

Disclaimer: These minutes were prepared as a reasonable summary of the essential content of this meeting, not as a transcription.



MINUTES of the Advisory Design Panel Meeting held on Wednesday, December 16, 2020 at 2:00 p.m. via Video Conference.

**PRESENT:**

- Voting Members: R. Dafoe  
L. Kan  
S. Kim  
S. Raht  
E. Rojo
- Ex Officio: Mayor Dingwall
- Council Liaisons: Councillor MacDonald  
Councillor Meachen
- Other Council Members: Councillor Hayes
- Staff: A. Berry, Director of Planning and Development (Chair)  
S. Ahrabian, Manager of Engineering & Facilities  
A. Dominelli, Development Services Technician  
A. Wallace, Manager of Community Development
- Regrets: J. Brady  
A. Hayes  
E. Hirota
- Guests: Applicant 1 + Representatives\*
- Recording Clerk: T. McCaw, Committee Clerk II

**1. CALL TO ORDER**

The meeting was called to order at 2:01 p.m.

**2. LATE ITEMS**

None.

### 3. APPROVAL OF AGENDA

It was **MOVED** and **SECONDED** THAT the agenda for the December 16, 2020 Advisory Design Panel Meeting be approved.

**CARRIED.**

### 4. ADOPTION OF MINUTES

It was **MOVED** and **SECONDED** THAT the Minutes of the Advisory Design Panel Meeting held on August 5, 2020 be adopted.

**CARRIED.**

### 5. NEW BUSINESS

#### (1) Development Permit Application for Golden Ears Business Park Phase 4

The Applicant presented the recent revisions made to the Development Permit application for Golden Ears Business Park Phase 4. The Applicant shared one additional slide that was not included in the Agenda Package which is can be viewed as **Attachment 1**. Highlights of the presentation included:

- Office relocation to the east side of the building;
- The addition of an exit for vehicles on to Fraser Way;
- Revisions to design features on the corners of the building;
- Increase to building footprint;
- Removal of sound attenuating wall along Fraser Way and replaced with black chain-link fencing;
- Clear delineation between truck movement and vehicle movement;
- Truck loading bays moved from the east side of the building to the west side;
- The addition of a guard house; and
- The addition of landscape screening along the building.

Following the presentation, the Mayor and Council Liaisons provided feedback and comments. Some of the points included:

- Support for moving the truck bays to the west side of the building;
- Safety concerns raised around the addition of the exit on Fraser Way; with
- Concerns were raised around the noise attenuation wall being removed and replaced with a chain-link;

- The possibility of a joint venture with Onni on the addition of sound mitigating fencing along Airport Way in front of Nature's Walk & the Sutton development;
- Concerns raised around site circulation and vehicle flow;
- The total increase of square footage in the presented revised plans;
- Appreciation for the softening of corners of the building;
- Many of the revisions presented offer significant improvements for the neighboring residents;
- Hours of operation for the site;
- If security will be monitoring exit compliance on Fraser Way;
- Recommendation that Engineering Staff review safety of the proposed exit on the Fraser Way; and
- Recommendation for the addition of a merge lane with a physical barrier which would prevent vehicles to travel eastbound on Fraser Way.

Some of the comments from Applicant 1 included:

- Traffic Study will be provided to the City;
- Exit on to Fraser Way will be solely used as a right out;
- Design was purposely angled to enforce a right out only and the width of a single lane only;
- Increased the square footage of the building to 863,000 sq. ft from 748,000 sq ft in the previous drawings;
- Recommendations from the Committee have been noted and will be reviewed;
- Security on site is provided by the tenant with no further details regarding the monitoring of traffic and vehicle compliance.

The voting members of the ADP participated in a guided discussion on the Applicant's presentation. Some of the comments included:

- Support for many of the new design changes such as moving the location for the loading bays;
- Concerns regarding the addition of the exit on Fraser Way;
- Recommendation to explore options for the addition of an entrance on Airport Way;
- Request to review Noise Mitigation Report to support the removal of the sound attenuation wall;
- Lack of details identifying planting on the loading and truck side;
- Hours of operation for the site;

- Recommendation for the Applicant to look into the possibility of adding an exit parallel to the proposed exit/entrance on Harris Road;
- Recommendation was made to add a half berm and retaining wall and perhaps the City could support the change with a relaxation of the setback in this area to help resolve this problem;
- New designs fit better into the surrounding community;
- Support for the revisions made to the exterior of the building design;
- Concerns raised around site access and traffic both on and off site;
- The addition of a median on Fraser Way would prevent visitors and access to trails for vehicles coming west along Fraser River;
- Concerns with the vertical emphasis on the major corners which is seen as too strong and overpowering;
- Recommendation for additional horizontal emphasis on building design; and
- Recommendation to lower the height of canopies and/or trellises on site.

Some of the comments from Applicant 1 included:

- Created prominent glazed corners with wood soffits and eye brows to provide future proofing;
- Lack of landscaping on the truck side was in support of the tenants requests with concerns around planting obstructions for drivers;
- The loading area is to be taken around the guard houses to develop at habitat for pollinators which would be a green contribution inside the fence and behind the berm;
- Traffic concerns will be addressed and analyzed in Traffic Study;
- Potential tenant had identified their concerns around loading trucks and vehicles using access points near one another;
- Recommendation regarding revisions to the corners of the building has been noted; and
- Designers aimed to prevent horizontal elements from competing with vertical facades.

The Mayor, Council Liaisons, and members of the ADP were given a final opportunity to engage in a discussion. Highlights included:

- Concerns around sound mitigation fencing and traffic flow on site;
- Vertical scale of the corners of the building is overwhelming;

- New building is an additional 115,000 square feet; therefore, would like to keep traffic kept on site as much as possible;
- Importance of site logistics; and
- Recommendation that the applicant come back and present to the ADP further revisions.

*\* Applicant 1 and their representatives left the meeting at 3:24 p.m.*

(2) **2021 Committee Calendar**

A. Berry, Director of Planning and Development presented the 2021 Committee Calendar for information purposes only.

(3) **Revised Committee Terms of Reference**

A. Berry, Director of Planning and Development presented the newly revised Terms of Reference to the members of the ADP.

(4) **Records Management and Privacy Protection Employee Agreement**

A. Berry, Director of Planning and Development, provided a verbal overview of the City's Records Management and Privacy Protection Employee Agreement and reminded the Committee to return signed copies to Staff.

## **6. ROUND TABLE**

The Committee engaged in a round table discussion.

## **7. ADJOURNMENT**

The meeting was adjourned at 3:36 p.m.

*The next meeting for the Advisory Design Panel is set for  
Wednesday, **January 13, 2021** at 2:00 p.m.*