

**VILLAGE OF PEMBERTON  
ADVISORY DESIGN REVIEW COMMISSION MINUTES**

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**Minutes** for the Advisory Design Review Commission of the Village of Pemberton held May 17, 2016 at 5:00pm at 7400 Prospect Street.

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**ADRC MEMBER IN ATTENDANCE:**

Caroline McBain  
Danielle Ellaway (formally Danielle Arsenault)  
Sarah Allen  
Bob Adams  
Mark Mendonca

**ADRC MEMBER REGRETS**

Nicole Brink

**STAFF IN ATTENDANCE:**

Tim Harris –Manager of Operations & Development Services  
Lisa Pedrini-Village Planner  
Suzanne Bélanger-Project Coordinator

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**1) CALL TO ORDER**

At 5:10pm the meeting was called to order.

**2) MEMBERS UPDATE & ELECTION OF CHAIR**

**Members Update**

At the In Camera meeting of December 15 2014, Council appointed Nicole Brink, Caroline McBain & Bob Adams to the ADRC for 2 year term to expire December 2017. Marc Mendonca was reappointed as the Chamber of Commerce representative for a one year term to expire in December 2016.

Other active members, Sarah Allen & Danielle Ellaway have terms that will expire December 2016.

It was noted that as per Bylaw 626, 2009 members of the ADRC should not be appointed for more than three (3) consecutive terms.

**Election of Chair**

Election of Chair and Vice Chair was held as there was a quorum in attendance.

Moved/Second

**THAT** Marc Mendonca be elected as the Chairperson of the Advisory Design Review Commission.

**CARRIED**

Moved/Second

**THAT** Bob Adams be re-elected as Vice-Chairperson of the Advisory Design Review Committee.

**CARRIED**

**3) MINUTES**

Moved/Seconded

**THAT** the minutes of the ADRC of March 5, 2014 be approved as circulated.

**CARRIED**

**4) DEVELOPMENT PERMIT: DPA006-Radius (Form and Character of a Dedicated Apartment Building)  
7361 Arbutus**

**Application Representatives:**


Rod Nadeau-Owner of Vidorra Development  
Phil Dugas-Project Coordinator  
Dennis McGuire-Architect

The project architect gave an overview of the project's design:

- The building will have 45 rental units on three levels surrounded by three landscaped berms.
- The rear of the site will have:
  - 2 feet slope toward the existing Community Centre Park.
  - A community garden for the residents of the complex
- The units will be one, two and three bedroom units with the larger units located at the corners to take advantage of the additional windows.
- The ground floor units (at grade) will be desirable as they will offer private garden areas.
- The cantilevered balconies &/or roof overhangs (4 feet) will provide rain/sun protection on most units with the exception of the upper units which are located within the building bump out zones where the roof overhang will be 2 feet (see image below).



- The location of the site is within walking distance of Village amenities and public transportation.
- The site will offers amazing mountain views for approximately 70% of the units.
- Green garden spaces surround the building.
- The design of the structure is a simple rectangular shape to be cost effective.

- The internal staircase will provide an open inviting area to promote the use of the stairs and minimize the use of the proposed elevator (save energy).
- It is important to the developer to have a nice and bright project supporting healthy living and a sustainable lifestyle.
- The construction will follow strict sustainability standards which will be energy efficient using passive house technologies. The goal is to be a zero net energy building.
- The energy efficiency will be achieved in multiple ways:
  - 9" thick walls (great sound proofing)
  - Triple pain recessed glazed windows
  - Large window sizes 5' X5' & 8' wide X 7.3' high, promoting daylight penetration and minimizing the electrical consumption
  - Air handling unit (heat exchanger)
  - Flat roof with solar panels
  - Rain collecting system with storage tank for the residents' shared garden
  - Vinyl Plank Flooring (wood grain finish) which is durable and quiet
- The flat roof will facilitate snow management which will also provide additional insulation during the winter months.
- The materials used for construction will be innovative & low maintenance:
  - Durable stucco (Color=Benjamin Moore CC-546/taupe)
  - 
  - Paneltek steel siding (wood grain finish) from Cascadia Metals in espresso color
  - Charcoal Grey Fascia Boards
- The site will have a garbage building with a roof top recessed against the rear landscaping. The roof may be fenced and used as a roof top deck or as a green roof. Details to be confirmed.
- The underground parking area will offer twenty-eight oversize garage stalls (12' wide X 24' long) with the majority of the stalls having a garage door for all of the resident toys. Four underground stalls will be without garage doors. A typical parking stall is usually approximately 10' wide by 20' long.

