

**VILLAGE OF PEMBERTON  
ADVISORY DESIGN REVIEW COMMISSION MINUTES**

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**Minutes** for the Advisory Design Review Commission of the Village of Pemberton held April 4, 2017 at 5:00pm at 7400 Prospect Street.

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- MEMBER IN ATTENDANCE:** Caroline McBain  
Nicole Brink  
Tracy Napier  
Saad Hassan  
Woody Bishop (Chamber Representative)
- ADRC MEMBER REGRETS:** Bob Adams
- STAFF IN ATTENDANCE:** Tim Harris –Manager of Operations & Development Services  
Lisa Pedrini-Village Planner  
James Klukas- Urban Systems Consultant  
Suzanne Belanger-Operations & Development Services  
Coordinator
- PROJECT REPRESENTATIVES:** Andrea Scott-Lovick & Scott Architect Ltd  
Stephen Duke-Pemberton Landing GP LTD  
Rich Roberts- Pemberton Landing GP LTD
- GENERAL PUBLIC:** 1
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**1) CALL TO ORDER**

At 5:07pm the meeting was called to order.

**2) ELECTION OF CHAIR AND CO-CHAIR**

Election of Chair and Vice Chair was held as there was a quorum in attendance.

Moved/Second

**THAT** Tracy Napier be elected as the Chairperson of the Advisory Design Review Commission.

**CARRIED**

Moved/Second

**THAT** Nicole Brink be elected as Vice-Chairperson of the Advisory Design Review Commission.

**CARRIED**

**3) MINUTES**

Moved/Seconded

**THAT** the minutes of the ADRC Meeting of August 10, 2016 be approved as circulated.

**CARRIED**

**4) DEVELOPMENT PERMIT: DPA008-CRESTLINE**  
1422, 1426 & 1430 Portage Road

The Project Architect, Andrea Scott, provided a brief PowerPoint presentation to highlight some aspects of the project, specifically:

- Two (2) townhouse buildings on road frontage and three (3) townhouse buildings at the rear of the lot containing a total of 35 units.
- Five (5) to nine (9) residential units per building:
  - Eleven (11) one-bedroom townhouses
  - Fourteen (14) two-bedroom townhouses
  - Ten (10) three-bedroom townhouses
- 68 parking spaces located in an underground parking garage.
- Elevator from parking to ground level
- Property access driveway off Portage would be aligned with Cottonwood Drive as per the Ministry of Transportation & Infrastructure (MOTI) request.
- Three zoning variance requests:
  - site coverage= from 40% to 43.8% to accommodate passive house wall technology
  - maximum building height=from 10.5 m to 11.3 m to accommodate gable roof lines
  - Front, rear and side-yard setbacks

The Village Consultant presented further considerations of the Development Permit application from the Village's perspective:

- The project design adheres to quaint mountain rural theme and fits nicely with the neighbouring properties.
- The passive house technology proposed is a positive aspect of this development and is encouraged.
- Typically, development of this scale when compared to similar projects in Vancouver have:
  - back alley/lane access which facilitate fire protection and property access.
  - 120 feet depth versus existing 100 feet depth
  - Front and rear building separation of 8 m vs. 6 m proposed
- Portage Road is designated an arterial road by MOTI and therefore an access permit will be required from MOTI to address any concerns. Further review of MOTI setbacks will be needed as the Ministry requires a 4.5m frontage on a highway. Currently, the applicants have proposed 4.34m. A traffic management plan/study will be required.
- Further consideration is also needed in regard to:
  - Fire Prevention site access
  - adjacent properties which may have access issues.
  - access of larger type vehicles such as garbage removal, moving vans, contractor's trucks, etc.
  - Snow Management

The members discussed the application & the Pemberton Landing (PL Ltd.) representatives provided clarifications as applicable:

- The design concept seems appropriate for the neighbourhood. The scale of the buildings is broken up to reduce massing.
- No rental units are proposed. All units will be market housing.
- Concerns were expressed in regard to:
  - Access to the property and possible congestion on the arterial road due to moving trucks &/or property contractors (i.e. refuse etc.). A Traffic Impact Study was conducted sometime around 2007 which will be updated for the purpose of this application.
  - Length of driveway proposed is approximately 50' (to be confirmed). Driveway width is 21'.
  - access to adjacent land. The PL Ltd. representatives believe that the parcel situated south of the subject property has received approval for right-in/right out from MOTI (to be confirmed).
  - Units being shaded from Daylight.
- The parking development/contribution on Village tenure (under the BC Hydro Statutory Right of Way (West of the property) will be non-exclusive public parking.
- No parking for electrical cars proposed.
- Parking storage but no bicycle parking proposed.
- Twenty-six (26) storage units in the underground parking are being proposed, currently 10'x20' but some may be reduced/split to provide storage to all units.
- Water infiltration concerns as seen in previous year at Portage Station (East of subject property). The developer mentioned that the height variance is due to flood protection concerns.
- Outdoor spaces. All units will have outdoor spaces. Either at ground level with patios or others with roof decks.
- No shadow study has been conducted.
- Landscape plan seems appropriate with the exception of Huckleberry bushes which are a bear attractant.
- Is Passive Technology being used as part of the construction or is the Developer hoping to achieve Passive Certification? It was discussed that there is danger in misusing the Passive Home terminology if not certified. Currently, the developer does not know if Passive Certification will be possible due to some cost prohibitive aspects. The developer mentioned that 10" walls as passive technology will still be superior to minimum code requirements.
- Building will be heated by baseboards. No gas connection proposed.
- There is no commercial units in this development. The market has more demand for affordable housing. Price point market price will most likely be somewhere from \$300,000 to \$400,000 per unit. Price will be determined by market value.
- Three (3) public benches are proposed at the crest of the east and west pedestrian access ramp.
- Timeline for construction= preload expected to be completed in June. Hoping to start construction shortly after.

It was Moved/Seconded

**THAT** the Advisory Design Review Commission support the application subject to the following:

- Clarification of Passive Certification

- Shadow Study
- Traffic Study
- Fire Department Concerns
- Loading & Moving Concerns
- Garbage Collection Concerns
- Confirmation of Storage for all units
- Bike Parking Strategy
- Snow Storage
- Revised Landscape Plan
- Lighting Scheme
- Any other concerns as per staff;

**AND THAT** the above additional information be presented to the ADRC for further review prior to the report to Council;

**AND THAT** the Commission request full colour presentation boards in the future to assist in the Commission's review of the Application.

**CARRIED**

**5) NEW BUSINESS**

- Development inquiries have been multiplying since the beginning of 2017.
- Tiyata Ridge is continuing the infrastructure improvements & residential construction is expected to start this year.
- The Ridge Development is also working on their site infrastructure.
- The Village is currently evaluating options for soccer fields located east of Pemberton Farm Road East.
- The Friendship Trail Bridge construction is expected to start this summer.

**6) NEXT MEETING**

TBA

**7) ADJOURNMENT**

At 6:25pm p.m. the meeting was adjourned.

This is a true and correct copy of a meeting of the Advisory Design Review Commission of the Village of Pemberton, held April 04, 2017

  
Chair

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