

City of Chilliwack
DESIGN REVIEW ADVISORY COMMITTEE
MINUTES OF MEETING
TUESDAY, JANUARY 31, 2023 – 3:00 pm
Dogwood Room / Held Electronically

Council Members:

Councillor Chris Kloot, Chair
Councillor Bud Mercer, Vice Chair

Design Review Advisory Committee:

Chris Klaassen, Development
Jesse Hildebrandt, CADREB Representative
Jessica Thiessen, BCSLA Representative
Quintin van Dyk, Design
Michelle Savich, Community Member
Carmen Peters, Community Member
Jennifer Perigo, Community Member

City Staff:

Erin Leary, Manager of Development Planning
Gillian Villeneuve, Director of Planning
Constable Lucian Mares, RCMP
Joty Rai, Planner I
Trish Alsip, Recording Secretary

Regrets:

Scott Pelletier, Planning
Richard Fortin, Manager of Parks Planning
Brenda Kurtz, Parks Operations Manager

1. CALL TO ORDER

Councillor Kloot was Chair, called the meeting to order at 3:00 pm and provided territorial acknowledgement.

Chair Kloot welcomed the new members and roundtable introductions were made.

2. ADOPTION OF AGENDA

Moved /) That the Agenda for the Design Review Advisory Committee meeting of Tuesday,
Seconded (January 31, 2023 be adopted as circulated.

Carried unanimously

3. ADOPTION OF MINUTES

Moved /) That the Minutes for the Design Review Advisory Committee meeting of Tuesday,
Seconded (December 13, 2022 be adopted as circulated.

Carried unanimously

4. DEVELOPMENT PERMIT APPLICATIONS

1. Process and Procedures

The Manager of Development Planning provided a brief presentation outlining the process and procedures of the Design Review Advisory Committee in order to help assist in guiding the discussion at DRAC.

The process at a Design Review Advisory Committee meeting is as follows:

- a) Presentation
- b) General Discussion / Q&A with Developer
- c) Committee Discussion re: Recommendation
- d) Summary of Recommendation in keeping with Design Guidelines
- e) Motion re: Recommendation

2. Roles & Responsibilities

The Design Review Advisory Committee will evaluate applications with respect to the form and character guidelines established in Development Permit Areas No. 4, 5, 6 and 7. For each application, the committee's recommendations and the developer's response will be summarized in a staff report for Council's consideration. The committee shall endeavour to evaluate all design matters referred to it in a fair and balanced manner, recognizing its role to enhance Chilliwack as a whole.

The Design Review Advisory Committee (DRAC) also coordinates with other select committees of Council such as the Affordable Housing and Development Advisory Committee (AHDC) as the purpose of the two committees may overlap as there is often a shared interest.

Additional information was provided with respect to the composition of the committee, set monthly meeting schedule, confidentiality and conflict of interest.

3. Mock Applications

Presentations were provided for the following two mock applications to provide an overview of the format and details included within the presentations:

- a) DP001585 – 9029 Charles Street
- b) DP001392 – 6590 Fern Street

5. DELEGATION / PRESENTATION

6. INFORMATION

1. 2023 Terms of Reference

The 2023 Terms of Reference were provided for information.

2. 2023 Membership List

The 2023 Membership List was provided for information.

3. 2023 Meeting Date Schedule

The 2023 Meeting Date Schedule was provided for information.

7. NEXT MEETING

The next meeting will be held on Tuesday, February 14, 2023.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 3:45 pm.



Councillor Chris Kloot, Chair