

## Appendix E

*Extract of November 23, 2022 New  
Westminster Design Panel  
Meeting Minutes*

**NEW WESTMINSTER DESIGN PANEL****MINUTES - Extract**

**Wednesday, November 23, 2022**

**Open to public attendance in Committee Room G**

**Lower Level, City Hall**

**Committee members may attend electronically**

**4. REPORTS AND PRESENTATIONS****4.1 102/104 Eighth Avenue and 728 First Street – Official Community Plan Amendment, Rezoning Application and Development Permit for 10-unit Infill Townhouse Development**

Wendee Lang, Planner, provided a presentation entitled “102/104 Eighth Avenue & 728 First Street.”

Tara Gronlund, gdp architecture, provided a presentation entitled “Glenbrooke Row Townhouses.”

In response to questions from the Panel, Ms. Gronlund advised:

- As the yards are fairly small, there is balance needed between covered and usable outdoor space, so the architect focused on providing weather coverage for the doors;
- For access control from the lane, there will be landscaping and fencing along First Street; at the lane side, the entry is closed off with a gate. There is also a gate closing the pathway to garbage and recycling. Fob access has not been discussed but is an option, provided another closure is introduced along the other path;
- There is an accessible path through the courtyard to access the garbage area from building A, though it is not the most direct. Given the elevation change that needed to be mediated across the site, accessibility was a challenge;
- As these are townhomes, the innate topology is not accessible units, so the focus was to have accessibility for visitors across the public zones of the site wherever possible;

- Reviewed the lighting in the landscape plan, including along the pedestrian paths and at pathway entry points. As well, there are entry lights at every door and wall lights proposed along the lane;
- The landscape architect was confident there would be enough light for the courtyard trees as they do not have a large canopy;
- The architect considered other PMT locations, but it was determined that First Street was the most viable;
- Reviewed the handrails on the site; and
- A skylight above the stairwell in Building A units is possible but redundant because of the high window; an upper floor skylight in Building B would not bring sufficient light down to the basement due to the staircase configuration.

The Panel had the following comments on the presentation:

- The building has been well articulated and the massing is appropriate for the neighbourhood;
- On Building A street elevation, suggest similar treatment to the windows on a white background, be applied to the windows on a dark background;
- One panelist suggested revisiting Building A to provide greater articulation; another disagreed as keeping the building envelope simpler positively impacts energy performance;
- From an energy performance perspective, suggest reducing the frame-to-window ratio so there is less thermal bridging;
- The panel liked the colour palette but suggested the range of tones could be more varied to mimic some of the older single-family houses with bright colours;
- Pushing the building as far north as possible to give room to the courtyard is appropriate;
- The site layout is good, with the courtyard facing onto the quieter First Street as opposed to Eighth;
- The private courtyards are high-quality spaces so it is not necessary to provide too big of a shared courtyard;
- Overall the site is great in terms of family-friendly design;
- Enjoyed how the black edging on units 4 and 5 creates a white box, which could be explored on the other side of the building so they speak to each other more and add a bit of playfulness;
- The pedestrian path is very clear to move around the site;
- Questioned whether stucco is the right material, given the local climate;

- If the hedge could continue around the PMT, it would have less visual impact on First Street; and
- Consider the maintenance of stucco and fiber panels over a long period of time.

Panelists present expressed their general support of the project.