



# City of Surrey

## *Surrey Heritage Advisory Commission Minutes*

Collishaw Farm House – 9:00 a.m.  
16520 – 40<sup>th</sup> Avenue  
Surrey, B.C.  
Pondside Meeting Room – 10:00 a.m.  
City Hall  
14245 - 56 Avenue  
Surrey, B.C.  
WEDNESDAY, MARCH 26, 2008  
Time: 9:40 a.m.

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**Present:**

Chair - Councillor Higginbotham  
W. Farrand  
J. Foulkes  
R. Fuller  
H. Lindenbach  
J. Monk  
M. Stibbs  
W. Tracey

**Absent:**

S. Sidhu

**Staff Present:**

A. Kopystynski, Planning & Development  
J. O'Donnell, Parks, Recreation and Culture  
N. Dyrbye, Legislative Services

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The Collishaw Farm House was unavailable for a tour therefore the Commission returned to City Hall early to commence the meeting.

**A. ADOPTION OF MINUTES**

It was Moved by Commissioner Lindenbach  
Seconded by Commissioner Tracey  
That the minutes of the Surrey Heritage  
Advisory Commission of February 27, 2008, be adopted, as circulated.  
Carried

**B. DELEGATION REQUESTS**

**1. Allen Aubert, Fraser Valley Heritage Rail Society**

Request to speak as a delegation to the SHAC to provide an update regarding the progress of the Society.

It was Moved by Commissioner Monk  
Seconded by Commissioner Foulkes  
That the SHAC agrees to hear Allen Aubert  
of the Fraser Valley Heritage Rail Society as a delegate at the next SHAC  
meeting.

Carried

**2. Rick Hart, Fleetwood Community Association**

Request to speak as a delegation to the SHAC regarding the  
Lance Corporal Arthur Thomas Fleetwood Sculpture.

It was Moved by Commissioner Foulkes  
Seconded by Commissioner Farrand  
That the SHAC agrees to hear Rick Hart of  
the Fleetwood Community Association as a delegate at the next SHAC meeting.  
Carried

## C. CORPORATE REPORTS

### 1. PLANNING AND DEVELOPMENT

#### (a) Rock Tree and Boulder

Report from the Senior Planner (Heritage) dated March 19, 2008 discussing Rock Tree and Boulder at the request of the SHAC.

The Senior Planner (Heritage) made the following comments:

- The Commission requested that updated information regarding this issue be brought forward for their review.
- It is the responsibility of the owner(s) to ensure the tree is kept in good health.
- The Landscape Architect's staff reported that the City fertilized the tree and a recent inspection revealed the tree has a healthier appearance.

The Commission made the following comments:

- Action needs to be taken to ensure that the owner abides by their responsibilities to provide the City with an arborist report.
- Suggestion was made that the City undertake an assessment of the health of the tree and bill the owner accordingly.
- The Commission needs to ensure that there is a guarantee that some vigilance will be taken to protect these trees and suggestion was made to go back to the Parks, Recreation and Culture Department to ensure that they have programs in place.

The Senior Planner (Heritage) made the following additional comments:

- There is a restrictive covenant registered on title that requires the owner ensure inspections of the tree be done and the City is provided with an arborist report regarding the health of the tree. If compliance is a problem, the owner(s) need to be contacted; failing that, legal advice may be necessary.

- The City simply does not have the resources to inspect and be responsible for the health of every Important Tree in Surrey.

The Commission made the following additional comments:

- Correspondence needs to be sent to the owners so that they are made aware of their responsibility and their requirement to inform the City of the efforts made toward maintenance and upkeep for the health of the tree.
- Comment was made that it will be difficult to ensure the health of these trees if it is too expensive for the City to take legal action to enforce these responsibilities.
- The time has come where it has to be thoroughly looked at as what can be done legally and see if there is a process in place to deal with these situations.
- Suggestion was made that the lien holder of the property should also be notified of the issue and responsibility of the owner as per the restrictive covenant on the property.
- The SHAC should recommend that staff come back with a process that would deal with the care of these types of trees and how we should approach the situation by notifying the owners of their responsibility and also to request that every year staff do an inventory and/or site visit to ensure the health of the tree whether it be private or public.

The Senior Planner (Heritage) made the following additional comments:

- There is a program in place through Parks, Recreation and Culture where trees are inspected.

