

**MINUTES**  
**ADVISORY DESIGN PANEL**  
Saanich Municipal Hall, Council Chambers  
Via MS Teams  
Wednesday March 16, 2022

A/Chair: Nicholas Standeven

Present: Greg Gillespie; Andy Guiry; Illarion Gallant; Jacy Lee; and Janine Wigmore (3:44 p.m.).

Regrets: Keith Davidoff; Brad Forth.

Guests: Julian West, applicant; and Ryan Jabs.

Staff: Gina Lyons, Senior Planner (3:50 p.m.); Lauren Mattiussi, Planner; Christine Rickards, Planner; Nancy Chaggar, Senior Committee Clerk.

---

**CALL TO ORDER**

The Clerk called the meeting to order at 3:04 p.m.

**NOMINATION OF ACTING CHAIR**

Nicholas Standeven was nominated as Acting Chair for this meeting.

**ADOPTION OF MINUTES**

**MOVED by A. Guiry and Seconded by J. Lee: "That the Minutes of the Advisory Design Panel meeting dated March 2, 2022 be adopted."**

**CARRIED**

**2859 RICHMOND ROAD**

Application by Julian West, Urban Thrive

This application is for a development permit to rezone from RS-6 single family dwelling to a site specific zone to construct a 9 unit townhouse building.

**Legal Description:** Lot 9, Block 5, Section 26, Victoria District, Plan 1107

**Planning File:** DPR00890; REZ00702

**Planner:** Lauren Mattiussi

**Comments from the Planner:**

- The subject property is within the neighborhood designation of the Saanich Official Community Plan (OCP) and the Shelbourne Local Area Plan. It is designated for single family residential development and is within 650 m of the Shelbourne Valley Action Plan (SVAP) scope. The SVAP is a policy document that encourages redevelopment into higher density forms.
- The subject parcel is on the corner of Allenby Street with Richmond Road.
- BC Transit operates bus routes 8 and 14 which service a stop within the Shelbourne Street frontage.

- Sidewalks have not been constructed along Allenby Street but are installed on both sides of Richmond Road.
- There are no bike lanes on Allenby Street or Richmond Road; however, frontage improvements required to develop this property include the installation of bike lanes along the Richmond Road frontage.
- The property is a flat, uniform rectangular shape with a longer frontage facing Allenby Street, and contains a few trees along the interior side yard and a large citrus tree within the Richmond Road frontage.
- Overhead wires run along both lengths of Richmond Road and Allenby Street.
- This portion of the Shelbourne Local Area is predominantly single family homes.
- The closest multi-family development is about 300 m away.
- There are several schools and parks nearby.
- The property is 753 m<sup>2</sup> but after road dedications, the lot size will be 676 m<sup>2</sup>.
- The current development on the property is a two storey, single family dwelling situated in the middle of the property. A driveway off Allenby Street provides access and parking.
- This rezoning and development permit is requested to accommodate the construction of a townhouse building comprised of 9 units in a stacked unit configuration.
- The building will be 3 storeys on the Richmond Road side, and 2 storeys on the side adjacent to the single family home on Allenby Street.
- All 9 units will have individual at grade access along the Allenby Street frontage.
- Units 1-4 have dining and living spaces at grade, with bedrooms below grade.
- Units 5-9 have dining and living spaces on the 2<sup>nd</sup> and 3<sup>rd</sup> storeys.
- The portion of the building closest to Richmond Road will be used for bike and general residential storage.
- There is a private outdoor amenity space with a pergola and benches, and a path that connects the public sidewalk to this space and the bike storage area.
- A corner cut of 6 m at Allenby Street and Richmond Road is required for future road allowance and has been noted by Engineering as non-negotiable. This is the location of the proposed amenity space, and is also needed for the installation of storm water infrastructure for the site.
- The proposal is a car-free development; the applicant is providing adequate secure on-site bike parking spaces, as well as temporary bike spaces. Additional bike parking is proposed within the boulevard of the property.
- Staff considered the density and use in relation to the current neighborhood context of single family dwellings when determining appropriate zoning for the proposal.
- Staff also considered that there are no policies within the Shelbourne Local Area Plan to support multi-family redevelopment in the immediate area.
- Staff are considering zoning regulations similar to that of the RT-CH Zone (Attached Housing Christmas Hill Zone) that is applied to townhouses within an area of predominantly single family dwellings. If applied, variances are required to allow the building setbacks to the rear property line and to the street. A height variance may also be required.
- The applicant is also requesting a complete variance for vehicle parking. Staff are supportive of this as a result of the proposed bike parking amenities.
- The applicant has an agreement in place with a third party car sharing company.
- The site is within 500 m walking distance to the village on Foul Bay Road and Fort Street, Hillside Mall, and Royal Jubilee Hospital.
- The Shelbourne Local Area Plan policy 6.6 states that adequate private open amenity space on site is to be provided for multi-family developments. Staff is seeking guidance from the Panel on whether the applicant has met this objective, as well as general feedback on site design, form and character.

