



City of Maple Ridge  
Advisory Design Panel  
MEETING MINUTES

The Minutes of the Regular Meeting of the Maple Ridge Advisory Design Panel (ADP)  
held via Zoom teleconference on Wednesday, March 17, 2021 at 4:02 pm.

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**PANEL MEMBERS PRESENT**

Meredith Mitchell, Vice Chair	Landscape Architect BCSLA
Steven Bartok	Architect AIBC
Emily Kearns	Architect AIBC
Andrea Scott	Architect AIBC

**STAFF MEMBERS PRESENT**

Wendy Cooper	Staff Liaison, Planner
Sabina Chand	Committee Clerk

**ABSENT**

Stephen Heller, Chair	Landscape Architect BCSLA
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**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

R/2021-010

It was moved and seconded

**That the agenda for the March 17, 2021 Advisory Design Panel meeting be approved as circulated.**

CARRIED

**3. ADOPTION OF MINUTES**

R/2021-011

It was moved and seconded

**That the minutes for the February 17, 2021 Advisory Design Panel meeting be adopted as circulated.**

CARRIED

**4. QUESTION PERIOD - NIL**

**5. NEW AND UNFINISHED BUSINESS**

**6. PROJECTS**

**6.1. Development Permit No: 2018-180-DP/22057 & 22083 Lougheed Hwy 4:05 pm**

The Chair welcomed the project team to the meeting and introduced the members of the ADP. The Staff Liaison provided a brief overview of the proposed 6 storey apartment building with 107 residential units. The project team presented the development plans and answered questions from the Panel.

R/2021-012

It was moved and seconded

**That the Advisory Design Panel has reviewed application No. 2018-180-DP and supports the project and recommends the following concerns be addressed as the design develops and submitted to Planning staff for follow-up:**

**Comments from the Panel included:**

**Architectural Comments:**

- Explore acoustic solutions for noise in exterior patios on Lougheed façade;
- Confirm/review definition of interior locked bedrooms;
- Confirm/review definition of vestibule of front entry;
- Provide a hierarchal architectural element at front entry for way finding purposes and celebrate the entry;
- Add additional accent, colours or materials to give prominence to architectural elements to reduce the scale of the building;
- Consider Celebrating corner window details through the use of an additional material.

**Landscape Comments:**

- Provide the addition of children's play in one of the amenity areas.

CARRIED

**6.2 Development Permit No: 2019-341-DP/12162, 12170 & 12179 Fletcher Street 4:45 PM**

The Chair welcomed the project team to the meeting and introduced the members of the ADP. The Staff Liaison provided a brief overview of the proposed 15-unit townhouse development. The project team presented the development plans and answered questions from the Panel.

R/2021-013

It was moved and seconded

**That the Advisory Design Panel has reviewed application No. 2019-341-DP and recommends the following concerns be addressed and digital versions of revised drawings & memo be submitted to Planning staff; and further that Planning staff forward this on to the Advisory Panel for information:**

**Comments from the Panel included:**

**Architectural Comments:**

- Consider relocating the playground location switch with visitor parking at south;
- Confirm that the interior double car parking dimension conforms to bylaw;
- Consider more consistency/rigor in architectural language, especially with the lowered roofline element at the Fletcher Street elevation;
- Consider playing with the window sill heights for more light into the unit and more variation on the façade;
- Create more daylight opportunities for middle unit on building east.

**Landscape Comments:**

- Provide full landscape plan submission include tree/shrub plan details;
- Consider relocating area to street frontage and incorporate tree protection area into a larger amenity space;
- Consider multiple function programming of amenity space.

CARRIED

**6.3 Development Permit No: 2019-393-DP/20786 River Road**

5:25 PM

The Chair welcomed the project team to the meeting and introduced the members of the ADP. The Staff Liaison provided a brief overview of the proposed 8 dwelling units in the form of courtyard housing. The project team presented the development plans and answered questions from the Panel.

R/2021-014

It was moved and seconded

**That the Advisory Design Panel has reviewed application No.2019-393-DP and recommends that the proposal be re-submitted and presented at a future Advisory Design Panel meeting with the following concerns addressed:**

**Comments from the Panel included:****Architectural Comments:**

- Relocate amenity to south east corner;
- South variance not supported;
- Consider combining units to make quadplex units to achieve south setback regulations;
- Revisit the east and west backyard setbacks to create a more livable private outdoor space.

**Landscape Comments:**

- Consider deleting sod lawn in small backyards and replacing with large patios;
- Consider privacy of neighbouring residential with rooftop patios;
- Consider removing parking stall in front of the community garden space and expanding space to be visible from internal road.

CARRIED

**7. CORRESPONDENCE – NIL****8. ADJOURNMENT**

There being no further business, the meeting adjourned at 6:49 p.m.

The next regular meeting of the Advisory Design Panel will be held on Wednesday, April 21, 2021.



Meredith Mitchell, Vice Chair