

**City of Chilliwack**  
**DESIGN REVIEW ADVISORY COMMITTEE**  
**MINUTES OF MEETING**  
**TUESDAY, OCTOBER 26, 2021 – 3:30 pm**  
**Held Electronically**

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**Council Members:**

Councillor Chris Kloot, Chair  
Councillor Bud Mercer, Vice Chair

**Design Review Advisory Committee:**

Hendrick Guliker, Intern Architect  
Mark Andersen, Community Member  
Chris Klaassen, Development  
Jesse Hildebrandt, CADREB Representative  
Jessica Thiessen, BCSLA Representative

**City Staff:**

Gillian Villeneuve, Manager of Development Planning  
David Blain, Director of Planning and Engineering  
Constable Dan Burrgraaf, RCMP  
Brecon Satchwell, Utilities Operations Technician  
Trish Alsip, Recording Secretary

**Regrets:**

Shida Neshat-Behzadi, Architect AIBC  
Michelle McNaughton, Community Member  
Scott Pelletier, Planning

**1. CALL TO ORDER**

Councillor Kloot was Chair and called the meeting to order at 3:33 pm.

**2. ADOPTION OF AGENDA**

Moved /        )   That the Agenda for the Design Review Advisory Committee meeting of Tuesday,  
Seconded     (   October 26, 2021 be adopted as circulated.

Carried unanimously

**3. ADOPTION OF MINUTES**

Moved /        )   That the Minutes for the Design Review Advisory Committee meeting of Monday,  
Seconded     (   July 26, 2021 be adopted as amended.

Carried unanimously

**4. DEVELOPMENT PERMIT APPLICATIONS**

Jakob Weisser, Project Manager, Edge Innovations, was present.

**1. DP001432 - 44555 South Sumas Road**

The Manager of Development Planning provided a presentation regarding this application for a fabric industrial structure within DP Area 7 (Industrial) 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.

A query was raised regarding whether there is a requirement to consult with the industry or business community in the area; staff noted consultation is not required.

Moved / ) That the Design Review Advisory Committee supports DP001432 and recommend  
Seconded ( Council approve the application subject to the following condition:

- that DP001432 expire within 3 calendar years from the date of issuance of this Permit and the structure be removed from the property or a new Development Permit be applied for to retain the structure permanently on the site.

Carried unanimously

Jakob Weisser left the meeting at 3:40 pm.

Jordan Stearne, Architect, Station One Architects, was present.

**2. DP001433 - 45929 Wellington Avenue**

The Manager of Development Planning provided a presentation regarding this application for exterior alterations to an existing commercial building within DP Area 4 (Downtown) 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.

Jessica Thiessen, BCSLA Representative, joined the meeting at 3:44 pm.

Concern was expressed with respect to individuals camping overnight under business awnings and/or alcoves in the downtown. A query was raised with respect to whether the proposed awning retracts or whether the proposal includes plans for a bifold screen; the RCMP reiterated there were ongoing security concerns in the area and suggested that a retractable awning be considered to dissuade loitering / camping beneath the awning.

Discussion ensued with respect to whether awnings have been omitted from the Development Permit Area No. 4 Design Guidelines. Staff noted there are specific design requirements under the DP Area No. 4 Design Guidelines with respect to awnings as well as security gates to block off the entryway/alcove areas.

Jordan Stearne, Architect, Station One Architects, noted the required awning is not retractable. The intent of the design is to keep the alcove, to preserve the character and historical value of the original building. Rationale was provided with respect to lost opportunity to incorporate recessed lighting inside the soffit should there be a requirement to push out the front windows.

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

Jordan Stearne, Architect, Station One Architects, provided further comment noting there will be an increased amount of transparency on the street-front by having lower glazing into the storefront providing a brighter and more illuminated space. A query was raised regarding whether this is sufficient exterior lighting proposed compared with adjacent buildings; Jordan Stearne, Architect, Station One Architects, noted exterior soffit lighting is proposed at ground level, illuminating the commercial storefront with sconces above the upper floor windows.

Kevin Cullen, Owner, joined the meeting at 3:51 pm.

A query was raised as to whether the owner would be amenable to providing decorative security gates; Jordan Stearne, Architect, Station One Architects, noted he will discuss the issue with the owner. The applicant raised concern regarding the provision of security gates and access/egress related Building Code conflicts. Staff will review this with the Building Department to determine whether or not there is an issue with the proposed condition to require security gates for this project.

The Committee expressed overall positive comments noting the alcove lends to the historical value of the building.

Moved / ) That the Design Review Advisory Committee supports DP001433 and recommend  
Secinded ( Council approve the application subject to the following conditions:

- that exterior lighting be provided within decorative, tamper-resistant fixtures to enhance the streetscape, improve pedestrian safety, and highlight building elements and signage;
- that a City of Chilliwack Highway Encroachment Permit be obtained and maintained to authorize the projection of the proposed awning within the City right-of-way on Wellington Avenue; and,
- That the design be revised to provide decorative security gates to secure the alcove areas in keeping with the design guidelines for the Downtown.

Carried unanimously

Jordan Stearne and Kevin Cullen left the meeting at 3:57 pm.

**5. DELEGATION / PRESENTATION**

**6. INFORMATION**

**Discussion Notes – Monday, September 20, 2021**

The Discussion Notes from Monday, September 20, 2021 were provided for information.

**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 3:59 pm.

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Councillor Chris Kloot, Chair