**Comments from applicant:**

The applicant, Julian West, presented to the Panel and noted the following:

- The proposed development is a mix of 3, 2, and 1 bedroom homes.
- The design objectives include: fostering a car free lifestyle; minimizing environmental footprint; fostering community; building for middle income families; and fitting with neighborhood scale and character.
- The applicant has a wait list of families wanting to live in this development.
- The applicant uses the best conventional approach to material selection which includes looking at embodied carbon, and what is readily available on the market.
- The proposed development is fossil fuel-free, uses heat pumps for heating and cooling, built to step code 3, and includes an on-street car share EV charger.
- Place making is built into the design with the shared outdoor spaces and greenery.
- The focus is on smart, functional and affordable design to tailor to middle-income market.
- The proposal uses traditional farm house design with plentiful trees and landscaping.
- Transit routes on Richmond Road also includes route 14 which services to downtown, UVic, and Victoria General Hospital.
- The development is on the AAA cycling network which connects to the downtown core area.
- The applicant has worked with adjacent neighbors to collaborate in the design and minimize impacts to them.
- The building height transitions seamlessly between neighboring properties, and efforts to minimize massing have been put in place.
- The design includes visual details that fit with the character and feel of the neighborhood.
- The 3 bedroom units are 1278 ft<sup>2</sup> with 2.5 bathrooms, a den, and a recreation room. The bedrooms are in the basement level and there is a large window well.
- The stacked townhouse design provides for a wider footprint.
- 2 bedroom units are versatile and over 1100 ft<sup>2</sup>.
- The lower 1 bedroom unit is designed for aging in place. The unit above it is being offered at 20% below market value for a first time home buyer.
- The landscape plan includes 18 new trees.
- It is anticipated that the demographic of people living in these units will not require a parking space, and have a strong sense of community.
- There is more demand for these types of homes than there is capacity to supply them.
- Bike parking facilities have been designed with various types of bikes in mind.

**In response to questions from the Panel, it was noted:**

- All upper units have balconies, and the ground level units have private backyards.
- A dedicated car share space, a loading zone, and two street parking spaces are provided.
- Two sidewalk ramps are provided for access from the units to the street.

**Comments from the Panel:**

- The architectural design is appealing and the project is thoughtful and contextual. This type of housing is needed in this area.
- The panel appreciates the work and focus around community and cycling; however, concerns were expressed around lack of parking for vehicles, and lack of green space/common amenities given the size of the building.
- Concerns were expressed regarding livability below grade, and the lack of natural light in the basement level bedrooms.
- The garbage room seems tight.
- The bike storage room creates a blank face along the Richmond Road frontage.
- The concept of the basement window wells may not translate into reality.

**MOVED by G. Gillespie and Seconded by A. Guiry: “That it be recommended that the application to rezone from RS-6 single family dwelling to a site specific zone to construct a 9 unit townhouse building, be approved subject to the consideration of:**

- a) Improved functionality of the exterior amenity space;**
- b) Additional opportunities to improve natural lighting to the below grade rooms;**
- c) Increased accessibility in the garbage and recycling facilities.”**

**The Motion was then Put and CARRIED**

The meeting adjourned at 4:18 pm.

---

**CHAIR**

I hereby certify these Minutes are accurate.

---

**COMMITTEE SECRETARY**