

MINUTES
ADVISORY DESIGN PANEL
Via MS Teams
Wednesday March 15, 2023

Chair: Greg Gillespie

Present: Illarion Gallant; Andy Guiry; Jacy Lee;

Regrets: Brad Forth; Nicholas Standeven; Janine Wigmore;

Guests: Todd Martin, Knot In A Box Design Inc.

Staff: Sarah de Medeiros, Senior Planning Technician; Kirsten Brazier, A/Senior Committee Clerk

CALL TO ORDER

The Chair called the meeting to order at 3:05 p.m.

****J. Lee joined at 3:06 pm*****

ADOPTION OF MINUTES

MOVED by J. Lee and Seconded by I. Gallant “That the Minutes of the Advisory Design Panel meeting dated December 7, 2022 be adopted.”

CARRIED

2868 Tudor Ave.

Application by Knot in a Box.

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

Legal Description: LOT B, SECTION 44, VICTORIA DISTRICT, PLAN 19090
Planning File: DPR01022
Planning Staff: Sarah de Medeiros, Senior Planning Technician

Comments from the Planner:

- Application is to convert an existing accessory building into a garden suite.
- The existing building was approved and completed in 2001 as a detached studio/storage building.
- Zoned RS-16, area of 1385 square meters. Falls within the Garden Suite Large Lot regulations.
- Application requests a two-story, 93 square meter structure.
- Staff are looking for feedback on the panel on Window placement, potential overlook, building massing.

Comments from applicant:

- Clients have requested that part of the square footage is to be used for parking.
- The clients want to raise the grade at the back of the property as it floods every winter.

- An arborist report has been completed. Trees on the property are not affected.
- The height of the structure has been reduced in order to reduce overlook.
- The permeable paving material is proposed for the driveway to the garden suite.
- The owners have recently installed cedar fencing that surrounds the property.

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

- The addition of a garage is taking up space that is allotted for the structure. This space could be better designed for universal use.
- The depiction of trees on the plan is lacking a demonstration of the visual separation of the garden suite and the main house. A landscaped space would be helpful. The landscape plan could be improved upon.
- The applicant noted that landscape could be easily added to define the outdoor living space.
- Garbage disposal and EV are not noted on the plans. This is outlined in the design guidelines that were submitted. The grade change at the rear of the driveway would be the garbage area.
- There is quite a bit of distance between the proposed suite and the existing houses.
- The size of the bedrooms are small. The rendering demonstrates these rooms with a queen-sized bed.
- The access to the back is less than 3m wide. This was flagged in case this might not meet the municipal requirements.
- The garage could not be added to the side of the building as it would restrict access.
- The 2.6 meters between the west property line and the existing home and the proposed driveway space. The section of the bylaw for access is not applicable to residential use. This bylaw pertains to access to the boulevard. The standard parking space is 2.4 by 5.5 meters.
- The renderings may not be accurately reflecting the driveway width.
- The suite is modeled after the house, with a board and batten style siding on the upper with a bevel siding on the lower.
- The addition of pictures of the existing house for reference would be helpful if this was to be referred to council.
- The renderings gave a good demonstration of the elevations, form and roofline.
- Siting, layout and glazing are well done.
- The applicant submitted a design guideline document that contains details that will need to be added to the plan before final approval.
- A path has been added to the landscape plan that provides access to the front door.
- The clients declined to add a powder room to the main floor design.
- Any opportunity to increase the addition of plants would be welcomed.
- Decreasing the surface of the driveway and increasing the plantable soil is recommended.
- The addition of permeable parking around the garage might be exacerbating the water/flooding issue.
- Subject to the applicant working with staff to resolve plan check items such as EV, bikes and recycling/garbage.

MOVED by J. Lee and Seconded by I. Gallant “That it be recommended that the application to construct a new garden suite at 2868 Tudor Ave. be approved subject to visual separation with landscaping between the garden suite and the main house; as well as to increase the plantable area between the driveway and the property line; subject to the applicant working with staff to resolve plan check

items such as EV, bikes and recycling/garbage.”

CARRIED

The meeting adjourned at 3:54 p.m.

CHAIR, Greg Gillespie

I hereby certify these Minutes are accurate.

COMMITTEE SECRETARY