

Present:

Councillor Annis, Chair
F. Lou
M. Gibbs
B. Hol
P. Priddy
L. Tannen

Absent:**Staff Present:**

R. Gallagher, Heritage Facilities and Administration Manager
D. Zuk, Heritage Planner
L. Blake, Administrative Assistant

A. ADOPTIONS**1. Adoption of the Agenda**

It was Moved by Commissioner Tannen
Seconded by Commissioner Priddy
That the agenda of the Surrey Heritage
Advisory Commission meeting held on January 28, 2020 be amended by adding
Item D.1(g) Wixalbrown House (13667 Grosvenor Road) Verbal Update and that
the agenda be adopted as amended.

Carried

2. Minutes – January 28, 2020

It was Moved by Commissioner Hol
Seconded by Commissioner Gibbs
That the minutes of the Surrey Heritage
Advisory Commission meeting held on January 28, 2020 be adopted.

Carried

B. DELEGATIONS**1. Pinda Sahota, CPA, CGA, Accountant, City of Surrey**

Pinda Sahota, dedicated Surrey Heritage Advisory Commission City Accountant, provided a PowerPoint presentation regarding the Surrey Heritage Advisory Commission (SHAC) financials and highlighted the following information:

- The SHAC annual operating budget is \$23,000 and any funds that are not utilized by the year's end are transferred to the Heritage Unrestricted Reserves for Future Expenditures.
- The following accounts were explained as follows:
 - **Restricted Funds** - Comprised of donations provided by donors who specify how the funds are to be used. Restricted funds cannot be used for any other manner unless approved by Council.

- **Unrestricted Funds** - Comprised of "carry forwards" and would be used to address any projects approved by the Commission and endorsed by Council Resolution. An example of the use of such funds would be to undertake heritage assessments for desired locations or to erect storyboards.
- **Reserve for Heritage Site Improvements** - Each eligible heritage property owner can apply for \$5,000 per year to undertake heritage preservation projects approved by the Commission. Through the plan, homeowners have a provision where they can carry forward their yearly allotted \$5,000 for a maximum of three years (\$15,000), in order to address larger projects. Funding is received once the project is completed and payment should be provided to the applicant within one year. There are currently 39 properties eligible to receive site improvement funding.

C. OUTSTANDING BUSINESS

D. NEW BUSINESS

1. PLANNING & DEVELOPMENT

The agenda was varied to address Item D.1(g) first.

(g) **Wixalbrown House (13667 Grosvenor Road)** **Verbal Update**

Daren Zuk, Heritage Planner, advised that the property owner of the Wixalbrown House located at 13667 Grosvenor Road has requested that the property not be added to the Heritage Register, suggesting that it has negatively impacted the property value. Heritage staff have a meeting scheduled for February 13, 2020 to explain the background and rationale for adding the property to the Register, as well as potential options.

In response to questions and comments from the Commission, Mr. Zuk provided the following information:

- While a detailed study regarding the home's architectural value has not been completed, the City Architect has suggested that the property appears unique and staff are not aware of a similar example in City Centre.
- Staff have been discussing retention options for the house with the developer from August through to November 2019.

The Commission requested that staff continue to work with the developer to retain the house. It was noted that a property being added to the Heritage Register does not impact its property value and there are

potential buyers who specifically seek heritage homes such as this for their heritage value and character.

It was Moved by Commissioner Hol
Seconded by Commissioner Priddy
That the Surrey Heritage Advisory
Commission recommend that staff provide a memo from the General
Manager of Planning and Development to Council prior to the
February 24, 2020 Regular Council – Public Hearing regarding the
Wixalbrown House located at 13667 Grosvenor Road meeting outlining the
following:

- Full background and history of the property;
- Staff's history of working with applicant;
- The two assessments submitted by the applicant;
- Staff's rationale for adding the property to the Heritage Register;
and
- A summary of staff's meeting with the property owner scheduled
for February 13, 2020.

Carried

Councillor Annis exited the meeting at 5:33 p.m. and Commissioner Tannen assumed the role of the Chair.

