

**City of Chilliwack**  
**DESIGN REVIEW ADVISORY COMMITTEE**  
**MINUTES OF MEETING**  
**TUESDAY, NOVEMBER 14, 2023 – 3:00 pm**  
**DOGWOOD ROOM / Held Electronically**

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**Council Members:**

Councillor Chris Kloot, Chair

**Design Review Advisory Committee:**

Tyler Jones, AIBC Representative  
Jessica Thiessen, BCSLA Representative  
Daryl Moniz, CADREB Representative  
Quintin van Dyk, Design  
Jennifer Perigo, Community Member  
Michelle Savich, Community Member

**City Staff:**

Erin Leary, Manager of Development Planning  
Richard Fortin, Manager of Parks Planning  
Constable Lucian Mares, RCMP  
Trish Alsip, Recording Secretary

**Regrets:**

Chris Klaassen, Development  
Scott Pelletier, Planning  
Carmen Peters, Community Member  
Councillor Bud Mercer, Vice-Chair  
Gillian Villeneuve, Director of Planning

**1. CALL TO ORDER**

Councillor Kloot was Chair, called the meeting to order at 3:00 pm and provided territorial acknowledgement.

**2. ADOPTION OF AGENDA**

Moved /        )   That the Agenda for the Design Review Advisory Committee meeting of Tuesday,  
Seconded     (   November 14, 2023 be adopted as circulated.

Carried unanimously

**3. ADOPTION OF MINUTES**

Moved /        )   That the Minutes for the Design Review Advisory Committee meeting of Tuesday,  
Seconded     (   October 17, 2023 be adopted as circulated

Carried unanimously

**4. DEVELOPMENT PERMIT APPLICATIONS**

Eric Poxleitner and Heather Greene, Keystone Architecture and Shannon Webb, OTG Developments Ltd. were present.

**1. DP001690 – 46001 Gore Avenue, 46002 & 46010 Princess Avenue and 9232 & 9240 Young Road**

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new 6-storey mixed use apartment building with at grade commercial units and a separate 5-storey parkade in the consolidated area of the subject properties within DPA 4 (Downtown). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

This application was previously reviewed by the Design Review Advisory Committee (DRAG) on October 17, 2023 and was subsequently referred back to staff for further information. The applicant has amended the applicable plans and provided additional information to address the DRAC’s original recommendations.

Discussion ensued regarding the proposed materials on the parkade, the year-round viability of the plant materials in the landscaped areas; and the replacement of the Swedish Columnar Aspen tree with a more suitable species for the site.

Moved / ) That the Design Review Advisory Committee supports DP001690 and recommend  
Seconded ( Council approve the application subject to the following conditions:

- That the building materials on the parkade be reviewed at time of Building Permit application to limit glare/reflection from the sun;
- That the plant species within the landscape areas be reviewed to ensure year round growth and coverage;
- That the Swedish Columnar Aspen be replaced with an alternative tree species which is more suitable for the site to ensure plant health and longevity;
- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, and elevations of the building;
- That all utility equipment be screened from public view through installation of landscaping fencing, or vinyl wrapping;
- That an irrigation system be included into the landscaped areas within the site; and,
- That non-combustible cladding and soffits be provided within the balconies.

Carried unanimously

Eric Poxleitner, Heather Greene and Shannon Webb left the meeting at 3:14 pm.

Ciro Ruiz and Madoc Hill, WSP, Tobin Hwang and Ali Arbab, Colliers Project Leaders, were present.

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

**2. DP001606 – 43757 Progress Way**

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new industrial building within DPA 7 (Industrial). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

This application was previously reviewed by the Design Review Advisory Committee (DRAG) on October 17, 2023 and was subsequently referred back to staff for further information. The applicant has provided additional information to address the DRAC's original recommendations.

Discussion ensued with respect to a review of the proposed location of off-site street trees in relation to utility services along Progress Way

Moved / ) That the Design Review Advisory Committee supports DP001606 and recommend  
Seconded ( Council approve the application subject to the following conditions:

- That the street tree locations be reviewed to ensure adequate spacing is provided for tree health while accommodating any utility services and/or infrastructure;
- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, building entrances, exterior signage, and throughout the landscaping;
- That arrows be provided on internal maneuvering aisles to guide the direction of vehicle movement;
- That all signage provided is architecturally coordinated with the building and landscaping;
- That, subject to BC Building Code requirements, glazing be provided for all doors directly connecting the building to the exterior;
- That all at grade utility equipment be screened from public view through installation of landscaping fencing, or vinyl wrapping; and,
- That an irrigation system be included into the landscaped areas within the site.

Carried unanimously

Kevin Welsh, Precision Building Design Associates Ltd. and Brian Burr, Richlane Builders, were present.

**3. DP001718 – 46106 Riverside Drive**

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new 8-unit townhouse development within DPA 6 (Infill). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

Discussion ensued regarding the landscape plan directly in front of units 1, 2 and 3.

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

Moved / ) That the Design Review Advisory Committee supports DP001718 and recommend  
Seconded ( Council approve the application subject to the following conditions:

- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas and elevations of the building;
- That all at grade utility equipment be screened from public view through installation of landscaping fencing, or vinyl wrapping,
- That an irrigation system be included into the landscaped areas within the site;
  
- That non-combustible cladding and soffits be provided within the balconies;
- That a well-lit complex sign be provided at the entrance of the property, and,
- That signage stating “NO PARKING – FIRE LANE” be provided to maintain the minimum required clear width and to ensure that no parking or obstruction occurs within the strata road.

Carried unanimously

Kevin Welsh and Brian Burr left the meeting at 3:26 pm.

Adam Zmudczynski, NT Properties Ltd , was present via zoom; however, due to technical issues, communication was a challenge.

**4. DP001749 – 43990 Progress Way**

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new industrial building within DPA 7 (Industrial). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

Discussion ensued with respect to the density of plant material in the landscape plan and the proposed building materials and design regarding the Lickman Road building frontage.

Moved / ) That the Design Review Advisory Committee supports DP001749 and recommend  
Seconded ( Council approve the application subject to the following conditions:

- That the density of plant material (shrubs, bushes, etc.) within the landscape beds be reviewed to ensure sufficient area is provided for plant health;
- That additional design elements such as increased glazing, varied building materials or accent colours be incorporated onto the Lickman Road building frontage to enhance the visual appeal of the site;
- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, and elevations of the building;
- That all at grade utility equipment be screened from public view through installation of landscaping, fencing, or vinyl wrapping; and,
- That an irrigation system be included into the landscaped areas within the site.

Carried unanimously

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5. DELEGATION / PRESENTATION

6. INFORMATION

7. NEXT MEETING

The next meeting is scheduled for Tuesday, December 12, 2023 at 3:00 pm in the Dogwood Room.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 3:35 pm.



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Councillor Chris Kloot, Chair