

Present:Vice-Chair - B. Hol
R. Hart
P. Priddy
L. Tannen**Absent:**Chair - Councillor Steele
S. Thomas**Guests:**

D. Johnson, Surrey Historical Society

Staff Present:E. Schultz, Planning & Development
J. O'Donnell, Parks, Recreation & Culture
K. Tiede, Engineering
N. Aven, Urban Forestry & Environment
T. Mueller, Legislative Services

Before the start of the meeting the Vice-Chair made the following introductions:

1) Commissioner Priddy, 2) L. Saffery, Acting Museum Manager and 3) K. Tiede, Engineering staff liaison replacing M. Petrovic.

A. ELECTIONS

1. Councillor Steele was appointed Chair of the Surrey Heritage Advisory Commission (SHAC) by Mayor and Council.

The Surrey Heritage Advisory Commission was requested to elect a Vice-Chair for the 2014 year.

It was

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

Commission (SHAC) recommends that Commissioner Tannen be elected as Vice-Chair for the 2014 calendar year.

Carried

B. ADOPTION OF MINUTES

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

1. Surrey Heritage Advisory Commission Minutes - November 27, 2013.

It was

Moved by Commissioner Tannen
Seconded by Commissioner Hart
That the minutes of the November 27, 2013

Surrey Heritage Advisory Commission (SHAC) meeting be adopted.

Carried

C. DELEGATIONS

D. OUTSTANDING BUSINESS**E. NEW BUSINESS****1. PLANNING & DEVELOPMENT**

- (a) **"Heritage Matters" in Surrey** – Updated brochures
File: 6800-01

The following comments were made:

- Staff made minor changes to update the language.
- The Commission asked about the interchangeability of the wording Heritage Register and Community Heritage Register. In response staff noted the language will be made consistent throughout the brochures.

The Commission thanked staff for producing and updating the brochure and noted the design layout and colour scheme worked well.

It was
Commission (SHAC) receive the "Heritage Matters" in Surrey report as information.

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

Carried

- (b) **Ocean Park Community Hall (1577 128 Street) Proposed Sign Replacement and Application for Financial Assistance**
File: 6800-14

The following comments were made:

- The HRA for the Ocean Park Community Hall was approved in 2011.
- Staff worked with the City Architect to come up with the design that would not only meet the heritage requirements but also address the request of the Applicant to have a high degree of visibility for their signage.
- Staff noted that the revised design scheme is constructed of aluminum and is partially backlit with opaque acrylic lettering. The “changeable letter” portion of the sign will be front lit with LED and will have a protective locked casing overtop.

The Commission expressed concern regarding the following:

1. Proposed dimensions of the changeable letters – The mock up notes 7 inch lettering and the quote notes 4 inch lettering. The mock up and quote are inconsistent.
2. Only one quote is provided, it would be to the Applicant's advantage to comply with SHAC requirements and get more quotes. Quotes obtained need to be based on the same design elements i.e., painted aluminum is weather resistant and similar dimensions.
3. The Commission acknowledged that there needs to be a way to lock the letters to avoid vandalism but questioned the use and placement of the proposed padlock. They recommended a key lock instead.

Staff clarified that the sign before the Commission for review meets the requirements of the HRA and noted that the Applicant may choose not to seek funding from the Commission. Staff stressed that the Applicant does have the option to implement their own design, apply for a permit and install the signage that they have proposed.

The Commission requested staff to go back to the Applicant and share the comments from the January 29, 2014 SHAC meeting and advise that the Commission recommends that the Applicant revisit the design and provide two more quotes for SHAC review and final approval.

(c) **SHAC Task List**

File: 0540-20V

The following comments were made:

The Vice-Chair asked staff to provide an overview for the benefit of new members to the Commission.

