
Present:

Chair - Councillor Steele
R. Hart
B. Hol
P. Priddy
S. Thomas

Regrets:

Vice Chair – L. Tannen

Staff Present:

E. Schultz, Planning & Development
J. O'Donnell, Parks, Recreation & Culture
K. Tiede, Transportation Planning
C. Bejtovic, Legislative Services

Youth Representatives:

P. Sooch
K. Tecson

Agenda was varied

A. ADOPTION OF MINUTES

1. Surrey Heritage Advisory Commission Minutes - July 23, 2014

It was Moved by Commissioner Priddy
Seconded by Commissioner Thomas
That the minutes of the Surrey Heritage
Advisory Commission of July 23, 2014, be adopted.
Carried

B. DELEGATIONS

1. Neal Aven, Urban Forestry and Environmental Programs Manager

File: 6800-05

In attendance as a delegation before the Commission to provide an overview of the draft Shade Tree Management Plan.

The following comments were made:

- The City of Surrey recognizes the economic and social value of shade trees on the environment. Numerous City by-laws, policies, plans and guidelines reinforce the importance of shade trees.
 - The Parks Recreation and Culture Strategic Plan identified a need to review and improve tree planting and maintenance programs to ensure the long term sustainability of the City's shade trees, and recommended a Shade Tree Plan be completed.
 - The City has instituted a substantial and well developed Shade Tree Management Program for the planting and maintenance of street, park, and civic property shade trees. It currently has an inventory of more than 75,000 street shade trees and 20,000 park and civic property shade trees. Presently, approximately 5,000 new shade trees are planted annually.
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- The urban environment presents many challenges to developing and maintaining shade trees, including pests and diseases, windstorms and snow events. Integrated pest management programs and detailed storm response plans are important components of shade tree management. Shade trees directly buffer temperature extremes, reduce pollution associated with higher temperatures, and have a positive influence on storm water management.
- Comprehensive maintenance programs are required. Watering programs, pruning programs and root management programs are all required to ensure that the trees are protected during summers, that they develop sound structure, and conflicts with infrastructure are minimized and mitigated.
- Specific goals of the Shade Tree Plan are to:
 - Protect, enhance, and increase the number of the City's shade trees;
 - Manage the City's shade trees to achieve conservation goals defined in the Sustainability Charter, Climate Adaptation Strategy, and Biodiversity Conservation Strategy;
 - Develop and maintain strong community engagement, stewardship, and education programs that encourage support for the City's shade trees;
 - Carry out best management practices for shade tree health and risk management in the interest of public safety and public health benefits.

In response to a question from the Commission, staff noted that there is a donation program in place for trees as well as benches. The Parks Department is conscious of calling them donation trees rather than memorial trees, ensuring the wording on the plaque is positive and upbeat.

Staff noted that criteria for pruning must adhere to the Engineering Department requirement for safe passage on roadways. Some trees will eventually have an arch over the road once they've been there for a while. Heritage trees receive a higher service level of attention, unlike standard park trees. Some trees are on a road allowance and the City would like to protect those trees.

C. OUTSTANDING BUSINESS

D. NEW BUSINESS**1. PLANNING & DEVELOPMENT****(a) Clova Theatre (5732 176 Street) Heritage Revitalization Agreement (HRA) Application Submitted**

File: N/A - Verbal Update

Cross Ridge Church has submitted an application for a Heritage Revitalization Agreement (HRA) for the Clova Theatre on Main Street in Cloverdale. Staff have reviewed a draft of the conservation plan and will prepare a draft HRA for the Commission's review in October.

(b) Cobblestone (2854 O'Hara Lane) Future HRA Application

File: N/A - Verbal Update

An HRA application will be submitted shortly for this Crescent Beach property. The applicant would like to return the porch to its original design and keep the shed roof addition; they have also proposed a small addition in the back. Through an HRA, they will be seeking approval of a carriage house.

(c) Ocean Park Community Hall (1577 128 Street) Application for Financial Assistance for Roof Replacement

File: 6800-14

The roof is leaking on the Ocean Park Community Hall and there is some urgency to this application. Two quotes for repairs have been submitted; Godard Roofing is the applicant's preferred quote. The applicant will pay half the repair cost and is requesting financial assistance for the other half in the amount of approximately \$10,000.

RECOMMENDATION

It was

Moved by Commissioner Hol
Seconded by Commissioner Priddy
That:

1. The Surrey Heritage Advisory Commission recommend that Council approve financial assistance in the amount of \$10, 233.50, which represents 50% of the value of the works as per the quote provided by Godard Roof; and
2. That the Surrey Heritage Advisory Commission recommend that staff advise the applicant that financial assistance shall only be provided following inspection by appropriate City staff to ensure that the works have been undertaken in accordance with the original terms of the application.

Carried

(d) **SHAC Task List**

File: 0540-20V

The Task List was reviewed.

(e) **Daniel Johnson House (13951 Crescent Road) Request for Relocation of Secondary Dwelling Unit**

They are asking to take square footage meant to be living quarters above the garage (623 square feet) and reallocate it to the pool house, which would create a rancher style home on the property in addition to the principal residence. This proposal would result in a second dwelling that is 1,283 square feet in size.

