

**Present:**

Chair - Councillor Steele  
Vice Chair - Commissioner Farrand  
B. Hol  
L. Tannen  
R. Hart  
S. Thomas (5:15 p.m.)

**Absent:****Guests:**

D. Johnson - Historical Society

**Staff Present:**

D. Luymes, Planning & Development  
E. Schultz, Planning & Development  
J. O'Donnell, Parks, Recreation and Culture  
G. Ward, Parks, Recreation and Culture  
A. Bansund, Parks, Recreation and Culture  
T. Newfeld, Parks, Recreation and Culture  
R. Brayfield, Parks, Recreation and Culture  
D. McCarron, Parks, Recreation and Culture  
P. Bellefontaine, Engineering  
M. Petrovic, Engineering  
T. Mueller, Legislative Services

Before the start of the meeting, the Chair requested that the agenda be varied.

It was  
Moved by Commissioner Tannen  
Seconded by Commissioner Farrand  
That the Surrey Heritage Advisory

Commission recommends that the agenda be varied as follows:

1. Items D.2.(a) and D.2.(b) be discussed directly following Item B1;
2. New Item D.3.(a) re: Heritage Roadside Street Markers be added and discussed as the fourth agenda item; and
3. New Item D.1.(d) re: Daniel Johnson House (13951 Crescent Road) Heritage Revitalization Agreement (HRA) Amendment/Heritage Alteration Permit be added.

Carried

The agenda was varied

**A. ADOPTION OF MINUTES**

**Commission is requested to pass a motion adopting the minutes as circulated.**

1. Surrey Heritage Advisory Commission Minutes – September 19, 2012.

It was  
Moved by Commissioner Hol  
Seconded by Commissioner Hart  
That the minutes of the September 19, 2012,  
Surrey Heritage Advisory Commission (SHAC) meeting be adopted.  
Carried

**B. DELEGATIONS**

1. **Greg Ward, Manager, Urban Forestry, and Environmental Programs, with Tim Newfeld, Parks Operations South Manager and Ashley Bansund, Urban Forestry Educator.**

Note: See Item D.2.(a)

In attendance to provide members of the Commission with a presentation regarding the tools arbourists use for penetrating trees to assess their structure.

The following comments were made:

- Staff provided a demonstration on how arbourists assess the structure of a tree by using a tool called a resistograph. Staff explained that the purpose of the resistograph is to drill a small hole through a tree to measure the resistance of the wood. It measures with a needle much like an EKG, and is used to minimize damage while providing an accurate measurement of the subject tree's core. Staff clarified that the tool is only used when an arbourist believes there is an internal issue that could be negatively impacting the overall health of the tree. A resistograph print-out produces details regarding the cavity of the tree; the information is used by an arbourist to accurately determine the amount of decay.
- Another tool that can be utilized for a detailed assessment is called an increment bore which makes a large diameter hole. Staff clarified that the after effects on trees where this tool has been used are minimal and it is a good evaluation tool because it provides a core sample of the tree.

5:15 p.m. - Commissioner Thomas arrived

2. **PARKS, RECREATION AND CULTURE**

- (a) **Memo re: Heritage Tree Removal at the Surrey Archives in Cloverdale (17671 – 56 Avenue)**  
File: 6800-05

The following comments were made:

- The Arbourist provided a summary of his report with recommendations and advised they have been monitoring the health of the tree since 2011. Staff clarified that unfortunately, the tree was not placed located in a good area when it was planted and the health has deteriorated as a result and removal is the only option.

- Heritage Service Staff clarified that at this time, the Surrey Archives grounds are fully planted, any new planting should be undertaken when Phase II of the museum has been completed; at which time a larger discussion with members of the Commission would be undertaken.

The Commission asked if the wood could be salvaged or put toward a heritage purpose. In response, the Arbourist clarified that wood typically takes a number of years to dry but could be milled and used toward the future museum.

It was Moved by Commissioner Hart  
Seconded by Commissioner Hol  
That the Surrey Heritage Advisory  
Commission endorses the removal of the Heritage Norway Maple tree  
located at the Surrey Archives, 17671 – 56 Avenue.  
Carried

(b) **Memo re: Heritage Tree Brochure**  
File: 6800-05

The following comments were made:

- Staff provided members of the Commission with a sample of a proposed tree brochure and requested feedback. And noted a nomination form was included so that members of the public could nominate a tree.

The Commission thanked staff for putting together such an informative educational tool and suggested the email address for the nomination form be included on the brochure.

3. **ENGINEERING**

(a). **Heritage Roadside Street Markers - M. Petrovic & D. McCarron**  
File: 6800-01

Staff made the following comments:

- The main objective is to show the design for the Heritage Marker signs and get the Commission's endorsement. Marketing has been working with the Engineering Team to develop suitable signage guidelines that have clear messaging, a simple/clear sign that considers traffic safety, and a heritage look and feel (which considered shape, colour, font, and visual elements). The signs also had to be cost effective (considering maintenance and sign shop materials and fabrication compatibilities), resistant to weather/damage and would have longevity (colour choice and materials with UV resilience).

