

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

Minutes for the Advisory Design Review Commission of the Village of Pemberton held Thursday, May 10, 2018 at 5:45pm at 7400 Prospect Street.

MEMBER IN ATTENDANCE: Tracy Napier (Chair)
Lisa Ames
Woody Bishop (Chamber Representative)
Saad Hassan
Caroline McBain
Annie Oja

STAFF IN ATTENDANCE: Lisa Pedrini, Senior Planner
Tim Harris, Manager of Operations & Development Services
Sheena Fraser, Manager of Corporate & Legislative Services (minutes)

PROJECT REPRESENTATIVES:

DPA011 - Mobile Home Park

Peter Annable – Agent for the Proponent

DPA013 – Elevate at Sunstone

Justin Bennet – Agent for the Proponent /Architect, Urban West Architecture Inc.
Justin Taylor – Landscape Architect, Durante Kreuk Ltd.
Cam McIvor – Sunstone Ridge Developments
Warren Barrow – Elevate @ Sunstone representative
Dave English - Elevate @ Sunstone representative

DPM109 – Restaurant at 7436 Frontier Street

Matthew Prescott – Agent for the Proponents

GENERAL PUBLIC: 0

1) CALL TO ORDER

At 5:48 p.m. the meeting was called to order.

2) APPROVAL OF THE AGENDA

Moved/Seconded

THAT the agenda be approved as presented.

CARRIED

3) MINUTES

Moved/Seconded

THAT the minutes of the Advisory Design Review Commission Meeting, held Monday, January 25, 2018, be approved.

CARRIED

4) MAJOR DEVELOPMENT PERMIT: DPA011

Mobile Home Park

7370 Highway 99

Lisa Pedrini, Senior Planner, provided background on the applications previously submitted by the proponents and advised that through this process the owners have developed a plan for the installation of more mobile home pads which has prompted the need for a Major Development Permit Application (DPA). As well, the landscape plan has been redesigned taking into consideration feedback from the ADRC.

Ms. Pedrini introduced Kristina Salin of KSalin Land Planning who is assisting the Village on the DPA application. Ms. Salin provided an overview of the application advising that the application includes the addition of thirteen (13) new mobile home pads and new landscape design for the entrance of the mobile home park.

Discussion took place respecting the following:

- Height of new mobile homes and Flood Construction Level requirements.
- What will it look like visually compared to the other pads.
- Does the landscape plan reflect screening of the higher mobile homes.
- New Tree configuration (Staff noted that the landscaping must meet with BCHydro regulations in some areas).
- Circulation on the property with the addition of the new pads, right of way and parking.
- Will there be allowance for residents to install stairs and decks.
- Irrigation requirements and the bond requirements.

Concern was raised with respect to the on-site parking in particular:

- Parking stall locations and allowance for visitor parking.
- Parking for the two units at the end of the road given there is none allocated to the pads and parking is only available in the overflow parking area or on a pad area across the road.
- Parking plan is confusing and it appears that some pads could become land locked

Staff noted that the Mobile Home Bylaw is not consistent with the Zoning Bylaw with respect to parking requirements but the Zoning Bylaw takes precedence.

Moved/Seconded

THAT Advisory Design Review Commission recommends to Council to support the Major Development Permit: DPA011, Mobile Home Park, subject to the following conditions:

- That irrigation be provided;
- That the road access to the new pads be paved;
- That the parking plan meets the Village requirements to the satisfaction of staff;
- That vehicular access to the new pads be clarified.

CARRIED

**5) MAJOR DEVELOPMENT PERMIT: DPA013
Elevate @ Sunstone**

Ms. Pedrini introduced Cameron Chalmers of Cameron Chalmers Consulting, who is assisting the Village on the DPA application. Cameron Chalmers provided an overview of the application and provided review comments based on the Village's current Zoning Bylaw regulations and requirements.

Discussion took place respecting the following:

- the variance for visitor parking and where visitors will park;
- playground requirements;
- ability for street parking;
- option to move the location of the accessible parking to provide for more visitor parking;
- Concern that the oversupply of parking are dedicated and there is nowhere for visitors to park;

The architect and landscape architect for the development proposal were invited to present the design and landscape concepts. Justin Bennett, Urban West Architecture, provided an overview of the design concept that is based on providing for a sense of community, while fitting into the topography of the landscape and protecting the natural environment.

Justin Taylor, Durante Kreuk Landscape Architect, provided an overview of the landscape plan which is aimed to provide residents a feeling of being in a natural environment and provide interest throughout the seasons.

Further discussion took place respecting the following:

- Need to ensure that supporting infrastructure in the development meets with high standard of the product (i.e.; parking)
- Size of driveways designed to facilitate parking of large trucks
- Constraints due to hillside location
- Need to ensure FireSmart restrictions are incorporated into landscaping plan
- Suggestion to narrow plantings down by 50%-70% and simplify the landscape plan so that it can be maintained economically
- Consider spacing and location of evergreens that will grow high to protect viewsapes and avoid needing to cut down trees in 10 years.
- Clarification with respect to snow shed locations and where snow dump areas will be located on site
- Consideration of installing a stretch of sidewalk from Road A along the Strata road to the first homes for ease of walking and safety
- Identification of traffic flow in/out of garbage and recycling building
- Construction elements (Passive House design principles)
- Location of fire hydrants and impacts to parking and snow dump areas
- Inadequacy of visitor parking and the variance request to reduce the required number from 13 to 3 and the parking configuration in general.

Moved/Seconded

THAT the ADRC recommend to Council that Development Permit Application DPA-013, Elevate @ Sunstone, be supported as presented with a recommendation that the number of visitor parking stalls be reviewed.

CARRIED

Two members Opposed

Moved/Seconded

THAT the ADRC further recommends that staff ensure that consideration is given to the potential addition of a sidewalk from Road A to the entry of the development and that attention is paid to FireSmart Principles with respect to landscaping.

CARRIED

**6) MINOR DEVELOPMENT PERMIT: DPm109
Downtown Restaurant
7439 Frontier Street**

Lisa Pedrini introduced the Minor DP Application for the upgrades to the restaurant formerly called The Centennial Café located at 7439 Frontier Street. Ms. Pedrini noted that these upgrades are considered to be a Minor Development Permit and as such approval is delegated to the Manager of Operations & Development Services.

Discussion took place respecting the following:

- clarification on the parking variance request (from 1 space for every 3 seats to 1 space for every 4 seats)
- required number of parking spaces
- payment in lieu of parking costs

Moved/Seconded

THAT the ADRC recommend to the Manager of Operations and Development Services that the Minor Development Permit DPm109 be supported.

CARRIED

7) **DRAFT SIGN BYLAW**

Lisa Pedrini provided an overview of the proposed sign bylaw noting that it is an update to the existing Sign Bylaw which was adopted in 1995. Pedrini noted specific changes including the inclusion to permit Sandwich Board Signs and reviewed the proposed regulation changes, review of the font sizes especially in the Industrial and Airport Signs

Commission members requested more time to review the draft bylaw before providing input. It was agreed that a meeting to specifically discuss the proposed Sign Bylaw be held and the date of Monday, June 4th at 5:45 p.m. was selected.

8) **NEXT MEETING**

It was proposed that a regular meeting schedule be established and if there is no need to meet the Commission members would be advised the meeting is cancelled. This would help ensure a quorum and allow members to plan their time accordingly.

Next meeting Monday, June 4th at 5:45 p.m.

9) **ADJOURNMENT**

At 8:30 p.m. the meeting was adjourned.

Redacted

Tracy Rapier
ADRC Chair