



ADRC AGENDA

ADVISORY DESIGN REVIEW COMMISSION

Agenda for the Advisory Design Review Commission Meeting of the Village of Pemberton to be held Tuesday February 26, 2019 at 6:00 pm at 7400 Prospect Street.

1. ORIENTATION

2. CALL TO ORDER

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

- Minutes of the ADRC Meeting of November 21, 2018

5. MINOR DEVELOPMENT PERMIT – DPm113 7423 Frontier Street

- Pemberton Hotel – Exterior Improvements for Cannabis Retail and Additional Hotel Rooms

6. MAJOR DEVELOPMENT PERMIT – DPA116 Prospect Street

- Harmony Reach Village (“Wye Lands”) Mixed Use Development – Status Update

7. Downtown Enhancement Project

- Update to be provided at a future meeting

8. NEW BUSINESS

9. NEXT MEETING

10. ADJOURNMENT

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

Minutes for the Advisory Design Review Commission of the Village of Pemberton held Wednesday November 21, 2018 at 5:45pm, at 7400 Prospect Street.

MEMBERS IN ATTENDANCE: Tracy Napier (Chair)
Lisa Ames
Caroline McBain
Annie Oja

ABSENT MEMBERS: Woody Bishop (Chamber Representative)
Saad Hasan

STAFF IN ATTENDANCE: Lisa Pedrini, Senior Planner
Cameron Chalmers, Planning Consultant
Sheena Fraser, Manager of Corporate & Legislative Services
Melissa Sutherland, Building & Planning Clerk (minutes)

PROJECT REPRESENTATIVES:

DP008/DVP118- Crestline

Andrea Scott- Architect
Peter Cheung- Altire Properties
Moe Ghane- Altire Properties

GENERAL PUBLIC: 0

1) CALL TO ORDER

At 5:52pm 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 Thursday, May 10, 2018, be approved as presented.

CARRIED

**4) MAJOR DEVELOPMENT PERMIT: DP008
DEVELOPMENT VARIANCE PERMIT: DVP118
Crestline – 1422, 1426, 1430 Portage Road**

Cameron Chalmers, Planning Consultant, provided background on the applications previously submitted and why an amendment to the Development Permit and Development Variance Permit is required and the issuance has not been completed. He explained the modest changes to the site plan that eliminated the need for a variance to on site coverage. The developer no longer plans to use passive house technology, which has allowed them to bring the site coverage down to the permitted 40%.

As well, the applicants have made alterations to the rooflines and deck area which would bring the height of the building to 12.04m, 1.9m higher than permitted, which is why the applicants are now requesting a variance for height.

Cameron explained that Staff sees the changes as very minor and does not believe that the adjustments would be visible or noticeable from the street.

Ms. Pedrini introduced Andrea Scott, Architect for the Crestline project, to further present the changes to the ADRC.

Discussion took place respecting the following:

- The doors to access the rooftop deck will be a long architectural feature rather than a gable roof. The entrances to the rooftop deck would not be visible from the street.
- The building footprint has been reduced, bringing site coverage down to 40% now that passive house technology is not being used.
- The entrance ramp is now more modest due to Ministry of Transportation and Infrastructure (MOTI) requirements to keep the entrance closer to the property line. It is still in the MOTI Right of Way but using less space. This change has made the entrance ramp leaner, as it needed to be linear and tight to the property line.
- One set of exterior stairs (closest to the garbage room) have been removed. This does not impact the garbage room as there are still three other entrances. The stairs needed to be removed as the required clearance could not be made over the entrance.

Comments were raised with respect to the following:

- How the garbage trucks will access the garbage room from the street.
- If the Development Variance Permit Notification requirements were met.
- If there was any other special considerations for the passive constructions design by Council that might be impacted by the amendments.
- If the entrance ramp changes reduce the public outdoor space in this area and whether there is still room for benches.
- Clarification that the actual height requested is 12.04, not 12.4 m
- How this development would affect the crosswalk to the Pemberton Community Centre that is nearby.
- If the roof decks were considered as part of the original application.

Moved/Seconded

THAT the ADRC recommends that Council support the requested amendments to the Crestline Development Permit No. 008 (DP008) and Development Variance Permit No. 118 (DVP118) due to the minor nature of the changes proposed.

CARRIED

5) MINOR DEVELOPMENT PERMIT

Mountain Glass- Exterior Improvements

Lisa Pedrini, Senior Planner provided the background and advised that the applicants were not aware that their property required a minor Development in order to make exterior changes to the building (new paint). The exterior changes were completed before the application was made for a minor Development Permit.

The exterior of Mountain Glass and Mirror was originally white with forest green trim. The changes made resulted in the store front being painted sage green with black trim. Ms. Pedrini described the changes as cosmetically appealing and explained Staff is supportive of the color scheme change.

Discussion took place respecting the following:

- ADRC questioned why the application was being brought to the Commission if the work was already complete. The Commission felt that in the event that work is already completed and in compliance with development permit guidelines, review by the ADRC may not be necessary. Ms. Pedrini explained that the Development Procedures Bylaw indicates that minor Development Permits be reviewed by the ADRC. As

such Staff, felt the permit should still go through the process, and that the ADRC input was still valuable for Staff's purposes.

Moved/Seconded

THAT the ADRC supports the Minor Development Permit for exterior improvements to Mountain Glass and Mirror, as presented without any concerns.

CARRIED

6) 2019 ADRC Appointments - extended deadline

Ms. Pedrini updated the ADRC on the current status of ADRC Appointments. The deadline has been extended from November 23rd to November 30th due to the lack of applicants.

ADRC provided the following comments:

- Suggested advertising through professional bodies
- Suggested consideration of establishing a travel incentive to bring people in from neighboring communities

7) NEW BUSINESS

Ms. Pedrini provided a status update on the Development Services department noting the following projects:

- The Zoning Bylaw was adopted in July 2018.
- The Sign Bylaw is still in a draft form and would benefit from more consultation with the ADRC and the business community.
- A Development Permit application for a drive-through restaurant in the Village's gateway was withdrawn due to changes in the Zoning Bylaw no longer permitting this use on the subject property.
- A Development Permit application for a mixed use development in the Town Centre zone was returned to the applicant as the design was not completed to the satisfaction of the Village and in compliance with the Architects Act.
- There are a number of Rezoning applications and corresponding Development Permit applications expected in the next 6 months to a year.
- An update on the status of the Downtown Enhancement project was provided.

