

MINUTES
ADVISORY DESIGN PANEL

Held via MS Teams
770 Vernon Avenue
June 4, 2025 at 1:02 PM

In Attendance: Greg Gillespie (Chair), Matthew Jarvis, Jacy Lee, Kimberly Simpson, Sean Partlow, Brian Fraser (1:16 p.m.)

Guests: Annie M. Charbonneau, Annie M. Charbonneau Architecte Inc; Aidan McCulloch, Seba Construction; Tim Rodier, Outline Home Design; Graham Oglend, Annie M. Charbonneau Architecte Inc; Jamie Gill, Seba Construction

Regrets: Chris Gower, Xeniya Vins

Staff: Christine Rickards, Planner, Daniel Lake, Planning Analyst, Eric Joyal, Planner, Current Planning (2:41 p.m.); Preet Chaggar, Senior Committee Clerk; Colton Whittaker, Committee Clerk

ADOPTION OF MINUTES

MOVED by M. Jarvis and Seconded by K. Simpson: “That the Minutes of the Advisory Design Panel meeting held on April 16, 2025, be adopted as circulated.”

RESULT: Carried 5 TO 0

IN FAVOUR: Jarvis, Gillespie, Lee, Simpson, Partlow

OPPOSED: None

ABSENT: Fraser

COMMITTEE BUSINESS ITEMS

535 DUPPLIN ROAD

Applicant: Annie M. Charbonneau Architecte Inc. (Annie M. Charbonneau)

Project Description: To construct a new mixed-use building (Industrial + 1 Accessory Residential Unit). Variances are requested.

Planning File: DPR01080

Planning Staff: Daniel Lake, Planning Analyst

Planning provided an overview of the proposal, followed by a presentation from the applicants.

The applicant noted the following in response to questions from the Panel:

- The site is in a primarily industrial area with mostly commercial and business uses, though there are some residential units nearby.
- The design of the building does not create privacy concerns for the adjacent residential property.
- There is a grade difference between Dupplin Road and Tolmie Avenue. A stairway is included to address the change in elevation.
- Parking at the front of the building is intended for the industrial unit, while the back includes one dedicated stall for the apartment unit.
- A short term parking space is included near the entrance, intended for deliveries rather than long term use.
- Bike parking for the industrial unit is located inside the building for added security.
- The apartment includes space for one Class 1 bike stall, located on the main floor to avoid the need for carrying bikes up stairs.

- Class 2 bike parking is located at the front of the site. It is tucked into a corner to maintain clear vehicle movement and truck access, while also providing some added security.
- An existing 2.4m chain link fence with barbed wire is currently in place around the property. The barbed wire will be removed, but the fence will remain for now to provide security for vehicles and the building.
- Stormwater management features are still being developed. A tanked system is planned beneath the parking area where trees will be removed.
- No additional green infrastructure, such as a green roof, has been considered to offset the loss of greenery on site.
- The vehicle entrance on the Dupplin side is being narrowed, which limits the available space for planting and screening in that area.
- Fences with gates are planned for both the Dupplin and Tolmie sides. Gates will swing inward to stay within the property line.

Planning staff noted the following:

- The surrounding properties are all zoned the same as the subject site.
- The Uptown–Douglas Plan designates this area as a Light Industrial Centre.
- Variances would be required on both side lot lines.

The following was noted during Panel discussion:

- The proposal makes efficient use of the site.
- The inclusion of a residential unit above the industrial space as a positive mixed use approach.
- There may be opportunities to introduce additional greenery or planting areas, particularly along the site edges.
- More landscaping would improve the overall experience of the site and help add a human scale to the development.
- The double access is used creatively, with one serving as a loading zone and the other as a loading bay.
- A zero lot line condition is appropriate for the site.
- Adding a tree on the site would be beneficial, even if it does not qualify as a replacement tree.

MOVED by J. Lee and Seconded by S. Partlow: “That it be recommended that the design to construct a new mixed-use building (Industrial + 1 Accessory Residential Unit) at 535 Dupplin Road be approved subject to considerations of:

- **Provision of additional landscaping.”**

RESULT: Carried 6 TO 0

IN FAVOUR: Jarvis, Gillespie, Lee, Simpson, Partlow, Fraser

OPPOSED: None

1899 COCHRANE STREET

Applicant: Seba Construction Ltd. (Aidan McCulloch)

Project Description: To rezone from RS-6 single family dwelling to a RT-8 (Attached Housing) Zone (draft zone) to construct an 8-unit townhouse project. Variances required.