It was

Moved by Commissioner Foulkes  
Seconded by Commissioner Fuller  
That the SHAC request that the

General Manager, Parks, Recreation and Culture direct staff to research any existing processes dealing with the care and monitoring of privately owned heritage trees, heritage register trees (i.e. the Rock Tree) and public heritage trees and report back to the SHAC how the City is monitoring the care and maintenance of the trees and suggest any additional ways of ensuring timely and proper maintenance of all heritage trees.

Carried

It was

Moved by Commissioner Fuller  
Seconded by Commissioner Foulkes  
That the SHAC recommends that staff send a letter to the owners and lien holders of the properties in which the Rock Tree is situated requesting that an arborist report be submitted to the City as per the restrictive covenant on the property when they purchased the land.

Carried

(b) **Conservation of Currie, Parr and MacKenzie Houses at 5418-184<sup>th</sup> Street**

Report from the Manager, Area Planning & Development – North Division dated March 17, 2008.

The Senior Planner (Heritage) made the following comments:

- A report has been prepared for the SHAC's information concerning the application submitted through which two heritage homes, the Currie House and the Parr House are being moved to 5418 – 184<sup>th</sup> Street. They are being moved to accommodate the development of the land on which they are situated.
- The City has been in discussions with various property owners in the attempt to find a home for these two displaced heritage houses for the past two and a half years. The City of Surrey has consulted with various different property owners and has now found an owner who is serious.
- In anticipation of this application, the Official Community Plan was amended to allow density designations to be varied by a Heritage Revitalization Agreement. This particular property is in a designation and zone that only allows for lots not less than a ½ acre. In order to subdivide the lot into one ½ acre for the Mackenzie House and two ¼ acre lots one each for the Parr and Currie Houses, the HRA for the MacKenzie House extends to the entire lot and provides for the necessary variance.
- Detached garages are provided for each of the three heritage houses on their respective lots. The HRA includes requirements for their design to ensure compatibility with their respective heritage houses.
- The HRAs for the Parr and Currie Houses allow for expansion to the rear of both buildings. The proposed construction is in accordance with good heritage practices, being compatible in character yet distinct as being an addition to the original heritage building.
- A detailed conservation plan has been completed for each building by Donald Luxton & Associates which describes the character-defining elements and restoration requirements.

It was Moved by Commissioner Lindenbach  
Seconded by Commissioner Foulkes  
That the SHAC recommends to the General  
Manager, Planning and Development the following:

- 1) That this memo be received;
- 2) That the Heritage Revitalization Agreements for the Currie, Henry Parr and Robert Douglas MacKenzie Houses be forwarded to Council to consider approval, after a review of the final documents by Legal Services, subject to:
  - a. Submission of a landscaping plan for the site, specifically including landscaping for the Currie House lot (proposed Lot 3) and the hedge for the MacKenzie House lot (proposed Lots 1, 2 and 3), that is acceptable to the City Landscape Architect; and
  - b. Resolving other concerns identified by the SHAC including documenting the process of moving the homes and relocating them and restoring them and monitoring the ongoing coordination between staff and the applicant throughout the process to occupancy.
- 3) That Council pass the following resolutions respecting the Surrey Heritage Register, when the subject heritage revitalization agreement By-laws are considered for final adoption:
  - a. Council pass a resolution to amend the Surrey Heritage Register at 5418 – 184<sup>th</sup> Street, for the Robert Dougal MacKenzie House, by deleting the eastern 31.17 meters as heritage property;
  - b. That Council pass a resolution to delete 17724 – 57A Avenue as a heritage property from the Surrey Heritage Register and to add 5431-184A Street (proposed Lot 2) as a heritage property to the Surrey Heritage Register for the Henry Parr House; and
  - c. That Council pass a resolution to delete 5731 – 182<sup>nd</sup> Street as a heritage property from the Surrey Heritage Register and to add 5417-184A Street (proposed Lot 3) as a heritage property to the Surrey Heritage Register for the Currie House.

Carried

The Commission made the following comments:

- Question was asked as to how long from this point forward the application will take to complete. This needs to be expedited as it has already taken so long to get to the point it is at now.

- It needs to be ensured that from this point on, as soon as Legal Services has signed off on these types of applications, that there will be people standing by to ensure that the application goes forward as quickly as possible.

