



MINUTES
OAK BAY ADVISORY DESIGN PANEL
TUESDAY, JANUARY 3, 2017 AT 8:45 AM
COUNCIL CHAMBERS, MUNICIPAL HALL, 2167 OAK BAY AVENUE

MEMBERS PRESENT

Kim Milburn
John Armitage
James Kerr

Will King
David Wilkinson
Councillor Tom Croft

MEMBERS ABSENT

None

STAFF PRESENT

Deborah Jensen, Manager of Planning
Christine Currie, Development Services & Licencing Clerk

1. Call to Order

The meeting was called to order at 8:45 am.

a) Elections

It was moved and seconded that James Kerr be elected as Chair.

The motion was carried.
None opposed.

It was moved and seconded that David Wilkinson be elected as Vice Chair.

The motion was carried.
None opposed.

2. Adoption of Minutes from December 6, 2016

It was moved and seconded that the Minutes from December 6, 2016 be adopted as amended.

The motion was carried.
None opposed.

3. Approval of Agenda and Late Items

4. Old Business

- a) ADP00038 - 2700 Lansdowne Road – Uplands Siting and Design
To permit construction of a single family home.

T. Rodier presented the proposal with modifications as discussed at the December meeting of the Advisory Design Panel. Some of the comments were:

- Using a low stone retaining wall with concrete ledge to delineate public and private space, with plantings to soften the wall.
- Garage door is traditional design and banding at base of house has been removed.
- Cedar shingles will be used, stair windows have been broken up to create relationship between bottom of windows and sills, and parapet has been reduced in size.

Panel Comments

Panel members advised that exterior lighting should follow dark sky principles, that the fence between the house and accessory building should match property line fencing, that the driveway to the accessory building should use grass grid, and that the driveway should be narrowed to 8 feet.

Panel members inquired about the wall base material, and noted some elements, such as roof lines, mass up the building more than it needs to be.

T. Rodier advised base material is concrete with plantings masking the base.

A panel member commented that the applicant may consider employing a traditional bell cast type of detail to terminate the shingles.

In summary, the Panel members noted the following:

- Entry portal very prominent, should give thought to reducing mass.
- Review paving surface materials and narrow driveway width.
- House colours are very graphic, be cautious with trim detailing.

Advisory Design Panel Assessment Checklist

Siting of Buildings

1. Maintenance of residential park setting	Achieved
2. Setbacks	Satisfactory
3. Relationship of character / massing to image of the area	Appropriate
4. Impact on scale and rhythm of development	Appropriate
5. Relationship to adjacent buildings	Good
6. Effect of shadow on neighbouring properties	N/A
7. Overlook and privacy issues	None
8. Transition between private and public space	Appropriate
9. Accessory buildings	Complements house well

Design of Buildings

1. General massing, proportion and overall articulation of building in relation to established housing	Appropriate
2. Roofscape	Appropriate
3. Flashing	Acceptable
4. Lighting	Dark Sky principles followed
3. Garages and outbuildings	Good

Landscaping

1. Fencing and screening	Good
2. Preservation of significant healthy trees and plant material	N/A
3. Native Plants, New Trees and Vegetation	Acceptable
4. Play and recreation areas	Rear Yard
5. Hard landscaping	Good
6. Parking and driveways	Panel advises driveway to Midland be only minimum width required and no wider.

It was moved and seconded to recommend that Council approve ADP00038.

The motion was carried.

None opposed.

- b) DP00014 – 2200 Oak Bay Avenue – Form and Character
To permit modifications to the exterior of the Pharmasave building.

R. Collins, presented the proposal as discussed at the July 2016 meeting of the Advisory Design Panel. Some of the comments were:

- Considered design of proposal to do a temporary upgrade to building in context with Official Community Plan (OCP) design guidelines.
- Will use silver windows with dark brown stain and white trim, and glazing will improve energy efficiency, increase lighting in the building, and create inviting street presence.
- Awning is similar in design and colour to others in the village,
- Entries will be widened and automated, improving pedestrian safety and accessibility, which is also an objective of OCP.
- Variety and contrast of exterior cladding materials add to street level interest.
- Exterior lighting will employ dark sky principles.