The ADRC enquired as to whether or not the Village's Downtown Revitalization Development Permit Area requirements apply to the Village and if the Downtown Enhancement project will require development permit review. The Commission also expressed an interest in providing feedback to this project from a design standpoint.

Moved/Seconded

THAT Staff confirms if development permit requirements apply to the Downtown Enhancement Project and report back to the ADRC;

AND THAT it be noted that the ADRC would like an opportunity to provide comments on the design elements of the Downtown Enhancement Project.

CARRIED

8) NEXT MEETING

Ms. Pedrini noted that the meeting scheduled in June to further review the draft Sign Bylaw was cancelled due to a lack of a quorum. Staff would like to bring this item back for ADRC review and will send out a Doodle Poll to find a date that will work for Commission members.

ADJOURNMENT

At 7:02pm the meeting was adjourned.

Tracey Napier

Chair

Date: February 26, 2019

To: Advisory Design Review Commission

From: Lisa Pedrini, Senior Planner

Subject: Minor Development Permit No. 113 – Pemberton Hotel

The Village of Pemberton has received a Minor Development Permit application from Dennis Maquire Architect Agent on behalf of the owner Bison Venture Group Ltd. to facilitate exterior building improvements to the Pemberton Hotel. The subject project is legally described as Lots 1-3, DL 203, Plan 1624, and is located at 7423 Frontier Street, Pemberton, BC. The property is designated as a Development Permit Area for Form and Character in the Village's OCP under DP Area No. 4 – Downtown Revitalization.

BACKGROUND

The Pemberton Hotel underwent some renovation work in 2016 to the exterior form & character of the building in making improvements in the form of exterior façade finishes (updated wood features, doors, shutters and signage). As such, two separate minor Development Permits have been authorized and issued to the Pemberton Hotel in order to make these changes.

DISCUSSION & COMMENTS

The proposed improvements include:

- New Retail Space for Cannabis Retail Establishment
- Six (6) new ground level Hotel Rooms
- Entrance improvements (Accessibility)

The applicant made a minor DP application which was received January 25, 2019. Refer to **Appendix A** for the requested improvements. The applicants will bring a materials board to the meeting, but the general door finishes and window and trim detailing are shown on the last page of Appendix A. The Applicants will need to provide a landscaping plan detailing the species, number and expected height at maturity of each proposed planting and an irrigation plan.

The following General Form and Character Guidelines are relevant to this application:

7.4.1.2 General Form & Character Guidelines

The following general guidelines apply to DP#4 (Downtown Revitalization) which incorporates specific directions related to site design, building form, landscaping, snow management, vehicle circulation, parking and servicing:

b) Building Form – Buildings are to be consistent with Pemberton's small-town character and reflect its rural traditions of strong, simple and functional building forms. It is not the intent that the Village adopt a specific architectural style or theme.

- Reduce the mass and scale of buildings through design features such as variations in roof form, wall recesses/projections, texture/colour, vertical accents, windows, balconies, dormers and façade detailing;
- Design Buildings to positively address the public realm on street frontages and sidewalks.
- Face main entrances to the street, being clearly visible and directly accessible from the sidewalk. Entrances should reinforce proximity to grade level, particularly avoiding multi-story features; Diminish the appearance of garage doors from public streets.
- Create interest by varying use of the building's scale, modulation, materials and colour in the placement and detailing of elements such as bay windows, entrances, lighting, graphics and street furnishings.

c) Construction Materials – The building should be sufficiently durable to withstand Pemberton's variable climate while also exhibiting quality construction and a small-town character:

- Use exterior materials that have been traditionally applied and/or are durable for the area including stone, wood, brick and glass.
- Apply exterior building colours that complement nature's spectrum; earth hues and the natural colours of foliage, grass, sky and woods: Brighter colours may be appropriate as accents such as doorways, window frames, signs, graphics, store fronts and/or displays.

7.4.2 Development Permit No.4 – Downtown Revitalization

The Village encourages enhancements and redevelopment of the downtown area to provide a more vibrant environment for businesses, residents and visitors.

7.4.2.2 Guidelines - The Development Permit Guidelines for commercial areas for revitalization have incorporated specific directions related to: building form; streetscape improvements and landscaping; circulation and parking; and signage and lighting.

a) Building Form - Buildings need to create pedestrian interest and memorable buildings by:

- Reflect the scale of the downtown with varied yet harmonious façade elements, adding interest to the downtown's building form.
- Coordinate adjoining buildings to maintain visual continuity of eave lines, materials, soffits and fascias. Either avoid the exposure of party walls or consider them as an important design feature.

It is staff's opinion that the proposed exterior improvements meet the DP guidelines and has resulted in an improved aesthetic, creating pedestrian interest at the street level. Therefore staff recommends that these changes be supported.

Staff would appreciate if the Advisory Design Review Committee members could share with the Village any concerns or comments regarding this minor Development Permit Application.

COMMUNICATIONS

This application is being forwarded to the Village's Advisory Design Review Committee for their consideration as per the Development Procedures Bylaw, Schedule "K".

LEGAL CONSIDERATIONS

Development Permit Areas as per Section 488 of the *Local Government Act*.

As per Bylaw 725, 2013 – Pemberton Development Procedures Bylaw – Section 10.1, Council has delegated the authority to issue Minor Development Permits to the Manager of Development Services. Currently Nikki Gilmore, Chief Administrative Officer is the Interim Manager of Operations and Development Services.