(a) **Strawberry Hill Hall (12152 – 75A Avenue)**
Development Permit
File: 6800-01

Daren Zuk, Heritage Planner, summarized the report dated February 5, 2020 regarding a Development Permit that has been submitted for Strawberry Hill Hall located at 12152 75A Avenue. The following information was highlighted:

- Strawberry Hill Hall is a City-owned property that is proposed to be reutilized as a small community centre and parks programming space. The Hall is proposed to be relocated a couple of metres to the south to help the site plan and allow for a road dedication.
- Strawberry Hill was previously a major farming area for Japanese-Canadians, who would grow strawberries in between old growth tree stumps. This history would be reflected in the landscaping.
- The property is currently on the Heritage Register. The City is not moving forward with a Heritage Revitalization Agreement (HRA) at this point.

The Commission expressed support for the proposal, noting that it will be an asset for the local community.

It was Moved by Commissioner Hol
 Seconded by Commissioner Gibbs
 That the Heritage Advisory Commission
 receive the report dated February 5, 2020 for information.
Carried

(b) **Christ the Redeemer Anglican Church**
Application for Financial Assistance for Interior Electrical Upgrades
 File: 6800-01

Daren Zuk, Heritage Planner, summarized the report dated February 5, 2020 regarding an application for financial assistance for interior electrical upgrades that has been submitted for Christ the Redeemer Anglican Church located at 16631 Old McLellan Road. Mr. Zuk noted that the financial assistance is for 30% of the project as the applicant currently has an outstanding grant for exterior painting that is pending better weather conditions. Financial assistance is provided upon completion of a project.

COMMISSION RECOMMENDATION

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

1. Receive the report dated February 5, 2020 as information;
2. Recommend that Council approve financial assistance in the amount of **\$8,725.00** which represents 30% of the value of the electrical upgrade works as per the quote provided by **Coastal Electrical Systems**; 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 were undertaken in accordance with the original terms of the application.

Carried

(c) **House at 3056 – 184 Street**
Request of Removal from Heritage Inventory
 File: 6800-01

Daren Zuk, Heritage Planner, summarized the report dated February 5, 2020 regarding a request of removal from the Heritage Inventory that has been received for a house located at 3056 184 Street. The following information was highlighted:

- The property was added to the Heritage Inventory in May 2008 at the property owner's suggestion. Staff researched the property but did not locate any information regarding the property in the City's

Archives. The Commission passed a resolution to retain the house on the Inventory and conduct research at a later date.

- In Fall 2018, a development application was submitted and as part of the application review process, staff conducted additional historical research on the property, finding no heritage information available.
- The City Architect has deemed the property to have low heritage architectural value due to significant alterations.

In response to questions from the Commission, Mr. Zuk provided the following information:

- The documentation of the site would not be too time-intensive for staff and would likely consist of a few photos obtained during a site visit.
- The new proposed building would be located within the stream setback requirements.

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

1. Receive the report dated February 5, 2020 as information; and
2. Proceed with Option 2: Document and Remove from Heritage Inventory.

Carried

(d) Heritage Standards & Maintenance By-law

File: N/A (Verbal Report)

Daren Zuk, Heritage Planner, provided the following update regarding the Heritage Standards and Maintenance Bylaw:

- Heritage staff met with Bylaws staff in January 2020 to discuss property monitoring procedures. It was determined that Heritage staff would be responsible for conducting site visits to monitor the condition of the 41 heritage properties with a Heritage Revitalization Agreement (HRA), Heritage Designation or Heritage Covenant and coordinate enforcement with Bylaws, as required.
- Site visits will be conducted annually by Heritage staff in the Spring/Summer and consist of photographic documentation of the properties to track their condition.
- If a property is in unacceptable condition, staff will document the condition of the house and move forward with an enforcement letter stipulating the items of work that must be completed by a

specified time. If the property owner does not complete the work, the City may pursue legal options, or perform the work on the property owner's behalf and charge the associated costs back to the owner.

The Commission expressed support for the proposed monitoring procedures, noting the importance of maintenance with respect to heritage properties. The Commission directed staff to add the Heritage Standards and Maintenance Bylaw monitoring procedures to the Task List.

It was Moved by Commissioner Hol
Seconded by Commissioner Priddy
That the Surrey Heritage Advisory
Commission direct staff to prepare an annual year-end report regarding the
Heritage Standards and Maintenance Bylaw monitoring process.
Carried

(e) **Bulman's Garage Fire**
File: N/A (Verbal Report)

Daren Zuk, Heritage Planner, provided the following update regarding the Bulman's Garage fire:

- Staff have not been advised of the cause of the fire.
- The site has been cleared and all debris removed. The concrete slab of the building remains onsite.
- The property owner will be required to submit a Heritage Alteration Permit (HAP) in order to build a replica of the building. The HAP will be presented to the Commission once it has been submitted.