Panel Comments

Panel members commented on the opportunity to provide a more lively streetfront with diversity along the street, and noted concern for the monotone expansion of black awnings along the street. Panel members also noted that breaking the awning into three pieces is a positive step forward, but is better to expand the gaps to create three separate facades with different colour in centre.

Panel members also noted that this is a modern building and should be treated as such, and noted the prominence of the site as directly facing you coming up Hampshire Road. They commented that silver windows are a nice contrast, but should look at a longer lasting material for the base of the building as wood will not last long.

R. Collins advised they are levelling the parapet, and that the awning is open on each end and not enclosed on the sides.

Panel members suggested the awning is an important public amenity and could be pulled away from the wall to act as a free floating object, that corner pilasters should be the same material, and that squaring of the corner as it returns to the bank is not necessary.

Panel members referenced comments made at the previous meeting to review this proposal. In summary, the Panel members noted the following:

- Siding material should be revisited with respect to durability, and particularly the base.
- The awning is an important consideration for urban design given its location.
- Diversity of colour in awning would create a more lively, visual interest.
- Look at adjacent buildings and choose a complementary colour for awning.

It was moved and seconded to recommend that application DP00014 be tabled.

The motion was carried.

D. Wilkinson opposed.

Councillor T. Croft left the meeting at 10:04 am.

5. New Business

- a) ADP00058 – 3315 Norfolk Road – Uplands Siting and Design
To permit renovations to an existing single family home.

R. Collins, applicant, presented the proposal. Some of the comments were:

- Replacing windows on front elevation with energy efficient vinyl windows that would match existing windows, and replacing front entrance door and garage doors.
- Replace all windows and doors on rear elevation, and construct larger deck with brick base and flat roof with skylights over outdoor eating area.
- A shed roof will replace the existing flat roof over the upper floor dormer and clad with horizontal siding.
- Sills of replaced windows will be brick to match existing sills.

Panel Comments

Panel members confirmed there is a patio area with some landscaping under the deck, confirmed brick pillar design, and suggested new windows should be wood, wood clad or fibreglass and incorporate traditional glazing and standards to reflect formal presentation to street. Alternatively, the applicant could consider refurbishing the existing windows.

R. Collins advised they are proposing solid white vinyl windows and will consider using wood windows if budget allows. He also noted brick pillars are all same dimension with same material as front of house, tapered posts will represent traditional detail, and a glass railing maintains views and keeps it invisible against the home.

Panel members noted the window shape and materials, and rear railing does not speak to the style of the home, but the glass railing does offer a connection to the rear yard.

R. Collins stated window sills will be recreated to match existing brick sills, and that pot lights will be installed underneath the covered area.

In summary, the Panel members noted the following:

- Consideration should be given to not using vinyl windows, as they need to tie into the building, and explore refurbishing the existing wood windows.
- Consideration should be given to alternatives for the aluminum and glass railing system as it does not speak to the character of the home.

Advisory Design Panel Assessment Checklist

Siting of Buildings

1. Maintenance of residential park setting	Achieved
2. Setbacks	Satisfactory
3. Relationship of character / massing to image of the area	Appropriate
4. Impact on scale and rhythm of development	Appropriate
5. Relationship to adjacent buildings	Appropriate
6. Effect of shadow on neighbouring properties	Not an issue
7. Overlook and privacy issues	Not an issue
8. Transition between private and public space	Appropriate – existing condition remains
9. Accessory buildings	N/A

Design of Buildings

1. General massing, proportion and overall articulation of building in relation to established housing	New deck elements appropriate
2. Roofscape	Changes are appropriate
3. Flashing	Satisfactory
4. Lighting	Satisfactory
5. Garages and outbuildings	N/A

Landscaping

1. Fencing and screening	Existing unchanged
2. Native plants and vegetation	Existing unchanged
3. Preservation of significant healthy trees and plant material	Existing unchanged
4. Play and recreation areas	Existing unchanged
5. Hard landscaping	Acceptable (changes to rear yard)
6. Parking and driveways	Existing unchanged

It was moved and seconded to recommend that Council approve ADP00058.

The motion was carried.

None opposed.

b) ADP00059 – 3155 Sherringham Place – Uplands Siting and Design

To permit construction of a single family home.

