



MINUTES of the Advisory Design Panel Meeting held on Wednesday, July 8, 2020 at 2:00 p.m. via video conference.

PRESENT:

Voting Members:	J. Brady R. Dafoe A. Hayes E. Hirota * P. Johnston L. Kan S. Kim E. Rojo
Ex Officio:	Mayor Dingwall
Council Liaisons:	Councillor MacDonald Councillor Meachen
Other Council Members:	Councillor Hayes Councillor O'Connell Councillor Simpson
Staff:	T. Barr, Deputy Corporate Clerk A. Berry, Director of Planning and Development (Chair) A. Dominelli, Development Services Technician M. Roberts, CAO A. Wallace, Manager of Community Development
Guests:	Applicant 1 – GEBP Phase 3 & 4
Regrets:	C. Hargreaves, RCMP S. Raht
Secretary:	T. McCaw, Committee Clerk II

1. CALL TO ORDER

The meeting was called to order at 2: 03 p.m.

2. LATE ITEMS

None.

3. APPROVAL OF AGENDA

It was **MOVED** and **SECONDED** THAT the agenda for the July 8, 2020 Advisory Design Panel Meeting be approved.

CARRIED.

4. ADOPTION OF MINUTES

It was **MOVED** and **SECONDED** THAT the June 24, 2020 Minutes of the Advisory Design Panel be approved.

CARRIED.

5. NEW BUSINESS**(1) Development Permit Application for Golden Ears Business Park Phase 4**

The Applicant presented on the Development Permit Application for Golden Ears Business Park Phase 4 through a visual presentation, which forms part of the original minutes as **Attachment 1**.

** E. Hirota joined the meeting at 2:13 p.m.*

Following the presentation, the Mayor and Council Liaisons provided feedback and comments where the following points were raised:

- There has been great communication between the Applicant and the City in working towards achieving the goals of this project;
- Thanks was given to the Applicant for providing revisions to the drawings so quickly; and
- Markings have been placed on site in order to identify the SE and SW corners of building 4000.

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

- Recommendations were made for a higher quality fence surrounding the property rather than the chain link fence that was presented to the Panel;

- Request was made for the Panel to be provided with a copy of the acoustical report once completed;
- There is an expectation from the ADP that an acoustical wall be installed on the E side of the property to mitigate sound for the neighboring homes;
- Concerns were raised around the lack of handicapped parking stalls on the site;
- There were concerns raised around the Katzie Slough and the long term effects;
- It was noted that the traffic study does not accurately represent the number of potential employees working on site;
- A recommendation was given to see an onsite addition of a landscaped path parallel to Harris Road be added order to add more of a landscape buffer;
- Clarification was requested regarding a designated pathway directing employee access to offices;
- Concerns around impermeable areas on site and the storm water management plan;
- A recommendation was made for the Applicant to review the pedestrian crosswalk on the W side of the property near Airport Way as it is too long;
- The Panel is looking forward to receiving copies of Traffic Studies, Acoustical Report and Environmental Report;
- Concerns were raised around providing the Applicant with feedback on plans that are still very preliminary;
- Direction around the plans for the current mature trees on the site;
- The Panel would like to see what will the walkways will look like around the site; and
- The Panel has requested a hard copy of all changes going forward.

Applicant responded

- The entrance of the property is set to have a roll back gate;
- Prepared to provide an update at the next meeting to outline acoustical solutions, a wall or an alternative as directed by the Acoustical Engineer;
- Will ensure that handicapped spaces are close to the entrances of the offices;
- Will provide the Panel with a presentation of the proposed acoustical walls at the next meeting;
- Planting for Katzie Slough has been approved by the Ministry of Environment which is consistent with the natural habitat;

- Currently working on an update on the traffic report study;
- Numbers of parking and handicapped spaces will be in compliance with parking bylaw requirements;
- Currently there are no plans for an on-site sidewalk that runs parallel to Harris Road;
- Will confirm the required amount of parking stalls for the site;
- The path connections through parking lot are generally providing crosswalks and linkages throughout the site for pedestrians;
- Currently working with Civil Engineers to ensure that the post construction drainage is not in excess to the pre-construction drainage;
- Hoping to have further updates on the Storm Water Management Plan at the next meeting;
- Telephone poles that are currently on site identify the SE and SW corners of building 4000;
- The potential tenant requires fencing to secure the premises during off peak hours;
- The goal is to save as many trees as possible and this mature trees that are currently on site will be studied further to protect them where possible;
- The straight lined pathway on the E makes it easier for RCMP to visually patrol the area without exiting their vehicles;
- Working to maximize the height of the berm on the E side of the site, and
- Landscape architect will look into possibility of introducing small curves in the pathway along the E side.

(2) **Golden Ears Business Park Phase 4 – Building Location**

Councillor Meachen introduced the proposition of moving building 4000 in Phase 4 from its proposed location in Onni's Development Permit application to a more westerly location.

- The Applicant noted that the potential tenant requires specific dimensions of this building, specifically the length of the building in order to accommodate a specific amount of truck bays; and
- There was an error on the plans with regards to the elevation of Fraser Way; a new revised copy will be provided to the ADP.

Following the presentation, the Mayor and Council Liaisons provided feedback and comments where the following points were raised:

- Looking forward to the updated Traffic Study, Acoustical Report, SWM Plan;
- Encouraging to see how the Applicant is working with potential tenants to review the recommendations and suggestions made by the Panel; and
- Looking forward to copies of the updated plans prior to the next meeting which will include revisions discussed.

6. ROUND TABLE

The group participated in a brief roundtable discussion. Highlights included:

- The ADP would like to have revised copies of the plans provided to them before the next meeting;
- Appreciated was given to the Councillor's for their comments brought forward; and
- It was noted that a lot of great feedback was provided by the ADP.

7. ADJOURNMENT

The meeting was adjourned at 3:23 p.m.

<p>The next meeting for the Advisory Design Panel is set for Wednesday, July 22, 2020 at 2:00 p.m.</p>
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