

**City of Chilliwack**  
**DESIGN REVIEW ADVISORY COMMITTEE**  
**MINUTES OF MEETING**  
**TUESDAY, MAY 9, 2023 – 3:00 pm**  
**DOGWOOD ROOM / Held Electronically**

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**Council Members:**

Councillor Chris Kloot, Chair  
Councillor Bud Mercer, Vice-Chair

**Design Review Advisory Committee:**

Chris Klaassen, Development  
Jesse Hildebrandt, CADREB Representative  
Tyler Jones, AIBC Representative  
Carmen Peters, Community Member  
Quintin van Dyk, Design  
Jennifer Perigo, Community Member  
Jessica Thiessen, BCSLA Representative  
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:**

Scott Pelletier, Planning  
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, May 9, 2023  
Seconded /    (   be adopted as circulated.

Carried unanimously

**3. ADOPTION OF MINUTES**

Moved /        )   That the Minutes for the Design Review Advisory Committee meeting of Tuesday, April 11,  
Seconded /    (   2023 be adopted as circulated.

Carried unanimously

#### 4. DEVELOPMENT PERMIT APPLICATIONS

Harvey Muxlow, Applicant, was present.

##### 1. DP001567 – 46395 Yale Road

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new townhouse development within the subject property located within DPA 6 (Infill). 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.

Discussion ensued regarding proposed materials for the exterior of the building, whether the development will be rental units or sale units, and the outside uncovered decks. Members discussed the landscaped area near Unit #4. Comment was provided with respect to irrigation, location of windows, street-facing units, and proposed materials regarding driveways and driveway length.

Moved / ) That the Design Review Advisory Committee supports DP001567 and recommend  
Seconded ( Council approve the application subject to the following conditions:

- that a lighting plan is submitted at time of Building Permit application with additional lighting provided at the mailbox area, visitor vehicle and bike parking, and along pedestrian pathways;
- that the mailbox and mechanical equipment be screened from resident and public view;
- that painting/signage indicating “No Parking – Fire Lane” be provided for the strata road at time of Building Permit application;
- that an irrigation system be incorporated throughout all landscape areas within the property; and,
- that a curb or delineators be incorporated into the landscape area located on the west side of the corner of the strata road.

Carried unanimously

Harvey Muxlow left the meeting at 3:20 pm.

Jonathan Silcock and Priscila Cotait, Denciti Development Corp., Logan Turk, Karl Miller and Garrett Bullee, Meridian Development, Lawrence Rychjohn and Jeff Krivoshein, were present.

##### 2. DP001693 – 43971 Industrial Way

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new commercial development within the subject property located within DPA No. 7 (Industrial). 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.

Discussion ensued regarding the height of the hotel with respect to the number of storeys, parking requirements, and the proposed interior balcony materials. Comment was provided with respect to irrigation; a suggestion was made to incorporate structural soil within the landscape islands in the parking area. Members discussed fencing around the perimeter of the pool area and, comment was provided regarding signage for vehicles exiting the drive through aisles.

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

Moved / ) That the Design Review Advisory Committee supports DP001693 and recommend  
Seconded ( Council approve the application subject to the following conditions:

- the provision of window(s) along the east elevation of the proposed gas station, in accordance with the CPTED report;
- that the waste facilities be screened from view by a 2m tall enclosure;
- 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 pedestrian entrances;
- that all utility equipment be screened from public view through the installation of landscaping, fencing or vinyl wrapping;
- that a Site Specific Exemption application be approved prior to the issuance of Building Permit;
- that a Traffic Impact Assessment be provided and approved before the Development Permit is brought forward for Council’s consideration;
- that any rooftop equipment such as heaters, mechanical units, air conditioners, etc. should be located near one another, buffered to reduce noise and screened from view;
- that an irrigation system be incorporated throughout all landscape areas within the property;
- that structural soil be utilized within all landscape islands within the parking area; and,
- that directional signage be posted at the exit of all drive through aisles within the site to direct vehicle movement through the property.

Carried unanimously

**3. DP001654 – 7985 Lickman Road**

The Manager of Development Planning provided a presentation regarding this application for the form and character of a new industrial development within the subject property located within DPA 7 (Industrial). 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.

