

**City of Chilliwack**  
**DESIGN REVIEW ADVISORY COMMITTEE**  
**MINUTES OF MEETING**  
**MONDAY, APRIL 27, 2020 – 3:30 pm**  
**Held Electronically**

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**Council Members:**

Councillor Chris Kloot, Chair  
Councillor Bud Mercer, Vice Chair

**Design Review Advisory Committee:**

Chris Klaassen, Development  
Scott Pelletier, Planning  
Michelle Savich, Community Member  
Jesse Hildebrand, CADREB Representative  
Hendrick Guliker, Intern Architect  
Mark Andersen, Community Member  
Kim Harder, Community Member  
Blair Arbuthnot, BCSLA Representative  
Patrick Stewart (AIBC)

**City Staff:**

Gillian Villeneuve, Manager of Development Planning  
David Blain, Director of Planning and Engineering  
Richard Fortin, Manager of Parks Planning  
Sergeant Krista Vrolyk, RCMP (Alternate)  
Trish Alsip, Recording Secretary

**Regrets:**

Brendan Robinson, Community Member

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**1. CALL TO ORDER**

Councillor Kloot was Chair and called the meeting to order at 3:30 pm.

**2. ADOPTION OF AGENDA**

Moved / ) That the Agenda for the Design Review Advisory Committee meeting of Monday,  
Seconded ( April 27, 2020 be adopted as circulated.

Carried unanimously

**3. ADOPTION OF MINUTES**

Moved / ) That the Minutes for the Design Review Advisory Committee meeting of Thursday,  
Seconded ( April 9, 2020 be adopted as circulated.

Carried unanimously

**4. DEVELOPMENT PERMIT APPLICATIONS**

Jesse Rayner, JCR Design Ltd. joined the meeting at 3:30 pm.

**a) DP001193 – 46513 Hope River Road**

The Manager of Development Planning provided a presentation regarding this application for a new 7-unit townhouse development within DP Area 6 (Infill) within the subject property. The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, signage, landscaping and recommendations.

Discussion ensued regarding the large expanse of blank façade on the rear elevation of Building ‘A’ on the west-facing elevation; a suggestion was made to incorporate additional visual enhancement to the overall appearance and alleviate concerns with privacy. A query was raised regarding egress and ingress; staff noted the Engineering Department has completed a review of the proposed intersection of Hope River Road and Menzies Street and confirm it meets current standards.

A query was raised regarding whether fencing around the perimeter is proposed; a suggestion was made to incorporate a chain link fence combined with cedar hedging along the North and West property boundary, which will lessen the long-term maintenance for the strata, and will provide screening for adjacent properties. In follow up, a suggestion was made to include a cedar fence with a minimum height of 6 feet along the East property boundary.

A query was raised with respect to the proposed materials for balconies/decks; the applicant confirmed the material proposed for the decking and vertical siding of the balconies is hardi siding.

Discussion ensued regarding the proposed landscape plans for the area adjacent the driveway and strata road along the corner of Unit 3; it was suggested to incorporate landscaping such as large trees and/or cedar hedging to provide screening.

Discussion followed with respect to hard surface treatments of the strata road, driveways, and pedestrian walkways; it was suggested varying the treatments for each respective area to provide delineation between these areas. A query was raised regarding the number of parking stalls; staff noted parking requirements have been met.

Moved / ) That the Design Review Advisory Committee supports the proposed DP001193 and  
Seconded ( recommends Council approve the application subject to the following conditions:

- that a well-lit complex sign be provided at the entrance of the property;
- that low level lighting be provided along the pedestrian pathways and included within a lighting plan to be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas and entrances to reinforce site security and resident safety;
- that the fencing (as shown within the Landscaping Plan) shall be adjusted at time of Building Permit (BP) to match the proposed Site Plan;
- that any utilities and/or equipment be screened from view with appropriate and architecturally coordinated materials with detailed plans provided at time of Building Permit;

**4. DEVELOPMENT PERMIT APPLICATIONS (continued)**

- that black chain link fencing (a minimum of 4 feet high) and tall cedar hedging, or in combination with cedar fencing (a minimum of 6 feet high), be placed along the entire North and West property boundaries to provide continuous view obstructing screening, and that cedar fencing (a minimum of 6 feet high) be provided along the entire East property boundary;
- that additional design detail be incorporated along the rear elevation of Building A and the right elevation of Unit 3 within Building A;
- that additional landscaping be added along the corner of Unit 3 adjacent the driveway and strata road; and,
- that delineation between the surface treatments of the strata road, driveways, and pedestrian walkways be provided to break up hard surfacing with varying treatments and landscape islands.