Appendix A – Location Map

Appendix B – Architectural Drawings

SUGGESTED RECOMMENDATION

That the ADRC recommends that the Manager of Operations and Development Services approves this application for a minor Development Permit to facilitate exterior improvements to the Pemberton Hotel based on the following conditions :

1. Submission of a satisfactory landscaping plan which also details proposed irrigation;
2. ...etc.

Lisa Pedrini, Senior Planner

Appendix A – Location Map

Appendix B – Current Photos

Appendix B – Proposed Design of Building Improvements

cc. Nikki Gilmore, Interim Manager of Operations and Development Services

APPENDIX A – Location Map



APPENDIX B – Current Photos



Front – North End



Front – Looking South



Side - North



Rear - North End



Rear



Rear – Covered Storage

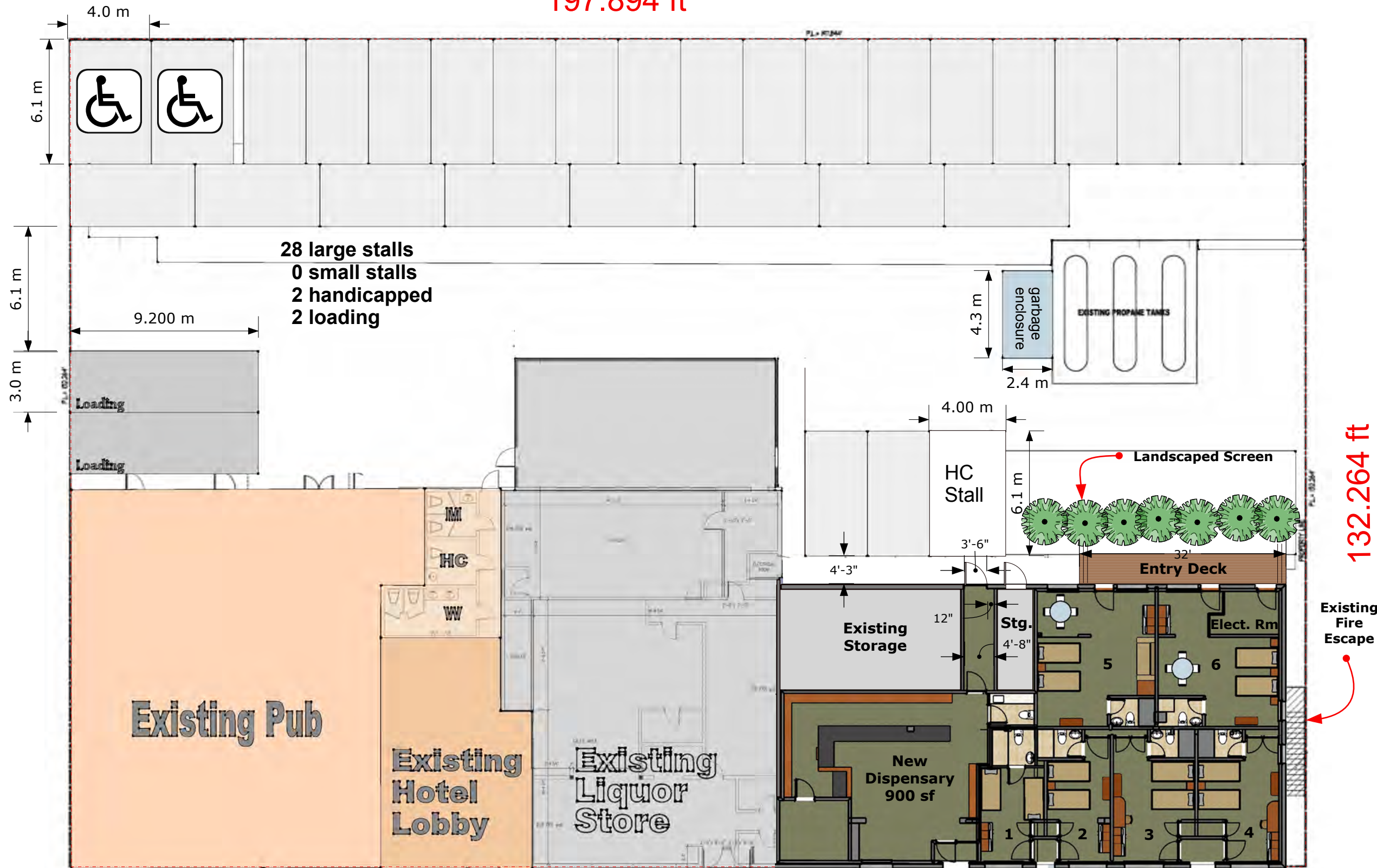


Rear – Existing Entrance to Proposed Cannabis Retail Space



Front – Existing Exterior Finish (not proposed to change)

197.894 ft



7423 Frontier Street, The Village of Pemberton, BC

Project Description: To add a new Cannabis Dispensary (no change of use) and 6 New Hotel Rooms to and Existing Retail Space.



Site Plan

Scale: 1:200

**Pemberton
Hotel Rms.&
Dispensary**

SITE PLAN

**DENNIS
MAGUIRE**

ARCHITECT

maibc



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New Hotels Rooms straight on view

