

## **NEW WESTMINSTER DESIGN PANEL**

**Tuesday, January 24<sup>th</sup>, 2017 3:00p.m.**  
**Council Chamber**

### **MINUTES**

#### **MEMBERS PRESENT:**

David Roppel	- Vice Chair, Development Industry Representative
Maranatha Coulas	- Architectural Institute of BC Representative
Maria Fish	- BC Society of Landscape Architects Representative
Craig West	- Architectural Institute of BC Representative

#### **REGRETS:**

Meredith Mitchell	- Chair, BC Society of Landscape Architects Representative
Donald Andrew	- Architectural Institute of BC Representative
Rodney Maas	- Architectural Institute of BC Representative

#### **GUESTS:**

Donald Luxton	- Donald Luxton and Associates
Joelle Sept	- PWL Partnership Landscape Architects

#### **STAFF:**

Britney Quail	- Planning Analyst
Nick Hardy	- Planning Assistant
Lauren Blake	- Committee Clerk

The meeting was called to order at 3:07 p.m.

### **1.0 ADDITIONS TO AGENDA**

There were no additions.

### **2.0 ADOPTION OF MINUTES**

#### **2.1 Adoption of the Minutes of December 13<sup>th</sup>, 2016**

##### **MOVED and SECONDED**

*THAT December 13, 2016 New Westminster Design Panel minutes be adopted.*

**CARRIED.**

All members of the Panel present voted in favour of the motion.

### **3.0 REPORTS AND INFORMATION**

There were no items.

### **4.0 DESIGN REVIEWS**

#### **4.1 Queen's Park Neighbourhood Heritage Conservation Area**

- **Design Guidelines Update – Design Principles and Proposed Scope**

**PWL Partnership  
Donald Luxton and Associates  
City of New Westminster**

Donald Luxton, Donald Luxton and Associates, and Joelle Sept, PWL Partnership Landscape Architects, provided an on-table PowerPoint presentation summarizing information as outlined in the report dated January 24, 2017 regarding the proposed Queen's Park Neighbourhood Heritage Conservation Area's design guidelines. The presentation focused on the principles and scope of the proposed guidelines.

In response to questions from the Panel, Mr. Luxton and Ms. Sept provided the following information:

- The consultants will be meeting with staff to discuss an Urban Forest Management Strategy to address issues such as boulevard trees;
- The types of trees that would be outlined in the guidelines have not yet been discussed;
- Performance based guidelines would outline design elements expectations, and would encourage design elements that the City would like to see in Queen's Park;
- New construction should be compatible with existing homes in massing, and design, yet subordinate to and distinguishable from the existing heritage buildings;
- The guidelines may include a hierarchy/zones to determine what street conditions (public realm design, street trees, and boulevarding) could apply and in what locations;
- It has not yet been decided how contemporary designs would be qualified for suitability, or if contemporary design would be permitted in the neighbourhood. However, best practice in the field would encourage it;
- A suggested best practice is to have an advisory group judge a proposed house designs based on the performance guidelines, in which they have been educated; and,

- 1929 was referenced as proposed as the cut-off year for the distinction of heritage homes, as it captures the majority of heritage buildings in Queen's Park; however, the cut-off year has not yet been finalized as the discussion is on-going in the Queen's Park neighbourhood and with Council.

In addition, Britney Quail, Planning Analyst, provided the following information:

- Currently, owners can apply for a Heritage Revitalization Agreement, which provides incentives for the retention of heritage homes;
- The existing Queen's Park Historic District Residential Design Guidelines which were implemented when Queen's Park was declared a Historic District in 1999. These guidelines were are voluntary, style based guidelines, which have recently become enforceable through the Control Period (temporary policy, which expires in June, 2017);
- Queen's Park is currently designated as an Historic District. A Historic District does not have the same level of protection or design control as a Heritage Conservation Area;
- The proposed design guidelines would not be voluntary, if the Conservation Area is implemented;
- If the Conservation Area is not implemented, the proposed design guidelines would be incorporated into the existing 1999 Historic District, as an update, and would therefore remain voluntary; and,
- The majority of individuals who attended consultation sessions related to the Conservation Area support mandatory guidelines.

Ms. Quail advised that a report will be brought forward to Council at the January 30, 2017 Open Workshop regarding the first round of community consultation.

Discussion ensued, and the Panel noted the following comments:

- The proposed guidelines could address setbacks, which could help retain a boulevard feel;
- Encouraging residents to plant historic, non-native tree species may not be conducive to best practice in urban forest management, which encourages bio-diversity and native species;
- Support was expressed for performance based guidelines; and,
- Concerns were expressed regarding the potential cost prohibitions to owners who build new homes with traditional materials such as wood.

## **5.0 NEW BUSINESS**

There were no items.

## **6.0 UNFINISHED BUSINESS**

### **6.1 NWDP Review of DRAFT Revised Submission Requirements**

- **For review and comment**

**City of New Westminster**

Nick Hardy, Planning Assistant, summarized the New Westminster Design Panel Draft Revised Submission Requirements.

Discussion ensued, and the Panel provided the following amendments:

- Plan sets should be 22" x 34";
- A streetscape or stitched together photos should be provided for panoramic photographic views;
- A site plan and a site analysis are not both required; and,
- Precedent photos should only be required if it helps the design.

The Panel further suggested that applicants could be provided with a list of optional items that could be confirmed by staff whether or not the items are required.

### **MOVED and SECONDED**

*THAT the Design Panel recommends support for the New Westminster Design Panel submission requirements with the above noted amendments as presented at the January 24, 2017 New Westminster Design Panel meeting.*

**CARRIED.**

All members of the Panel present voted in favour of the motion.

## **7.0 CORRESPONDENCE**

There were no items.

## **8.0 NEXT MEETING**

**February 28, 2017 in Council Chamber**

## **9.0 ADJOURNMENT**

**ON MOTION**, the meeting was adjourned at 4:19 p.m.

Certified Correct,

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**David Roppel**  
**Vice Chair**

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**Lauren Blake**  
**Committee Clerk**