Staff suggested that an appropriate alternative would be to allow the living quarters (623 square feet) to be relocated from the garage to the pool house where they would be collocated with the pool equipment room and change room. This would result in a space that was approximately 800 square feet in size. The Commission indicated that the proposal made by staff is a good compromise. Staff assured the Commission that the Daniel Johnson House replica would remain protected.

It was Moved by Commissioner Hart
Seconded by Commissioner Thomas
That the Surrey Heritage Advisory

Commission:

1. Support the reallocation of the 623 square sq. ft. of living space from the "coach house" to the "pool house", provided the total square footage of the pool house/second dwelling not exceed 800 sq. ft. (approximately 623 sq. ft. dwelling plus approximately 135 sq. ft. pool equipment room/change room); and
2. Recommend that the owner of the Daniel Johnson House submit an application for a Heritage Revitalization Agreement Amendment and Heritage Alteration Permit along with revised plans for the Commission's consideration.

Carried

3. **ENGINEERING**

(a) **Surrey Heritage Road Markers Policy**

File: 6800-01

In the early 1980s the Heritage Road Marker Program was developed to recognize the historic name of select roads. Since then many signs have been replaced and redesigned, but there has been no formal policy to guide installation. Subsequently a sub-committee of the Commission was formed to guide the development of a policy for the installation of Heritage Road Markers.

The purpose of the policy is to promote better understanding of Surrey's heritage. All requests for signs would be submitted to the Commission for review, subsequent to endorsement by the Engineering Department. Ongoing maintenance would be conducted by the Engineering Department.

The Commission suggested that the policy include authenticity of the name that is requested on the signage. Verification by the City Archivist could be obtained to ensure authenticity.

Heritage Markers on Roads for Geographic Features Policy

Proposed policies were endorsed by the Transportation Infrastructure Committee. The next step would be endorsement by the Commission at which time the policies will go to Council for approval.

Discussion was held around design principles, colours preferred, shape of signage, and whether or not to include the City's logo. The comment was made that the current City logo is too modern for a heritage sign.

The Commission requests that staff bring forward designs for mid-block and intersection Heritage Road Markers for the Commission's review.

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

1. Endorse the proposed Surrey Heritage Road Markers Policy; and
2. Endorse the proposed Heritage Markers on Roads for Geographic Features Policy.

Carried

(b) Surrey Street Naming Policy

File: 6800-01

Engineering and Planning and Development staff has developed a proposed Surrey Street Naming Policy. The proposed policy maintains Surrey's current system of numbered avenues and streets for grid-aligned roads; however, it also provides criteria for choosing names for roads where it is not possible to reasonably apply a number.

A District Sign Policy has been drafted but will not be proposed for adoption until several projects have been completed in order to help determine the requisite criteria.

It was
Commission receive this report for information.
Moved by Commissioner Priddy
Seconded by Commissioner Thomas
That the Surrey Heritage Advisory
Carried

4. LEGISLATIVE SERVICES

- (a) **Housekeeping Amendments to "Surrey Heritage Advisory Commission Establishment By-law, 1997, No. 13282" (SHAC By-law)**
File: 3900-20-13282

As a result of a request by the Surrey Heritage Advisory Commission to amend the SHAC By-law to permit an addition to the number of terms that a Commissioner/Member can serve, a full housekeeping review was conducted and a number of changes have been recommended.

RECOMMENDATION

It was
Moved by Commissioner Hart
Seconded by Commissioner Thomas
That the Surrey Heritage Advisory
Commission recommends that Council consider the housekeeping
amendments to the "Surrey Heritage Advisory Commission Establishment
By-law, 1997, No. 13282" and authorize the City Clerk to bring forward an
amending bylaw for the appropriate readings.
Carried

E. ITEMS REFERRED BY COUNCIL**F. CORRESPONDENCE****G. INFORMATION ITEMS**

1. **Kensington Prairie Centennial Celebration - Invitation**
File: 0320-20

The Kensington Prairie Centennial Celebration is being held on Saturday, September 20 from 11:00 a.m. to 3:00 p.m. The ceremony will be at 11:30 a.m. with Councillor Steele speaking on behalf of the Commission.

H. OTHER BUSINESS

1. **Heritage Services Community Advisory Board**
File: N/A - Verbal Update

Commissioner Hol provided an update from the Heritage Services Community Advisory Board meeting held on September 16, 2014, and the following comments were made:

- Policy revisions were discussed including the allowance for contemporary acquisitions.

- The Board reviewed and approved the draft Museum Program Plan for 2015.
- The draft Museum Exhibition Plan for 2016 was reviewed in detail and some changes were made.

It was
Commission receive this report for information.

Moved by Commissioner Priddy
Seconded by Commissioner Hol
That the Surrey Heritage Advisory
Carried

I. FINANCIALS

1. Financial Summary as at August 31, 2014.

File: 0540-20V

It was
Commission receive this report for information.

Moved by Commissioner Hol
Seconded by Commissioner Thomas
That the Surrey Heritage Advisory
Carried

J. NEXT MEETING

The next meeting of the Surrey Heritage Advisory Commission is scheduled for 6:00 p.m. on October 29, 2014 in **2E Community Room B**.

K. ADJOURNMENT

It was
Commission meeting do now adjourn.

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

The Surrey Heritage Advisory Commission adjourned at 7:30 p.m.

Jane Sullivan, City Clerk

Chairperson, Councillor Steele