It was

Moved by Commissioner Farrand  
Seconded by Commissioner Monk

That the detail relating to this application is thorough and exemplary, however, the time frame from now until relocation of the homes must be expedited by all staff involved to ensure no more vandalism happens to the heritage homes.

Carried

- It seems a lot of the hold ups and problems with these applications taking so much time occurs when they get to the building permit stage. The process involved needs to be looked at and expedited.
- Request was made that staff bring this matter forward to advise the Commission of when this application is going to be brought to Council at a Public Hearing meeting.

The Senior Planner (Heritage) made the following additional comments:

- A number of owners expressed interest in acquiring these heritage buildings from the City. However, it took some time before a serious party was found and negotiations were brought to a successful conclusion.
- The process also including discussions with the HAC to redirect funds associated with the Loyal Orange Lodge toward the moving costs of these buildings. In addition, negotiations needed to be undertaken with Wallmark Homes to make a contribution to the City toward the moving cost of the Parr House.
- These financial aspects were instrumental to bring about the subdivision application by the owner of the MacKenzie House property to accommodate the Currie and Parr Houses.
- The Building Division will be notified of this application before it is adopted by Council so then they will be aware of the building permit applications that will be submitted for moving and restoring of these heritage houses.

It was Moved by Commissioner Farrand  
Seconded by Commissioner Monk  
That the SHAC recommends to the  
General Manager, Planning and Development that:

- 1) The individuals of this application be requested to apply for a building permit as soon as the drawings are complete and that they be given priority in the cue with the City; and
- 2) That the Building and Planning Departments continue to give priority to heritage applications including the MacKenzie, Parr and Currie Houses.

Carried

**(c) Surrey Centre Plan Review**

A map of Surrey City Centre, showing proposed heritage neighbourhoods in the downtown area, was provided on-table and the following comments were made by the Senior Planner (Heritage):

- The staff tasked with the Surrey Centre Plan Review are seeking comments from the SHAC.
- The SHAC is requested to give comments about the proposed names for each of the neighbourhoods.
- Further, the SHAC is asked to consider what are some of the character-defining elements to be reflected in guidelines concerning the character and image of the future downtown and the individual neighbourhoods.

The Commission made the following comments:

- There was a body of water and a stream in the southern part of what is now Surrey City Centre.
- Whalley Corners had a gas station.
- The corner of 108<sup>th</sup> Avenue and King George Highway was realigned.
- Reference was made to visiting the Ukrainian Church in Whalley.

The Commission members agreed to provide comments about the map and comments or suggestions about other matters of heritage value and heritage character to be considered in the Surrey City Centre Plan Review by email to the Senior Planner (Heritage).

**2. PARKS AND RECREATION**

There were no reports from the Parks and Recreation Department.

### 3. ENGINEERING

There were no reports from the Engineering Department.

Councillor Higginbotham left the meeting at 11:27 a.m. and Commissioner Lindenbach took over the meeting as Vice Chairperson.

### 4. LEGISLATIVE SERVICES

#### (a) Heritage Advisory Commission Up-dated 2008 Sub-Committees and Liaisons

The Commission made the following comments:

- Concern was expressed regarding how the sub-committees are to run and who will keep track of the items discussed, as there is no assigned administrative support for the sub-committees.
- There needs to be more structure around how the sub-committees prefer to meet such as choosing a preferred time, date and location.
- It is important that the discussions and motions are recorded and staff should be able to provide any information before a meeting so that they will not need to be involved in each sub-committee meeting.

Councillor Higginbotham returned to the meeting at 11:30 a.m. and resumed as Chairperson.

- Comment was made that the sub-committees must choose a Chairperson for each committee so that that person would then be responsible for organizing the meetings.
- Suggestion was made that the list of sub-committees should be further re-worked as some of them are not permanent and are only meant for work that may come up occasionally.
- Comment was made that a section for the liaison updates should be added to the SHAC Agenda each meeting.

Discussion ensued regarding the sub-committee and liaison list and changes to the existing list were made as well as Chairs for each sub-committee chosen.

#### (b) Information Memo to SHAC re Sub-Committee Support

- Received.

#### (c) Information Memo to SHAC re Outstanding List

- Received.

The meeting adjourned at 12:31 p.m. and reconvened at 12:45 p.m. with the same members present.

