



MINUTES
OAK BAY ADVISORY DESIGN PANEL
TUESDAY, NOVEMBER 6, 2018 AT 8:45 AM
COUNCIL CHAMBERS, MUNICIPAL HALL, 2167 OAK BAY AVENUE

MEMBERS PRESENT

John Armitage
Kim Milburn

Will King
David Wilkinson

MEMBERS ABSENT

Dominic Yu

STAFF PRESENT

Deborah Jensen, Manager of Planning
Graeme Buffett, Planning Technician

Christine Currie, Recording Secretary

1. Call to Order

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

2. Adoption of Minutes from October 2, 2018

It was moved and seconded that the Minutes from October 2, 2018 be adopted.

The motion was carried.

None opposed.

3. Approval of Agenda and Late Items

It was moved and seconded that the agenda for November 6, 2018 be approved.

The motion was carried.

None opposed.

4. Old Business

- a) ADP00099 – 2450 Lansdowne Road
To permit construction of a single family home.

G. Buffett provided an overview of the application. Some of the comments were:

- Changes to the design include removing the fence along the front property line, removing the driveway gate, altering the pedestrian pathway, and reinstating hedging.
- Revisions to the home include brick window and door trim details, addition of brick sills, replace board and batten and lap siding with textured cement stucco, revision to trim locations and details, alteration of living room window pattern, and reduction in height of flat roof fascia.
- All protected trees to be retained, trying to be mindful of parklike setting.

R. Hoyt, applicant, provided an overview of revisions. Some of the comments were:

- Simplified cladding with thin, brick veneer and stucco, square off front entry, and slimmed down the roof overhang.
- Removed fence and gates, retained driveway pillars for lighting; located pedestrian walkway next to driveway, using smaller hedge and plantings along front of property.
- Lighting includes low lighting sconces with top shield, sconces under soffits are low profile, and slimmed down great room window profile.

Panel Comments

Panel comments included the following:

- Remove intermediate water table; ensure front balcony is constructed as drawn.
- Consider exposed peaks at hip roof returns; confirm wood, tongue and groove for soffit.
- Use multiple species along perimeter to replace hedge; use screening layers rather than a wall of hedge. Use special measures to manage toxic wash off for exposed aggregate on driveway.
- Follow dark sky principles for outdoor lighting; use translucent glass in sconces, incorporate lights within brick for driveway posts; limit entry lighting to one type.
- Consider using same treatment over front door, for the canopy over family room door.
- Encourage using authentic materials, such as brick, to ensure quality design.
- Encourage continuation of details down to building base.
- More inset of windows will alleviate the flat, inauthentic appearance of the brick veneer.
- Great room fenestration will benefit from removal of lower panes, use mullions vertically and horizontally, window will read as a singular unit rather than two.

In summary, Panel members noted the following:

- Great room window to be grouped, vertical lines for slim windows, use same framing and box it on the inside so it appears to be one wood window group.
- If employing thin brick material, add more thickness, increase by 1 1/2"; strengthen base of wall detail; attention to eave detail.
- Be mindful of dark sky principles.

Advisory Design Panel Assessment Checklist	
Siting of Buildings	
1. Maintenance of residential park setting	Appropriate. A more "natural" approach to hedge line.
2. Setbacks	N/A
3. Relationship of character / massing to image of the area	Appropriate
4. Impact on scale and rhythm of development	No issues
5. Relationship to adjacent buildings	No issues
6. Effect of shadow on neighbouring properties	No issues
7. Overlook and privacy issues	None
8. Transition between private and public space	Improved over original submission. Natural, contextual.
9. Accessory buildings	N/A
Design of Buildings	
1. General massing, proportion and overall articulation of building in relation to established housing	Comfortable, somewhat eclectic, simple
2. Roofscape	Pleasant
3. Flashing	No issues
4. Lighting	Carriage lights to be translucent vs. clear lenses. All others downcast, in-direct including gate post lights.
5. Garages and outbuildings	None
Landscaping	
1. Fencing and screening	Support mixed approach to frontage landscape
2. Preservation of significant healthy trees and plant material	Good
3. Native Plants, New Trees and Vegetation	Appropriate.
4. Play and recreation areas	N/A
5. Hard landscaping	Sparingly applied
6. Parking and driveways	Ditto

It was moved and seconded to recommend that ADP00099 be approved.

The motion was carried.
None opposed

5. New Business

- a) ADP00095 – 3046 Valdez Place
To permit renovations to a single family home.

G. Buffett provided an overview of the application. Some of the comments were:

- Altering the front and side porch, using stone cladding and tile to replace wood.
- Front stairway does not meet setback but was approved through a variance.
- Removing a deck that was not permitted and was within setback area.
- Trellis structure is being simplified.

J. Craggs, applicant, noted that quality materials will be used for the alterations.

Panel Comments

Panel comments included the following:

- Confirmed that landscape would remain as existing, proposal is improvement to home.
- Suggested cap flashing be employed on any exterior exposed wood.
- Confirmed stamped edge bluestone material for pillars at base of post, suggest wrapping material around corners and utilize pre-cast 3 to 4 inches.