(f) **SHAC Task List**
File: 0540-20V

Daren Zuk, Heritage Planner, and Ryan Gallagher, Heritage Administration and Facilities Manager, provided the following updates:

Wixalbrown House

The Wixalbrown House located at 13667 Grosvenor Road has been added to the Task List.

Christ Church

The revised Heritage Incentive Grant application for Christ Church regarding interior electrical upgrades has been added to the Task List.

South Asian History Research Project

The South Asian History Research project has been added to the Task List.

Grants and Sponsorships

The Commission requested an update regarding the sponsorship for transportation to low-income schools to heritage facilities.

Heritage Grant Program Review

The Commission requested an update regarding the Heritage Grant Program review.

Recognizing Heritage/Legacy Businesses in Surrey

The Commission requested that recognizing heritage and legacy businesses in Surrey be added to the March 10, 2020 agenda for discussion and that information regarding the City Awards be distributed to the Commission as soon as it is received by staff.

Church of the Ascension Anglican

The applicant has not revised their application to include a Heritage Revitalization Agreement (HRA) at this point.

Lee House

The Lee House has a new owner and staff have been working with the real estate agent for the property to develop a new proposal that includes retention of the Lee House and conformation with City policies in exchange for increased density.

Brynjolfson House

The Commission had directed staff to work with the applicant to obtain additional quotes for the proposed work.

The Commission requested that staff follow-up with the applicant.

Surrey Heritage Group Information Network Meeting

The Commission discussed the purpose of the Surrey Heritage Group Information Network meeting and suggested moving forward with a community engagement concept to receive ongoing feedback to better inform projects and work plans, and to share with community heritage leaders. The community engagement can also help inform the Commission of future projects such as a storyboard on a specific topic. The Commission directed staff to retain the Network Meeting on the Task List.

Mr. Gallagher advised that he would create a brief community engagement plan and share at a later date.

2. **PARKS, RECREATION & CULTURE**
3. **ENGINEERING**
4. **LEGISLATIVE SERVICES**

E. CORRESPONDENCE

F. INFORMATION ITEMS

G. OTHER BUSINESS

1. **Delegation Request
Bruce Downing, City of Langley Resident**

The Commission directed staff to work with Mr. Downing to review the proposal.

2. **Oak Tree at 18717 74 Avenue (Regent Road School)**

Commission Gibbs requested additional information regarding an oak tree located at 18717 74 Avenue, which is the location of the new Regent Road school.

Daren Zuk, Heritage Planner, advised that the oak tree in question is not a "King George Royal Oak", as those trees were planted along King George Highway. A development application has been submitted for the school site and the oak tree is being reviewed as part of the redevelopment process. After the required road dedication for the site, the oak tree will be on a City right-of-way. Staff are currently reviewing options to retain the tree, as it is healthy and in good condition.

H. FINANCIALS

1. **Financial Summary as at January 31, 2020**
File: 0540-20V

It was

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

Commission receive the Financial Summary as of January 31, 2020 for information.

Carried

I. NEXT MEETING

The next meeting of the Surrey Heritage Advisory Commission (SHAC) is scheduled for 5:00 p.m. on **March 10, 2020** in **2E Committee Room A**.

J. ADJOURNMENT

It was

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

Commission meeting do now adjourn.

Carried

The Surrey Heritage Advisory Commission adjourned at 6:44 p.m.

Jennifer Ficocelli, City Clerk

Councillor Annis, Chairperson

**SURREY HERITAGE ADVISORY COMMISSION
RECOMMENDATION INDEX
Wednesday, February 12, 2020**

**Christ the Redeemer Anglican Church
Application for Financial Assistance for Interior Electrical Upgrades**

File: 6800-01

That Council:

1. Receive the report dated February 5, 2020 as information (Appendix I);
2. Approve financial assistance in the amount of **\$8,725.00** which represents 30% of the value of the electrical upgrade works as per the quote provided by **Coastal Electrical Systems**; 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 were undertaken in accordance with the original terms of the application.

INTER-OFFICE MEMO

TO: Chair, Heritage Advisory Commission

FROM: Heritage Planner, Community Planning

DATE: February 5, 2020 **FILE:**

RE: Christ the Redeemer Anglican Church
Application for Financial Assistance for Interior Electrical Upgrades

RECOMMENDATIONS

It is recommended that the Heritage Advisory Commission (HAC):

1. Receive this report as information;
2. Recommend that Council approve financial assistance in the amount of **\$8,725.00** which represents 30% of the value of the electrical upgrade works as per the quote provided by **Coastal Electrical Systems**; 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 were undertaken in accordance with the original terms of the application.

