



City of Surrey

Heritage Advisory Commission

Minutes

Executive Boardroom
City Hall
14245 - 56 Avenue
Surrey, B.C.
WEDNESDAY, APRIL 30, 2003
Time: 9:02 a.m.

Present:

B. Paton - Chair
R. Cammack
D. Bowyer
A. Clegg
C. Dragomir
R. Fuller
T. Menu
A. Stewart
Councillor Higginbotham

Absent:

Staff Present:

A. Kopystynski, Planning & Development
B. Sommer, Parks, Recreation and Culture
R. Wilson, Engineering (11:02 a.m.)
K. Miller, Legislative Services

A. ADOPTION OF MINUTES

1. Heritage Advisory Commission Minutes - March 26, 2003.

It was Moved by Commissioner Dragomir
Seconded by Commissioner Stewart
That the minutes of the Heritage Advisory
Commission meeting held on March 26, 2003, be adopted.
Carried

B. DELEGATION

1. There were no delegations scheduled for this meeting.

C. CORPORATE REPORTS

1. PLANNING & DEVELOPMENT

(a) Protective Fencing of Heritage Oaks on KGH

Commission reviewed e-correspondence of April 3, 2003 from the Landscape Architect. The Chair attended a site visit with Parks, Recreation and Culture staff, at which time it was noted that the existing fencing is too close to the base of the tree. Concerns were expressed relative to the black top surfacing not providing a sufficient buffer for the tree. It was further noted that the tree will be pruned shortly.

(b) **Development Application No. 7902-0117-00
Proposed Revision to Fencing Component of Landscaping Buffer
Along Semiahmoo Trail**

For Commission's information, staff provided the memorandum of April 23, 2003 from the Manager, Area Planning and Development Division. The Senior Planner noted that the proposed development which abuts the trail, is part of a rezoning and subdivision in the 2800 Block of Semiahmoo Trail.

The requirement for the design and the interfacing of lots that abut it, were provided in Corporate Report R97 and final approval of the 15-lot subdivision was granted on February 18, 2003. A restrictive covenant for the landscaping buffer, with fencing, was provided on the seven lots along the trail.

The developer is proposing that the split rail fencing component be altered in such a way as to allow for some breaks for direct pedestrian access only to the trail. It is further proposed that seven switchback openings be installed from the seven lots that directly abut the trail, designed in a way to give the impression that the fence is continuous.

There followed a general discussion relative to the proposed development.

Commission was then requested to provide recommendation(s) to the General Manager, Planning and Development.

It was Moved by Commissioner Cammack
Seconded by Commissioner Dragomir
That Heritage Advisory Commission (HAC)
recommends to the General Manager, Planning and Development that the proposed changes to the split rail fencing allowing for one pedestrian opening for each lot, a maximum of seven, as outlined in the memorandum of April 23, 2003, from the Manager, Area Planning and Development, are acceptable.

Carried

(c) **Development Application No. 7902-0392-00
(Gillis House) Polygon Development 148 Ltd.**

The Senior Planner provided an overview of the above development application.

Commission had previously requested that a conservation plan be attached to the development application, thereby forming part of a restrictive covenant to be registered on title to ensure the Gillis House is protected in accordance with the measures prescribed in the conservation plan.

Commission reviewed the draft conservation plan and discussed the following issues:

- Density bonuses;
- Maintenance, protection and future construction;
- Timing of restoration and new construction;
- Mechanisms to guarantee the maintenance of the heritage buildings;
- Materials to be used for construction and restoration;
- Lack of interpretive signs;
- Name of project;
- Photo documentation of the Marlowe building;
- Opportunities to comment on the final restrictive covenant;
- Density and form restrictions relative to the existing Neighbourhood Concept Plan (NCP); and
- Standards used for conservation measures.

The Senior Planner, on behalf of the City Architect, stated that preferred materials are wood and/or wood-appearing for the construction and restoration of the Gillis House.

Commission was requested to review the applicant's proposed heritage conservation plan for the property, and provide recommendation(s) to the General Manager, Planning and Development.

It was Moved by Commissioner Dragomir
Seconded by Commissioner Bowyer
That the Heritage Advisory Commission
(HAC) recommends to the General Manager, Planning and Development that a final report be forwarded to the HAC, specifically addressing concerns relative to the wording, phasing and conservation standards to be implemented on the property; and further, that the materials used to restore the Gillis House be made of wood, or wood-like materials in keeping with the B.C. Heritage Trust Conservation Standards.

Carried

(d) Canadian Register of Significant Places

Commission reviewed the memorandum of April 17, 2003 from the Senior Planner (Heritage), in which the HAC was requested to provide comment on how this opportunity be reflected in the Terms of Reference for the Phase 3 Surrey Heritage Register Review currently being drafted by staff.