Advisory Design Panel Assessment Checklist	
Siting of Buildings	
1. Maintenance of residential park setting	N/A
2. Setbacks	N/A
3. Relationship of character / massing to image of the area	Contextually appropriate
4. Impact on scale and rhythm of development	Positive
5. Relationship to adjacent buildings	No impact
6. Effect of shadow on neighbouring properties	None
7. Overlook and privacy issues	None
8. Transition between private and public space	Excellent
9. Accessory buildings	N/A
Design of Buildings	
1. General massing, proportion and overall articulation of building in relation to established housing	No negative impact.
2. Roofscape	Gentle change/transitions
3. Flashing	Well detailed
4. Lighting	N/A
5. Garages and outbuildings	N/A
Landscaping	
1. Fencing and screening	None
2. Preservation of significant healthy trees and plant material	Good
3. Native Plants, New Trees and Vegetation	N/A
4. Play and recreation areas	N/A
5. Hard landscaping	Well handled
6. Parking and driveways	N/A

It was moved and seconded to recommend that ADP00095 be approved.

The motion was carried.
None opposed.

b) ADP00101 – 3225 Exeter Road

To permit additions and renovations to a single family home.

G. Buffett provided an overview of the application. Some of the comments were:

- Work includes enclosing existing garage, replacing siding and roofing materials, doors and windows, installing in ground pool, and upgrading the landscaping.
- Maintain existing house style, but upgrading façade including white stained wood lap siding and gray stone brick veneer accents.
- All bylaw protected trees are preserved.

R. Hoyt, applicant, C. Strong, contractor and K. Bidgood, interior designer, presented the application. Some of the comments were:

- Exterior facade and rooflines will be maintained; enclose carport to create garage.
- Creating rooftop deck over garage, tie the design with existing deck so consistency between them.
- Replace windows, fascia, soffits, stone accent at front door, and chimneys.

Panel Comments

Panel comments included the following:

- Clarified fine line siding to be vertical tongue and groove with fine spacing and distinct profile; Duradeck will be used for rooftop decking material.
- Consider breaking up the monochromatic hand rail and balustrade system to provide more character, consider breaking up balcony rail in keeping with heavy fascia bands; utilize quality railing material that may permit the addition of an interesting top piece; an aluminum rail system should reflect quality and be distinctive.
- Confirmed no significant trees to be removed.
- Confirmed minimal lighting will be installed beneath the deck by pool and existing sconces replaced.
- Explore alternate options for the mechanical room; consider proximity of root zones of significant trees when siting.
- This is a well curated plan that will enhance the home.
- Confirmed window material in vinyl or aluminum clad in an off-white, muted matte finish; fenestration selection is tantamount to the front face of the building; consider quality of materials with window selection; presented plans should be adhered to; window modifications will significantly change the appearance of the existing house.
- Consider the continuation of brick overtop of the master bedroom window located at front of the house; consider alternative to internal guard or continuation of post line.
- Retain streamline appearance for windows.
- Yellow front door is good, suggest additional pops of colour.

In summary, the Panel members noted the following:

- Balcony rail should be more in keeping with the fascia band, or utilize for example a 2 X 8 custom welded aluminum rail; connect railing posts to the bottom of the fascia.
- Explore options that would safely eliminate the stair's second guardrail.
- Cladding system.
- Pay special attention to windows, frames should be thin and streamlined with a very simple trim (minimalist aluminum frames would be good).

Advisory Design Panel Assessment Checklist		
Siting of Buildings		
1.	Maintenance of residential park setting	No change of note
2.	Setbacks	No issue
3.	Relationship of character / massing to image of the area	Unchanged
4.	Impact on scale and rhythm of development	Unchanged
5.	Relationship to adjacent buildings	Unchanged
6.	Effect of shadow on neighbouring properties	Nil
7.	Overlook and privacy issues	No impact to note
8.	Transition between private and public space	Improved
9.	Accessory buildings	Pool mechanical “bunker” requires close attention.
Design of Buildings		
1.	General massing, proportion and overall articulation of building in relation to established housing	Gently enhanced
2.	Roofscape	No major changes
3.	Flashing	Good
4.	Lighting	Well considered
5.	Garages and outbuildings	Former random carport now enclosed and improvement
Landscaping		
1.	Fencing and screening	Appropriate
2.	Preservation of significant healthy trees and plant material	Well managed, good choices
3.	Native Plants, New Trees and Vegetation	Ditto
4.	Play and recreation areas	Pool area is major change, nicely handled
5.	Hard landscaping	Ok
6.	Parking and driveways	No real change

It was moved and seconded to recommend that ADP00101 be approved.

The motion was carried.

None opposed.

6. Information Items

a) Heritage Conservation Area Working Group – ADP Representative Update

W. King advised a draft heritage conservation area document is essentially complete, and provides direction about style and character, includes language ensuring quality materials, and addresses infill and substantial renovations. He noted the document does not duplicate items found in other documents such as the Official Community Plan and Urban Forest Strategy, but will give staff adequate tools to review applications.

D. Jensen noted an information session was held on November 1st to discuss the draft guidelines, which are available on the website and comments are welcome. The draft guidelines are available on the website and comments are welcome.

7. Next Meeting

The next regular meeting of the Advisory Design Panel is scheduled for Tuesday, December 4, 2018.

8. Adjournment

The meeting adjourned at 11:10 am.