**Pemberton
Hotel Rms.&
Dispensary**

**DENNIS
MAGUIRE**

ARCHITECT

maibc



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Hotel Rooms from North



Pemberton Hotel Rms.& Dispensary

**DENNIS
MAGUIRE**

ARCHITECT

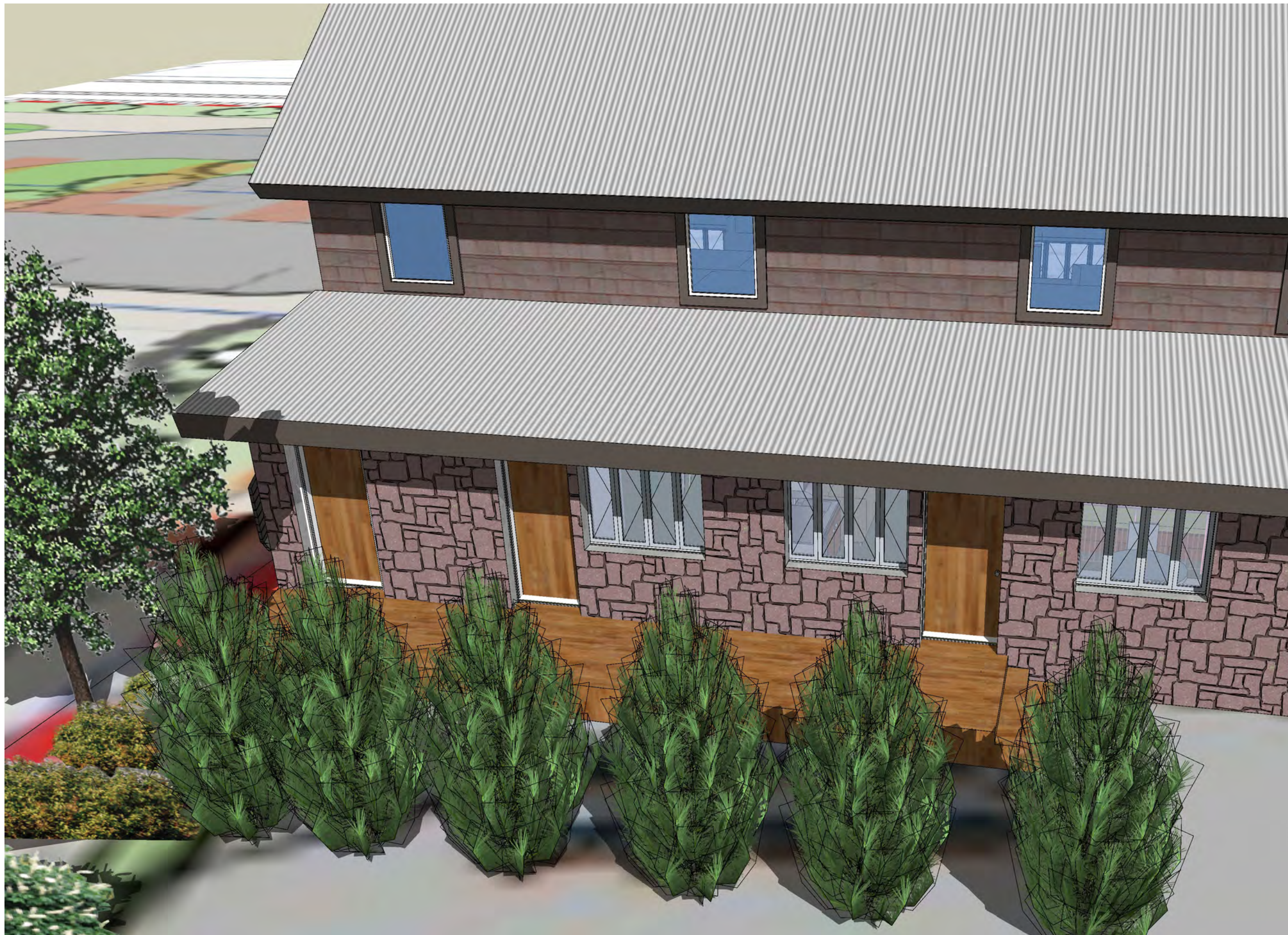
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Rear Rooms Perspective

