



City of Maple Ridge  
Advisory Design Panel  
**AGENDA**

Wednesday, October 21, 2020 at 4:00 pm  
Held via Zoom Teleconference

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**Meeting Access Information**

To practice social distancing during the COVID-19 health emergency we will be holding the Advisory Design Panel (ADP) meeting via Zoom teleconference. Members of the ADP, applicants and the public are asked to join the meeting remotely using the following access information:

Join the meeting from your computer, tablet or smartphone

<https://mapleridge-ca.zoom.us/j/95068480123?pwd=YnlvNUxKWc9RZFMOmy80REFvQ0lvUT09>

Meeting ID: **950 6848 0123** Password: **003632**

Or join the meeting using your phone

Dial: 1-778-907-2071 Meeting ID: 968 4513 9627 Password: 047034

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1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**
3. **ADOPTION OF MINUTES – September 16, 2020**
4. **QUESTION PERIOD**
5. **NEW AND UNFINISHED BUSINESS**
6. **PROJECTS**
  - 6.1. Development Permit No: 2019-427-DP 4:15 PM  
Applicant: Sitelines Architecture, Gord Klassen  
Project: Two-storey commercial building/office above  
Project Landscape Architect: Van der Zalm and Associates  
Proposal: Rezone from RS-1 to C-2  
Location: 20638 Lougheed Highway  
File Manager: Adam Rieu
7. **CORRESPONDENCE**
8. **ADJOURNMENT**

**Next Meeting: November 18, 2020**

**Agenda Items Submission Deadline: November 4, 2020**

**QUESTION PERIOD**

Question Period provides the public with the opportunity to ask questions or make comments on subjects that are of concern to them. Each person will be given 2 minutes to speak.  
Up to ten minutes in total is allotted for Question Period.



City of Maple Ridge  
Advisory Design Panel  
**MEETING MINUTES**

The Minutes of the Regular Meeting of the Maple Ridge Advisory Design Panel  
held via Zoom teleconference on Wednesday, September 16, 2020 at 4:14 pm.

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**PANEL MEMBERS PRESENT**

Stephen Heller, Chair	Landscape Architect BCSLA
Meredith Mitchell, Vice-Chair	Landscape Architect BCSLA
Steven Bartok	Architect AIBC
Narjes Miri	Architect AIBC

**STAFF MEMBERS PRESENT**

Chuck Goddard	Director of Planning
Wendy Cooper	Staff Liaison, Planner
Sabina Chand	Committee Clerk

**PANEL MEMBERS ABSENT**

Emily Kearns	Architect AIBC
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Note: Wendy Cooper joined the meeting at 4:28 pm

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

R/2020-022

It was moved and seconded

**That the agenda for the September 16, 2020 Advisory Design Panel meeting be approved as circulated.**

CARRIED

**3. ADOPTION OF MINUTES**

R/2020-023

It was moved and seconded

**That the minutes for the July 22, 2020 Advisory Design Panel meeting be adopted as circulated.**

CARRIED

**4. QUESTION PERIOD – Nil**

**5. NEW AND UNFINISHED BUSINESS**

**5.1 2021 Membership Recruitment**

The committee clerk provided information on how membership recruitment will operate in fall 2020.

## 6. PROJECTS

### 6.1. Development Permit No: 2018-243-RZ

The Chair welcomed the project team to the meeting and introduced the members of the Advisory Design Panel. Chuck Goddard provided a verbal overview of the project. The project team presented details of the 12 unit townhouse development permit application for 21963 Dewdney Trunk Road and 12029 220 Street and answered questions from the Advisory Design Panel.

Note: Chuck Goddard left at 5:15 pm

R/2020-024

It was moved and seconded

**That the application 2018-243-RZ be supported and the following concerns be addressed as the design develops and submitted to Planning staff for follow-up:**

#### **Architectural Comments:**

- Consider increasing the height of windows on the south elevation to increase the benefit of the south exposure;
- Consider adding horizontal elements to the north and south façades to give human scale;
- Provide up to date coordinated landscape and architectural drawings;
- Consider the proportions of the upper roof pop-ups

#### **Landscape Comments:**

- Consider adding columnar trees as a vertical element to compliment architecture on street frontages;
- Review circulation pattern and provide a hierarchy of space to reduce unnecessary hard surfacing in landscape areas;
- Evaluate the function of the building entrances through landscape material to differentiate between public space, entrances and private space;
- Ensure coordination between arborist and landscape architect for retention of the existing hedge and trees;
- Review the depth of soil available for proposed landscape over slab and over the storm water tank;
- Consider permeable paving;
- Consider providing additional usable space or elements for children's play;
- Review additional native plant material;
- Consider adding a trellis with planting over the parkade ramp;
- Consider removing the central walkway from 220th Street to provide space for additional plantings;
- Consider enhancing the north sidewalk from 220th street to internal sidewalk to improve wayfinding;

CARRIED

N. Miri reminded staff that all plans that are submitted to the Advisory Design Panel must be sealed and to scale as per the bylaws of the Architectural Institute of British Columbia.

7.      **CORRESPONDENCE** – Nil
8.      **ADJOURNMENT** – 5:54 PM.

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Stephen Heller, Chair

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