOCAL AREA PLANNING**

- Marc Cittone, Senior Planner, gave a brief overview for the purpose of the Working Group.
- Members would attend 10-12 meetings throughout 2020, acting as liaisons to the ADP and supporting public engagement events. The first meeting would occur in mid-December.
- Childcare may be provided during engagement sessions.
- Jessi-Anne Reeves expressed interest in being an alternate member.

### **5. APPLICATIONS**

#### **5.1 Development Permit with Variances Application No. 000559 for 2558 Quadra Street**

The City is considering a Development Permit application to a mixed use 5 storey affordable rental building with commercial use on the ground level. The proposal is concurrent with a Rezoning application.

Applicant meeting attendees:

JAMES MONROE	GREATER VICTORIA HOUSING SOCIETY
ROB WHETTER	DHK ARCHITECT
SCOTT MURDOCH	DHK ARCHITECT

Michael Angrove provided the Panel with a brief introduction of the application and the areas that Council is seeking advice on, including the following:

- street relationship and strong entry features
- any other aspects of the proposal on which the ADP chooses to comment.

Rob Whetter provided the Panel with a detailed presentation of the site and context of the proposal, and Scott Murdoch provided the Panel with details of the proposed landscape plan.

The Panel asked the following questions of clarification:

- where will large delivery trucks load and unload?
  - it would depend on the truck, some would come off the front, other larger ones would come off the lane

- is there street parking in front of this building?
  - yes
- is there a mechanical door for underground parking?
  - yes
- is having a commercial use on the ground floor a requirement?
  - yes
- is there a policy for treatment and design for the back lane?
  - no, not for the rear
- did the applicants consider occupying the roof space of the commercial building? Furthermore, could the balconies on the units that face northward to occupy that space?
  - a lot of housing societies do not provide balconies. The juliette balcony is a good compromise. Often with different amenities between units it becomes an issue
- do you have the depth over the slab to use proper permeable materials for parking?
  - yes
- are the trees on the south side going to be in raised boxes?
  - yes, there are 3 small trees in the bigger planter
- will that be the same situation on the other side?
  - large green screens are being considered for that edge
- what is the design rationale of the character and style of the proposal?
  - the balconies and tall windows provide character, along with the landscape plan. The applicant is looking at a different context from the norm in streetscape as well.
- how high is the fencing for protection?
  - 3 – 4ft. The applicant didn't want to put up huge walls but wanted a barrier as a deterrent
- is the interior space for the meeting room public?
  - no
- do you have a tenant yet for the commercial space?
  - no, the applicant may use this space for their head office
- is there a requirement to have storage units?
  - it is recommended but not required
- is there only one accessible unit per floor?
  - yes
- are any of the accessible units adaptable for future change?
  - no.

Panel members discussed:

- appreciation for the south west facing public patio
- desire for a landscaping buffer by the garbage area
- appreciation for the creative landscaping
- opportunity for raised planters for the trees on north and south side
- desire for the commercial roof space to be accessible
- appreciation of the street treatment of Quadra Street and the rear patio design
- desire to make the rear fence taller for security
- appreciation for the dual façade; however, three front doors may be confusing
- concern about the removal of the large tree in the front
- opportunity for design features to make the back lane a public amenity

- appreciation for the stairs facing the street with windows
- the provision of too much parking, and too little individual unit storage
- the entryway could have a greater visual impact.

**Motion:**

It was moved by Pamela Madoff, seconded by Jason Niles, that the Advisory Design Panel recommend to Council that Application No. 000559 for 2558 Quadra Street be approved with the following considerations:

- incorporating appropriate vertical landscaping in raised containers on the north and south sides of the patio
- enhancing the prominence of the commercial retail unit entrance
- use of roof access from the second-floor units
- reducing the parking and adding dedicated storage for residential units
- review of the relationship between the private and public realm on the west lane side.

**Carried Unanimously**

**5.2 Development Permit with Variance Application No. 00131 for 1015 Cook Street**

The City is considering a Rezoning and Development Permit with Variance Application to increase the density and construct a five-storey residential building with rental dwelling units.

Applicant meeting attendees:

PETER HARDCASTLE  
JORDAN MILNE

HILLEL ARCHITECTURE INC  
GMC PROPERTIES

Alec Johnston provided the Panel with a brief introduction of the application.

Peter Hardcastle provided the Panel with a detailed presentation of the site and context of the proposal, and Jordan Milne provided the Panel with details of the proposed mural and landscape plan.

