



**CITY OF VICTORIA
ADVISORY DESIGN PANEL MINUTES
December 11, 2024**

The City of Victoria is located on the homelands of the Songhees Nation and Xwsepsum Nation.

PRESENT: Bruce Anderson – Chair
Tamara Bonnemaïson
Julie Brown
Priscilla Samuel
Elizabeth Balderson
Colin Harper

ABSENT: Peter Johannknecht
David Berry

STAFF: Kasha Janota-Bzowska - Planner
Miko Betanzo - Senior Planner, Urban Design
Sian Maichen – Planning Secretary

**APPLICANT
ATTENDEES:** Alex McCumber - DHK Architects
Hassan Sayed – Frame Properties
Alexander Ray – Frame Properties
Patrick Conn – Frame Properties
Clint Murphy – Frame Properties
Chris Windjack – LADR Landscape Architects

1. Call to Order

The meeting was called to order at 12:00 p.m.

2. READING OF MINUTES

Minutes from the meeting held October 23, 2024

Moved By P. Samuel
Seconded By E. Balderson

That the minutes from the meeting held October 23, 2024 be approved with the following changes:

CARRIED UNANIMOUSLY

3. APPROVAL OF AGENDA

Moved By J. Brown

Seconded By P. Samuel

That the December 11, 2024 agenda be approved as presented.

CARRIED UNANIMOUSLY

4. APPLICATIONS

4.1 Development Permit with Variances No. 00276 for 1703-1705 Fernwood Road and 1312 Balmoral Road

The Panel received an introduction to the application from City of Victoria Planner Kasha Janota-Bzowska that provided the areas that Council is seeking advice on, the proposal is to construct 19 units in three 3-storey Missing Middle corner townhouses.

Hassan Sayed provided the Panel with an overview of the site and context of the proposal, Christopher Windjack provided details of the proposed landscape plan:

- Kept the proposal simple, using brick and neutral materials
- Use inspiration from neighboring houses and buildings for design
- Large shared backyard amenities space
- Open concept plans with general orientation to provide additional privacy
- Wood perimeter fence being designed around property

The Panel asked the following questions of clarification:

- *In the original renderings for the shared open space it showed food production gardens, with the retention of extra trees it's going to be a shady space, it's not viable for food production?*
- *That is correct its very shaded out and not suitable*
- *The stairways leading up to the units on Fernwood, is there enough space to have them go straight from the sidewalk to the door instead of being on the side?*
- *Not with the provisions of the 4 meter dedication we are providing*
- *The lower level of the bottom of the stairs of the building, is there windows?*
- *There will be windows but may be obscured by shrubs*
- *The sidewalks along Fernwood and Balmoral, Is the sidewalk directly adjacent to the stair access or is there a boulevard in between?*
- *We don't have all the direction required for the design of the boulevard yet. There is opportunity for a but of softscape between the land and sidewalk,*
- *There appears to be a 6 foot fence along Balmoral, does that adhere to guidelines?*
- *There is no front fence along Balmoral or Fernwood, only along the back*
- *For the balconies, I'm curious why you have only provided only 4 and not to the remainder of the units.*
- *The other units are constricted to access of outdoor space, the four units were the only ones that had the possibility to provide outdoor space.*

- *Why doesn't building 13 have a landscape buffer adjacent to it?*
- *We wanted to provide opportunity for short-term bicycle parking*
- *Why is this project being reviewed by ADP if its missing middle*
- *It's delegated process is proposing 19 units and because there is more units that are being proposed, we have the ability through Land Use Procedures bylaw to bring it forward through ADP*
- *Is the brick veneer on the inside of the units as well?*
- *Right now we are considering the primary elevations for use of brick*
- *How do you see the people in the units gaining access to the open space area that is tucked in the back? Would this space better serve other purposes?*
- *We wanted to provide opportunity for secondary access, we could consider adjusting how that access works.*
- *Was there any thought to removing more parking from additional units? Specifically in the west building.*
- *For this proposal it is a balance between meeting schedule P and providing parking for future residents, which is still a need for a lot of families.*

The public portion of the meeting was closed at 12:46 p.m.

Panel members discussed the following:

- *The outdoor space and building access was handled well*
- *Favoured having balconies in the living spaces as opposed to the drive aisle*
- *Northeast amenities space could be programmed more actively*
- *Balconies for units 8-19 from the living space would be useful*
- *More sun exposure for the north side of the building as opposed to the drive aisles should be considered*
- *Shared open space of the north should have landscaping buffer between the street and sidewalk.*
- *Removing parking for unit one would improve space.*
- *Shared open space would be a great place for children's play area*
- *Importance of the backs of the buildings matching the front in terms of materials*

Moved By T. Bonnemaision

Seconded By C. Harper

That the Advisory Design Panel recommend to Council Development Permit with Variances No. 00276 for 1703-1705 Fernwood Road and 1312 Balmoral Road be approved.

CARRIED

For (4): B. Anderson C Harper, P. Samuel, T. Bonnemaision

Opposed (2): E. Balderson, J. Brown

5. ADJOURNMENT

Moved By E. Balderson

Seconded By J. Brown

That the Advisory Design Panel meeting of December 11, 2024 be adjourned at 1:04 p.m.

CARRIED UNANIMOUSLY