Planning File: DPR01069 and REZ00770

Planner: Christine Rickards

Planning provided an overview of the proposal, followed by a presentation from the applicants.

The applicant noted the following in response to questions from the Panel:

- Exploratory work indicated that shifting the building further from the large tree would not improve its condition and the building and patio layout remains the same.
- The applicant may explore design changes to the patio near the tree, such as raising the patio, to avoid encroaching on the root zone.
- A window has been added on the Dean Street facade as part of the exterior design.
- The patio areas along the west side have been revised to enhance the landscape buffer along the property line.
- A parking study has been completed. The proposal includes one parking space per unit, along with additional bike parking. The site is located in a walkable area.
- No on-site visitor parking is provided. On-street parking is available in the surrounding area.
- Visitor bike parking was considered but is not included. The intent is for visitors to leave bikes in front of the individual units.
- A 6 foot high fence is proposed along the west property line. There is a retaining wall that gradually rises along this edge before tapering to grade.
- Ground floor bedrooms open onto patios along Dean Avenue. Portions of these patios extend into the required setback area.
- Adding landscape features in the drive aisle is limited by the aisle width and would interfere with access to parking stalls.
- Windows on the interior facing units are relatively small. Larger windows were not pursued due to building code restrictions.
- Glazing has been maximized where possible, and a glazed door is included to allow natural light.

Planning staff noted the following:

- Parks and Planning had recommended that the mature Ponderosa Pine in the northeast corner of the site be retained, with exploratory work being required to ascertain if the proposed footprint could be accommodated while saving the tree. The current plans show the tree as retained and requiring pruning. Parks have advised that the arborist report does not contain sufficient information to assess the impact of the proposed building on the tree; that on-site exploratory excavation does not appear to have been in the correct location to account for over-excavation; and pruning requirements are not accurately reflected. In addition, the patio is within 1 m of the tree and the Tree Protection Bylaw does not allow for removal or damage to protected trees for installation of a patio.
- The private outdoor spaces on the west side are located within the setback area. Setbacks are generally intended to provide light and separation, rather than to accommodate uses such as patios.
- A thicker landscape buffer is preferred along the west property line.
- There are four patios positioned directly against the same lot line, and staff would like the Panel to consider the impact of this configuration.
- The lot line ends where the patios on the east meet the boulevard, which makes it unfeasible to provide direct private access from the sidewalk to the patio.

The following was noted during Panel discussion:

- Level one has relatively small windows.
- The retention of trees along Dean Avenue is appreciated and adds value to the project.
- Another attempt to incorporate landscaping around the large tree would be encouraged.
- The site is constrained, limiting design flexibility.
- Setback areas are being used for patios due to limited available space.
- Ground floor patios benefit from having sidewalk access, which supports an active public realm.

- Any type of connection from patios to the sidewalk, even informal ones, would be beneficial.
- The retained trees contribute positively to the overall design.
 - Limited visitor parking may be a concern, especially given challenges with nearby on street parking availability.
 - The outdoor space is appreciated, even though portions fall within the setbacks.
 - The prior concern about lack of outdoor communal space is mitigated by the well-designed private garden/patio areas.
 - Increased planting in the setbacks and the inclusion of additional landscaping overall is seen as a positive.
 - Any measures that would further enhance preservation of existing trees are encouraged.
 - Stormwater management measures appear effective.
 - The streetscape along Dean Avenue is aesthetically appealing.
 - No concerns were raised regarding landscaping or design along Cochrane Street.
 - Adding landscaping, such as columnar trees, along the drive aisle could help reduce overlook and soften the visual impact of the narrow space.

MOVED by M. Jarvis and Seconded by B. Fraser: “That it be recommended that the design to construct an 8-unit townhouse project at 1899 Cochrane Street be approved as presented”

The following discussion ensued:

- This project is supportable.
- Increasing window sizes would be beneficial.
- Expanding the landscaped areas is encouraged.
- Reshaping the patio in the northeast corner would enhance the project.

RESULT: Carried 5 TO 1

IN FAVOUR: Jarvis, Gillespie, Simpson, Partlow, Fraser

OPPOSED: Lee

ADJOURNMENT

MOVED by J. Lee and Seconded by B. Fraser: “That the meeting be adjourned”

RESULT: Carried 6 TO 0

IN FAVOUR: Jarvis, Gillespie, Lee, Simpson, Partlow, Fraser

OPPOSED: None

The meeting adjourned at 3:05 p.m.

CHAIR

I hereby certify these Minutes are accurate.

COMMITTEE CLERK