The Panel asked the following questions of clarification:

- have the landscape plans changed from the plans provided to the Panel?
  - yes, the current landscape plan provided is the correct one
- how much parking is provided?
  - four parking stalls on site, and there are 19 spaces including three carshare spaces
- why is the building is being called a sister building?
  - the applicants are trying to use materials that are similar but quieter in some ways. The details are smaller and more classic in character
- why is the building being called the Charlesworth?
  - Mr. Charlesworth was a tenant of the sister building (Bell apartments), and who lost his life in WWI as a fighter pilot. The applicants wish to bring this little-known history of the building forward.

- who will be completing the mural?
  - Lydia Beauregard
- are the windows operable?
  - yes
- why is the rooftop patio only on one side?
  - this was a better interface to the neighbours to the rear
- was a bathroom on the roof considered?
  - no
- what is the upper material above the brick?
  - stucco face
  - It was used to match the bell apartments
- was it considered to have masonry up three storeys rather than two?
  - this was considered, but it changed the character of the building. The lines seemed heavier and it flows better with the streetscape as three storeys
  - the proposal better respects the heritage building
- is there any concern that the mural will take away from the adjacent heritage home?
  - no, the murals will benefit the pedestrian realm.

Panel members discussed:

- appreciation for the quality of the presentation.
- concern for the low placement of the masonry, making the building appear top-heavy
- concern with the concept of a sub-sister building
- appreciation for the overall design and for the mural.

**Motion:**

It was moved by Brad Forth, seconded by Elizabeth Balderston, that Advisory Design Panel recommend to Council that Development Permit with Variance Application No. 00131 for 1015 Cook Street be approved as presented, but with consideration to amend the landscaping on Cook Street to better fit the live work units.

**Carried Unanimously**

**5.3 Development Permit Application No. 000558 for 1224 Richardson Street**

The City is considering a Development Permit application to construct multiple dwellings.

Applicant meeting attendees:

CHRISTINE LINTOTT  
OLIVIA LYNN  
TIM STEMP

CHRISTINE LINTOTT ARCHITECTS INC  
CHRISTINE LINTOTT ARCHITECTS INC  
APPLICANT

Alec Johnston provided the Panel with a brief introduction of the application and the areas that Council is seeking advice on, including the following:

- transition with adjacent properties
- any other aspects of the proposal on which the ADP choose to comment.

Christine Lintott provided the Panel with a detailed presentation of the site and context of the proposal and Olivia Lynn provided the Panel with details of the proposed landscape plan.

*Pamela Madoff left meeting at 3:00pm.*

The Panel asked the following questions of clarification:

- there is already a public lane along Rockland Avenue, does this mean that eventually private lane owners will not be able to utilize their back lane?
  - Alec Johnston clarified that the portion that would provide access to the proposed parking area on the subject property is public. The rest of the lane going north is privately owned by the properties that front onto Linden Avenue. Currently, there is informal use of this private lane by the public.
- where would moving vans park?
  - this would be challenging, and they may block driveways
- was the public right of way used as a pedestrian route?
  - yes, for pedestrians and vehicles.
- is a private easement agreement on title?
  - yes, drafted in 1902
- has this lane issue been discussed with the fire department?
  - yes, they are okay with it because there are fire hydrants in close proximity
- where are the rain gardens on the plan?
  - they run across and down the private lane on the west side
- are the windows in wells on the lowest level of each building? And are there concerns for stormwater with this aspect?
  - there is a rendering issue affecting the site grading
  - stormwater will be directed throughout the site. Where the buildings come together, the grading will meet at a gentle slope
- is the rain collected from the private walkway?
  - yes
- what is the walkability of this development to retail amenities?
  - it is very high; Cook Street Village is approximately a 5-7 minute walk
- will the parking be assigned and titled?
  - yes, there will be two spaces that will be visitor stalls and 1 car share stall.

Panel members discussed:

- lack of green space on the sidewalk adjacent to the lane
- concern for the extensive hard surfaces
- concern for the fire pit location
- need to revise the institutional appearance of the front entrance stairs
- acknowledgment of the density on the site
- concern for the building's relationship to the public lane
- lack of parking for the scale of the development
- the building's large footprint
- the site's lack of accessibility from the street, and lack of accessibility within each unit
- opportunity to examine other building options, such as a house and two guest houses.

**Motion:**

It was moved by Stefan Schulson, seconded by Marilyn Palmer, that Advisory Design Panel recommend to Council that Development Permit Application No. 000558 for 1224 Richardson Street be declined until further consideration of the following items:

- clarification of pedestrian use of the lane
- clarification of public and private site access
- adjustments to the character of units B and C to better fit the property
- accessibility of the units and accessibility within the site
- clarification of site functionality, including loading.

**Carried Unanimously**

**6. ADJOURNMENT**

The Advisory Design Panel meeting of November 27, 2019 was adjourned at 3:20 pm.

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Stefan Schulson, Chair