

**MINUTES**  
**ADVISORY DESIGN PANEL MEETING**  
Saanich Municipal Hall, Council Chambers  
Via MS Teams  
May 5, 2021, at 3:00 pm

Chair: Keith Davidoff

Present: Greg Gillespie, Jacy Lee, Erica Sangster, Nicholas Standeven, Megan Walker

Regrets: Illarion Gallant

Staff: Megan Squires, Community Planning; and Tara Da Silva, Senior Committee Clerk

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**CALL TO ORDER**

The Chair called the meeting to order at 3:00. p.m.

**ADOPTION OF MINUTES**

**MOVED by J. Lee and Seconded by G. Gillespie: “That the Minutes of the Advisory Design Panel meeting held on February 3, 2021, be adopted.”**

**CARRIED**

**MOVED by M. Walker and Seconded by J. Lee: “That the Minutes of the Advisory Design Panel meeting held on March 3, 2021, be adopted.”**

**CARRIED**

**MOVED by G. Gillespie and Seconded by M. Walker: “That the Minutes of the Advisory Design Panel meeting held on April 21, 2021, be adopted.”**

**CARRIED**

**4101 Carey Road**

Application by Wei Tu and Christopher Wilcox. Development permit application to construct a new 92.9 m<sup>2</sup> garden suite on a medium lot at 4101 Carey Road.

**Legal Description:** Lot 5, Section 82, Victoria District, Plan 16128

**Planning File:** DPR00856  
**Planner:** Megan Squires, Planner

**Comments from the Planner:**

- No variances are being requested.

- The lot size supports a garden suite with a sloped roof with a maximum height of 6.5 and a maximum gross floor area of 93 m<sup>2</sup> or 1000 ft<sup>2</sup>.
- The Planning Department is seeking comments on the building and site design. Specific issues that have been identified include:
  - the parking layout;
  - the use of space in the front yard
  - the siting of the garden suite in the rear yard (on an angle)
  - the lack of landscape information or a landscape plan
  - missing detail on the lighting and location of the recycling and garbage facilities
  - the livability of the suite based on the proposed floor plan

**Comments from applicant /owner:**

W. Tu, Applicant; presented to the Panel:

- The designer has made sure we have followed the design guidelines.
- Minimizing the privacy impact on neighbours has been one of the main goals.
- Initially, the patio for the garden suite was to be located on the left-hand side of the lot; however, the house next door is two and a half stories and would be looking down onto it.
- The patio is now placed on the right-hand side of the lot and is not aligned with the neighbour's patio.
- For the benefit of the neighbours, it was a conscious decision to allow for greater setbacks than the minimum requirements.
- If anything is missing or outstanding, please bring it to our attention, and it will be addressed.

**In response to questions from the Panel, the Applicant stated:**

- The house is on a slope from the rear to the front, so consideration had not been given to having the patio at the front of the garden suite. Consideration was given to direct access from one of the bedrooms.
- Making one of the bedrooms slightly larger for a couple is possible, although it is anticipated that the tenants will be students.
- The sitting room will probably be used for the dining area and watching television. The island in the kitchen could be used for dining.
- The space between the main house and the garden suite is concrete; planting shrubs or Cedars to provide privacy to everyone is possible.
- If the floor plan is rotated, there is a possibility of losing a window in each room.
- There will be a Costco/Home Depot-like shed outside for bicycle storage.
- The shower in the main bathroom is going to be very large, 5.7" feet long. One shower will be sufficient.
- In-floor heating will be used to reduce the cost of hydro.
- The windows will be the standard 3'x4' except for the window in the sitting room, which will be 10'x4'. There are also skylights that are 2'x4'.
- If the window size is increased, it could create privacy issues with the neighbours.
- The left side of the lot will be all garden because it is very sunny.
- Encouragement will be given to tenants to back into the parking space.
- The finishes of the garden suite will be brownish-gray and dark green.
- Even if the door frames were widened to 32", with the pathway and the patio moved to the front, this garden suite would not be suited to someone in a wheelchair.
- The patio in front of the house is a great suggestion.
- A Cedar hedge will act as a screening between the primary residence and the garden suite.
- One of the corner bedrooms could be used as a shared study space.

- This garden suite has a very comfortable sized bathroom; it will not be crowded.

**Comments from the Panel:**

- In regards to siting, appreciation is given to how the applicant has responded to the irregular shape of the property and has the long edge of the garden suite run parallel to the property line. This placement creates a more dynamic relationship between the primary residence and the suite.
- Landscape plans and design details are essential, and they are missing in this application.
- The pathway through the rear yard seems to be the extra-long way to get to the front door.
- The garden suite and primary residence would benefit from some thoughtful planting between the two homes.
- A relationship between the inside living space and the patio space is very important. There is no connectivity being the two spaces with this layout. Consideration could be given to keeping the patio in this location and rotating the kitchen and living spaces. By rotating the living space, it might allow for a bigger kitchen and take pressure off the sitting room and allow for larger, more comfortable furniture.
- It is doubtful that one and a half bathrooms are sufficient in a roommate situation.
- The circulation of this site needs to be thought through further.
- There needs to be a direct pathway to the front door.
- There is enough yard space, and the orientation to the suite to the house could be an interesting yet simple way to create visible space, using plant material to address privacy concerns.
- Carey Road is quite busy; backing out of the parking space is questionable in regards to safety. The front yard of the primary residence could begin to look like a parking lot. It makes more sense to make the existing driveway a double-wide driveway. The current configuration makes it seem like someone has parked on the front lawn.
- The patio location is not offering much and will likely not be used in that location. It needs to be purposely connected to the living space. The best solution is relocating the patio to the front door.
- Tucking the garbage around to the northside is not optimal for bringing it out to the streets. Consideration should be given to the materiality of the path that, as pavers set in gravel, is not ideal.
- As this is being built to rent to students, bike storage for four bikes should be provided.
- It is doubtful that the existing shrubs will survive the construction of the garden suite.
- The door frames and bathroom are not accessible.
- The front elevation could benefit from increased glazing or increased window size to break up the long stretches of siding.
- Thought needs to be given to future homeowners as well. A long-term vision is needed.
- There may be an opportunity to increase the number of bathrooms.
- In terms of livability, this is a tight layout. The sitting area is small and having four bedrooms affects the liveability.
- This project could benefit from improved circulation and materiality.
- There is minimal common area.
- The patio will provide opportunities for gatherings and act as an additional common area in an appropriate location.
- There is no detailed information about landscaping or exterior lighting.

**MOVED by G. Gillespie and Seconded by E. Sangster: “That it be recommended that the design to construct new 92.9 m<sup>2</sup> garden suite on a medium lot at 4101 Carey Road be postponed to a future meeting to allow for consideration of:**

- 1. A fully developed landscape plan including improved circulation and path to the garden suite and garbage/recycling facilities, and improved landscaping between the main residence and the garden suite;**
- 2. Direct access from the garden suite to the patio;**
- 3. Reconfiguration of the parking layout, better integration of the paths to the house and to the garden suite with the existing driveway;**
- 4. Addition of secure bicycle parking;**
- 5. Revised elevations showing the correct finishes, materials and colour;**
- 6. Improvement to adaptability or accessibility;**
- 7. Improved glazing;**
- 8. The number and layout of the proposed bathrooms.”**

**CARRIED**

The meeting adjourned at 4:22 pm.

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**CHAIR**

I hereby certify these Minutes are accurate.

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**COMMITTEE SECRETARY**