

City of Maple Ridge  
**ADVISORY DESIGN PANEL**  
**AGENDA**

*May 16, 2018, 4:00 pm*  
*Blaney Room, Maple Ridge City Hall*

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1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**
3. **ADOPTION OF MINUTES**– April 18, 2018
4. **NEW & UNFINISHED BUSINESS**
  - 4.1. **Architects Act and Projects Prepared by Designers**

Memo dated May 16, 2018 from the ADP Staff Liaison providing clarity on projects prepared and presented by Designers.
5. **PROJECTS**
  - 5.1. **Development Permit No: 2017-031-DP 4:15 PM**

Applicant: Kevin Urbas  
Project Designer: Kevin Urbas, Above Grade Consulting  
Project Landscape Architect: M2 Landscape Architecture  
Proposal: Courtyard Housing (RT-2) 4 units  
Location: 21333 River Road  
File Manager: Adam Rieu
  - 5.2. **Development Permit No: 2015-373-RZ 5:00 PM**

Applicant: Don Schmidt  
Project Designer: Kevin Urbas, Above Grade Consulting  
Project Landscape Architect: PMG Landscape Architects  
Proposal: 16 Townhouses (RM-1)  
Location: 23616 132 Avenue  
File Manager: Adrian Kopystynski
  - 5.3. **Development Permit No: 2016-176-DP 6:00 PM**

Applicant: Jim Isherwood, Brookside Properties  
Project Architect: Atelier Pacific Architecture Inc.  
Project Landscape Architect: David Jerke, Van Der Zalm & Associates  
Proposal: 16 Townhouses (RM-1)  
Location: 23711 132 Avenue  
File Manager: Adam Rieu

5.4.	<b>Development Permit No:</b>	<b>2014-069-RZ</b>	<b>6:45 PM</b>
	Applicant:	Pivotal Development Consultants, Wayne Jackson	
	Project Architect:	Geoff Lawlor	
	Project Landscape Architect:	JHL Design Group	
	Proposal:	Rezone from RS-1 and Conservation into CS-1 and Conservation	
	Location:	20894 Loughheed Hwy	
	File Manager:	Therese Melser	

## 6. CORRESPONDENCE

## 7. QUESTION PERIOD

8. **ADJOURNMENT**

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**City of Maple Ridge  
ADVISORY DESIGN PANEL**

The Minutes of the Regular Meeting of the Maple Ridge Advisory Design Panel held in the Blaney at  
Maple Ridge Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Wednesday,  
April 18, 2018 at 4:09 pm.

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**PANEL MEMBERS PRESENT**

Craig Mitchell, Chair	Architect
Shan Tennyson, Vice Chair	Landscape Architect
Shida Neshat-Behzadi	Architect
Stephen Heller	Landscape Architect
Steven Bartok	Architect

**STAFF MEMBERS PRESENT**

Amanda Allen	Committee Clerk
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**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

R/2018-015

It was moved and seconded

**That the agenda for the April 18, 2018 Advisory Design Panel meeting be amended to add Item 5.1 Request for ADP member to sit on Public Art Selection Panel for Leisure Centre and that the agenda as amended be approved.**

CARRIED

**3. ADOPTION OF MINUTES**

R/2018-016

It was moved and seconded

**That the minutes of the Maple Ridge Advisory Design Panel meeting dated March 21, 2018 be adopted as circulated.**

CARRIED

#### 4. **DELEGATION**

Note: Steven Bartok joined the meeting at 4:22 pm.

##### 4.1. **Ground-Oriented Infill Housing**

- Brent Elliott, Manager of Community Planning
- Amanda Grochowich, Planner 1
- Adam Rieu, Planning Technician
- Chee Chan, Planner 1

The Manager of Community Planning gave a presentation on the proposed triplex, fourplex and courtyard housing designs. Planning Department staff hosted a facilitated discussion to develop a shared language on the design intent and preferred characteristics of the new housing forms. The presentation focused on key design elements, including the importance of:

- Respecting the neighbourhood context, in terms of size, scale and massing;
- Appearing as a 'single family' house in terms of residential character;
- Encouraging building articulation to create a comfortable scale and interesting streetscape;
- Providing useable private outdoor space for each unit;
- Encouraging sustainable and permeable landscaping on site;
- Providing shared site accesses to limit impacts of parking on the development; and
- In the case of courtyard housing, requiring flexible common space oriented to enhance physical visual connectivity.
- physical visual connectivity.

#### 5. **CORRESPONDENCE**

##### 5.1. **Request for ADP member to sit on Public Art Selection Panel for Leisure Centre**

The Committee Clerk reviewed a request from the Arts and Community Connections Manager requesting a member of the Advisory Design Panel participates in the selection panel for the public art expression of interest at the Leisure Centre.

R/2018-017

It was moved and seconded

**That Steven Bartok (alternate: Shida Neshat-Behzadi) represent the Advisory Design Panel on the Public Art Selection Panel for the Leisure Centre.**

CARRIED

#### 6. **QUESTION PERIOD - Nil**

#### 7. **ADJOURNMENT – 5:34 pm.**

**City of Maple Ridge**

**TO:** Advisory Design Panel **MEETING DATE:** May 16, 2018  
**FILE NO:**  
**SUBJECT:** Architects Act and Projects Prepared by Designers

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**PURPOSE:**

To clarify the circumstances where projects prepared by Designers may be presented and heard by Architects sitting on Advisory Design Panels (ADP).

**BACKGROUND AND DISCUSSION:**

Two projects prepared by a Designer are on the agenda for the May 16, 2018 ADP meeting. Given new appointments were made at the start of 2018; this is to clarify the practice for compliance with the Architects Act.

Maura Gatensby Architect AIBC CP was contacted at the AIBC Practice Advise Office. She has advised that the Act requires an architect at 5 units. Architects sitting on ADPs should be providing their unbiased professional opinions on 1, 2, 3, 4 unit buildings by Designers. They need to step aside on 5 unit or greater buildings by Designers. The Institute considers units per building, not units per site. For example, a single development with 6 separate four unit buildings by a Designer would be in compliance with the Act, and should be considered by Architects sitting on ADPs.

Both of the following two items, prepared by the same Designer, may be considered and comments made by the Architects on the ADP for the following reasons:

- **Item 4.1 2017-031-DP:** This is a Courtyard housing project with a total of four dwelling units contained in two building each having 2 dwelling units; and
- **Item 4.2 2015-273-DP:** This is a Townhouse project with a total of 16 dwelling units contained in six buildings. Three of the buildings have 2 dwelling units and three of the buildings have 3 dwelling units.

The practice of earlier Maple Ridge ADPs was to request that Structural Engineers accompany Designers presenting to the ADP. This does not appear to be a requirement under the applicable AIBC Bulletins and is no longer being required of applicants.

**CONCLUSION**

This memo is for information only.



Adrian Kopystynski, MCIP, RPP, MCAHP  
Planner  
ADP Planning Department Liaison Staff