Commission discussed the funding available from the Federal government, which would assist with the conversion of community heritage registers to the national one, on a cost-shared basis. The Heritage Branch has called a meeting of municipal heritage planners and information technology representatives in Victoria in May 2003 to explain the details.

The following two events were discussed:

1. May 15, 2003, City of Victoria. Meeting concerning outline and discussion relative to the data standards (mandatory and optional fields).
2. May 29, 2003, Simon Fraser University. Workshop entitled, "Writing Statements of Significance", managed and developed by the City Program.

Funding for these two events may be taken from HPI Cost Share contract for travel, accommodation and meals. Costs will be reimbursed at the provincial travel rates.

It was Moved by Councillor Higginbotham
Seconded by Commissioner Clegg
That the Heritage Advisory Commission
recommends to Council that staff be authorized to attend all workshops and courses dealing the Canadian Historic Places Initiative (CHPI), and be encouraged to fully participate on any committees or advisory bodies that address Provincial policy and legislation. *Funding for the aforementioned will be reimbursed through the CHPI Cost Contract at the Provincial travel rates.*

Carried

Commission discussed terms of reference for the Request for Proposal for a consultant to assist in the development of statements of significance. It was requested that the draft terms of reference be forwarded to the next meeting.

(e) **Bourassa Farm House
18089 - 56 Avenue, Surrey**

Commission reviewed the memorandum of April 22, 2003 from the Senior Planner (Heritage), which provided an update on the above property.

To date, the site is not subject to an active development application. Therefore, further protection measures cannot be undertaken at this time. The house is listed on the heritage register, which only provides protection to the extent that the house may not demolished.

Councillor Higginbotham informed Commission that there is a possibility of the owner consenting to relocate the house, and provide upgrades and a tenant and/or custodian.

It was suggested that horses or a bull be placed on the property to protect it from vandalism.

It was Moved by Commissioner Dragomir
Seconded by Commissioner Bowyer
That the Heritage Advisory Commission
recommends to Council that the owner of the property located at
18089 - 56 Avenue be requested to bring forward a conservation proposal
for the property; and further that pending the development of the proposal,
that a six foot high chain link fence be erected around the perimeter of the
house and vista.

Carried

(f) New Residence at 13063 Crescent Road

Commission reviewed the memorandum of April 7, 2003 from the Senior Planner (Heritage), which addressed concerns expressed by the HAC relative to the City not requesting comment for the development application at the above location. It was explained that the HAC is not referred to if the building proposal complies with setbacks and the corridor character, or if the development was previously referred to Commission as part of an earlier development application.

Staff further advised that the construction plans comply with the special setback requirement as identified in the Zoning By-law No. 12000 for properties fronting Crescent Road, and the application has been made aware of the intent of the Heritage Designation By-law, 1983, No. 7718 with respect to the character of the Crescent Road Corridor and will be installing landscaping on the site in a manner that is sensitive to that intent.

It was Moved by Commissioner D. Bowyer
Seconded by Commissioner R. Fuller
That the Heritage Advisory Commission
recommends to Council that in accordance with the Heritage Designation By-law, 1983, No. 7718, that planting of Dogwood trees along the Crescent Road Corridor be considered.

Carried

2. ENGINEERING

(a) Engineering Department Representation to HAC

Commission reviewed the memorandum of April 4, 2003 from the General Manager, Engineering. The Chair requested that Engineering staff be requested to report to the meeting.

The meeting recessed at 10:42 and reconvened at 11:02 a.m., with the same persons in attendance.

It was Moved Commissioner Dragomir
Seconded by Commissioner Stewart
That the Heritage Advisory Commission
receive the memorandum of April 4, 2003 from the General Manager,
Engineering and further recommends to Council that the HAC be provided
additional information relative to any engineering works on or adjacent to
features on the Heritage Register.

Carried

R. Wilson, Manager of Land Development, on behalf of the General
Manager, Engineer, entered the meeting at 11:02 a.m., to provide
information relative to the areas of interest listed within the memo.

Mr. Wilson informed the Commission that the primary engineering
contact for the HAC is T. Naylor, Engineering Works Yard. For general
issues, Mr. Naylor will address concerns from the HAC, however more
expertise will be provided for specific projects.

Commission requested information relative to the following:

- Road signs;
- Significant trees (King George and Fraser Highways, and
Crescent Road);
- Mound Farm;
- Protective measures of heritage features during engineering projects;
- Consult and advise on city-owned and private properties;
- All capital/infrastructure projects (land development, boulevards,
trees, roads, rights-of-way, utilities);
- Heritage road signs; and
- Engineering services on adjacent sites or features on the heritage
register.

