

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

Minutes for the Advisory Design Review Commission Meeting of the Village of Pemberton held Thursday August 20, 2020 at 5:00 pm via ZOOM Webinar ID: 881 3592 2852

MEMBERS IN ATTENDANCE: Lisa Ames (Chair)
Lena Krake (Chamber Alternate)
Julie van Haeften
Jason Mathies

REGRETS: Brian Dorgelo
Allie Shiell

STAFF IN ATTENDANCE: Lisa Pedrini, Manager of Development Services
Joanna Rees, Planner
Gwendolyn Kennedy, Building & Planning Clerk

PROJECT REPRESENTATIVE: Lesley Clark, Pemberton Legion Branch 201 President

GENERAL PUBLIC: 0

1. CALL TO ORDER

At 5:11 p.m. the meeting was called to order.

2. APPROVAL OF AGENDA

Moved/Seconded
THAT the agenda be approved as circulated.
CARRIED

3. ADOPTION OF MINUTES

Moved/Seconded
THAT the minutes of the Advisory Design Review Commission meeting held May 7, 2020 be adopted as circulated.
CARRIED

4. MINOR DEVELOPMENT PERMIT – DPm#117, 7442 Prospect Street – The Royal Canadian Legion

Joanna Rees, Planner, presented a report summarizing the application submitted by The Royal Canadian Legion – Pemberton Branch 201 on July 23, 2020. The property is designated as a Development Permit (DP) area for Form and Character in the Village's Official Community Plan under DP Area No. 4 – Downtown Revitalization.

The subject lands are located at 7442 Prospect Street and are zoned Commercial, Town Centre (C-1). The surrounding uses are primarily commercial with some mixed residential.

The proposal is to enhance the entrance of the Royal Canadian Legion – Pemberton Branch 201 by renovating and relocating the cenotaph and adding hard landscaping to improve visual appeal and to protect the cenotaph from damage from the elements and snowplows.

The proposal meets the DP guidelines for DP Area No. 4 – Downtown Revitalization.

Commission members requested clarification regarding the impact on existing parking stalls, the type and location of planters that will serve to protect the cenotaph from damage, and the timeline for placement of the engraved paving stones.

Moved/Seconded

THAT the Advisory Design Review Commission recommends that the Manager of Development Services support the proposed Minor Development Permit No. 117, 2020 subject to the following conditions:

- a) that the proponents provide Staff with options for suitable planters that will withstand winter conditions and potential damage from snowplows;
- b) that the final hard-landscaping be installed within one (1) year of the permit being issued; and
- c) that temporary pavers be put in place until the engraved pavers can be installed.

CARRIED

5. STAFF UPDATES & NEXT MEETING

- a) Amendment, Development Permit No. 83 – Elevate at Sunstone:

A meeting will be scheduled once the amended application has been received. Tentative date is September 10 (second Thursday of September).

b) Major Development Permit Application No. 87 – 7360 Crabapple Court –
Mountain Side Collection:

The applicant, Coombs Development Corporation, submitted revised application materials on August 7, 2020 addressing the comments provided by the ADRC at the May 7, 2020 meeting. Staff have reviewed the submission and are satisfied with the changes. The application will not be presented to the ADRC for further review. All Commission comments will be noted and addressed in the Staff Report to Council.

6. ADJOURNMENT

At 5:43 p.m. the meeting was adjourned.

Lisa Ames
Chair