BACKGROUND AND DISCUSSION

Christ the Redeemer Anglican Church (16631 – Old McLellan Road) is listed on Surrey's Community Heritage Register and is protected by Heritage Designation By-law, 1980, No. 6442. The property owner originally submitted an application for financial assistance in June 2019 for interior electrical upgrades, requesting \$1,307.00 for the proposed works. The applicant has since submitted a revised grant application for the proposed electrical works, as the original quote did not include new interior light fixtures. The revised grant is requesting \$8,725, which is the remaining balance available in the reserve fund. A separate application was submitted in May 2019 for exterior painting of the church to the amount of \$6,275, which, added with this revised application totals the available amount of \$15,000 for the 2020 calendar year.

The revised grant application is proposing to repair and upgrade the interior lighting within the nave of the church. Works include replacement of 1950s era lighting fixtures with modern LED ones; motion sensors; and upgrades to wiring. The applicant has advised that the replacement fixtures within the nave would be period appropriate to fit with the character of the church. Prior to installation of the replacement fixtures, the Planner will review the fixtures to ensure they are period appropriate.

The revised application for financial assistance along with three quotations were submitted to the City on November 22, 2019 (Appendix I). The quotations are as follows:

Proposed Electrical Works Quotes:

- | | |
|-------------------------------|-------------|
| 1. Coastal Electrical Systems | \$29,450.00 |
| 2. JT Electric | \$33,900.00 |
| 3. Centre Group | \$42,500.00 |

The applicant has indicated that their preferred supplier for the electrical works is **Coastal Electrical Systems**.

CONCLUSION AND RECOMMENDATIONS

The Christ the Redeemer Anglican Church has submitted a revised application for financial assistance through the Building Preservation Program for interior electrical upgrades. It is recommended that the HAC:

1. Receive this report as information;
2. Recommend that Council approve financial assistance in the amount of **\$8,725** which represents 30% of the value of the electrical upgrade works as per the quote provided by **Coastal Electrical Systems**; 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 were undertaken in accordance with the original terms of the application.



Daren Zuk, Heritage Planner
Community Planning

Appendix I

Revised Application for Financial Assistance (Electrical Works)



BUILDING PRESERVATION PROGRAM

Application for Financial Assistance

This grant program assists with exterior stabilization, maintenance, restoration and relocation of designated heritage buildings and buildings that are subject to heritage revitalization agreements (HRA). There is no limit to the number of applications that may be submitted in any given year. If successful, funding per project is limited to 50% of the eligible project costs, not to exceed eligibility requirements as outlined in By-Law No. 15099, Sections 10 and 10.1.

PLEASE PRINT CLEARLY

Name of Applicant(s): Christ the Redeemer Anglican Church

Mailing Address: 16613 Bell Road

City: Surrey Postal Code: V3S 1H7

Contact Person(s): [REDACTED]

Telephone: [REDACTED] Email: [REDACTED]

Name of Heritage Building: Christ Church

HRA and/or Designation By-law Number: 15099

Date of Commencement: _____

Date of Anticipated Completion: _____

1. This project is for:
- Structural work, seismic upgrading, foundations, perimeter and storm drains, chimneys and masonry work, fascias, gutters and downspouts, roofs
 - Exterior rehabilitation and repairs of the building's historic character (exterior cladding, woodwork and trim, doors and windows, including storm windows)
 - Exterior preparation and painting
 - Reconstruction of missing significant architectural elements
 - Designated interior features
 - Other: update & upgrade electrical in church

2. Provide a clear, brief statement of the purpose of the project.

The original incarnation of this project has been reworked. It did not include the new fixtures. The purpose of the project is the same - to replace and update aged fixtures and their dimmers to current codes.

3. Provide an itemized list of all work to be undertaken by this project.

- Install chosen lighting and controls
- Supply and install digital timer for auto shut-off
- Install and set up a dimming system
- Electrical permit, final inspection and seismic review with Letter of Assurance

4. Please attach three quotations to undertake the list of work itemized in #3. Ensure that all quotations are based on identical requirements. Applications that include fewer than three quotations may be considered at the discretion of the Heritage Advisory Commission. Applications for material costs only may be submitted for consideration.

