

**MINUTES**  
**ADVISORY DESIGN PANEL MEETING**  
**Saanich Municipal Hall, Committee Room No. 2**  
**April 1, 2015 at 3:08 pm**

Present: C. Lee, Chair (3:30 pm); A. Beck; S. Birliga (3:20 pm); P. Danforth; R. Drane; J. Gauld; D. Musgrove

Staff: A. Pickard, Planner; and A. Park, Senior Committee Clerk

Guest: M. Henderson, Royal Oak Community Association

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As Chair Lee was delayed, Vice-Chair Drane opened the meeting.

**MINUTES**

**MOTION: MOVED by J. Gauld and Seconded by D. Musgrove: "That the minutes of the Advisory Design Panel meeting held on February 4, 2015 be adopted.**

**CARRIED**

**CASE #2015/003**

**Application by Paula Carr for a modification to an existing duplex at 968/970 Woodhall Drive.**

Legal: Lot B, Section 65, Victoria District, Plan 20777  
Planning File: DPR00597  
Planner: Andrea Pickard

Paula Carr attended to present the design plans and answer questions from the Panel.

The Planner briefly outlined the application which is to modify an existing duplex by removing a carport and storage structure and constructing a living space addition. A second vehicle entrance off Quadra Street would be decommissioned in order to create a patio and this will be a safety improvement. No variances are required.

The applicant stated:

- She occupies one unit; family members live on the other side and require more living space.
- The solution to creating more space was to remove a carport and a substandard storage structure and replace them with a new bedroom, bathroom and laundry area occupying the same footprint.
- There are no windows proposed on the Quadra Street side of the addition due to noise and privacy concerns; skylights are planned.
- There is no intention of creating a triplex in future.
- 4 parking spaces will be accessed from Woodhall Drive.
- The stucco exterior and roof pitch of the existing building will be matched for the addition.

Comments from Panel members:

- Perhaps the triangular wall features proposed could be replaced with vertical windows to better match the existing features and give more balance to the design.

S. Birliga entered the meeting at 3:20 pm.

**MOTION:**

**MOVED by J. Gauld and Seconded by P. Danforth: "That the design of the proposed addition be accepted."**

**CARRIED**

C. Lee entered the meeting at 3:30 pm and assumed the Chair.

**CASE #2015/005**

**Application by Brian Ramsay to construct a duplex at 593 Agnes Street.**

Legal: Lot 10, Section 50, Victoria District, Plan 11604  
Planning File: DPR00600; REZ00556  
Planner: Chuck Bell

Mr. Brian Ramsay attended to present the design plans and answer questions from the Panel.

The Planner briefing outlined the project which adds a second housing unit to an existing single family home.

The applicant stated:

- An existing carport will be removed for the construction of a two-storey dwelling unit on the west side of the existing house.
- Trees will be preserved.
- The driveway will be retained alongside the new addition.
- The addition, the existing house and the existing garage will incorporate the same exterior materials and roof design.
- The addition is narrow in order to retain the driveway and full access to the garage. A hallway and stairwell are situated on the driveway side of the addition.
- The addition was designed to look like a separate single family home with its main entrance on another street.

Comments from the Panel:

- The plan proposed is workable but disappointing; the designer has made no attempt to add interest.
- The rear elevation shows the best alignment between the upper and lower levels of the duplex.
- The right (or west) elevation needs improvement.
- The lower level is very plain and needs relief.
- The new dining room steps out onto the narrowest point of the driveway.
- Some vegetative relief is needed.
- The existing house has a more attractive entryway; the addition has a truncated entry with no shelter from the weather; perhaps it could be recessed giving consideration to how the door will open.
- The parking spaces could perhaps be situated elsewhere.
- Natural daylight is necessary in the great room; windows are needed on the driveway wall on both floors.
- The value of the home would be improved with such changes.

**MOTION:**

**MOVED by R. Drane and Seconded by J. Gauld: "That the design of the proposed duplex addition at 593 Agnes Street be accepted subject to the following proposed enhancements to the right/west elevation to provide relief:**

- 1) Extend the line of the west elevation by adding a vegetative strip at either side of the entrance;**
- 2) Improve the design of the main entrance;**
- 3) Increase the number of windows on the lower and upper levels to bring in natural light;**
- 4) Consider creating side by side parking in the rear yard."**

**CARRIED**  
**S. Birliga and D. Musgrove OPPOSED**

The meeting adjourned at 3:55 pm.

**NEXT MEETING**

The next scheduled meeting date is April 15, 2015

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CHAIR

I hereby certify these Minutes are accurate.

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Committee Secretary