

**City of Chilliwack**  
**DESIGN REVIEW ADVISORY COMMITTEE**  
**MINUTES OF MEETING**  
**TUESDAY, DECEMBER 12 2023 – 3:00 pm**  
**DOGWOOD ROOM / Held Electronically**

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**Council Members:**

Councillor Chris Kloot, Chair  
Councillor Bud Mercer, Vice-Chair

**Design Review Advisory Committee:**

Tyler Jones, AIBC Representative  
Jessica Thiessen, BCSLA Representative  
Daryl Moniz, CADREB Representative  
Quintin van Dyk, Design  
Scott Pelletier, Planning  
Carmen Peters, Community Member

**City Staff:**

Stacy Johnson, Senior Planner – Development Planning  
Gillian Villeneuve, Director of Planning  
Jennifer Hahn, Director of Human Resources  
Richard Fortin, Manager of Parks Planning  
Constable Mark Janzen, RCMP  
Miranda McLaughlin, Senior Development Specialist  
Jaimie Tocher, Recording Secretary

**Regrets:**

Jennifer Perigo, Community Member  
Chris Klaassen, Development  
Michelle Savich, Community Member  
Erin Leary, Manager of Development Planning

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

Moved /        )   That the Agenda for the Design Review Advisory Committee meeting of Tuesday,  
Seconded     (   December 12, 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     (   November 14, 2023 be adopted as circulated.

Carried unanimously

#### 4. DEVELOPMENT PERMIT APPLICATIONS

Scott Pelletier joined at 3:02 pm.  
Jessica Thiessen joined at 3:06 pm.

Mark Koropecy, Architect, Surf Architecture, and Dr. Prabhjot Singh, Owner, were present.

##### 1. DP001274 – 8460 Young Road

The Senior Planner provided a presentation regarding this application for the form and character of a new commercial building within DPA 5 (Urban Corridor). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

Discussion ensued regarding the location of the parking lot and buffer area between the development and riparian area. Crime Prevention Through Environmental Design (CPTED) methods were discussed such as lighting and motion sensors, with the recommendation that the applicant refer to their CPTED consultant to ensure all pre-emptive measures are taken.

Moved / ) That the Design Review Advisory Committee (DRAC) supports Development Permit  
Seconded ( application DP001274 with respect to property located at 8460 Young Road and recommend  
Council approve the application subject to the following conditions:

- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas and elevations of the building;
- That all ground level utility equipment be screened from public view through installation of landscaping fencing, or vinyl wrapping; and,
- That an irrigation system be included into the landscaped areas within the site.

Carried unanimously

Mark Koropecy and Dr. Prabhjot Singh left at 3:14 pm.

Kevin Welsh and Jas Sandhu, Precision Building Design, were present.

##### 2. DP001546 – 46262 Uplands Road

The Senior Planner provided a presentation regarding this application for the form and character of proposed townhouse development within DPA 6 (Infill Development). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

Members discussed the location and number of bike racks as well as opportunities for amenities in the vehicle turn around area. A suggestion was made to add landscaping and greenery to the front retaining wall facing Uplands Road.

**4. DEVELOPMENT PERMIT APPLICATIONS (continued)**

Moved / ) That the Design Review Advisory Committee (DRAC) supports Development Permit  
Seconded ( application DP001546 with respect to property 46262 Uplands Road and recommend  
Council approve the application subject to the following conditions:

- That all sidewalks within the development are separated by vehicle maneuvering areas by a curb;
- That screening with a minimum height of 2m be provided where property is adjacent to single detached dwellings;
- That a well-lit complex sign be provided at the main entrance to the strata complex, with the address clearly visible from Uplands Road from both directions of travel;
- That a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas, and sides of the buildings;
- That all at-grade utility equipment be screened from public view through installation of landscaping fencing, or vinyl wrapping;
- That, prior to the issuance of a Building Permit, a detailed plan be submitted for an irrigation system throughout the landscaped areas within the site; and,
- That non-combustible cladding and soffits be provided within the balconies.
- That a moveable amenity or programming be added to the vehicle turn around area, such as a basketball hoop, at the time of Building Permit;
- That the location and details of the bike racks be added to the site and landscape plans at the time of Building Permit; and,
- That landscaping, in the form so vines that grow either up or down, be incorporated into the retaining walls along Uplands Road to provide additional green cover.

Carried unanimously

Kevin Welsh and Jas Sandhu, Precision Building, left the meeting at 3:23pm.

Norm Davis, Mina Girgis and Jennifer Wall, Keystone Architecture; and Dave Hiebert and Rusty Reimer, representing ownership, were present.

**3. DP001721 – 4338 Stewart Road**

The Senior Planner provided a presentation regarding this application for the form and character of proposed addition to an existing industrial building within DPA 7 (Industrial). The presentation included an overview of the proposal, location map, ortho map, site plan, proposed elevations, landscaping, and recommendations. A Crime Prevention Through Environmental Design (CPTED) report was prepared in conjunction with this application.

Discussion ensued regarding clarification on the number of bike stalls.

**4. DEVELOPMENT PERMIT APPLICATIONS (continued)**

Moved / ) That the Design Review Advisory Committee (DRAC) supports Development Permit  
Seconded ( application DP001721 with respect to property located at 4338 Stewart Road and  
recommend Council approve the application subject to the following conditions:

- that a detailed lighting plan be submitted, prior to the issuance of a Building Permit, to ensure adequate lighting is provided for all walkways, parking areas and pedestrian entrances;
- that all new parking stalls be surfaced with an asphalt, concrete or similar surface that is durable and dust-free; and,
- that an employee amenity area be provided within the existing grass area within the front of the property.

Carried unanimously

Norm Davis, Mina Girgis, Jennifer Wall, Dave Hiebert and Rusty Reimer left the meeting at 3:30pm.

**5. DELEGATION / PRESENTATION**

**6. INFORMATION**

2024 Meeting Schedule


The 2024 Meeting Schedule was provided for information. Chair Kloot noted that meetings in 2024 will be in-person.

**7. NEXT MEETING**

The next meeting is scheduled for Tuesday, January 16, 2024 at 3:00 pm in the Dogwood Room.

**8. ADJOURNMENT**

There being no further business, the meeting adjourned at 3:32 pm.

  
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Councillor Chris Kloot, Chair