



**University Endowment Lands  
MINUTES OF THE  
ADVISORY DESIGN PANEL MEETING  
Tuesday, October 12, 2021**

A meeting of the UEL Advisory Design Panel was held on **Tuesday, October 12, 2021 at 4:00 p.m.** and was hosted virtually via Microsoft Teams from the UEL Administration Office at 5495 Chancellor Boulevard, Vancouver, BC.

**Professional Members Present:**

Sanaz Mani, Architect - Chair  
Sherri Han, Architect  
Karen England, Landscape Architect  
Marc Winer, Engineer - Secretary

**Area Neighbourhood Panellists Present:**

Vanessa Young, Area A Panelist  
Ilan Vertinsky, Area B Panelist  
Tamara Knott, Area C Panelist  
Judie Glick, Area C Panelist  
Claire Huxtable, Area D Panelist  
Patricia Silva, Area D Panelist

**Staff Present:**

Kamelli Mark, Deputy Manager Dev. Services  
Heather Shay, Planning Officer  
Mark Leung, Corporate Administration Clerk

**Applicant and Consultants Present:**

N/A

**1.0 Call to Order**

The meeting was called to order at 4:05 pm by Sanaz Mani.

**2.0 Introduction of ADP Members and UEL Staff**

**3.0 Adoption of the Agenda** (motion by Sherri Han, seconded by Marc Winer)

It was Moved and Seconded:  
That the Agenda, as presented, be adopted.

**CARRIED**

**4.0 Adoption of the Minutes** (motion by Sherri Han, seconded by Karin England)  
**No one against.**

It was Moved and Seconded:  
That the Advisory Design Panel meeting minutes of August 20th, 2021 as presented, be adopted.

**CARRIED**

## 5.0 DRAFT Consolidated Fee Bylaw Amendment Referral

### 5.1 Overview by Kamelli Mark, UEL Deputy Manager Development Services

Power point presentation – Proposed Bylaw Amendments: UEL Fees Bylaw (6 slides).  
Deadline for comment requested by October 22, 2021.

### 5.2 Panel Discussion

4:13 pm

### 5.3 Comments on the Proposed Bylaw Amendments

In summary, the Panel discussed:

- Ms. Huxtable's letter, including:
  - Extension fees for deterring ongoing construction
  - Subdivisions and new developments – recovery of costs for roads and infrastructure
  - Fees related to neglected/abandoned/nuisance properties
  - Tree protection bylaw and associated permit fees
  - Penalty for bylaw violations
  - Development cost charges/community amenity charges
- Road closure fee needs clarification
- Cannabis business licence fee amount

Recommendation 1.: Add an escalating permit fee at intervals during construction for building permits; and, looking at West Vancouver as example for ideas.

Motion by Claire Huxtable and seconded by Vanessa Young. None against.

Recommendation 2.: Investigate charging costs of repeated notices for bylaw violations regarding noise, tenancy, unsightly properties.

Motion by Claire Huxtable and seconded by Karin England. None against.

Recommendation 3.: Urgently recommend that the UEL explore implementation of a tree protection bylaw and enforcement plan and tree removal permit fees, looking at City of Vancouver, West Vancouver, and North Vancouver as examples.

Motion by Karin England, seconded by Claire Huxtable. One against, otherwise carried.

Recommendation 4.: Finalize a Development Cost Charge bylaw before any land use designation change is approved.

Motion by Ilan Vertinsky, seconded by Sherri Han.

Recommendation 5.: Remove the cannabis permit fee from the fee structure until/if a cannabis store is approved.

Motion by Vanessa Young, seconded by Ilan Vertinsky.

Recommendation 6.: If the cannabis licence fee is kept, to raise the fee and to look at the City of Vancouver as an example.

Motion by Ilan Vertinsky, seconded by Karin England. 4 for, 2 against. Carried.

## 6.0 Meeting Adjournment

The meeting was adjourned by general agreement, and panelists left the meeting at 5:50 p.m.

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**Sanaz Mani, Chair**  
**Advisory Design Panel**

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**Marc Winer, Secretary**  
**Advisory Design Panel**