T. Rados, applicant, presented the proposal. Some of the comments were:

- Proposing a two storey French Provincial style house with partial basement, with exterior materials to include acrylic stucco with accent trim.
- No variances are requested, and all but two trees will be retained.
- Neighbours have been consulted.

Panel Comments

Panel members inquired about lighting on the house, why a tree located away from the house is being removed, and suggested the front deck may not be building code compliant. Panel members also stated the house presents a large massing along the street front, but the roof and floor heights are out of proportion with the overall structure.

T. Rados noted two oak trees at the front of the property minimize the impact of the house, and advised they tried removing dormers, but the result didn't work with the French Provincial design of the home. He also noted that the attic is not habitable, and fake dormers can detract from the style of the home.

T. Rados also advised the municipal arborist has indicated the tree is in decline and he is working with the arborist to retain all the healthy trees. He also noted corrections will be made to the site plan as the cedar tree is not being removed.

D. Jensen stated that because the Garry oak is outside of the building envelope it will require replacement trees.

In summary, the Panel members noted the following for consideration:

- Ratio of width to height is out of proportion for the building.
- There are colliding elements at the rear of the home, the design theme of the home gets lost past the front elevation, and elevations have no defining characteristics.
- Front column widths are too heavy and out of proportion.
- Front entry disconnected from rest of house, and detracts from the two storey mass.
- Dormers are out of proportion with roof and building massing, consider using faux dormers or remove entirely.
- Difficult to reproduce French Provincial style.
- Floor to floor height needs to be extended.
- Trees should be protected.

It was moved and seconded to recommend that ADP00059 be tabled to a subsequent meeting of the Advisory Design Panel.

The motion was carried.
None opposed

K. Milburn left the meeting at 11:36 am.

- c) ADP00061 – 3150 Midland Road – Uplands Siting and Design
To permit renovations to an existing single family home.

M. Huxley, applicant, presented the proposal. Some of the comments were:

- Updating 1930s character home to respect original style.
- Dormer roof on front elevation will be raised, chimney will be removed, windows will be replaced, and new window added to west elevation.
- Realign existing face at rear of house to add small amount of floor area.
- Solarium roof frame will be replaced and muntin bar detailing added to windows.
- Accessory building will be reverted back to its original shape by upgrading the interior and removing the 'lean to'.

Panel Comments

Panel members inquired about solarium roof glazing and gutters, and proposed addition.

M. Huxley advised existing steel beam structure in solarium will remain and aluminum will be replaced, and that custom gutters will be utilized. He also noted the small infill is necessary to accommodate the interior layout.

Advisory Design Panel Assessment Checklist

Siting of Buildings

1. Maintenance of residential park setting	Achieved
2. Setbacks	Existing Unchanged
3. Relationship of character / massing to image of the area	Existing essentially unchanged
4. Impact on scale and rhythm of development	No change
5. Relationship to adjacent buildings	No change
6. Effect of shadow on neighbouring properties	N/A
7. Overlook and privacy issues	N/A
8. Transition between private and public space	No change
9. Accessory buildings	Existing original garage essentially unchanged

Design of Buildings

1. General massing, proportion and overall articulation of building in relation to established housing	No change essentially
2. Roofscape	Dormer revision appropriate
3. Flashing	Appropriate details
4. Lighting	Assumed to be appropriate
5. Garages and outbuildings	Existing original garage essentially unchanged

Landscaping

1. Fencing and screening	Existing unchanged
2. Native plants and vegetation	Existing unchanged
3. Preservation of significant healthy trees and plant material	Existing unchanged
4. Play and recreation areas	Existing unchanged
5. Hard landscaping	Existing unchanged
6. Parking and driveways	Existing unchanged

It was moved and seconded that Council approve ADP00061.

The motion was carried.
None opposed.

6. Information Items

a) Orientation

D. Jensen provided an overview of application types that are considered by the Advisory Design Panel including:

- Uplands Siting and Design applications, to be considered in context with the Uplands Bylaw and Uplands design guidelines.
- Development Permit applications for form and character, to be considered in context with the applicable Official Community Plan design guidelines.
- Form and character considerations for subdivision approvals.

7. Next Meeting

The next regular meeting of the Advisory Design Panel is scheduled for Tuesday, February 7, 2017.

8. Adjournment

The meeting adjourned at 12:18 pm.