



**University Endowment Lands
MINUTES OF THE
ADVISORY DESIGN PANEL MEETING
Tuesday, February 14, 2023**

A meeting of the UEL Advisory Design Panel was held on **Tuesday, February 14, 2023 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:

Pera Hardy, Architect - Chair
Shora Parvaresh, Architect - Vice Chair
Marc Winer, Engineer - Secretary
Karin England, Landscape Architect
Paul Sangha, Landscape Architect

Area Neighbourhood Panellists Present:

Katerina Wong, Area A Panelist
Claire Huxtable, Area D Panelist

Staff Present:

William Emo, UEL Manager
Kamelli Mark, Deputy Manager Development Services
Heather Shay, Planning Officer
Erik Ursel, Planning Technician
Mark Leung, Corporate Administrative Clerk

Applicant and Consultants Present:

Development Permit Application #1/21
Andy Lin (Property Owner Representative)
Cary Tsai, Architect 57 Inc. (Architect)
Lu Xu, RPL Projects Ltd. (Landscape Designer)
Andre Liu, Lewis Vancouver Construction (Construction Contractor)
Jackie Jiang, Lewis Vancouver Construction (Construction Contractor)

Change of Land Use District Application #1/21
Joseph Bros, Musqueam Capital Corp. (Applicant)
Babu Kadiyala, Musqueam Capital Corp. (Applicant)
Scott Baldwin, Polygon Homes (Developer)
Chris Ho, Polygon Homes (Developer)
Walter Francl, Francl Architecture (Architect)
Alain Price, Francl Architecture (Architect)

1.0 Call to Order

The meeting was called to order at 4:09 pm by Pera Hardy.

2.0 Introduction of ADP Members and UEL Staff

3.0 Adoption of the Agenda

It was Moved by Pera Hardy, and Seconded by Marc Winer
That the Agenda, as presented, be adopted.

CARRIED

4.0 Adoption of the Minutes

It was Moved and Seconded, by Shora Parvaresh and Pera Hardy:

That the Advisory Design Panel postpone adoption of the meeting minutes of January 10, 2023 as presented to the next meeting of the ADP.

**5.0 Development Permit Application #1/21
1540 Wesbrook Crescent – Area B**

4:13 pm

A memorandum dated February 08, 2023 from Erik Ursel, Planning Technician was attached to the agenda package.

5.1 Overview by Planning Technician (5 minutes)

4:14 pm

The Planning Technician presented a brief summary of the memorandum on this application.

5.2 Presentation by Applicant (10 minutes)

4:19 pm

The Applicant did not provide presentation materials, and spoke only to the objection letters.

5.3 Questions from Panel to Applicant (10 minutes)

4:21 pm

In summary the Panel and the Applicant discussed:

- The Applicant made attempts but was unable to arrange with the objectors to withdraw the remaining objection letter
- Objectors wanted only to communicate via ADP meeting
- The Designer for the Applicant advised he as the designer did not make any attempts to communicate with the objectors
- Question to staff re: objector's invitation to attend, staff advised objectors were invited but did not respond to the invitation
- Question to staff from the Manager re: neighbourhood panelists in attendance, staff confirmed no panelists from Area B are in attendance this evening
- Tree protection requirements discussed, confirmed that a landscape inspection will be required.

6.0 Meeting Closed to the Public

4:30 pm

The meeting was closed to the public, with only Professional Members, the Applicant and the Applicant's Representatives, and UEL staff remaining.

**7.0 Panel Deliberations and Resolution
Development Permit Application #1/21
1540 Wesbrook Crescent – Area B**

4:37 pm

In summary, having considered the design as presented, as well as the *Land Use, Building and Community Administration Bylaw*, the Advisory Design Panel recommends that the Manager of the University Endowment Lands approve Development Permit Application #1/21 at 1540 Wesbrook Crescent.

It was Moved by Paul Sangha, and Seconded by Pera Hardy

That the Panel does not have any technical objections or recommendations regarding this development permit application.

All in favour, none opposed.

CARRIED

8.0 Short Recess (10 minutes)

9.0 Meeting Reopened to the Public

(And for next Applicant and/or next Applicant's Representatives)

Recess shortened due to there being no remaining members of the public in attendance.

10.0 Change of Land Use District Application #1/21

lelørn Child Day Care Facility Draft Bylaw Referral

2620 Acadia Road, Lot 5 (Lot C2), Block F Musqueam Development

4:55 pm

A memorandum dated February 8, 2023 from Heather Shay MCIP, RPP, Planning Officer and the draft bylaw amendments referred via email to the ADP on January 30 2023 was attached to the Agenda.

