

**MINUTES**  
**ADVISORY DESIGN PANEL**  
Via MS Teams  
Wednesday December 21, 2022

Chair: Greg Gillespie

Present: Jacy Lee; Illarion Gallant

Regrets: Andy Guiry; Brad Forth;

Guests: Nick Kardum of Backyard Bungalows (applicant); Fiona Prince and Ron Heron (owners)

Staff: Sarah de Medeiros, Senior Planning Technician; Megan MacDonald, 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**

Due to a lack of quorum the minutes could not be adopted.

**4407 WILKINSON ROAD**

Application by Backyard Bungalows

This application is to construct a new garden suite on a large lot

**Legal Description:** Lot 2, Section 97, Lake District, Plan 45719  
**Planning File:** DPR00987, GDN00987  
**Planning Staff:** Sarah de Medeiros, Senior Planning Technician

**Comments from the Planner:**

- The lot is considered a large lot at 1320 square feet; it is a panhandle lot zoned RS8.
- A garden suite on a large lot can be up to 93m<sup>2</sup> of gross floor area, up to two storeys.
- There are storm and sewer right of ways on the north and rear lot lines.
- Setback requirements have been exceeded with the proposed location.

**Comments from the applicant:**

- The garden suite was designed to minimize the privacy impact on adjacent homes.
- All items comply with Saanich requirements, no variances are required.
- Windows in the suite are built high so they do not look into neighbours yards.
- Trees will be planted along the south side of the garden suite to improve privacy.
- Existing trees and shrubs will be protected and maintained for screening.
- Hard/imperious surfaces have been minimized. Grass will grow between the pavers in the pathway to the suite. This will reduce environmental impacts.
- There are currently four parking spaces for the home, existing spaces will be designated to the garden suite. No additional parking spaces are being added.

- A charging station for an electric vehicle will be installed on the side of the garage.
- Hardieboard lap siding and asphalt shingle roof reinforce the residential character of the garden suite; it will fit into the neighbourhood character.
- The size and placement of garden suite windows minimize overlook and are sensitive to neighbours privacy. The east side has a clerestory window and a frosted bathroom window. The south side has two clerestory windows. The north side has 1 window and a door on the first floor and 3 windows on the second floor.
- Second storey windows facing adjacent properties and the space between the garden suite and the principal building are designed to promote privacy and reduce overlook.
- The garden suite is more than 13 m (42') away from the north property line.
- Illuminated pathway is kept to a minimum necessary for pedestrian safety and visibility.
- Recessed pot lights in the building soffits limits light spilling into adjacent properties.
- On the second storey, the upper floor area is integrated into the roof form.
- Grass through pavers, cedar box planters with trellis, and existing vegetation will provide privacy and define separation between garden suite and main house and neighbours.
- Proposed pathway and amenity space is permeable and blends well with the landscape.
- Secure covered bicycle parking is located under an overhang off the south suite wall.
- Garbage, compost, and recycling containers will be located next to the bicycle storage.
- The design, layout, location, roof form, amenity space, landscaping, parking, access meet and/or exceed the Garden Suite Guidelines for building and site design.
- Consideration has been given to ensure this garden suite fits well into the area.

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

- There will be a paver area for seating off the suite. The yard will be shared with the primary/main house. More privacy would be preferred as both parties likely would not want to use the space at the same time. Separation would allow for concurrent use.
- The proposed pathway would be beside the existing patio space used by the main house. A garden trellis, a raised planter and plants allow for separation of this area from the path. More visual separation such as lattice or a fence would be preferred.
- The exterior of the suite is harsh and monolithic. There is a practical and relatively inexpensive opportunity to deal with the second story with a broken roof line.
- Blue/grayish colors used on the exterior are not esthetically pleasing. Different colors or a white trim around the windows/doors would be preferred.
- The layout of the loft upstairs is nice, however the bathroom upstairs is more of a powder room. Given the space available, it would be preferable to have a shower there.
- When residents or visitors are walking down the pathway to the suite the bike area will be the first impression as it is clearly visible. This is not esthetically pleasing and reduces security. Screening or a barrier should be installed to reduce the visual impact.
- The suite design looks more like a large shed than a residential home.
- Storage space under the stairs is appreciated.
- The location of the windows is limited by the location of the stairs.

**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 a garden suite at 4407 Wilkinson Road be approved subject to the following considerations:**

- a) Bike screening;
- b) Separation of the external living spaces;
- c) Improved color variations;
- d) Reconfiguration of the roofline to minimize the monolithic feel;
- e) A shower stall for the upstairs bathroom."

The meeting adjourned at 4:01 p.m.

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**CHAIR, Greg Gillespie**

I hereby certify these Minutes are accurate.

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**COMMITTEE SECRETARY**