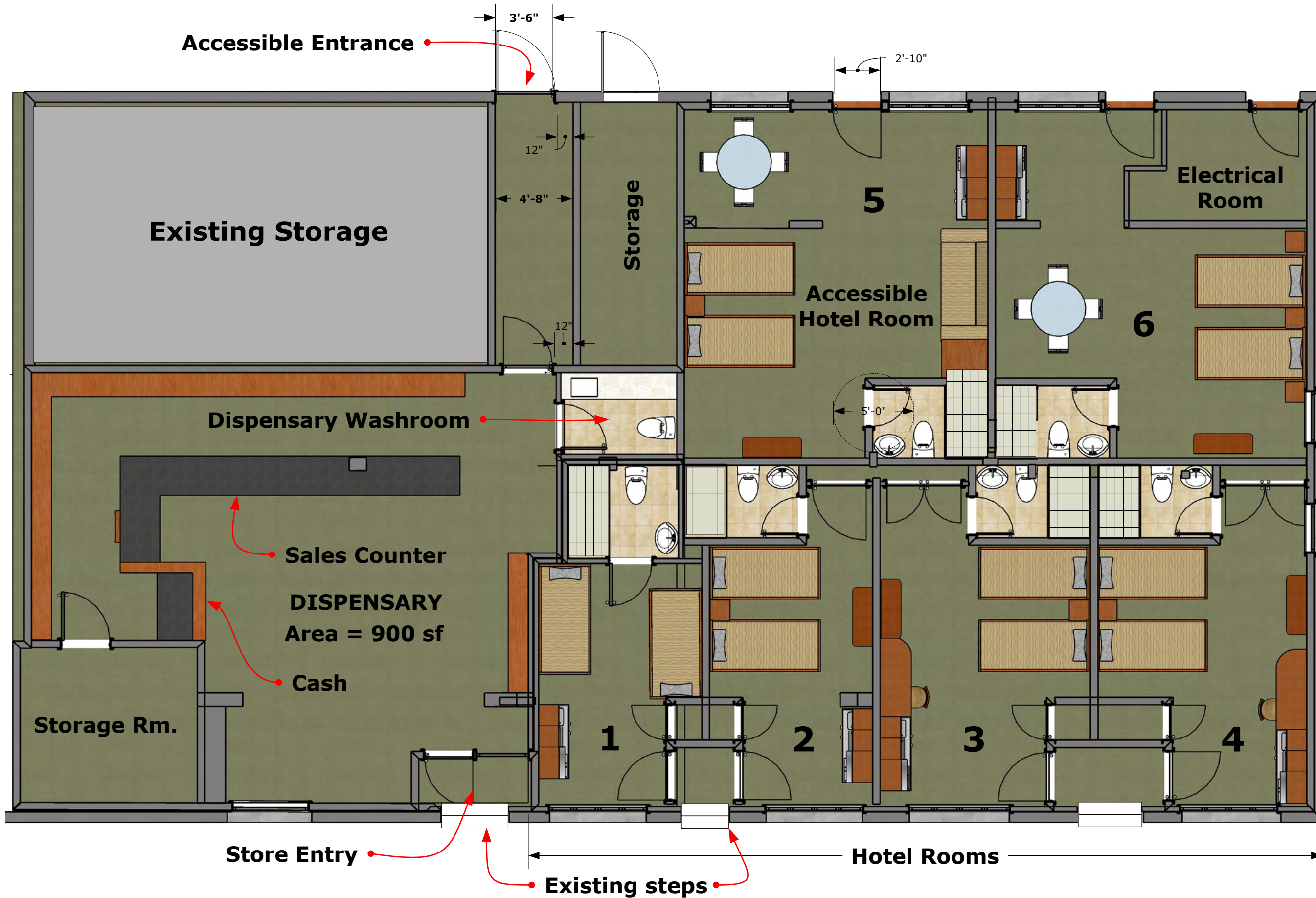
**Pemberton
Hotel Rms.&
Dispensary**

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Plan Section scale: 1:70