10.1 Overview by Planning Officer (5 minutes)

5:00 pm

The Planning Officer presented a brief summary of the memorandum on this application with regard to the proposed bylaw amendments.

10.2 Presentation by Applicant (10 minutes)

5:01 pm

A presentation was not required at this stage of the rezoning application process; however, because the Applicant did not have the opportunity to present the initial application to the Panel during the public consultation stage, a brief overview was given of the proposal before discussing proposed bylaw amendments to the CD-2 zone in order to allow for increased childcare capacity and reduced staff parking.

10.3 Questions from Panel to Applicant (10 minutes)

5:03 pm

In summary, the Panel and the Applicant discussed:

- Proposal to increase childcare capacity from 40 children to 110 children
- Traffic management plans around drop-off and pick-up times
- Number of required staff to serve increased childcare capacity
- Number of parking stalls available to staff
- Alternate modes of transportation including walkability and safe pedestrian crossing

11. Panel Deliberations and Resolution

Change of Land Use District Application #1/21

2620 Acadia Road, Lot 5 (Lot C2), Block F Musqueam Development

5:10 pm

In summary, the Panel discussed:

- Clarification regarding the current stage of development:
There was some confusion regarding whether parking could be addressed at a later stage. Staff advised that parking requirements are determined at the rezoning stage

- Concerns regarding traffic management were raised and addressed with confirmation that a Traffic Study was submitted as part of the rezoning application, and that the study was reviewed by UEL Administration
- Potential future parking overflow needs for childcare staff

Having considered the design as presented and the *Land Use, Building and Community Administration Bylaw*, it was Moved by Paul Sangha, and Seconded by Pera Hardy

That the Advisory Design Panel recommends that the Minister approve Change of Land Use District Application #1/21 at 2620 Acadia Road subject to the applicant considering:

Recommendation #1: That the panel's positive recommendation on the proposed bylaws reflects the location of the project within Block F, and that it is largely in line with the original intentions under the Block F/Ielern plan.

Recommendation #2: That the panel reiterates its recommendation that the Minister put Community Amenity Contribution bylaw in place before any Change of Land Use is approved under Area D Neighbourhood Plan.

All in favour, none opposed.

CARRIED

12. Meeting Adjournment

It was Moved by Pera Hardy, and Seconded by Paul Sangha

That the meeting was adjourned, and panelists left the meeting at 5:42 p.m.



**Pera Hardy, Chair
Advisory Design Panel**



**Shora Parvaresh, Secretary
Advisory Design Panel**

Appendices:

Appendix 1: Memorandum regarding Development Permit Application #1/21

Appendix 2: Memorandum regarding Change of Land Use District Application #1/21

MEMORANDUM

	The physical architecture drawings that passed the technical review and were used for neighbourhood notification (submitted Feb 18, 2022) were also sealed and signed.
The height of the building exceeds 25' above grade on the north side.	The plans show less than 25' from average grade to mean roof height. See ADP package for link to plans: Drawings No. 008 to 011.
The large basement with an external door leading to the driveway could be used as a secondary suite.	No secondary suite has been proposed. See ADP package for link to plans: Drawings No. 001 and 006.
The use of non-native plant species in the landscape plans.	UEL Bylaw does not require the use of native plant species. See Attachment C for a letter from the applicant to the objector.

The applicant submitted a revised set of drawings on January 5, 2023, which include revisions reflecting the agreements with two (2) of the three (3) objecting neighbours. These plans are sealed, signed, and have passed technical review (see ADP package for link to plans).

This application is being referred to the ADP for a recommendation in accordance with Sections 7.12 (b) and 27.6 (6) of the Bylaw.

Thank you,



Erik Ursel

Attachments:

- A: Context Maps
- B: Remaining Letter of Objection
- C: Applicant response letter to Objector regarding plant species.