The project owner/developer added the following details:

- The building goal is to promote sustainable living/healthy lifestyle
- The garden apartments would be most appropriate for seniors &/or families with children
- The cheapest energy is energy that you don't need.
- The building design and location take in consideration having the right size of a building with the right amount of parking spaces meeting today's goal of reducing car usage
- Two electrical cars will be provided as an amenity to the renters based on a user-fee.
- Two stalls with electrical connections will be available for private electrical car ownership.

The Village Planner commented that currently, the project is short 19 parking stalls overall as per the current Village Zoning Bylaw ( No 466) requirements which will necessitate a development variance permit. The developer commented that other municipalities/towns have a much lower requirement for rental units, some as low as .58 spaces per rental. This project is offering 1.1 parking per unit + 4 spaces for electrical cars.

- The company is currently working with the British Columbia Institute of Technology (BCIT) on advanced energy modelling in order to maximize the durability of the construction. This innovative technology partnership will provide advanced/long lasting construction and make the ownership viable through low maintenance cost.
- The rental building will offer healthy living lifestyle managed by a professional landlord which will provide rental security through long term leases.
- Each unit will have a washer and dryer and a storage unit (8' x 10'approximately) within the rental space.

The Village Planner requested that further review of this application be postponed for a short while in order to discuss a minor Development Permit application submitted by the Pemberton Legion. The Legion representatives were on a tight timeline due to other personal commitments.

At 6:30pm, the applicants for the Radius Development stepped out for a break.

**5) DEVELOPMENT PERMIT: DPminor#106 - Royal Canadian Legion – Pemberton Branch 201  
7440 Prospect Street/Change of exterior color**

**Application Representatives:**

Leslie Clark-Agent  
Judy Jones

The Agent commented that the Legion was unaware of the Minor Development Permit application requirement to update the exterior color of the building, and offered an apology for this oversight.

The Village staff commended the Agent for their cooperation in quickly bringing forward an application package including color samples.

The commission members discussed the application and unanimously supported the color changes.

Moved/Seconded

**THAT** the ADRC recommend that the Manager of Operations and Development Services support the Minor Development Permit application to update the color scheme of the Royal Canadian Legion – Pemberton Branch 201.

**CARRIED**

The ADRC Commission members inquired as how to best communicate with the owners within Development Permit Areas the need to obtain a development permit to avoid enforcement after the fact.

Village staff discussed the challenges of providing information and commented that it is the goal of the Planning team to review the best communication tools to provide information to business owners &/or residents in the future.

Furthermore, members inquired as to the fee for such application for a non-profit organization like the Legion. The ADRC members commented that they would be supportive of waiving fees for non-profit group. The fee of \$350 (minor DP application) can only be waived by a decision from Council following the reception of a written request, and the Legion will be encouraged to make this request.

AT 6:45pm, the Radius Development team returned to the meeting.

**CONTINUED:                    DEVELOPMENT PERMIT: DPA006 - Radius  
7361 Arbutus**

The developer provided the following additional information:

- The goal is to have the building be the most energy efficient rental building in Canada this year.
- The flooring will be a composite system which was previously built in the Mountain Edge building.

Discussion of the application followed. Members inquired about the rental cost of the apartments and if any units would be sold. The developer confirmed that the building will solely be a rental venture. It was noted that the landscape plan provided may potentially be revised. An ADRC member commented that some of the plants on the list may not be the best viable solution long term. Village staff commented that the Village has a plant list approved in 2011 which also may be revised in the near future, due to some of the plantings being bear and deer attractants.

The applicants were asked how the building would be run. They answered that the management of the building will be done in-house with a live-in caretaker.

- More details were provided regarding the energy efficiency of the building which will be confirmed through the review done by the professional engineers (mechanical, ventilation etc.) addressing these details through the building permit process.

The applicants were asked about the design of the building and its fit within the area. The design of the building is considered as a "Mountain Contemporary".

Questions were asked about how the car share would operate and how parking would be assigned. The parking stalls will be monitored & managed by the company through a user pay system. The electric car share cost will be #1.40 per minute/\$14 per hour/ \$80 per day.

The ADRC members made the following comments regarding the parking:

- There is some concern that residents could avoid the cost of securing on-site parking and choose instead to park elsewhere including on the Village streets.
- Parking stall No 9 does not appear to offer sufficient space to maneuver/park.