Mr. Wilson explained that facilities related items, a representative from
Parks, Recreation and Culture will attend meetings. Realty Division will
address City-owned rental properties.

Commission expressed concerns relative to the lack of support provided
by Engineering since the beginning of 2003. Mr. Wilson explained that he
will meet with the General Manager, and the department will provide
reports at future meetings.

3. PARKS AND RECREATION

(a) Storyboard Projects

Commission reviewed the notes of the sub-committee meeting of April 14, 2003. The Manager, Heritage Services, provided an overview of the meeting, and Commission discussed the following items:

- Community meeting by invitation only, Tuesday, May 13, 2003 at 7:00 to 8:00 p.m. at the Pondsides meeting room;
- Roles and expectations (lead, support, time lines);
- Goals, priorities and measures of success;
- Assignments;
- Number of storyboards;
- Confirmation of responsibilities; and
- Confirmation of priorities of storyboards.

The Chair will call the list of community invitees and confirm attendance numbers by May 9th.

The Administrative Assistant was requested to provide light refreshments, including desserts, for the May 13, 2003 Community Storyboard meeting.

The agenda was then varied.

F. OTHER COMPETENT BUSINESS

1. Route 66 Information

Councillor Higginbotham informed Commission that she had been contacted by a representative of the Route 66 Group, who are attempting to create a tour of identified heritage sites along Highway 99. The Group has identified the tourism potential of a driving tour.

2. Gold Rush Trail

Planning staff were requested to provide research to Councillor Higginbotham relative to the above, specific to the route and its historical significance.

3. South Westminster Neighbourhood Concept Plan (NCP)

The Chair informed Commission that while attending the public open house, she noted that two heritage properties were designated to an industrial area. The Chair suggested that an evaluation of the heritage assets be conducted, to determine the worthiness of identified properties.

Councillor Higginbotham withdrew from the meeting at 11:58 a.m.

There followed a discussion relative to the heritage properties in the South Westminster NCP.

It was
Moved by Commissioner Dragomir
Seconded by Commissioner Stewart
That the Heritage Advisory Commission recommends to the General Manager, Planning and Development that Area Planning staff provide re-evaluations of the heritage properties in the South Westminster Neighbourhood Concept Plan.

Carried

Commissioner Cammack withdrew from the meeting at 12:02 p.m.

4. LEGISLATIVE SERVICES

(a) Surrey's Stories Newsletter - Summer 2003

The Commission was requested to pass a motion, appointing a member to submit an article for the above publication. Commission was requested to submit articles directly to D. Brown, Publicist, Heritage Services, prior to May 30, 2003.

It was
Moved by Commissioner Fuller
Seconded by Commissioner Menun
That Commissioner Stewart be appointed to submit a 500-word article by May 30, 2003 for the Surrey's Stories Newsletter, directly to D. Brown, Publicist, Heritage Services.

Carried

(b) Outstanding Items

The Commission reviewed the list of outstanding items and provided direction accordingly.

Loyal Orange Lodge

It was
Moved by Commissioner Bowyer
Seconded by Commissioner Clegg
That the Heritage Advisory Commission (HAC) recommends to Council that Facilities Management provide the HAC with recommendations and cost estimates for the restoration and preservation of the Loyal Orange Lodge and the work schedule to complete the same.

Carried

Commissioner Bowyer withdrew from the meeting at 12:27 p.m.

D. CORRESPONDENCE

E. INFORMATION ITEMS

**1. Endowment Fund for Heritage Conservation
& Grants to Support Heritage Conservation in B.C.**

News releases and Backgrounder of March 24, and April 8, 2003, from the Ministry of Community, Aboriginal and Women's Services. Commission discussed funding channels, specifically the Surrey Foundation.

This item will be forwarded to the June 2003 agenda.

2. Heritage Society of BC - President's Report

Correspondence of March 24, 2003.

3. Historic Places Initiative - Delegation

Correspondence of March 27, 2003.

4. Council Resolutions - April 7, 2003

Memorandum of April 8, 2003 from Legislative Services.

G. NEXT MEETING

The next meeting of the Heritage Advisory Commission is scheduled for May 28, 2003 in the Mayor's Executive Boardroom - 9:00 a.m.

H. ADJOURNMENT

It was

meeting do now adjourn.

Moved by Commissioner Stewart
Seconded by Commissioner Clegg
That the Heritage Advisory Commission

Carried

The Heritage Advisory Commission adjourned at 12:45 p.m.

Chair