ATTACHMENT A

Context Maps

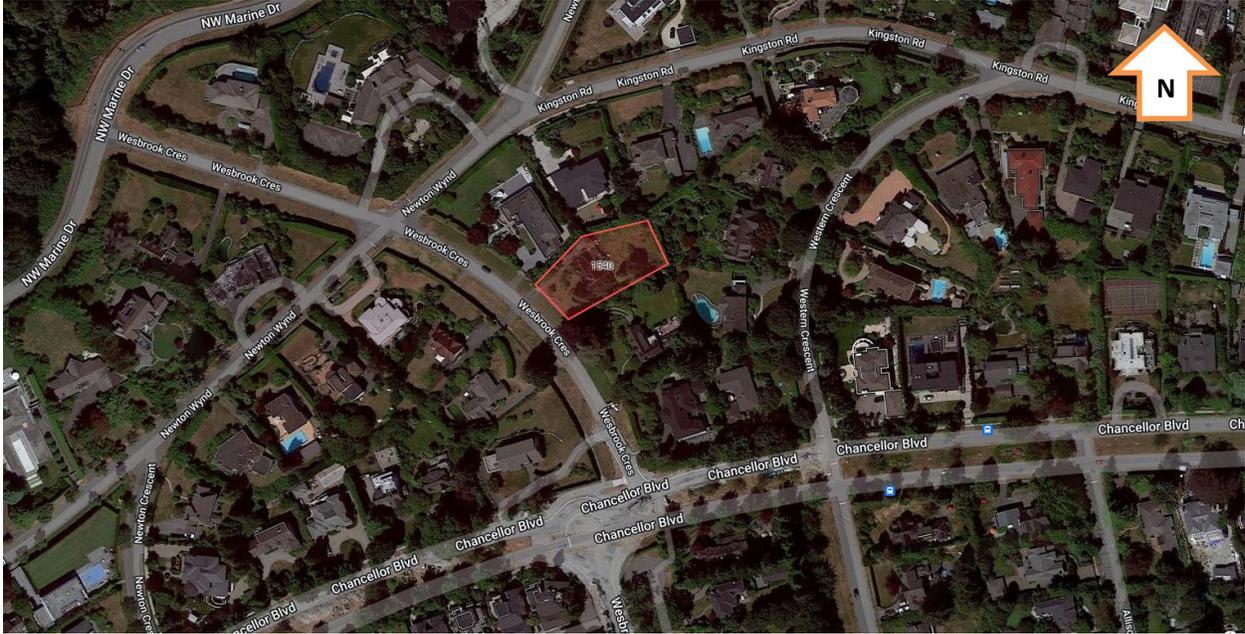


Figure 1: 1540 Wesbrook Cr., Area B (red highlight)

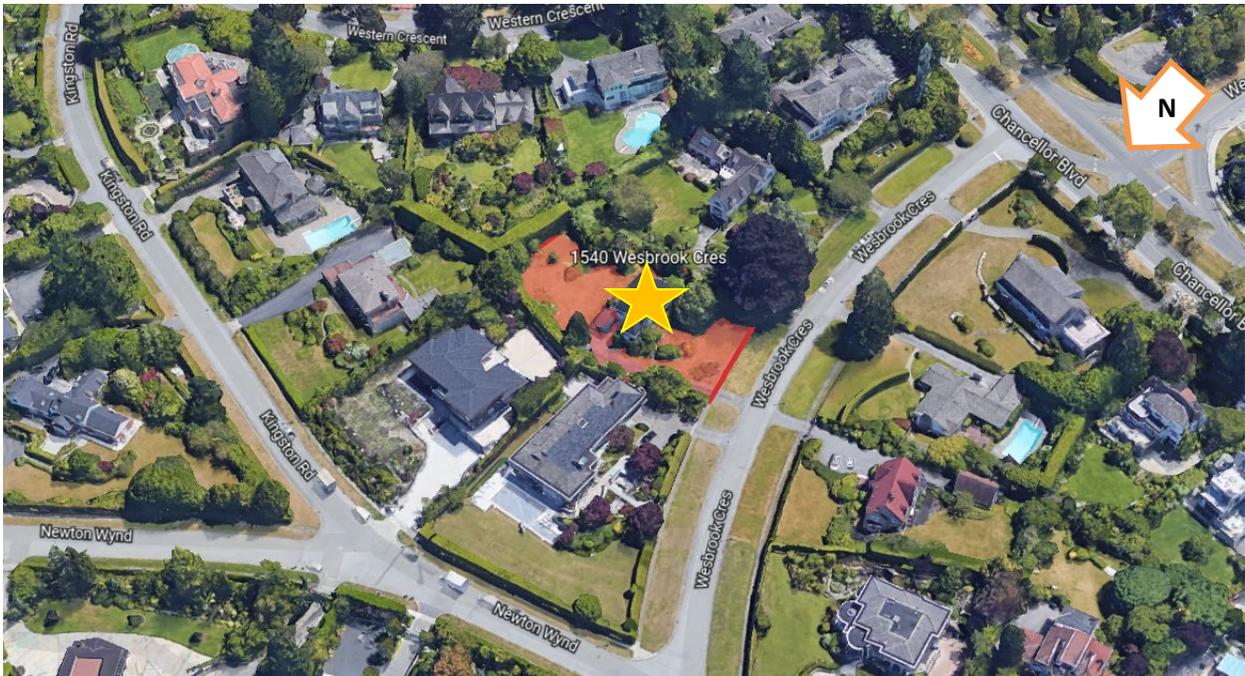


Figure 2: Aerial image of 1540 Wesbrook Cr., Area B (red highlight & starred)

ATTACHMENT B

UEL Manager
5495 Chancellor Blvd.
Vancouver BC V6T 1E2

Subject: Objection to DP 1/21 (1540 Wesbrook Crescent)

The purpose of this letter is to register our objections to the granting of DP 1/21.