**(d) Request for extension for Financial Assistance – Christ Church**

It was Moved by Commissioner Lindenbach  
Seconded by Commissioner Tracey  
That the SHAC recommend to Council that  
the requirement for the one year approval deadline of April 16, 2008 for the  
financial assistance be extended by six (6) months so the deadline would then be  
October 16, 2008 due to the Christ the Redeemer Anglican Church having only  
recently completed their fund raising for the restorations to the Church.

Carried

**D. CORRESPONDENCE**

It was Moved by Commissioner Farrand  
Seconded by Commissioner Monk  
That the following correspondence items be  
received.

Carried

The Senior Planner (Heritage) commented that these items arose at the last SHAC meeting and are part of the Outstanding List.

**1. Heritage Revitalization Agreement (HRA) White Rock Church  
16017 – 8<sup>th</sup> Avenue**

Letter dated February 22, 2008 to Mr. Herbert Larsen requesting status  
update.

**2. Charles Bell House at 16588 Old McLellan Road  
Heritage Revitalization Agreement By-law, No. 16407**

Letter dated February 22, 2008 to Mr. Joe Dhaliwal confirming items  
discussed in meeting and requesting Reconstruction Strategy.

**3. Development Application 7907-0195-00  
Hazelmere Village Heritage Character Study**

Letter dated February 25, 2008 to Mr. Carson Nofle requesting status  
update regarding preparation of character study.

**4. Willard Kitchen House**

Letter dated March 3, 2008 from Barbara Armstrong thanking the SHAC  
for the Heritage Award.

**E. INFORMATION ITEMS****1. Kensington Prairie School**

Petition letter dated February 12, 2007 requesting Mayor and Council to purchase Kensington Prairie School site for community use.

- Received.

**2. Regular Council – Public Hearing Minutes – Monday, March 10, 2008  
RES.R08-578**

- Received.

**3. Regular Council – Public Hearing Minutes – Monday, March 10, 2008  
RES.R08-579**

- Received.

**4. Charles Bell House Fire**

Memo to Mayor and Council concerning negotiations currently underway with developer.

- Received.

**5. Kensington Prairie School**

Email from Realty Division advising regarding monitored alarm system for the Kensington Prairie School.

The Commission made the following comments:

- Comment was made that there are deficiencies in the security of the site, namely some missing plywood from the back of the building and the gate locks have disappeared.
- This property is not yet in the hands of the City and whatever security measures have been put in place by the School Board will have to remain until the City acquires the property.

It was

Moved by Commissioner Foulkes  
Seconded by Commissioner Stibbs

That the SHAC recommend that staff send the School Board a memo alerting them that there are security breeches to the Kensington Prairie School, namely that plywood is missing from the back of the building and the gate locks have disappeared.

Carried

**6. Heritage BC Quarterly – Spring 2008 (to be provided on-table at the meeting)**

- Received.

**7. Fraser Valley Heritage Railway Society – Fall 2007 (to be provided on-table at the meeting)**

- Received.

**F. OTHER COMPETENT BUSINESS**

**1. Future Heritage**

Article from Commissioner Fuller deferred from the February 27, 2008 SHAC meeting.

Commissioner Fuller spoke to this matter and made the following comments:

- This article has been provided for the Commission's information as well as to encourage the Commission to give some consideration to the declaration of areas of the City heritage.
- An example would be the area of Amble Green where the area was the only place that was not clear-cut of trees and that the area should be declared heritage and protected from future development that could threaten to disturb this area.

The Commission made the following comments:

- Comment was made that Birdland should also be looked at as a heritage area as it was the first sub-division built on the scale that it is. Having a heritage designation and construction guidelines for future developments in that area would protect it and promote only future architecture that is consistent with the present character of the area.

The Senior Planner (Heritage) made the following comments:

- Suggestion was made that a future years' SHAC Work Program may have the Surrey Heritage Management Plan reviewed to consider identifying areas such as Birdland as potential Heritage Conservation Areas.
- Currently, the work plan has three items:
  - Streamlining of the Surrey Heritage Register and undertaking additional Statements of Significance;
  - Updating the heritage policies in the Official Community Plan as part of the 2008 and 2009 Major Review; and
  - Formation of heritage foundations.

- It would be advisable for the Heritage Foundation Priorities and Strategies Sub-Committee to begin consideration of projects for next year's SHAC work program.