- The signs will have no items that would be construed as dated. The font choice is unique compared to the rest of the graphic standards to give a heritage feel but make it distinguishable and easy to read. The sign needs to fit with the City's overall branding and conform to the city sign standards.
- With those criteria in mind, staff presented two options for Commission review and approval and noted the next step would be to prepare a strategy to replace the existing signs.

Staff noted that once a design has been determined, they will come before the Commission for further direction. The next step would be for the Commission to select two signs and then Engineering staff will test them.

The Commission made the following comments:

- The bright yellow colour stands out and is more prominent; the grey is almost a non-colour and the brown relates more to heritage because it is modern in many regards.
- The Commission requested the Heritage Marker wording to appear first, the wording be kept together and listed before the street name (or heritage site).
- The Commission expressed concern the signs will be dated in 10 years time and noted the old style was unique because it didn't match anything else used by the City. Care should be taken to ensure correct historical names are retained on the street signage.
- The Commission requested that the new signage be tested in an area to see where it would clearly denote a heritage site and point of interest. Engineering staff clarified the proposed style is used internationally (the brown) and from a good signing perspective contrast is important. The dark brown makes the lettering stand out.
- The Commission requested staff to provide further examples with alternate colour schemes with the City of Surrey logo (change to identification) larger and more visible and that (one of the design concepts include) the "stamp concept" discussed.

The Commission requested staff to:

1. move the wording heritage marker together;
2. change the font on one of the new design versions;
3. provide figures regarding cost;
4. create a "stamped version" as one of the design options (in partnership with heritage services); and
5. provide the Commission with three designs for review.

6:16 p.m. - Councillor Steele left the meeting  
 6:17 p.m. - Commissioner Farrand assumed the Chair

It was  
 Moved by Commissioner Tannen  
 Seconded by Commissioner Hol  
 That the Surrey Heritage Advisory  
 Commission requests that staff take the concerns noted during today's  
 meeting relative to text layout and placement, font, colour options, and  
 overall design into consideration and return to the Commission with three  
 alternative designs.

Carried

## C. OUTSTANDING BUSINESS

## D. NEW BUSINESS

### 1. PLANNING & DEVELOPMENT

- (a) **Brooksdale Estate (19353 – 16 Avenue) Subdivision and Heritage Revitalization Agreement (HRA) Application**  
 File: 7912-0080-00; 68001

The following comments were made:

- Staff noted that the HRA for Brooksdale Estate includes three (3) registered heritage buildings. The conservation provisions within the HRA apply to a 2.5 acre portion of the site which includes the three buildings.
- Staff explained that with respect to financial assistance, Legal Services has advised that under By-law 15099, each of the three heritage buildings on the subject site is eligible for a \$5,000 allotment/year which is reflected in the HRA.
- The Commission suggested this property could be a location for the heritage plaque program if the owners are interested.

The Commission liked the proposed design concept and commended staff and the applicant for the work done in producing the HRA.

It was  
 Moved by Commissioner Hart  
 Seconded by Commissioner Hol  
 That the Surrey Heritage Advisory  
 Commission:

1. Receive the Brooksdale Estate (19353 – 16 Avenue) Subdivision and Heritage Revitalization Agreement (HRA) Application memo as information;
2. Recommend to the General Manager, Planning and Development Department that the HRA for the Brooksdale Estate Caretaker's Cottage, Coach House, and Main House be forwarded to Council for consideration.

Carried

(b) **Memo re: John Horner House (12645 – 14B Avenue) – Application for Financial Assistance**

File: 6800-14

### RECOMMENDATION

It was Moved by Commissioner Hol  
Seconded by Commissioner Tannen  
That the Surrey Heritage Advisory  
Commission recommends that Council:

1. Receive the John Horner House (12645 – 14B Avenue) – Application for Financial Assistance as information;
2. Approve financial assistance in the amount of \$2,100.00 which represents 50% of the value of the works as per the quote provided by Door Express; and
3. Recommend that staff advise the applicant that payment of financial assistance shall only be made following inspection by appropriate City staff to ensure that the works have been undertaken in accordance with the original terms of the application.

Carried

(c) **SHAC Task List**

File: 0540-20 V

It was Moved by Commissioner Hart  
Seconded by Commissioner Thomas  
That the Surrey Heritage Advisory  
Commission (SHAC) Task List as of October 1, 2012 be received as  
information.