Discussion ensued regarding landscaping plans within the road allowance with respect to the future road widening plans at the Lickman overpass area. Staff provided clarification with respect to the Tree Management (Land Development) Bylaw 2008, No. 3585 and the landscaping improvements included in the City of Chilliwack’s Capital Plan.

Discussion ensued with respect to security along the north property line. Staff noted there is an adjacent riparian area for which an Environmental Professional assessment has been completed. Staff will review the environmental assessment further to seek clarification with respect to whether fencing is an option.

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

Moved / ) That the Design Review Advisory Committee supports DP001654 and recommend  
Seconded ( Council approve the application subject to the following conditions:

- a gate be provided at the south east corner to prevent loitering behind the building after hours;
- that the waste facilities be screened from view by a 2m tall enclosure;
- that the requirements of the Tree Management (Land Development) Bylaw 2008, No. 3585 be met at the time of Building Permit;
- 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 pedestrian entrances;
- that all utility equipment be screened from public view through the installation of landscaping, fencing or vinyl wrapping;
- that a Traffic Impact Assessment be provided and approved before the Development Permit is brought forward for Council's consideration;
- that any rooftop equipment such as heaters, mechanical units, air conditioners, etc. should be located near one another, buffered to reduce noise and screened from view; and,
- that a security fence be provided along the northern property line, if possible based on a Qualified Environmental Professional assessment of the adjacent riparian area.

Carried unanimously

Jonathan Silcock, Priscila Cotait, Logan Turk, Karl Miller, Garrett Bullee, Lawrence Rychjohn and Jeff Krivoshein left the meeting at 3:50 pm

Roger Huitema, Applicant, was present.

**4. DP001659 – 51296 Yale Road**

The Manager of Development Planning provided a presentation regarding this application for the form and character of exterior alterations to a commercial building within the subject property located within DPA 6 (Infill). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, signage, landscaping and recommendations.

The application was reviewed by the Design Review Advisory Committee (DRAC) on March 14, 2023, where the following recommendation was made:

That the Design Review Advisory Committee reviewed DP001659 and requested the application be referred to staff in order for the applicant to provide the following additional information for review by the Committee prior to making recommendation to Council:

1. *That updated, professionally prepared building elevations, renderings and a site plan (including landscape details) be provided which clearly demonstrate the proposed exterior alterations to the building and the overall site design;*
2. *That the proposed canopy be replaced or re-clad to incorporate a more modern, visually appealing and coordinated finish;*
3. *That designs of any proposed signage or window decals be provided; and,*
4. *That additional entrance features be provided along the Yale Road frontage to ensure a consistent design throughout the development.*

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

The applicant was present at the March 14, 2023 meeting and has provided the following as a response to the above-noted conditions:

1. Professionally prepared building elevations, renderings and a site plan (including landscape details) have been provided, demonstrating the proposed exterior alteration to the building and the overall site design. Minor revisions were made to the site layout to provide additional off-street parking spaces and a larger waste enclosure area.
2. The existing (previously green) canopy has been repainted black to coordinate with the new building trim, modernizing the building colour scheme.
3. Proposed orange signage has been included in the submitted renderings.
4. Specifications of the new signage for the western unit and addition of fir beams below the existing canopy are proposed as additional entrance feature along Yale Road.

Discussion ensued with respect to the development permit process; staff provided clarification. Comment was provided regarding signage and window decals. The applicant queried the lighting plan recommendation; staff provided clarification.

Moved / ) That the Design Review Advisory Committee supports DP001659 and recommend  
Seconded ( Council approve the application subject to the following condition:

- that a lighting plan which includes illumination of the rear parking area is submitted prior to the issuance of a business license.

Carried unanimously

Roger Huitema left the meeting at 4:07 pm.

**5. DELEGATION / PRESENTATION**

**6. INFORMATION**

**Discussion Notes – Tuesday, April 11, 2023**

The Discussion Notes from the Tuesday, April 11, 2023 meeting were provided for information.

**7. NEXT MEETING**

The next meeting will be held on Tuesday, June 13, 2023 at 3:00 pm in the Dogwood Room.

**8. ADJOURNMENT**

There being no further business, the meeting adjourned at 4:10 pm.



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Councillor Chris Kloot, Chair