**Pemberton
Hotel Rms.&
Dispensary**

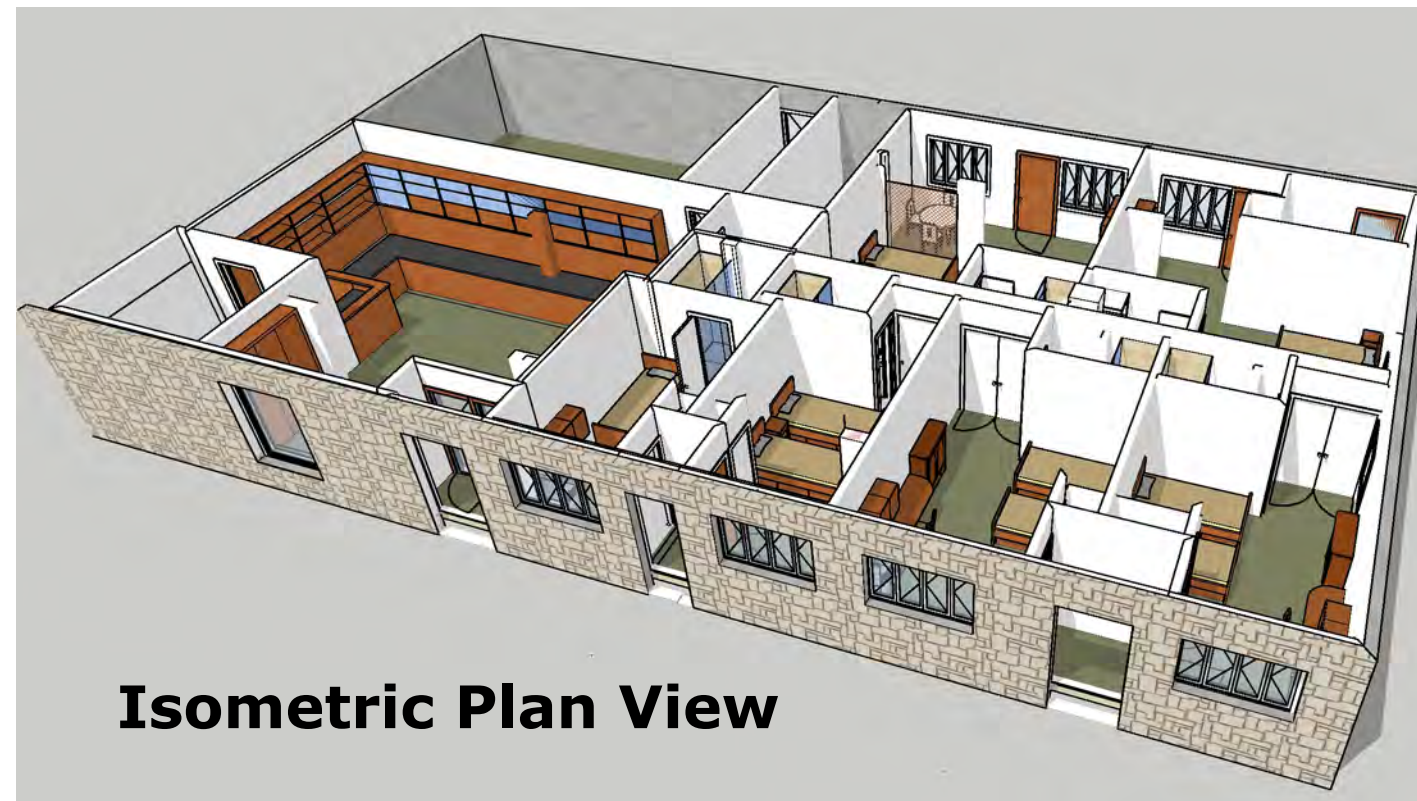
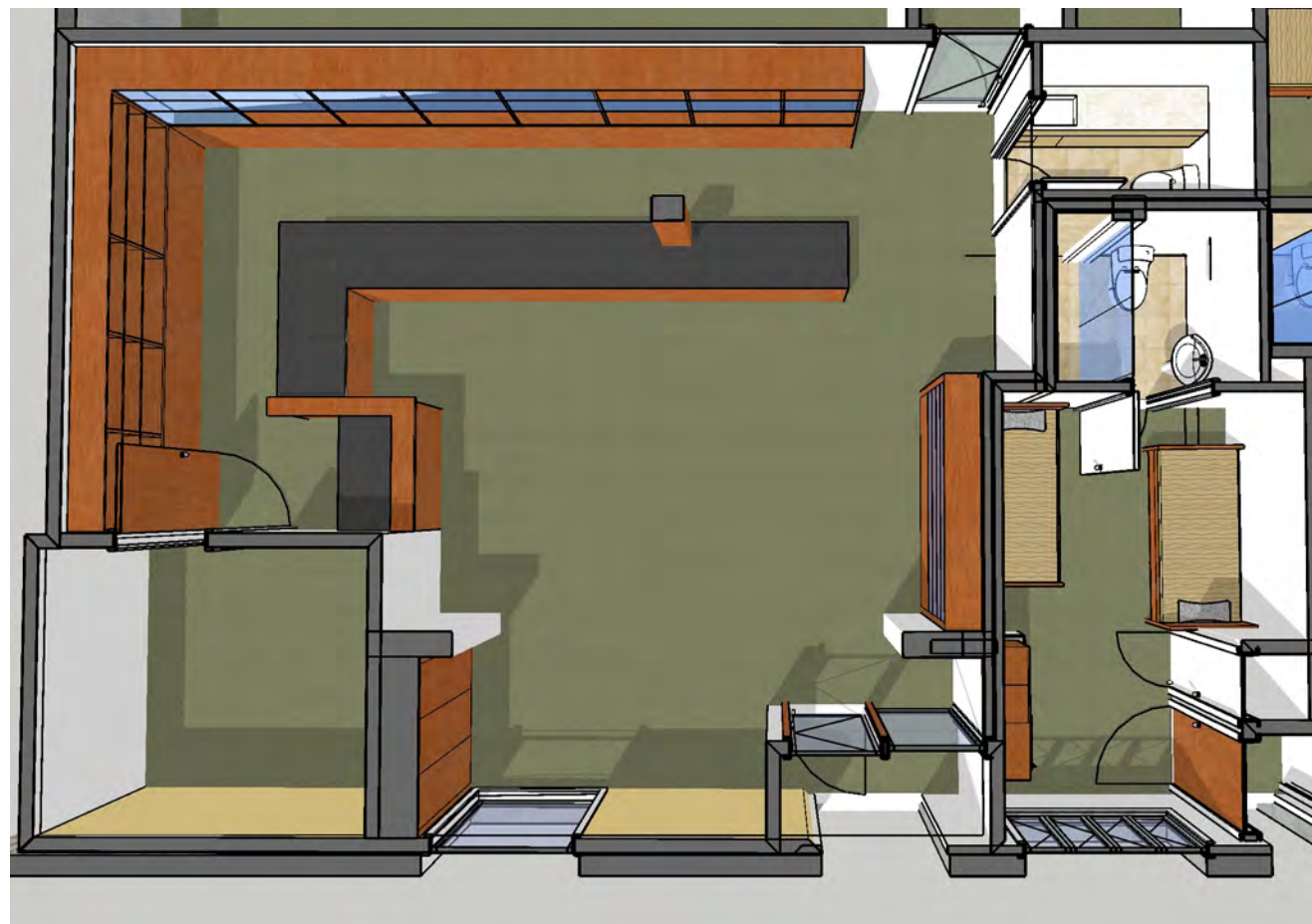