## 2. Driveway with 13 Heritage Trees

Commissioner Stibbs spoke to this matter and made the following comments:

- There are heritage trees that have a plaque with the Commission's name on it at 4117 – 152<sup>nd</sup> Street that look like they are neglected and in need of care. The City must have some recourse to ensure that these trees are taken care of and that the owners maintain the upkeep and health of the trees.

The Senior Planner (Heritage) commented that these are trees on private property, they are identified in Schedule B in the Tree Protection By-law however they are not listed on the Surrey Heritage Register.

It was

Moved by Commissioner Stibbs  
Seconded by Commissioner Monk  
That the SHAC recommend to the General

Manager, Planning and Development that staff contact the owner of the 13 heritage trees located at 4117 – 152<sup>nd</sup> Street that are listed as significant trees under the Surrey Tree Preservation Protection By-law and further, that the SHAC requests that the owner of the property cooperate with the SHAC to:

- 1) Employ an arborist to make an assessment of the trees;
- 2) Employ a horticulturist to rectify any problems with the trees; and
- 3) Maintain the care of the protected heritage trees on a regular basis.

Carried

## 3. Continuity of Plaques

Commissioner Monk spoke to this matter and directed the following comments to the Museum Manager:

- Many plaques and storyboards throughout the City are being vandalized and stolen and question as to whether the text and content to these are being kept in storage as a record of what message they displayed. An example would be the plaque that was stolen from a tree adjacent to the Semiahmoo Trail in August of 2007 that has not been replaced to date and the reason from the Parks, Recreation and Culture Department has been that no record of the plaque's original wording can be located.

The Museum Manager made the following comments in response:

- The text for the storyboards are all preserved so that if one is damaged, they can be reprinted. Wording of plaques can be accessed through the resources that still exist that the wording was originally derived from.
- The logical place for all of this information to be stored would be in the archives of Heritage Services. Coordination with other departments to discuss this matter further should be made.
- Records are kept of plaques and storyboards that have been damaged by vandalism or stolen and the City is hesitant to replace the plaque or storyboard if it was in a place where multiple and/or repeat incidents have taken place so that could be a reason for some not having been replaced.

Commissioner Tracey left the meeting at 1:39 p.m.

It was

Moved by Commissioner Foulkes

Seconded by Commissioner Monk

That the SHAC request the General

Manager, Parks, Recreation and Culture request that staff keep back-up material regarding the content and wording of all plaques and storyboards on file in the archives and that the archive staff work together with other staff to maintain and preserve information from the SHAC.

Carried

J. O'Donnell left the meeting at 1:47 p.m.

#### **4. Non-Conforming Fencing**

Commissioner Monk spoke to this matter and made the following comments:

- In November of 2007, the SHAC had requested that the City instruct the developer of the townhouse project located along Semihamoo Trail north of 32<sup>nd</sup> Avenue on 148<sup>th</sup> Street to install the proper conforming fence on the property. It looks as though nothing to date has been done yet and the wrong fencing is still in place. Question as to the status of this matter was made.

The Senior Planner (Heritage) made the following comments:

- Staff has made attempts to contact the owner and will report back to a future SHAC meeting when information is available.

**5. British Columbia Historical Federation Annual Conference**

- Question was raised as to whether the Commission has any members that will be attending the Annual Conference and whether the costs will be covered for this.
- This item is to be deferred to the next SHAC meeting.

**MOTION TO HOLD A MEETING IN A CLOSED SESSION**

It was  
Moved by Commissioner Stibbs  
Seconded by Commissioner Farrand  
That the Commission pass a resolution to  
close the meeting to the public pursuant to Section 90 (1) (a) (e) (g) and (i)  
of the *Community Charter*.  
Carried

The meeting adjourned at 1:55 p.m. for the Closed Session and reconvened at 2:06 p.m.

**G. NEXT MEETING**

The next meeting of the Heritage Advisory Commission is scheduled for April 30, 2008 in the Mayor's Executive Boardroom - 9:00 a.m.

**H. ADJOURNMENT**

It was  
Commission meeting do now adjourn.  
Moved by Commissioner Fuller  
Seconded by Commissioner Monk  
That the Surrey Heritage Advisory  
Carried

The Surrey Heritage Advisory Commission adjourned at 2:07 p.m.

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Margaret Jones, City Clerk

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Councillor Higginbotham, Chairperson  
Surrey Heritage Advisory Commission