



**CORPORATION OF THE
TOWNSHIP OF ESQUIMALT**
Minutes - Final

Municipal Hall
1229 Esquimalt Road
Esquimalt, B.C. V9A 3P1

APC Design Review Committee

Wednesday, April 14, 2021

2:30 PM

Esquimalt Council Chambers

Present: 6 - Chair Roger Wheelock
Member Beverly Windjack
Member Tim Cottrell
Member Graeme Verhulst
Member Elizabeth Balderston
Member Xeniya Vins

Regrets: 1 - Vice Chair Ally Dewji

Committee Members Beverly Windjack, Tim Cottrell, Graeme Verhulst, Elizabeth Balderston and Xeniya Vins attended the meeting by conference call.

Council Liaison: Councillor Hundleby (via conference call)

Non-Voting Member: Cst. Greg Shaw, Community Resource Officer VicPD Esquimalt Division (Regrets)

Staff: Bill Brown, Director of Development Services
Trevor Parkes, Senior Planner
Anja Nurvo, Manager of Corporate Services
Benjamin Lee, Recording Secretary

1. CALL TO ORDER

Chair Wheelock called the Design Review Committee meeting to order at 2:32 PM.

Chair Wheelock acknowledged with respect that the Township conducts its business on the traditional territory of the Lekwungen-speaking peoples and committed to building stronger working relationships with both the Songhees and Esquimalt First Nations.

2. LATE ITEMS

There were no late items.

3. APPROVAL OF THE AGENDA

Moved by Member Vins, seconded by Member Balderston: That the agenda be approved as circulated. Carried Unanimously.

4. MINUTES

- 1) [21-201](#) Minutes of the APC Design Review Committee, February 10, 2021
- 2) [21-207](#) Minutes of the APC Design Review Committee, March 10, 2021

The minutes of the APC Design Review Committee, February 10, 2021 and March 10, 2021 required revision and will be brought back to a future meeting for adoption.

5. STAFF REPORTS

- 1) [21-204](#) Development Permit Application for a 5-unit townhouse at 1048 Tillicum Road

Trevor Parkes, Senior Planner, introduced the report and responded to questions from the Committee.

David Yamamoto, Zebra Design, attended the meeting via conference call at 2:38 PM to provide an overview of the application and respond to questions from the Committee.

Committee comments(staff response in italics):

- * Tree preservation: clarification on the precise number and type of trees being removed. Suggestion for the applicant to reassess the location of the second oak tree. Assurances sought for the oak leaves to remain on the ground.
- * Concerns expressed that the 6 cubic meters of soil volume per tree is inadequate and differs from the minimum 10 cubic meters set forth in the BC Landscape Standard.
- * Landscaping: The rationale for placing the crabapple trees along the frontage is due to its ability to withstand a high amount of moisture. Emphasis by the applicant to maintain native vegetation was noted and appreciated.
- * Building B: Concerns expressed about general lawn maintenance due to difficulty with equipment accessing the area. Proximity of Douglas trees in the backyard to the lawn's edge prompted a suggestion to locate the lawn further away so the tree trunk won't break against the lawn. Suggestion for the grade to be stepped down to create a better visual from the street and better connection from the unit to the ground plane.
- * *Trees across the back of the property are Columnar Swedish Aspen and would achieve the 2.5 m screening requirement.*
- * Rain garden: Collection of water runoff would accumulate faster from the roof than the parking lot due to grading.

Member Verhulst left the meeting at 3:09 PM and rejoined the meeting via conference call at 3:11 PM.

Moved by Member Windjack, seconded by Balderston: That the Esquimalt Design Review Committee recommends to Council that the application for a development permit for a new 5-unit townhouse (in a duplex and triplex configuration), consistent with the architectural plan by Zebra Design, stamped "Received March 16, 2021", landscape plan provided by Greenspace Designs, stamped "Received April 1, 2021", and the surveyor's site plan prepared by Glen Mitchell, BCLS, stamped "Received March 16, 2021 to approve with conditions based on the following rationale:

- * Attractive and fits the context of the site
 - * Meets the Township of Esquimalt's requirements
 - * The condition that an appropriate soil volume is provided for each tree.
- Carried Unanimously.

David Yamamoto left the meeting at 3:12 PM.

6. OTHER BUSINESS

- 1) [21-208](#) Memorandum from Chair Roger Wheelock Re: COTW Presentation, March 8, 2021

Committee members expressed appreciation for Chair Wheelock's report presentation to Council at the recent Committee of the Whole meeting and for his service to the community noting his term on the APC Design Review Committee will be ending in June of 2021.

7. ADJOURNMENT

The Design Review Committee meeting adjourned at 3:15 PM.

ROGER WHEELLOCK, CHAIR
DESIGN REVIEW COMMITTEE
THIS 12TH DAY OF MAY, 2021

ANJA NURVO, INTERIM CORPORATE
OFFICER
CERTIFIED CORRECT