

**MINUTES OF THE
ADVISORY DESIGN PANEL MEETING
HELD WEDNESDAY JANUARY 23, 2019**

1. THE MEETING WAS CALLED TO ORDER AT 12:10 PM

Present: Sorin Birliga, Pamela Madoff, Marilyn Palmer, Jessi-Anne Reeves, Karen Sander, Stefan Schulson, Roger Tinney

Absent: Jason Niles

Absent for a Portion of the Meeting: Carl-Jan Rupp

Staff Present: Miko Betanzo – Senior Planner, Urban Design
Maira Wilson – Senior Planner, Urban Design
Robert Batallas – Senior Planner
Michael Angrove – Planner
Katie Lauriston – Secretary

2. ELECTION OF A CHAIR

It was moved that Stefan Schulson be elected as Chair of the Advisory Design Panel.

Carried Unanimously

3. MINUTES

Minutes from the Meeting held December 19, 2018

Motion:

It was moved by Sorin Birliga, seconded by Stefan Schulson, that the minutes from the meeting held December 19, 2018 be adopted.

Carried Unanimously

4. APPLICATIONS

4.1 Draft Updated Old Town Design Guidelines

Robert Batallas provided the Panel with a brief outline of the updated Guidelines.

The Panel asked the following questions of clarification:

- why does section 1.1 place so much emphasis on the economic value of tourism to Old Town, rather than on the intrinsic value of its form and character?
 - the focus on the economic qualities was due to community input. The following page emphasizes the importance of the form and character of Old Town

- what changes have been made in response to the ADP's comments from December?
 - comments from public engagement sessions and presentations to both the ADP and HAPI have been addressed, including the use of more imagery from Victoria, additional policies speaking to the context of Old Town as seen from the water, and the connectivity of waterfront buildings to the harbourfront pathway
- what is the Guidelines' relationship to the Official Community Plan (OCP), and how do the documents support a common vision for Old Town and the City?
 - the OCP identifies areas which are Development Permit Areas (DPAs) or Heritage Conservation Areas (HCAs), and the Design Guidelines relate to each of these areas
 - Old Town is identified within the OCP, and spans parts of DPA1 and DPA9
 - many policies and design guidelines are also reflected in the Downtown Core Area Plan
- how are sites on the edge of Old Town addressed?
 - these sites are included in City policies including the Downtown Core Area Plan and are also addressed through the Zoning Bylaw.

The Panel discussed:

- appreciation for the use of graphics and photos to facilitate public use
- the Guidelines as being concise and user-friendly.

4.2 Development Permit Application No. 000531 for 1900 Richmond Road

The City is considering a Rezoning and Development Permit Application to construct a five-storey assisted living building with ground floor commercial along Fort Street and Richmond Road.

Applicant meeting attendees:

DON MILLIKEN	MILLIKEN REAL ESTATE CORPORATION
KATE MILLIKEN BINNS	MILLIKEN REAL ESTATE CORPORATION
JAMES MILLIKEN	MILLIKEN REAL ESTATE CORPORATION
CRAIG ABERCROMBIE	NORR ARCHITECTS ENGINEERS PLANNERS
STEVE JONES	JONES CONSULTING

Michael Angrove provided the Panel with a brief introduction of the application and the areas that Council is seeking advice on, including the following:

- the length of the building
- the transition to lower density residential areas.

Carl-Jan Rupp joined the meeting at 12:50 pm.

Craig Abercrombie and Don Milliken provided the Panel with a detailed presentation of the site and context of the proposal.

The Panel asked the following questions of clarification:

- is there space for vehicle parking at the Birch Street drop-off area?
 - there are two parking spaces for short-term use at the front entrance
- does the rear entrance enter into the main dining room?
 - the rear entrance accesses the shared lobby
- was a secure outdoor area considered for memory care residents?
 - a shared outdoor space lined with planters is proposed above the porte-cochere
- was a garden area for residents considered?
 - the landscaped perimeter could be a walking area, but is not secured and is not intended as a garden
- which route is envisioned for ambulance access?
 - ambulances would likely enter the rear loading area from Ashgrove Street
- what is the rationale for the location of the elevator?
 - the elevators are in proximity to the move-in and move-out area at the west side of the building, and this location helps build a sense of privacy for residents
- would it be possible for one of the proposed food services to help animate the plaza seating area at Fort Street and Richmond Avenue?
 - if the retail space is occupied by a coffee shop, this could be connected to the proposed bistro
- are balconies proposed for residents' use?
 - typically balconies are not provided; however, balconies are proposed on the upper level units and are stepped back for minimal overlook
- is the parking off Ashgrove Street unchanged from the existing arrangement?
 - the configuration will change slightly, as fewer stalls will fit in this area
- will the proposed parking off Ashgrove Street meet the Schedule C requirements, and were adjacent neighbours considered in the area's design?
 - a park was considered at one point; however, the parking off Ashgrove Street is required to meet Schedule C requirements
 - a landscape buffer surrounds the above-ground parking, and commercial truck deliveries will be regulated to arrive at reasonable times for neighbours
- are measures proposed to dampen the noise of the HVAC system?
 - the HVAC system will be located as far from neighbours as possible, and measures will be taken to dampen the sound
- is the floor to ceiling height the same on each level?
 - all levels are 3.3m tall except the top level, which is extended for the amenity spaces and at the corners for a better street presence
- are 10ft ceilings typical for facilities like this?
 - yes; some are smaller but the proposed height accommodates the bulkheads
 - wide, open corridors are required
- how wide are the corridors?
 - the corridors range from 8' to 10' wide, and are articulated to create a walking path for residents
- what is the feedback from immediate neighbours?
 - the response has been medium to good, and the building has been reduced to 5 storeys and pushed further towards the street in response to neighbours' concerns