- Parallel parking stall length at the front of the building appears to be too short for parallel parking.
  - Confirmation of the handicap parking stall accessibility (ramp access path) was discussed. No concerns.
- The applicant mentioned that there is room on the land to accommodate all the parking required but by choice the developer prefers to provide green features to be forward thinking and create a pleasant neighborhood and development. It was mentioned that the Village's current parking requirements are based on backward thinking.
- Also, the applicant commented that as a traffic calming measure the entrance to the Radius Development could be narrower than the proposed 21 meter wide entrance.

The Village Planner explained that the Village's current Zoning Bylaw does not contemplate apartments in Section 508 – Off-Street Parking Requirements. However, there is a precedent for requiring 1.25 spaces per apartment under the CD-5 Zoning which applies to the Tiyata Development. It was recommended that the ADRC hold comment on the Parking Variance request as staff negotiates the requested parking variance with the applicants in order to come up with a more mutually agreeable number, as currently it is staff's opinion that the variance request is too high and will not be supported by Council as is.

Moved/Seconded

**THAT** the ADRC recommends that Council support the Development Permit (DPA006-Radius) for Form and Character of the Radius Apartment Building with the following conditions:

- Further landscaping review to maximize drought resistant plantings;
- Confirmation of correct parking stall sizes;
- That the applicants work with Village Planning Staff to come to a mutual agreement on the extent of the requested parking variance.

**CARRIED**

## 6) **NEW BUSINESS**

### 1.) **DPminor No 105 - PEMBERTON HOTEL (Shutters & Signage)**

Application Representatives:

De En De - Owner  
Iouri Chtchelkanov-Construction Manager  
Kosta De - Designer

The Village Planner explained that this application was sent to the ADRC members via an electronic referral earlier in May when at the time there were no other application(s) to warrant a meeting. In light of a meeting being scheduled to review the Radius Development, this application was brought forward as 'new business' to give the applicants the opportunity to hear from the ADRC members directly.

The owner of the Pemberton Hotel has been working hard to improve the façade of the Hotel.

Another Minor Development Permit was previously issued for exterior improvements to the façade including door treatments and new signage. The current application is for

additional Pub signage and window shutters. The Planner mentioned that the Pemberton Hotel's signage is currently in excess of what is permitted under the Sign Bylaw.

The members had the following comments:

- It appears that there is no consistency with the signage in the downtown area and this applicant should not be made to conform to the Sign Bylaw when other businesses are not in conformity. Village staff explained that enforcement is a challenge and most often what is enforced is based on a complaint basis. Also, the Sign Bylaw is very old and outdated, but it is expected to be updated and included in the upcoming new Zoning Bylaw Review.
- The shutters should be consistent with one of the colors of the building. The owner confirmed that the lighter shutter color represented in the drawing will match the wood of the doorway entrances.
- The size of the shutters should be proportional with the windows.
- The request for signage on the south east side (over the pub entrance) is acceptable, but not the two signs above the south east windows.
- The numbers of sign should be reviewed per business in a building as big as the Hotel and not the building as one operation which would permit additional signage for the different aspects of the building like the Liquor Store, Lobby and a future rental space on the Frontier Street frontage.
- The old red Liquor Store sign (small) should be removed as it is no longer relevant nor does it fit in with the new signage format.

Moved/Seconded

**THAT** the ADRC recommend that the Manager of Operations and Development Services support the Minor Development Permit application (DPm105) to update the window shutters and signage with the following conditions:

- that the lighter coloured shutters be installed to match the existing door treatments;
- Signage on the far right side of the Frontier Street frontage (old Liquor Store sign) be removed before any new additions are added.

**CARRIED**

## **2-GENERAL UPDATE OF DEVELOPMENT SERVICES**

The Village Planner mentioned that the Development Service Department has been busy with multiple active applications/projects such as:

- Tiyata Village Subdivision (65 small lot residential subdivision)
- 580 Subdivision (single family Lots)
- Agricultural Parks Master Plan
- One Mile Lake Park Master Plan
- Zoning Bylaw/Sign Bylaw Review
- Community Amenity Policy Update

7) **NEXT MEETING**  
TBA (as needed)

8) **ADJOURNMENT**

At 7:10 p.m. the meeting was adjourned.

This is a true and correct copy of a meeting of the Advisory Design Review Commission of the Village of Pemberton, held May 17, 2016.

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Chair

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