There is a problem with building height on this project. The North side of the building is in excess of 25 feet above grade. The fact that this house is being built on a contoured lot on a slope, in Area B does not seem to have been taken into account by the person who drew the house (Victor Wong | February 2021) and the architect who eventually provided the AIBC Seals for the drawings (Ching-Yeh Cary Tsai) February 2022).

There is a problem with the DP 1/21 approval process in that the drawings that UEL staff reviewed to open the DP did not have an AIBC Seal on them at the time they were reviewed. Because of this lack of adherence to policy (see Schedule 11 of the Land Use Bylaw) UEL staff did not have a Registered Architect to review designs with, or even talk to, during the (Victor Wong) technical review process. The UEL staff reviewing DP related drawings needs to be more aware of the UEL Bylaw requirements for AIBC Seals on all (even preliminary) drawings and information packages.

A 3000+ square foot basement with a grand entrance off the driveway, and full windows and light wells in the foundations of this “two story house” would suggest a complete secondary suite. As a secondary family suite, this is a clear bylaw infraction.

The landscape architect (Lu Xu), a former non-resident UEL ADP member from 2017-2021, should be well aware of the UEL community bylaws and perspectives regarding non-native plant species.

Margaret and Bruce Stuart

6021 Newton Wynd

ATTACHEMENT C



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916 Sperling Ave
Burnaby, BC
V5B 4H8

WWW.RPLPROJECTS.COM

Nov.03. 2022

Dear Margret & Bruce Stuart
6021 Newton Whynd
CC: Mr. John Braman
Manager, UEL Administrative Office
5495 Chancellor Boulevard, Vancouver, BC V6T 1E2

Re: Objection to DP 1/21 (1540 Wesbrook Crescent)

This is Lu Xu, the project Landscape Architect of 11540 Wesbrook Crescent. We received your letter regarding the native landscape planting species comments.

Thank you for your comments, we have worked closely with the UEL staff and carefully chosen our planting species to be low or xeric planting species with seasonal interests to the residence. Please refer to the plant list with water use value and details in L3. Native planting is not required by law.

Sincerely yours,

Lu Xu

Principal. BCSLA. CSLA

RPL PROJECTS LTD.



TO: Advisory Design Panel

FROM: Heather Shay MCIP, RPP, Planning Officer, University Endowment Lands

DATE: February 8, 2023 **MEETING DATE:** February 14th, 2023

SUBJECT: **Change of Land Use District Application #1/21**
lelørn Child Day Care Facility draft bylaw referral
2620 Acadia Road, Lot 5 (Lot C2), Block F Musqueam Development

A Change of Land Use District application was accepted in February 2022 from Polygon Development 339 Ltd to amend the existing CD-2 Comprehensive Development Land Use District for lelørn Lot 5 Community Facilities Child Day Care Centre at 2620 Acadia Road. The proposed amendments would:

- increase the maximum allowable floor area over two floors from 465 sq.m. to 1103.2 sq.m.
- increase the maximum allowable height from 8 m to 8.5 m
- allow projection of an architectural feature canopy into the 4.6 m setback
- change off-street parking requirements from 1.0 per 15 children to a total of 3 parking stalls

Background

This application was initially referred to the ADP by email on February 28, 2022 as part of Step 4 in the UEL rezoning process (attached). While the applicant was prepared to make a short presentation at the next scheduled ADP meeting, the panel was unable to meet as quorum could not be achieved. No panel recommendations were made. One ADP member wrote to express support for the requested amendments.

The application is now at Step 5 of the rezoning process: Zoning Bylaw Development. Although the bylaw referral stage does not typically include a presentation from the applicant, UEL Administration finds that it is reasonable for them to provide a short presentation at the ADP meeting given that they were unable to do so during the community consultation period.

Draft Bylaw Referral

The draft bylaw amendments were referred via email to the ADP on January 30 2023 and are attached to this package.

Should a rezoning be granted by the Minister of Municipal Affairs, additional UEL approvals would still be required, including a Development Permit and a Building Permit.

Figure 1, attached, shows a context map. A site plan as provided by the applicant is attached as Figure 2. The property is located within the Block F CD 2: Comprehensive District.