- **Bulman's Garage (8745 & 8761 Harvie Road)** - The Heritage Revitalization Agreement (HRA) will likely be proceeding to Council Feb/Mar. Staff asked the Developer to submit a letter from an Engineer advising that the building can be safely moved and that was confirmed.
- **2014 City Awards Program** - Categories for awards were approved and the CoS website will be updated to include the Heritage in the City Award. The event will take place in October 2014, with the ceremony to be held in New City Hall Atrium.
- **Old Anniedale School (9744 - 176 Street)** - SHAC has already endorsed the Temporary Use Permit (TUP) application. The HRA is a condition of final approval. When the application went to Public Hearing on January 13, 2014, there was a considerable amount of feedback received; Council referred the matter back to staff, the

Applicant has yet to resubmit a revised proposal based on the feedback received.

- **Welsh House (HRA)** - This item will be removed from the task list.
- **The Heritage Plaque Program** - Staff noted that they are waiting on a response from the Marketing Department with a revised design.
- **Brooksdale Estate Coach House (19353 - 16 Avenue)** - Applicants have applied for funding for roof maintenance and window replacement and repair. Staff noted the Applicant was also seeking heritage legacy funding and that staff wrote letter of support in that regard. The Applicant has 1-year to complete the work; the ball is in their court at this point.
- **Heritage Storyboard 2013 Redesign** - J. O'Donnell received layout proofs for 3 storyboards and they are into fabrication now. The next step will be to schedule installation. In terms of research for additional storyboards, J. O'Donnell clarified that although funding has been allocated for the research component of 5 storyboards, the intent is that one or two storyboards will get researched each year (not all 5 at one time).
- **Loyal Orange Lodge** - The building is on cemetery land which is an interim solution. Parks staff purchased fencing to ensure the site remains secure, at present, there are not imminent plans for this structure.
- **Gerow Barn (9641 - 176 Street)** - The structure is located in Tynehead Regional Park. Metro Vancouver has applied for a building permit for the removal of unsympathetic additions to the barn, the stabilization of the original barn, and the installation of wire mesh so people can see into the building. Metro has applied and received Heritage Legacy funding in support of this project.
- **Workplan Priorities - 2012/2013** - Staff noted that every two years staff prepares a memo advising SHAC of the priorities for the next two years. One of the outstanding items from 2013 is incorporating additional photos (including historic photos) into the heritage register section of the City's website. There are still some questions on how to integrate heritage photos with the listings, this project is ongoing.
- **Review of the Heritage Inventory** - Staff indicated that a review of the heritage inventory would involve examining the properties on the list and making recommendations about whether they should be moved onto the heritage register. Staff noted that the evaluation of properties on the heritage inventory would necessitate the hiring of heritage consultant.

The Commission asked staff to provide a synopsis of the heritage inventory list at an upcoming meeting including how many items are

on the inventory along with a note beside the ones where the owners have opposed being added to the heritage register.

- **Surrey Heritage Foundation** - Staff noted that this item has been put on the backburner for the time being. . The recently established Surrey Heritage Society has a similar mandate to the City's proposed heritage foundation. To avoid competition for limited resources, the Commission previously recommended that the proposed heritage foundation be put on hold. The Commission requested that this item be removed from the task list.

The Commission suggested that outreach should be done for other like-minded heritage organizations as delegations and to maintain relationships and get feedback over the next few months. It was discussed that the invitation could be scripted to ensure everyone is presenting in a similar fashion and that the purpose of the meeting would need to be clear in the invitation as to what the Commission would like to see from the delegations.

The Commission will email the Heritage Planner suggestions for the invitation letter along with presentation guidelines.

- **Galbraith Residence (13756 - 112 Avenue)** - Staff noted that at one time there was a recommendation from the SHAC that the property was worth adding to the register and for staff to work with the owner and prepare an HRA. There is currently no application on this property.
- **Ferguson House (14048 - 113A Avenue)** - The owner is unsure whether they want to proceed with an HRA. Staff noted the file will remain open until the owner decides whether they would like to proceed.
- **Green Timbers - Statement of Significance for HWY** - The SHAC requested that this item be removed from the task list.

2. PARKS AND RECREATION

(a) Heritage Tree Inspections Updates File: N/A - Verbal Report

The following comments were made:

- Annual inspection is conducted around June. Heritage Trees are inspected for dangerous, dead, disease and look to rectify problems.
- 2013 inspection there were three notable ones, all three are at the Pillath House (11113 - 148 Street). Two are stumps and one dead tree slated for removal as follows: 1) English Hawthorn stump, 2) Flowering Plumb stump, and 3) dead English Hawthorn tree.