Carried unanimously

Jesse Rayner left the meeting at 4:20 pm.

Nancy Heimbecker, Perception Ventures and Joe Guliker were present at the meeting.

**b) DP001231 - 9384 Fletcher Street**

The Manager of Development Planning provided a presentation regarding this application for a new 4-unit apartment complex within DP Area 6 (Infill) within the subject property. The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, signage, landscaping and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

Concern was expressed regarding security in the covered residential parking area located at the rear of the apartment complex; the applicant noted LED, motion sensor lights and CCTV cameras will be installed in strategic areas around the project to deter undesirable behavior and loitering. Signage will be posted indicating the property is under surveillance, as per recommendation from the Crime Prevention Through Environmental Design (CPTED) report. The applicant noted fencing for the parking area was proposed; however, it is not included in the application as the CPTED report recommended against it. Staff will follow up with the applicant regarding this issue.

Kim Harder left the meeting at 4:30 pm.

Discussion ensued regarding the proposed location of the garbage enclosure; concern was expressed with respect to security issues due to the enclosure being disconnected from the building. Suggestions included relocating the garbage enclosure within the building or providing additional design detail such as a roof over the enclosure; the applicant is amenable to the suggestions.

**4. DEVELOPMENT PERMIT APPLICATIONS (continued)**

A query was raised regarding the rear elevation and whether there could be additional visual variety incorporated such as roof articulation; the applicant was amenable to the suggestion. Discussion followed concerning the purpose of the roof access; the applicant noted the roof access was required for maintenance purposes of the green roof. The applicant; however, proposed removing the installation if it is not a landscaping requirement under the Zoning Bylaw. It was suggested the applicant follow up with staff regarding the green roof; and, if the applicant chooses to move forward with the installation; it is advised the visual impact of the roof access be minimized.

Moved / ) That the Design Review Advisory Committee supports the proposed DP001231 and  
Seconded ( recommends Council approve the application subject to the following conditions:

- install windows along the rear (south), ground-level portion of the building to promote informal surveillance through the placement of windows to overlook the parking area;
- that varying paving treatments (i.e., stamped/raised concrete, stone, brick, etc.) be incorporated into the pedestrian pathways, including the rear door pathway, to act as a calming effect on traffic and added safety for pedestrians, as detailed within the CPTED report;
- that a different tree species be selected to address the concern (territoriality) identified in the CPTED report;
- that all mechanical and operational equipment be screened from public view through a combination of landscaping and fencing;
- that signage/labeling stating “NO PARKING – FIRE LANE” be provided to maintain the minimum required clear width and to ensure that no parking or obstruction occurs;
- that a lighting plan be submitted prior to the issuance of a Building Permit to ensure adequate lighting is provided for all pedestrian pathways and residential parking area, including motion sensor lighting in strategic areas;
- that consideration be given to relocating the garbage enclosure to within the building or that additional design detail be provided to ensure security (ie: roof over enclosure);
- that additional design be provided to enhance rear elevation (ie: roof articulation);
- reduce the visual impact of roof access if provided; and,
- provide details concerning the green roof at time of Building Permit or remove installation if not required under the Zoning Bylaw.

Carried unanimously

**5. DELEGATION / PRESENTATION**

**6. INFORMATION**

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**7. NEXT MEETING**

The next meeting will be held at the Call of the Chair.

**8. ADJOURNMENT**

There being no further business, the meeting adjourned at 4:45 pm.

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Councillor Chris Kloot, Chair