

**MINUTES  
ADVISORY DESIGN PANEL**

Meeting held Wednesday February 14, 2018

**Design Panel Members**

**Present:**

Councillor Bill Dingwall  
Eitaro Hirota  
Matthew Harburt  
Emily Kearns  
Maureen Robertson  
Patricia Johnston  
Krista Marion  
Lee Lukiw

**Regrets:**

Blair Birkner

**Staff:**

Dana Parr, Planner II  
Allison Dominelli, Development Services Technician  
Kathy Wilkins, Minute Taker

**Delegations:**

Reilen Reyes, Architect, Lovick Scott Architects

Cam McQuarrie, Representing McDonald's Canada

**Chair:**

Matthew Harburt

1. **Introduction of New Panel Members**

2. **Discussion**

A question was raised regarding the number of upstairs windows required at the CEFA at Meadowtown Centre. Dana will check to see how many were required.

3. **Development Permit Application – 12549 Harris Road – Interior & Exterior Renovation to McDonalds Canada**

A brief overview on the project was given. Applicant did not have formal presentation. Comments and concerns raised are as follows:

**Lee Lukiw:**

- Overall, had no issues with the project;

**Matthew Harburt:**

- From a site planning perspective, not alot being proposed;
- Proposed pedestrian access to Harris Road; would have preferred to see, instead of a straight crosswalk, possibly make it a little more welcoming;
- Is there an opportunity to widen the island, add sidewalk and letdown within the parking lot;
- Existing trees – site plan should have shown where existing trees are located;

**Patricia Johnston:**

- Landscaping – outside patio space, requested more information on exactly what is proposed.
- How can we make the outdoor space looks nice, can landscaping be added? – *Applicant: No irrigation so there are limitations to landscaping;*
- Can we incorporate any features to make the building unique to Pitt Meadows? *Developer will look at the possibility of a Heron bike rack, similar to the one at City Hall.*

**Councillor Bill Dingwall:**

- Would have like to have seen a formal presentation on screen with comparison of existing and proposed highlighting the major changes;
- Question on parking spots – *the two parking spaces shown on drawings are for drive thru pick up* – suggestion to relocate the two spots closer to the building;
- Concerns over location of crosswalk;
- Feels current drive through lane is very tight, may want to consider widening if possible;
- Overall feels current colour scheme is a huge improvement;
- Patio – will there still be glass around the patio – *Applicant: the glass will be removed and the patio size will be reduced as it is currently not used at all. Some outdoor seating may be added at a later date.*

**Maureen Robertson:**

- Current shrubs along Harris Road are blocking site lines, can the height be reduced – *Staff: those shrubs are on City property – will contact Parks and ask if they can be trimmed;*
- Where will the wheelchair parking spot be located; *Applicant: closer to the building*
- Will there be bike parking – *Applicant: There is existing bike parking;*
- Overhang over drive thru windows – *Applicant: the overhangs will now be larger and deeper at both pick up windows;*
- Would like to see some type of outdoor seating area for customers.

**Emily Kearns:**

- Feels the application is getting there, can we recommend that where landscaping is being altered, and where parking stalls are removed, can we get a package of landscape plans with what exactly they are intending on doing. *Dana: there are really not changes to the landscaping, the scope is centred more on the exterior building façade, and landscaping changes are quite limited. Adding more landscaping is encouraged by the OCP, it is not required with this application.*
- Likes the upgrades to the exterior;

**Krista Marion:**

- Would like to see some type of long table be added outdoors for customers;

**Eitaro Hirota:**

- The design guidelines and pitched roof, the look and feel of the building, will this set a precedent regarding roof lines; *Dana: the design guidelines in the OCP are guidelines, not regulations and each application for a development permit is measured on its own merits on a case-by-case basis.*
- Has there been any thoughts on colour integration into the existing mall – *Applicant: colours will be updated allowing vertical elements to recede;*
- Maybe put wood planters on the south side, maybe some sort of rustic appearance to make it unique to Pitt Meadows – *Applicant: grey metal with hardi panel, can look into the cost of something like that.*

4. **Motions:**

- While there is no requirement or mandate for landscaping for this project, there is a general consensus by the ADP to strongly recommend the applicant consider landscaping enhancements as part of the application;
- Check with RCMP on security issues with the outdoor patio area;
- The ADP suggests attention be drawn to updating architectural guidelines during the OCP review process
- Prior to moving the application forward to Council, it is recommended that the applicant revise the plan with additional landscaping, those revisions will be emailed to the ADP and if satisfied, the ADP recommends the application move forward to Council for consideration of Development Permit with the landscaping enhancements noted;

5. **General Discussion**

- The memo send out to the ADP was appreciated and feels that should be the structure for future meetings;
- Recommendation that applicants should have landscape component prepared for the Panel to review;
- All applicants should be prepared to make a presentation at the meeting.

6. **Adjournment**

Meeting adjourned at 3:20 p.m.