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Dispensary Detail



Isometric Plan View



Isometric Plan View

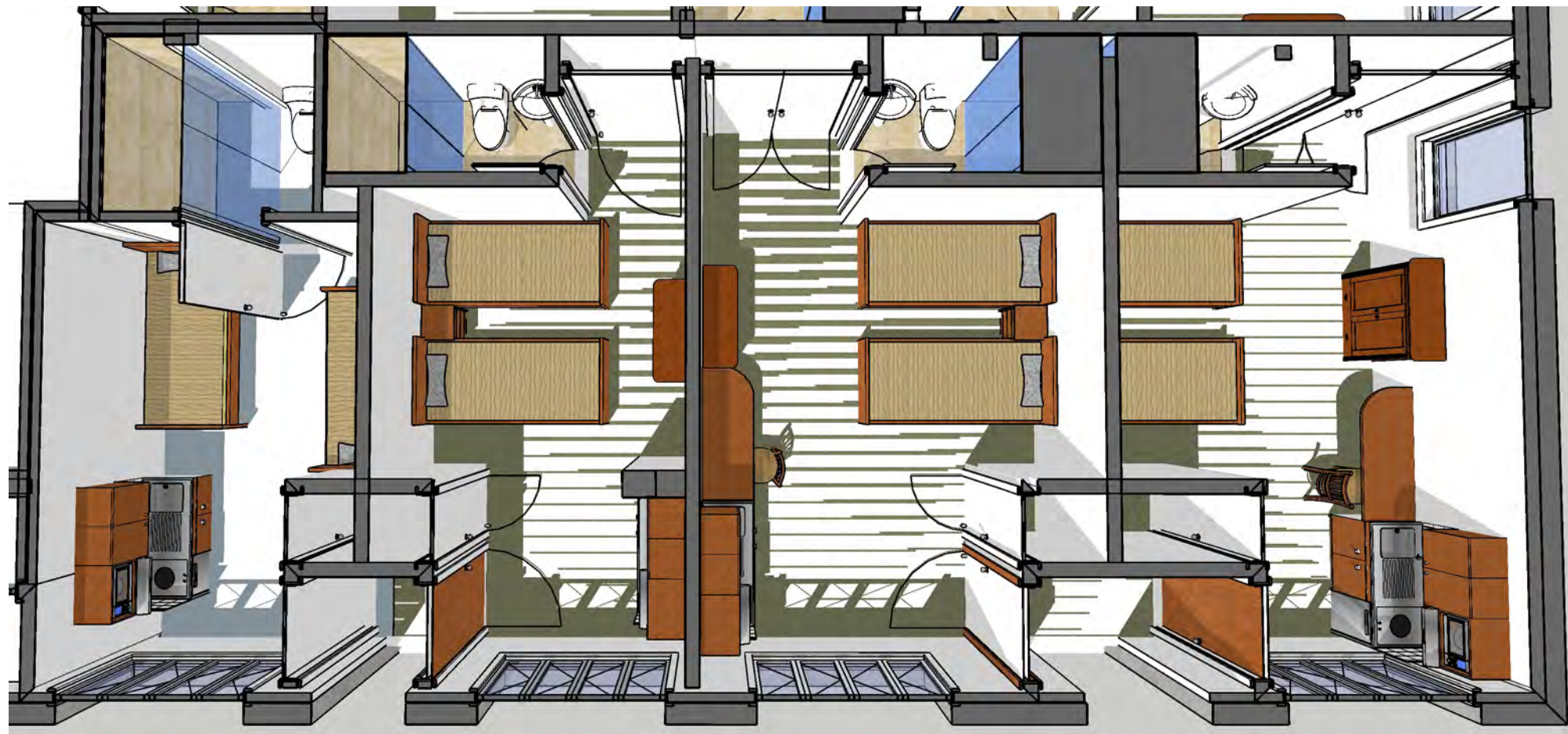
Pemberton Hotel Rms. & Dispensary



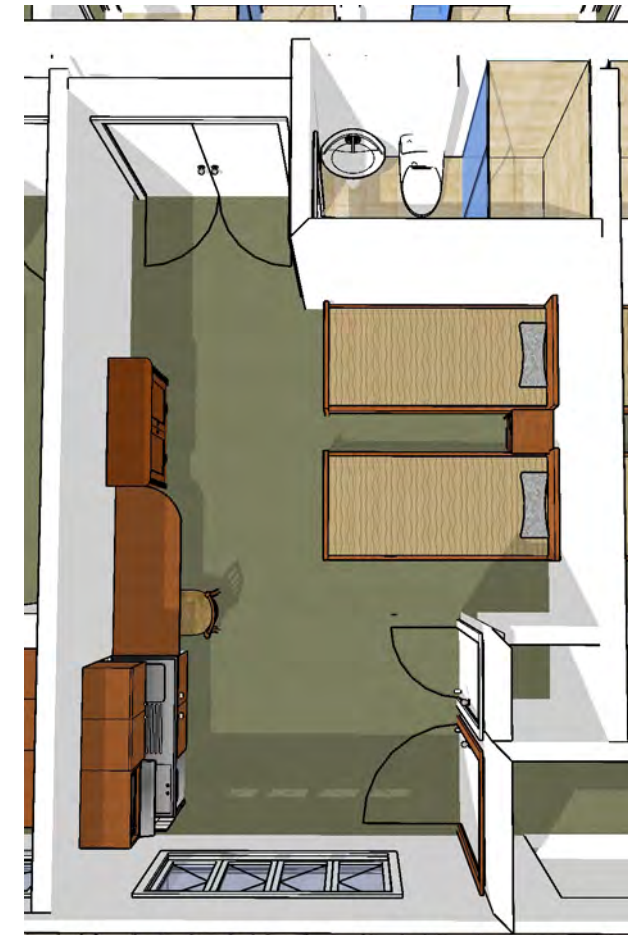
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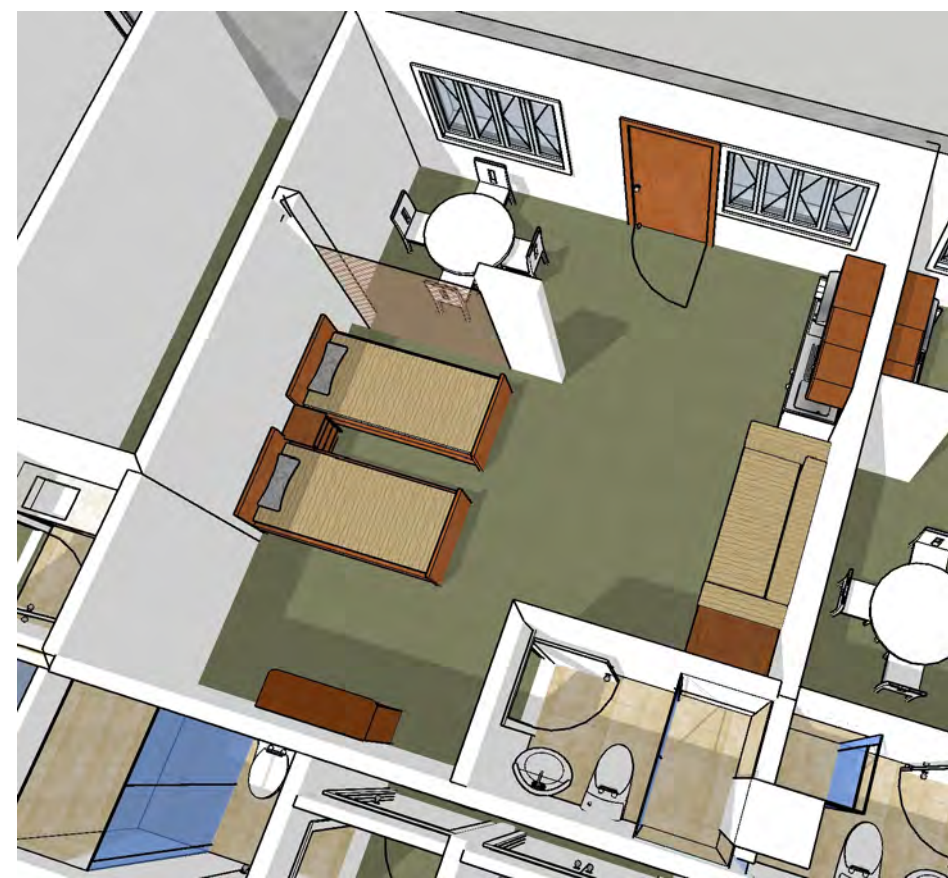
New Hotel Rooms on Street