Quotation #1 from: Coastal Electrical Systems Cost: 29,450.

Quotation #2 from: JT Electric Cost: 33,900.

Quotation #3 from: Centres Group Cost: 42,500.

Please indicate your preferred supplier: Coastal Electrical Systems

5. Project Cost Summary		<u>Approved</u>	<u>Pending</u>
Applicant's contribution	\$ <u>\$20,725</u> (<u>70</u> %)	_____	_____
Heritage Legacy Fund of BC	\$ _____ (_____ %)	_____	_____
Request from City of Surrey	\$ <u>\$8,725</u> (<u>30</u> %)	_____	_____
Total Cost of the Project	\$ _____ (_____ %)	_____	_____

The applicant is advised not to begin the project prior to confirmation of funding. **Work already completed or in progress may not qualify for assistance.** Please note that no payment shall be made more than one year after the date of approval of the financial assistance application by Council.

If funds are granted, the City of Surrey reserves the right to inspect the work and to promote the project through photographic documentation and through media announcements.

Authorized Signing Officer

Signature

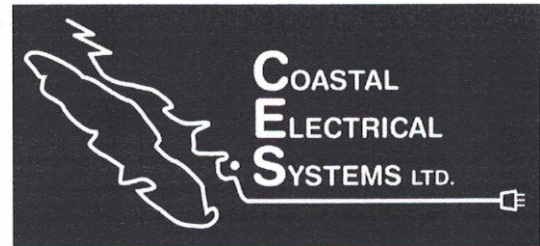
Nov. 22/19
Date

Return to:

Surrey Heritage Advisory Commission
c/o 13450 - 104th Avenue, Surrey, BC V3T 1V8

12536-25A Ave,
Surrey, B.C.
V4A-9V6

Ph: 604-328-4097
Office: 604-542-6278
Fax: 604-542-6287
E-Mail: ces.ltd@telus.net



Quotation

To: KEL Consulting

From: Matt Ekholm

Phone:

Date: November 7th 2019

fax:

Pages: 1

Re: Christ Church

CC:

ATT: [REDACTED]

The following tender price is for the Christ Church project located at 16⁶/₃₁ Old McLellan Road, Surrey BC.

Price includes the following:

- Lighting package
- Lighting/Controls install
- Labour cost

Price does not include:

- Fire alarm
- After hours labour

Base electrical cost

Cost \$29,450.00 plus gst

I trust this is to your satisfaction

Matt Ekholm

CA

From: [REDACTED]
Sent: November 15, 2019 12:59 PM
To: CA
Subject: FW: Jtelectric

From: [REDACTED]
Sent: November 14, 2019 10:55 AM
To: [REDACTED]
Subject: Jtelectric

ATT: [REDACTED]

The following tender price is for the Christ Church project located at ⁶16731 Old McLellan Road, Surrey BC.

Price includes the following:

- Lighting package
- Lighting/Controls install
- Labour cost

Price does not include:

- Fire alarm
- After hours labour

Base electrical cost

Cost \$33,900.00 plus gst

Thanks
Jason Longo
[REDACTED]
JT Electric



Electrical • Communications
1625 Powell St., Vancouver, B.C., Canada, V5L 1H5
T 778-379-0770 E tony.brock@cecgrp.ca W www.cecgrp.ca

Date: Thursday, November 7, 2019

To: **KEL DESIGN AND PROCUREMENT**
Attention: [REDACTED]
Email: [REDACTED]

Re: **Request to Tender - Christ Church at 16⁶31 Old McLellan Road, Surrey**

Dear Jason,

The following is our detailed quote to complete the electrical scope at Christ Church in Surrey.

The scope of work would be as follows:

1. Supply and install specified lighting and controls package.
2. Conceal all wiring as required and provide suspension points for fixtures.
3. Supply and install digital timer beside electrical panel to provide auto-shut off for the lighting cct at designated time.
4. Electrical Permit & Seismic LOA

Electrical Base Price - \$42,500.00

Cash Allowance for painting - \$1,500.00

Exclusions:

1. Cutting, coring or trenching of concrete.
2. Plywood and Fire-stopping or sealing of any penetrations.
3. Trenching & backfill.
4. Security and card access.
5. Utility connection and charges by tenant.
6. GST.

If you have any questions, please do not hesitate to call. Thank you for the opportunity to quote.

Regards,

Tony Brock

Principal