- The Heritage Planner noted that there may not be a conservation plan in place for this property; however, it is a designation heritage property and is listed on the Canadian Register of Historic Places because of its association with the early development of Port Mann.

The Commission suggested that the removed stumps and trees from the Pillath House property be replaced with whatever is deemed appropriate for the site.

It was Moved by Commissioner Tannen
Seconded by Commissioner Hart
That the Surrey Heritage Advisory
Commission (SHAC) recommends that staff investigate whether there is a
conservation plan in place for the Pillath House and report back.
Carried

3. ENGINEERING

- (a) **Status of the King George Boulevard Right-of-Way between 130 Street and 132 Street**
File: 6800-10

The following comments were made:

- Staff noted that the report is in response to a request made at the Nov. SHAC meeting regarding the status of this portion of ROW.
- The Commission wondered if the area could be designated as park or if the City could keep one of the two pieces as park. Staff, in response noted that it sounds as if the Commission is leaning toward Option 1 rather than 2 and that it might be worthwhile to establish whether it has heritage value now.

The Commission requested staff to request a quote from D. Luxton regarding the potential heritage importance of King George Boulevard Right-of-Way between 130 Street and 132 Street.

It was Moved by Commissioner Priddy
Seconded by Commissioner Tannen
That the Surrey Heritage Advisory
Commission (SHAC) fund the retention of a consultant to review the
heritage importance of the site and make recommendations on the
appropriate heritage recognition of the lands.
Carried

(b) **Heritage Road Markers – Policy for Street Naming and Signing**
File: 6800-01

The following comments were made:

- Staff noted that there have been a number of requests in the past six months for commemorative and other similar road signage. As a result, Engineering and Planning and Development staff will be developing a policy for all street name-related signage for the entire City and not just heritage.
- Once the new policy is fully developed the next step would be design issues. Staff noted that the issue is actively being reviewed and will be meeting with emergency services.

It was Moved by Commissioner Hart
Seconded by Commissioner Tannen
That the Surrey Heritage Advisory
Commission (SHAC) receive the Heritage Road Markers – Policy for Street
Naming and Signing report as information.
Carried

F. ITEMS REFERRED BY COUNCIL

G. CORRESPONDENCE

H. INFORMATION ITEMS

I. OTHER BUSINESS

1. Committee Terms of Reference

File: By-law No. 13282

- Members of the Commission noted that attaining a quorum has been a challenge for SHAC meetings. It was discussed that the Terms of Reference for the Commission "Surrey Heritage Advisory Commission Establishment By-law, 1997, No. 13282" be amended to include one additional member.
- Staff advised that any change to the Terms of Reference would have to be done in the form of a Committee recommendation to Council.

The Commission requested this item be placed as a discussion item at the next meeting.

2. Commission Terms Expiring 2014

File: Verbal Update

- It was noted at the end of this year the terms of three long standing Commissioners will expire.

Members of the Commission will bring this matter to the attention of the Chair as well as members of Mayor and Council.

J. FINANCIALS**1. Financial Summary as at December 31, 2013**

File: 0540-20V

It was

Moved by Commissioner Tannen

Seconded by Commissioner Hart

That the Surrey Heritage Advisory

Commission (SHAC) recommends the Financial Summary as of December 31, 2013 be received as information.

Carried**K. NEXT MEETING**

The next meeting of the Surrey Heritage Advisory Commission (SHAC) is scheduled for Wednesday, February 26, 2014, at 5:00 pm, at 2E-B, New City Hall (13450 - 104 Avenue).

L. ADJOURNMENT

It was

Moved by Commissioner Priddy

Seconded by Commissioner Hart

That the Surrey Heritage Advisory

Commission meeting do now adjourn.

Carried

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

Jane Sullivan, City Clerk

Vice-Chair, Bert Hol
Surrey Heritage Advisory Commission