



Corporate Report

NO: R043

COUNCIL DATE: March 30, 2009

REGULAR COUNCIL

TO: Mayor & Council DATE: March 30, 2009
FROM: General Manager, Planning and Development FILE: 7909-0028-00
SUBJECT: South Westminster School - 12469 - 104 Avenue -
Heritage Alteration Permit

RECOMMENDATION

It is recommended that Council:

1. Receive this report as information; and
2. Approve Heritage Alteration Permit No. 7909-0028-00 (contained in Appendix "A"), and authorize the Mayor and Clerk to sign the Permit.

INTENT

The purpose of this report is to seek Council's approval of a Heritage Alteration Permit ("HAP") to allow alterations to the historic South Westminster School (the "School").

BACKGROUND

The School is located at 12469 - 104 Avenue. Its restoration is subject to Heritage Revitalization Agreement ("HRA") By-law No. 16072, adopted by Council on June 11, 2007.

The property has been purchased by St Mary's Coptic Orthodox Church with the intent to renovate and re-use the building as a Church. As well, it is the Church's intent to rent a portion of the building for use as a Montessori School. To enable these uses, a number of changes have been made to the former School, which have not received the necessary permits. Neither a HAP nor a building permit were applied for prior to commencement of the works. The City became aware of the alterations to the property when the owners sought to obtain final occupancy for the building and were unable to do so without first

applying for the necessary permits. This HAP application is to authorize changes to the School that have already been completed.

Most changes to the School had no impact on the protected elements of the building. The interior of the building is not subject to protection with the exception of the following elements, which are to be retained in accordance with the HRA:

- *The push button light switch on the west wall at the front entrance; and*
- *Sample segments of the fieldstone foundation are to remain exposed in the basement.*

While the non-functioning push button light switch was initially removed during the renovation, the owners have agreed to restore it in its original location. Sample segments of the fieldstone foundation were retained during the renovations, as per the HRA.

The Conservation Plan, which forms a part of the HRA for the School, stipulates that:

"If windows are to be altered, replace the metal with wood windows in the original proportions and locations as seen in historical photographs".

The metal windows in the building, which were not original, have already been replaced with white vinyl windows and do not correspond with the original proportions. This is contrary to the requirements set forth in the HRA.

In addition to the changes that have already been completed the applicant has also proposed, and is required, to add a ramp for accessibility purposes. This work has not yet been completed, but will be undertaken once the HAP and Building Permit are issued.

DISCUSSION

Proposed Alterations

On March 18, 2009, the Heritage Advisory Commission (the "HAC") considered and endorsed the recommendations of a staff report regarding alterations that have been completed on the South Westminster School.

The alterations to the School are as follows:

- Replacement of the existing single-pane metal frame windows on the south, east, and west elevations of the building located on the Lands (the "Building") with double-pane vinyl windows on a temporary basis;
- Addition of two 0.91 metre (3 foot) x 0.91 metre (3 foot) windows on the west lower floor elevation of the Building;
- Replacement of existing interior wood staircase with a steel staircase and handrail inside the front entrance of the Building;
- Installation of fire alarm system in the Building;

- Installation of security system in the Building;
- Installation of new hot water tank in the Building;
- Upgrading and changing of interior walls, flooring, ceilings, lighting, paint and other upgrading associated with changes necessary for the adaptive reuse of the Building;
- Addition of new hedges and plants at the south end of the Lands and general landscape improvements;
- Addition of a play area enclosed with chain link fencing to the Lands at rear of the Building on north elevation;
- Addition of a wooden cross to entrance dormer on south elevation of the Building;
and
- Addition of a ramp and handrails to allow for accessibility on the west elevation of the Building.

While the majority of the changes have had no impact on the character defining elements of the building, the addition of the vinyl windows has raised concern.

Planning and Development and Legal Services staff have met with the owners of the School to discuss possible solutions. The owners are eager to obtain final occupancy to allow their new tenant, the Montessori School, to move into the building.

Staff support the adaptive reuse of heritage buildings, and recognize the importance of ensuring that the building is inhabited and secured. As such, staff have agreed to proceed with preparation of the HAP. However, the processing of the HAP application is conditional upon the issue of the windows being resolved as part of another pending application for the site or within five years time.

Staff have indicated to the owners that the vinyl windows will need to be replaced with wood windows in their original proportions in accordance with the HRA. Due to their financial circumstances, however, the Church has advised that it would be extremely difficult for them to replace the vinyl windows with the required wooden windows at this time. As the Church is intending to undertake further additions to the building in several years, they have suggested as a compromise that the vinyl windows be allowed to remain on a temporary basis, but that they be removed and replaced with wood windows at the time of the addition to the building, which is anticipated in the future and which will require a further HAP.

While the owners are open to this solution, they would prefer to replace only those windows that are visible from the front of the building, due to the cost involved. Staff recommend that instead, an HAP be issued which clearly sets out that all vinyl windows are temporary, and that they must be replaced with wood windows at the time of the future additions to the building or within five years. If at that time the owners of the

building can make a case, based on the proposed design that not all windows need to be replaced, this proposal can be considered at that time.

