

**MINUTES**  
**ADVISORY DESIGN PANEL**  
Via MS Teams  
Wednesday March 1, 2023

Chair: Greg Gillespie

Present: Andy Guiry; Jacy Lee; Brad Forth;

Regrets: Illarion Gallant, Nicholas Standeven; Janine Wigmore;

Guests: Erica Sangster, Devon Miller, Simon Williams, Will Krzymowski, Evan Peterson, Kareem Negm

Staff: Rebecca Newlove, Manager of Sustainability; Gina Lyons, Senior Planner; Eric Joyal, Planner; Megan MacDonald, Senior Committee Clerk; Kirsten Brazier, 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 A. Guiry: "That the Minutes of the Advisory Design Panel meeting dated December 21, 2022 and January 4, 2023 be adopted."**

**CARRIED**

### **DESIGN GUIDELINE UPDATES**

The Manager of Sustainability introduced the consultant team including Devin Miller, Evan Peterson and Erica Sangster who presented the Saanich Design Guidelines Updates (PowerPoint on file) and answered questions from the Panel as follows:

- One of the goals of the update is to ensure that design approaches are supportive and aligned with the upcoming Step Code implementation. High performance buildings will be a foundation of the Design Guidelines.
- Considerations will be made to ensure all ways of moving are considered when designing communities, an inclusive approach is being taken.
- The Design Guideline update will align with the Official Community Plan update, Corridors Centres and Villages and Land Use Framework updates.
- There is a need to better coordinate the considerations for projects; balancing the priorities of each department and various plans is important.
- Best practice precedence's were considered. Many examples that staff have seen or liked were passed onto the consultant team, including how to structure the document and styles.
- Bike parking best practices were considered to ensure they are incorporated.
- A review of the Saanich Bylaws related to zoning, noise and other considerations will be happening in conjunction with the updates to the Design Guidelines to ensure they align.

The following comments were noted from the committee:

- Appreciation was expressed for the structure and hierarchy; it gives consistency to all types of buildings; the level of detail provided for each is great.
- Resilient and livable communities are mentioned through the presentation, it would be helpful to describe the definition of these terms. Individuals may have different definitions for what is meant by resilient or safe based on their own interpretation.
- Incorporating the core principles of active mobility to account for a high percentage of aging population is necessary. Incorporating a diverse range of ages and abilities into the guidelines is an important consideration that should be made with every development.
- The guidelines should include more references and alignment with the goals of other Saanich plans, such as the Urban Forest Strategy and Road Safety Plan.
- Considerations should be made for noise pollution as many buildings are being built closer to the road. The relationship of noise pollution and livability is not clearly defined.
- Light pollution and protecting the night sky are important considerations which should be included in future versions of the Design Guidelines.
- Crime prevention or crime reduction designs should also be included in future. There are many small changes that can be made during the design process to reduce crime. Advocating for and informing about these options is an important consideration.
- There will always be a need to the balance priorities of each department.
- The sketches in the document illustrated the principles of items well.
- Incorporating a holistic approach to the coordination of bike parking is important; considerations need to be made for turning radius (especially with the recent increase of cargo E-bikes), automatic door openers, location of bike rooms and ramp designs. This document can encourage incorporation by giving design teams something to follow.
- Updates to the Subdivision Bylaw are important as some creative solutions to modern issues exist, however the bylaws often eliminate the potential for their use.
- Including house-plexes and other infill housing types is appreciated.

It was noted that the Design Guidelines Update will return to the committee for further comments once all feedback, including that which was received from the committee at this meeting, has been incorporated and a revised document is available.

**CARRIED**

The meeting adjourned at 4:32 p.m.

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**CHAIR, Greg Gillespie**

I hereby certify these Minutes are accurate.

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**COMMITTEE SECRETARY**