Front Unit Detail



New Hotel Rooms at Rear



Rear Unit Detail

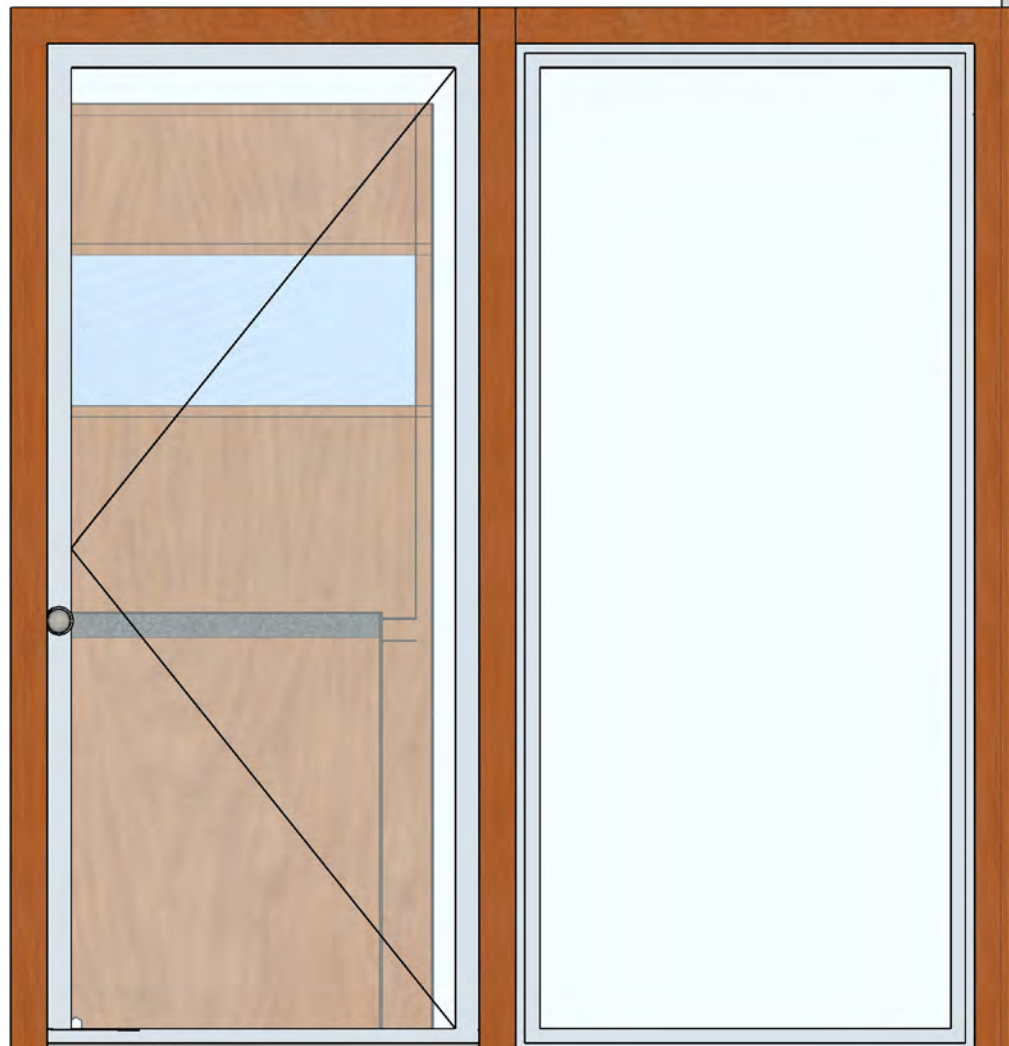
**Pemberton
Hotel Rms.&
Dispensary**



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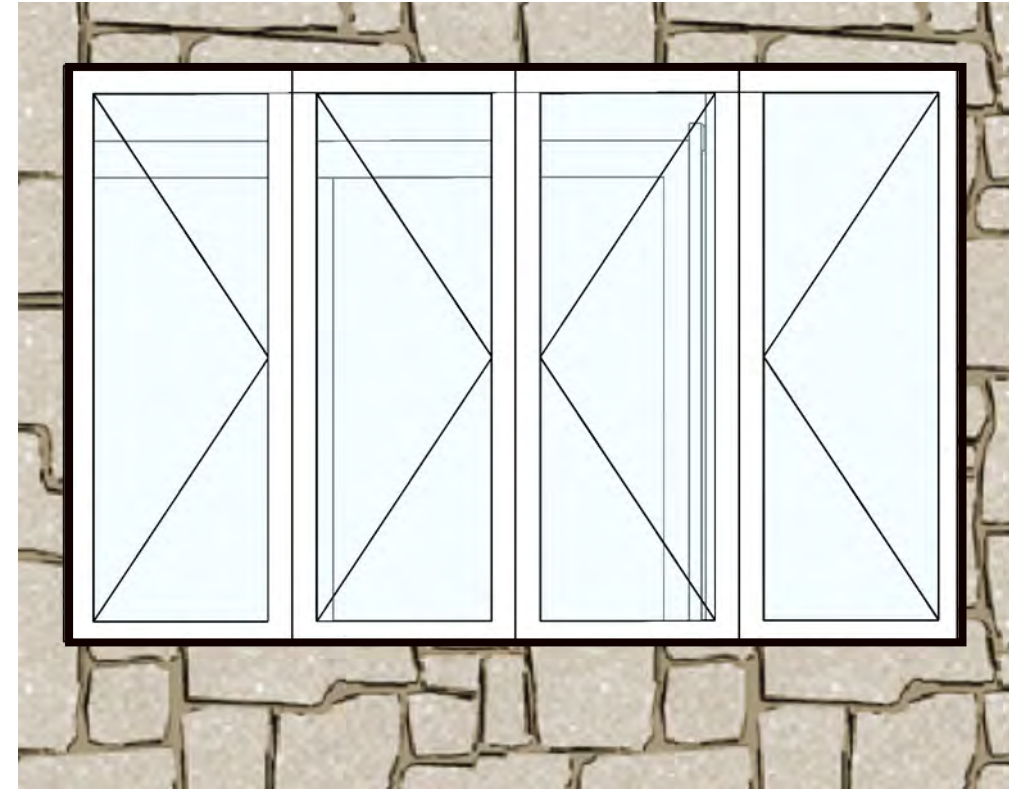
Dispensary Doors

Aluminum commercial grade door frames to match existing commercial doors with wood trim



Hotel Rm. Doors

Solid core wood doors with matching wood trim



Windows

White vinyl windows to match existing with existing stone surround.

**Pemberton
Hotel Rms.&
Dispensary**

Exterior
Finishes



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