Referrals

The application has been subject to internal review.

- The Planning and Development Department and Engineering Department requirements were fulfilled through the original rezoning application; and
- Legal Services has reviewed the HAP and has found it acceptable as to form.

CONCLUSION

Staff and the HAC have reviewed the alterations to the School and identified those that differ from the provisions in the HRA. The HAC supports issuance of a HAP to allow for the changes to the School. It is recommended that Council approve HAP No. 7909-0028-00, attached as Appendix "A" to this report.

Original signed by
Jean Lamontagne
General Manager
Planning and Development

ES/kms/saw

Attachments:

Appendix "A" - Heritage Alteration Permit No. 7909-0028-00

CITY OF SURREY

(the "City")

HERITAGE ALTERATION PERMIT

NO. 7909-0028-00

Issued To: COPTIC ORTHODOX PATRIARCATE, ST. MARY'S COPTIC
ORTHODOX CHURCH, INC. NO. 47265S

(the "Permittee")

Address of Permittee: 12469 - 104 Avenue
Surrey, BC
V3V 6A2

1. This Heritage Alteration Permit (the "Permit") is issued pursuant to Heritage Revitalization Agreement By-law, 2007, No. 16072 (the "Heritage Instrument") for the purpose of allowing alteration to the South Westminster School (the "School"), subject to compliance by the Permittee with all statutes, by-laws, orders, regulations or agreements, except as may be specified by this Permit.
2. This Permit applies to that real property including land with or without improvements located within the City of Surrey, with the legal description and civic address as follows:

Parcel Identifier: 027-104-419
Lot 9 Section 20 Block 5 North Range 2 New Westminster District Plan BCP30641
12469 - 104 Avenue
(the "Lands").
3. None of the provisions of the Heritage Instrument are being supplemented or varied by this Permit.
4. The Permittee, its agents and subcontractors are granted permission to carry out the following works in accordance with the conditions in this Permit:
 - (a) Replacement of the existing single-pane metal frame windows on the south, east, and west elevations of the School with double-pane vinyl windows on a temporary basis, PROVIDED THAT the temporary vinyl windows shall be replaced with wood windows (as further detailed in the Heritage Instrument) to the satisfaction of the City Architect by the sooner of:

- i. completion of a further renovation or addition to the School pursuant to a subsequent heritage alteration permit applied for and issued for the Lands, or
 - ii. five years from the date of issuance of this Permit, such replacement to be carried out upon application for and issuance of a heritage alteration permit for the work;
 - (b) Addition of two 0.91 metre (3 ft.) x 0.91 metre (3 ft.) windows on the west lower floor elevation of the School;
 - (c) Replacement of existing interior wood staircase with steel staircase and handrail inside front entrance of the School;
 - (d) Installation of fire alarm system in the School;
 - (e) Installation of security system in the School;
 - (f) Installation of new hot water tank in the School;
 - (g) Upgrading and changing of interior walls, flooring, ceilings, lighting, paint and other upgrading associated with changes necessary for the adaptive reuse of the School;
 - (h) Addition of new hedges and plants at the south end of the Lands and general landscape improvements;
 - (i) Addition of a play area enclosed with chain link fencing to the Lands at rear of the School on north elevation;
 - (j) Addition of a wooden cross to entrance dormer on south elevation of the School; and
 - (k) Addition of a ramp and handrails to allow for accessibility on the west elevation of the School.
5. No security is required to guarantee the performance of the terms, requirements and conditions of this Permit
 6. Minor changes to the drawings that do not affect the general form and character of the Lands, may be permitted subject to the prior written approval of the City.
 7. The works specified in this Permit shall be carried out strictly in accordance with the terms and conditions of this Permit.

- 8. The terms of this Permit, or any amendment to it, are binding on all persons who hold this Permit on the Lands.
- 9. The Permittee shall bring this Permit to the attention of any prospective purchaser, leaseholder, tenant or other transferee of the Lands or School.
- 10. This Permit is not a building permit or a servicing agreement.

AUTHORIZING RESOLUTION PASSED BY THE COUNCIL, THE _____ DAY OF _____, 20 ____ .
 ISSUED THIS _____ DAY OF _____, 20 ____ .

 Mayor - Dianne L. Watts

 City Clerk - Jane Sowik

IN CONSIDERATION OF COUNCIL'S APPROVAL OF THIS HERITAGE ALTERATION PERMIT AND OTHER GOOD AND VALUABLE CONSIDERATION, I/WE THE UNDERSIGNED AGREED TO THE TERMS AND CONDITIONS OF THIS HERITAGE ALTERATION PERMIT AND ACKNOWLEDGE THAT WE HAVE READ AND UNDERSTOOD IT.

COPTIC ORTHODOX PATRIARCATE,
 ST. MARY'S COPTIC ORTHODOX
 CHURCH, INC.

 By: Authorized Signatory (Signature)

Name: (Print) _____

 By: Authorized Signatory (Signature)

Name: (Print) _____