Carried

- **Ocean Park Community Hall** – Staff reported that the Community Association has now completed the painting and have installed new gutters and downspouts. As a result, they will be receiving their reimbursement cheque shortly; this item will be removed from the task list.
- **Kennedy Trail Storyboard Request** – Heritage Services met with J. MacDonald and provided him with an update on the status of the overall heritage storyboard redesign/replacement program that will be undertaken city-wide. Staff confirmed the requested changes to the Kennedy Trail information on the City of Surrey Heritage Website can be made immediately; this item has been resolved and will be removed from the task list.
- **HRA Application Ferguson House** – Staff informed the Commission that the Ferguson House has recently been restored on the exterior; however, the owner remains undecided as to whether they wish to enter into an HRA with the City. Staff reported that this application will remain open until such a time that the owner decides whether to proceed or not.
- **Appel House** - Staff provided an update on the Appel House and noted that following the recent fire at the house, the owners have indicated that they will be applying for a demolition permit soon. The house has been in poor condition for some time. Staff recommended the Appel House be removed from Surrey's Community Heritage Register.

## RECOMMENDATION

### **Appel House (4243 - 184 Street)**

File: 6800-07

It was

Moved by Commissioner Hol

Seconded by Commissioner Tannen

That the Surrey Heritage Advisory

Commission recommends that Council authorize the removal of the Appel House (4243 184 Street), which was severely damaged by fire, from Surrey's Community Heritage Register.

Carried

(d) **Daniel Johnson House (13951 Crescent Road) Heritage Revitalization Agreement (HRA) Amendment/Heritage Alteration Permit**

File: 6800-10

- Staff reported that the owners have submitted revised plans for the Daniel Johnson House replica. The new plans include a dormer over the west balcony and matching dormers on the north elevation of the house.
- Staff clarified that the dormer over the west balcony had been shown on a previous iteration of plans; however, at that time, the City Architect suggested it be removed because it overwhelmed the original “Daniel Johnson House.” Previous plans had also shown matching dormers on the north elevation; however, the City Architect had suggested the applicant install a shed dormer on the addition to differentiate between “old” and “new”.
- Staff noted that the revised plans also include transom windows over several doors. Staff clarified that the third floor must have an exit as a fire egress and that a basement cannot be constructed on this property due to it being located in the floodplain.
- The Commission supported the revised plans for the Daniel Johnson House as presented.

It was

Moved by Commissioner Hart  
Seconded by Commissioner Hol  
That the Surrey Heritage Advisory

Commission endorses the proposed changes to the Daniel Johnson House (13951 Crescent Road) Heritage Alteration Permit as presented.

Carried

**4. LEGISLATIVE SERVICES**

**E. ITEMS REFERRED BY COUNCIL**

**F. CORRESPONDENCE**



**G. INFORMATION ITEMS**

1. **Surrey's 20th Anniversary as a City – In this 20th anniversary year, what can SHAC do to highlight the past/present/future of heritage preservation in our rapidly developing city?**

File: Verbal Discussion

The following comments were made:

- Commissioner Tannen requested that all members of the Commission give thought to projects that can be undertaken in 2013 in support of the City's 20th Anniversary.
- Staff suggested that the Commission explore what is happening in other community groups and develop partnerships and noted that the Surrey Archives are gathering elements from the original celebration and are looking at striking a committee in the New Year. Staff suggested that there could be a representative of the Commission on the Committee. Staff reported that the opening of the New City Hall is scheduled for Sept/Oct 2013 and that the City of Surrey's 20th Anniversary Celebration will be aligned to coincide with the opening.

2. **"Natural Heritage" – Discussion paper regarding the "natural" part of the Surrey Heritage Advisory Commissions mandate**

File: 6800-01

It was  
Moved by Commissioner Hart  
Seconded by Commissioner Thomas  
That the "Natural Heritage" – report  
provided by Commissioner Tannen be received as information.  
Carried

The Commission requested that staff review the proposed definition of natural heritage and requested that it remain as inclusive as possible. In response, staff clarified that Part 27 of the *Local Government Act* contains specific language regarding the definition of natural heritage.

**H. TASK/LIAISON GROUPS**

I. FINANCIALS

1. Financial Summary as at September 30, 2012

File: 0540-20V

It was  
  
Commission (SHAC) receive the Financial Summary as at September 30, 2012, as information.

Moved by Commissioner Hart  
Seconded by Commissioner Tannen  
That the Surrey Heritage Advisory

Carried

J. NEXT MEETING

The next meeting of the Surrey Heritage Advisory Commission is scheduled for **Wednesday, November 21, 2012**, in **Executive Boardroom** #1 at 5:00 p.m.

K. ADJOURNMENT

It was  
  
Commission meeting do now adjourn.

Moved by Commissioner Hol  
Seconded by Commissioner Hart  
That the Surrey Heritage Advisory

Carried

The Surrey Heritage Advisory Commission adjourned at 7:25 p.m.

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Jane Sullivan, City Clerk

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Councillor Steele, Chairperson