

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, January 13, 2021 at 2:00 p.m. via video conference.

**PRESENT:**

Voting Members: R. Dafoe  
A. Hayes  
E. Hirota  
L. Kan  
S. Kim  
E. Rojo

Council Liaisons: Councillor MacDonald  
Councillor Meachen

Other Council Members: Councillor Hayes

Staff: A. Berry, Director of Planning & Development (Chair)  
A. Dominelli, Development Services Technician  
M. Roberts, CAO  
A. Wallace, Manager of Community Development

Guests: Applicant 1 + Representatives

Regrets: J. Brady  
S. Raht

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

There was general consent to add the following late item to the agenda:

### 5.2 - Membership Expiration & 2021 Recruitment Campaign

T. McCaw, Committee Clerk II, to provide an update on the 2021 recruitment process for members who have expiring terms.

## 3. APPROVAL OF AGENDA

It was **MOVED** and **SECONDED** THAT the agenda for the January 13, 2021 Advisory Design Panel Meeting be approved as amended.

**CARRIED.**

## 4. ADOPTION OF MINUTES

It was **MOVED** and **SECONDED** THAT the Minutes of the Advisory Design Panel Meeting held on December 16, 2020 be adopted.

**CARRIED.**

## 5. NEW BUSINESS

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

The Applicant presented recent revisions made to the Development Permit Application for Golden Ears Business Park Phase 4. Some of the points of the presentation included:

- Design evolution was detailed and recent revisions were highlighted;
- Revisions made to the site circulation was identified; and
- The addition of landscape screening adjacent to the loading bays, including a concrete acoustical wall, was identified.

Following the presentation, Council Liaisons discussed the application and the following were some of the key themes of the discussion:

- Staff exit need to be reconsidered with preference for Airport Way;
- Support for the changes to verticality of the building;
- Sound attenuation concerns with the removal of the wall on the south side of the development;
- Traffic congestion and noise concerns once the tenant is in place;

- A request for more information regarding the newly proposed small sound attenuation wall; and
- Current site flooding conditions are concerning.

Some of the comments made by the Applicant in response to the comments made by the Council Liaison's and CAO included:

- Acknowledgement of concerns regarding traffic flow on site as well as locations of the exits;
- Applicant has completed an acoustical report which identifies the site as in the quiet zone and lower than what is required by the City's Bylaw;
- Traffic Study information will be provided in the Staff Report to Council once this Development Permit Application moves to the EPC;
- The newly proposed smaller sound attenuating wall has been added to minimize impact on sound for surrounding residences and doubles as a visual screen.

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

- Request for a Traffic Study to be completed and presented to the ADP (*Staff responded noting the City will provide the Traffic Study findings for Phase 4 at the EPC which will include the proposed changes which have yet to be finalized*);
- Traffic concerns in response to Phase 3 and 4 of Golden Ears Business Park;
- Request to review the Storm Water Management Plan;
- Request to modify newly proposed vehicle exit on Harris Road to provide more of a midway skew for vehicles and trucks exiting the site;
- Opportunity for staff to enter and exit on Airport Way;
- Site circulation concerns for staff vehicles;
- It was stated that there are many creative solutions to managing shift changes and site volume which would not require a secondary exit on Harris Road;
- Support for the redesign of the vertical fins;
- Support for the landscape enhancements and the outdoor spaces;
- Recommendation was made for planting materials that would provide good sightlines for vehicles and pedestrians at all entrances and exits;

- Outstanding noise mitigation concerns were raised regarding the movement of vehicles on and off the site during non-business hours and the noise consideration for residents and users of the surrounding community spaces; and
- Support for the removal of the staff vehicle exit on to Fraser Way.

Some of the comments made by the Applicant in response to the committee's comments included:

- Zoning for this site does not have any restrictions as to when vehicles can move in and out of the site;
- Based on discussions with the potential tenant, there are no concerns associated with vehicles backing out on to fronting roads;
- A Traffic Study has been completed which is currently with the City's Engineering Department;
- The eastern driveway on Airport Way was positioned in this location based on previous discussions with the City's Engineering Department and the Applicant's Traffic Consultant to provide adequate spacing between the next two anticipated driveways East on Airport Way;
- Based on the discussions with the tenant, staff will have the opportunity to use the exit on Airport Way; Harris Road exit will provide a secondary exit opportunity given the number of employees and shift changes;
- It was identified that the City would prefer to see a site exit off of Harris Road vs. Fraser Way; and
- The Applicant will defer to the experts on the traffic related items, who will provide drawings to the City's Engineering Department to work out further details.

The Council Liaisons, CAO and members of the ADP were given a final opportunity to engage in a discussion and the following were some of the key themes:

- Staff and the Engineering Department are currently exploring two options regarding site entrance and exit;
- City is not satisfied with the option of an exit on Fraser Way and is looking into alternative solutions;
- Exploration of the options surrounding the possibility of an entrance and exit off Airport Way;
- The Traffic Study will be presented to Council at the EPC in the form of a Staff Report;

- The City needs more information in order to make an informed recommendation to Council;
- Interested in hearing further reports in response to the comments from Staff and members of the ADP before moving forward;
- Concerns were raised around the increase in traffic going north on Harris Road as a result of Phase 1;
- It was noted that there are no restrictions for drivers to go south on Harris Road and use Fraser Way as an exit route;
- Recommendation to look into turning restrictions for the Phase 1 on the north side of Airport Way;
- Safety concerns around the traffic flow surrounding the site; and
- Would like to see the proposed project fit in with the established community.

The members of the ADP were given the opportunity to propose a motion and declined, noting the following:

- The ADP cannot isolate the outstanding traffic issues as they have an impact on form and character, site context and general site planning arrangements, which are in the purview of the ADP, and therefore request the applicant discuss revisions with the City's Engineering Department and present back to ADP.

Some of the closing comments made by the Applicant included:

- Eager to proceed and move forward with the project;
- Was under the impression that traffic concerns were part of the detailed review with the Engineering Staff and not ADP;
- Current application has seen many improvements and revisions;
- Site is currently zoned to build with considerably more density; and
- Would like to see more focus on site form and character rather than density.

Some of the closing comments made by the CAO, M. Roberts included:

- There are onsite considerations with regards to the movement of vehicles in and out of the site which make it is reasonable to come back before the ADP;
- Proposal was made to have the City Engineering Department provide an outline of the pros and cons regarding the onsite movement of vehicles onto Airport Way vs. onsite Harris Road; and
- In support of this application coming back before ADP.

\* Applicant 1 and their representatives left the meeting at 2:55 p.m.

(2) **Membership Expiration & 2021 Recruitment Campaign**

T. McCaw, Committee Clerk II, provided an update on the 2021 recruitment process for members who have expiring terms. Highlights included:

- 2021 recruitment open Jan 29<sup>th</sup> – February 28<sup>th</sup>, 2021;
- City will be taking applications online;
- Promotions for this will be done through the local newspaper and the City's various social media platforms;
- Committee has three vacancies; and
- Staff will reach out to all members with expiring memberships.

**6. ROUND TABLE**

The Committee engaged in a round table discussion.

**7. ADJOURNMENT**

The meeting was adjourned at 3:06 p.m.

*The next meeting for the Advisory Design Panel is set for  
Wednesday, **February 10, 2021** at 2:00 p.m.*