



COMMUNITY HERITAGE COMMISSION

**Wednesday, September 4, 2019, 6:00 p.m.
Committee Room #2, City Hall**

MINUTES

VOTING MEMBERS PRESENT:

- Councillor Jaimie McEvoy - Chair
- Maureen Arvanitidis - Community Member
- Jenelle Davies - Community Member
- John Davies - Vice-Chair, Community Member
- Rosanne Hood - NWHPS Representative
- David Sarraf - Community Member (Arrived at 6:07)

REGRETS:

- Deane Gurney - Community Member
- Troy Hunter - Community Member

STAFF:

- Jacque Killawee - City Clerk
- Rob McCullough - Manager, Museums & Heritage Services
- Britney Quail - Heritage Planner
- Kathleen Stevens - Heritage Planning Analyst
- Heather Corbett - Committee Clerk

The meeting was called to order at 6:04 p.m.

1.0 ADDITIONS TO AGENDA

No additions.

2.0 ADOPTION OF MINUTES

2.1 Adoption of the Minutes of June 12, 2019

MOVED and SECONDED

THAT the minutes of the June 12, 2019 Community Heritage Commission meeting be adopted.

CARRIED.

All members of the Commission present voted in favour of the motion.

3.0 PRESENTATIONS

3.1 Introduction of CNW's New Heritage Planning Analyst: Kathleen Stevens

Britney Quail, Heritage Planner, introduced Kathleen Stevens, the City's new Heritage Planning Analyst, to the Commission.

Ms. Stevens introduced herself and discussed her background and role within the Planning Department.

3.2 Terms of Reference Review

Jacque Killawee, City Clerk, reviewed the terms of reference for the Community Heritage Commission (CHC), noting that the Commission's role and mandate is to discuss the heritage merits of projects that are presented to the Commission, and that wider land use planning issues are not within the Commission's purview.

As an example, Ms. Killawee discussed the CHC's motion in regards to 515 Fourth Street, passed on May 1, 2019, noting that the motion does not reflect the Commission's responsibilities under the terms of reference, as its role in the review process was to give feedback on the heritage merit of the house, and not to pass motions on the land use, or planning process.

In response to questions from the Commission, Ms. Killawee and Britney Quail, Heritage Planner, provided the following information:

- Matters relating to the stratification of a heritage house may be subject to the Commission's review, as there could be building-related impacts (such as the intervention required to update mechanical or fire-related systems); however, an application in regards to the stratification of the land, and whether that would be an appropriate tenure for a single-detached neighbourhood, would be the purview of the Advisory Planning Commission (APC);
- The Commission is within its scope to vote on items based on whether they meet heritage criteria, but not on land use policy issues;
- Land use issues are addressed at public open houses, at APC meetings, and at Public Hearings;
- The subject of stratifying infill buildings or laneway and carriage houses in the Queen's Park Heritage Conservation Area (HCA) specifically would be addressed once Council considers and authorizes staff to develop the final elements of the incentives program for the HCA, although this could also result from a City-wide stratification policy, should that be Council's direction;
- It is possible that a stratification policy would be addressed as part of the City-wide infill housing program update which is expected to be completed in the next few years;

- The 515 Fourth Street project is due to be reviewed by the APC on September 17, 2019, and any members of the public or organizations may attend the meeting to give opinion, or send in written comments; and,
- In each report where the CHC is asked to provide comment, information is included to outline what members are to review and comment on. This can include reviewing the Statement of Significance, or the appropriateness of the heritage conservation work being done, among others.

Commission members noted the following comments in discussion:

- It is difficult to segregate heritage merit from stratification of the land when examined in the context of a property in an HCA, such as Queen’s Park;
- It seems reasonable that the Heritage Commission would be the body to oversee the HCA and provide the environment to discuss any relevant issues about it; and,
- It would be helpful if, going forward, staff could specify in their reports what the Commission is being asked to comment on.

4.0 UNFINISHED BUSINESS

4.1 Correction: 318 Fourth Street – OCP Amendment Application for Removal of Heritage Conservation Area Protection

Britney Quail, Heritage Planner, summarized the staff memorandum dated September 4, 2019, regarding an error in the evaluation of the property at 318 Fourth Street in regards to removing heritage conservation area protection from the house. Ms. Quail noted that no recommendation was required from the Commission.

The Commission reiterated comments made at a previous meeting that a re-evaluation of the heritage assessment scoring may be worthwhile.

4.2 Community Heritage Commission Recommendations to Council

Britney Quail, Heritage Planner, summarized the staff memorandum dated September 4, 2019, regarding the outcomes of previous recommendations made by the Commission to Council.

In response to questions from the Commission, Ms. Quail provided the following information:

- Staff’s response to how each of the CHC’s recommendations would be addressed and integrated into staff work plans are included in the Council report, attached to the memorandum for reference; and,
- In the report to Council, staff proposed that the demolition policy for heritage homes be included when the City’s environmental policies regarding demolition are reviewed.

5.0 NEW BUSINESS

5.1 Queen's Park Heritage Conservation Area - Special Limited Study Phase Two Update

Britney Quail, Heritage Planner, summarized the staff memorandum dated September 4, 2019, regarding the completion of phase two of the Queen's Park Heritage Conservation Area (HCA) special limited study.

In response to questions from the Commission, Ms. Quail provided the following information:

- Final results of the study would be made available towards the end of the year;
- Following completion of the study, owners of properties in the HCA who seek to remove protection from their property would apply to Council directly, similar to the application for 318 Fourth Street, as in Item 4.1; and,
- The evaluation criteria for how a property would be recommended for re-classification is part of the two-year review of the HCA policy; however, the process, application requirements, and review committee are not currently under the purview of that policy review, but could be added at Council's direction.

Commission members noted that it is encouraging that the reviewing architect made comments on whether the houses in the Study could be improved.

6.0 REPORTS AND INFORMATION

6.1 General Inquiries from the Commission

1. Shiloh Church, 1111 Sixth Avenue Heritage Revitalization Agreement Application

In reference to the project at 1111 Sixth Avenue, a Commission member noted that St. James Community Square, in Vancouver, which includes the Mel Lehan Hall, had incorporated interesting measures to encourage community groups to use the interior space, such as moveable pews, and requested that this be passed along to the planners and applicants for 1111 Sixth Avenue.

6.2 Demolition Permit Applications Issued June 3, 2019 to August 29, 2019

ADDRESS	YEAR BUILT	NEIGHBOURHOOD
628 CARNARVON ST	1952	Downtown
220 SECOND ST	1899	Queens Park
424 FOURTH ST	1941	Queens Park
2120 LONDON ST	1952	West End
814 SCOTT ST	1913	Victory Heights
732 NINETEENTH ST	1951	West End
1531 HAMILTON ST	1931	West End
1510 EIGHTH AVE	1912	West End
208 BLACKMAN ST	1953	Glenbrooke North
312 BLACKMAN ST	1955	Glenbrooke North

7.0 CORRESPONDENCE

7.1 New Westminster Historical Society Newsletter (August 2019)

7.2 New Westminster Historical Society Newsletter Special Issue (August 2019)

8.0 NEXT MEETING

8.1 **Next Meeting Date:** Wednesday, October 2, 2019 at City Hall in Committee Room #2 at 6:00pm, or at call of the Chair.

9.0 ADJOURNMENT

ON MOTION, the meeting was adjourned at 7:09 p.m.

Certified correct,

ORIGINAL SIGNED

Councillor Jaimie McEvoy
Chair

ORIGINAL SIGNED

Heather Corbett
Committee Clerk