- given the memory care component, how are the exits controlled from the amenity spaces at the ground level?
 - the doors are secured and alarmed, operable with key fobs, so that the building shell is fully secure
 - the amenity spaces will mostly be used by the residents of assisted living rather than memory care, and memory care residents would typically be accompanied by friends, relatives or staff
- will there be a fence between the sidewalk and the building?
 - the northeast patios are for residents in the at-grade units, and are not connected to the sidewalk
 - vegetation separates the sidewalk and the patios' glass railings
 - the patios are residential in appearance while security is maintained
- why are the upper units at the south end shifted west, closer to adjacent buildings?
 - the building massing is shifted at the south to allow for ramp access to the underground parking
- are the wood-grain and charcoal metal panel materials meant to be similar in colour and texture?
 - the charcoal fascia will be a very dark accent and will be limited in use, while the wood-look metal panel provides warmth and durability
 - a large amount of glazing and brick helps break down the building's massing and length
- were any other massing solutions explored for the site?
 - 6 storeys were considered, as was a split between 6 and 4 storeys
- was increasing the massing at the corner of Richmond Road and Fort Street considered?
 - this was considered, but it is not feasible to break down the floor plates and staffing from a floor plan perspective must also be considered
- were increased setbacks considered to reduce overlook from the upper level decks into the rear yards of adjacent residences?
 - this was not a concern expressed by adjacent neighbours, but this option can be considered
 - the balconies may disappear, but shifting towards Birch Street might be possible
- there is no left turn onto Birch Street; was this considered in the visitor drop-off design?
 - Mike Angrove noted that staff have requested a transportation impact assessment (TIA) from the applicants to determine traffic flow in the area
 - the applicants noted that a TIA has been submitted to the City, and that the access to Birch Street was not a concern
- where is the community meeting space located?
 - there is no specifically-designated community amenity space; instead, the bistro, dining room and meeting room will be accessible, flexible, and usable for the community free of charge
 - almost any of the shared spaces on the ground floor can be used by the community
 - the intent is for as many community groups to use the space as possible, and it is in the applicants' best interests to have the residents engaged with the community
- if a commercial use on the ground floor does not attract non-residents, how will the public realm be animated?
 - the use of this commercial space is critical to ensure vibrancy

- the applicants are committed to finding a use that the community will utilize to activate the space
- is it possible to achieve 6 storeys within the proposed height?
 - yes, this would generally be possible
- what is the traffic impact on Ashgrove Street?
 - the proposal decreases the overall traffic on the street.

Panel members discussed:

- opportunity to resolve the building length and better transition to the adjacent residential areas
- concern for the functionality of the large public plaza at Richmond Road and Fort Street
- appreciation for the proposed plaza with seating
- opportunity to further develop the landscaping of the corner plaza to ensure animation
- opportunity to reconfigure the interior spaces at the ground level to further engage the corner (e.g. reconsidering the location of the games room or having the commercial space further wrap the corner)
- appreciation for the proposed balconies providing a visual interruption of the building's façade and giving residents better views towards the street
- the need for further refinement of the north and south building volumes
- opportunity increase the building's articulation to better respond to the context and lessen the impact of the building height for neighbours to the north and to the west
- the building feels large
- the proposed five storeys are feasible
- a reduction in height would be supportable; however, desire to avoid arbitrary compression of the residents' living space
- the upper storey balconies as a valuable addition to the proposal for residents quality of life, and not a critical privacy issue
- appreciation for the proposed lighter-coloured brick and the residential look towards areas of lower density
- lack of cohesion with the number of proposed materials and finishes
- need to ensure the prominence of both entrances from Birch Street and from Ashgrove Street
- need to make the corridor to the elevator more inviting
- need to clearly define the emergency access
- opportunity to develop an outdoor amenity space for residents in the northeast corner of the property.

Motion:

It was moved by Roger Tinney, seconded by Pamela Madoff, that Development Permit Application No. 000531 for 1900 Richmond Road be approved subject to the Applicant giving further consideration to the following:

- the building height
- improved access through the secondary lobby entrance from Ashgrove Street
- ensure the presence of screening for HVAC and mechanical with adequate sound attenuation to mitigate impacts on neighbours
- further exploration of the west facing balconies

- the building massing, articulation and detailing
- the architectural expression of the north and south façades, with particular attention to the south façade
- further development of outdoor landscape spaces, with particular attention to the design for the corner plaza at Richmond Road.

Carried Unanimously

5. ADJOURNMENT

The Advisory Design Panel meeting of January 23, 2019 was adjourned at 2:10 pm.

Stefan Schulson, Chair