MEMORANDUM

As per Schedule 11 Section 4.2 (1) of the Bylaw, an application for a Change of Land Use District requires the Manager to refer the draft bylaw amendments to the Advisory Design Panel.

Thank you,

A handwritten signature in black ink, appearing to read "Heather Shay".

Heather Shay, MCIP, RPP
Planning Officer

Attachments:

- Figure 1: Context Map
- Figure 2: Site Plan
- UEL Rezoning Process
- Draft bylaw referral package

Figure 1: Context Map



2260 Acadia Road

Figure 2: Site Plan





University Endowment Lands Rezoning Process

1. Concept Development

- Applicant meets with UEL to discuss process and principles
- UEL provides consultation and information requirements
 - Applicant may hold informal meetings to describe concept to key stakeholders

2. Application submission

- Applicant submits Change in Land Use District Application
 - Must meet Bylaw Schedule 11 requirements

3. Technical Review

- UEL undertakes technical review of Application for conformance to bylaw and information requirements
 - Deficiency list provided to Applicant
 - Revisions accepted and reviewed by UEL
 - Steps will repeat until conformance is met
- UEL instructs Applicant to erect notification sign

4. Community Consultation

- Application referred to agencies, including:
 - Community Advisory Council (per Schedule 11, s.4.2),
 - Advisory Design Panel (per Schedule 11, s.4.2) and
 - Others (determined by scope of project)
 - Manager may require public open house(s)
- Applicant provides resolutions to comment received
 - May require Application revision
 - Depending on extent of revision, consultation process may repeat
- UEL briefs Minister on Application status

5. Zoning Bylaw Development

- Minister delegates authority for zoning bylaw referrals, and may order a public meeting
- UEL drafts Bylaw(s)
- UEL refers draft Bylaw(s) to:
 - CAC
 - ADP
 - Public meeting, if stipulated

6. Ministerial Decision

- UEL briefs Minister on draft Bylaw(s) referral
- Minister decides on intention to enact bylaw(s)
 - Notification requirement initiated [UEL Act, S.12(5)]
 - not more than 60 days and not less than 30 days
- Minister signs Ministerial Order enacting the Bylaw(s)

**APPENDIX 1 TO THE MINISTER’S ORDER
AMENDMENT TO THE UNIVERSITY ENDOWMENT LANDS
LAND USE, BUILDING AND COMMUNITY ADMINISTRATION BYLAW**

The University Endowment Lands Land Use, Building and Community Administration Bylaw is hereby amended as follows:

1. Amend Section 35.15 (5) FLOOR AREA to replace the reference to 465 square meters with a reference to 1,105 square meters, as follows
 - (a) The maximum floor area of a child day care facility use shall not exceed 1,105 square metres.

2. Amend Section 35.15 (6) MAXIMUM HEIGHT to replace the reference to 8.0 metres, with a reference to 8.5 metres, as follows:

The maximum height of a building containing a child day care facility use shall not exceed 8.5 metres.

3. Amend Section 35.15 (7) (a) MINIMUM SITING REQUIREMENTS as follows:
 - (a) No part of any building or structure shall project beyond the building lines shown on Schedule 5 of the University Endowment Lands Land Use, Building and Community Administration Bylaw.
 - (i.) As an exception to 35.15 (7) (a), an architectural overhead structure intended to provide shelter from rain or sun is permitted to project to the western property line along Acadia Road;

4. Amend Section 35.23 GENERAL REGULATIONS Table 3 to remove the reference to “1.0 per 15 children” under the heading ‘Minimum Vehicle Parking Requirement’ and replace it with “3 staff parking stalls”, as follows:

Table 3: Off-Street Vehicle Parking Requirements

USE	MINIMUM VEHICLE PARKING REQUIREMENT
Multiple Dwelling exceeding six storeys in height	1.0 per dwelling unit, plus 0.1 per unit for visitors

Multiple Dwelling, six storeys or less in height	1.1 per dwelling unit, plus 0.1 per unit for visitors
Townhouse Dwelling	1.4 per dwelling unit, plus 0.1 per unit for visitors
Commercial Use – Office	1.5 per 93 square metres
Commercial Use – Retail	2.5 per 93 square metres
Commercial Use – Grocery Market	2.5 per 93 square metres
Commercial Use – Restaurant	6 per 93 square metres
Child Day Care Facility	3 staff parking stalls
Community Centre	30 parking stalls, 7 of which shall be at surface and 23 in underground parking on lot A
Purpose-Built Rental Units	0.75 per unit for residents, plus 0.1 per unit for visitors
Affordable Housing Dwelling Units	0.5 per unit for residents, plus 0.05 per unit for visitors