



## **COMMUNITY HERITAGE COMMISSION**

**June 7, 2017 6:00p.m.  
Committee Room #2**

### **MINUTES**

#### **VOTING MEMBERS PRESENT:**

Councillor Jaimie McEvoy	- Chair
John Davies	- Community Member
Catherine Hutson	- New Westminster Heritage Preservation Society
Wayne Janzen	- Community Member
Laura Moodie	- Community Member
Roger Nottingham	- Community Member
David Sarraf	- Community Member

#### **VOTING MEMBERS REGRETS:**

Lynn Radbourne	- Community Member
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#### **STAFF:**

Rob McCullough	- Manager of Museums and Heritage Services
Britney Quail	- Heritage Planning Analyst
Julie Schueck	- Heritage Planner
Heather Corbett	- Committee Clerk

The meeting was called to order at 6:06 p.m.

**Procedural Note:** The agenda items were discussed in the following order at the meeting:  
5.1, 4.1, 3.1, 6.1

### **1.0 ADDITIONS TO AGENDA**

### **2.0 ADOPTION OF MINUTES**

#### **2.1 Adoption of the Minutes of May 3, 2017**

##### **MOVED and SECONDED**

*THAT the minutes of the May 3, 2017 Community Heritage Commission meeting be amended as follows:*

- *Note in the minutes that John Davies was present for the Gas works discussion.*

**CARRIED**

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

## 3.0 PRESENTATIONS

### 3.1 Orientation Workshop #3

**Procedural Note:** This item was discussed after item 4.1

Britney Quail, Heritage Planning Analyst, provided a PowerPoint presentation, covering the third and final orientation presentation, regarding Standards & Guidelines for the Conservation of Historic Places in Canada, Character Defining Elements and Statements of Significance.

Ms. Quail led discussion and highlighted information relevant to the Commission in regards to:

- The definition and examples of heritage, referring the Commission to a Heritage Terms Glossary provided On-Table;
- Heritage conservation jurisdictions;
- Heritage tools, such as protection areas, recognition types and interpretive methods, stressing that designation is the strongest and highest level of protection;
- The Community Heritage Commission's role, which includes:
  - Reviewing applications in context of policy;
  - Commenting and providing City staff with direction; and,
  - Making recommendations through democratic consensus;
- Tools for evaluating Heritage and Character defining elements, including:
  - Standards & Guidelines for the Conservation of Historic Places in Canada; and,
  - Statements of Significance (SOS) and who is qualified to write a SOS.

A suggestion was made to provide the comprehensive orientation information (all three sections) to new Commission members at recruitment time, so that they might have some background information when beginning their involvement with the Commission.

## 4.0 UNFINISHED BUSINESS

### 4.1 BC Pen Cemetery Task Force Update

**Procedural Note:** This item was discussed after item 5.1

Rob McCullough, Manager of Museums and Heritage Services, reported the following information in relation to the BC Pen Cemetery:

- Grading has been completed at the site and grass has been laid;

- The gravestones will be re-situated in approximately three weeks by the same company as the one that geo-located them;
- A City of New Westminster sign has been posted at the site to indicate:
  - The location of the BC Pen cemetery;
  - The dates that the cemetery was active;
  - More information about the site can be referred to Museum and Archives; and,
- A more comprehensive plaque will be arranged at a later time.

Councillor McEvoy further advised that a mini tour could be arranged for the Commission, and that a heritage planner will soon be added to the task force. Public consultation will be discussed and taken to Council for approval of signage and interpretation of the site.

## 5.0 NEW BUSINESS

### 5.1 326 Arbutus Street – Heritage Alteration Permit for New Construction in Queen’s Park

**Procedural Note:** This item was discussed at the start of the meeting.

Julie Schueck, Heritage Planner, summarized the report dated June 7, 2017, regarding a Heritage Alteration Permit application that has been received for a new house at 326 Arbutus Street in the Queen’s Park neighbourhood.

Randy Bens, Architect, made a presentation to the Commission, giving an overview of the architectural characteristics and materials planned for the new residence, and how it will fit in with the street character.

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

- The iteration of the design being considered by the CHC includes the following revisions since it was reviewed by the Queen’s Park Control Period’s Technical Review Panel:
  - The addition of the window beside the door;
  - The addition of a window to the front façade;
  - The posts in the carport have been changed from steel to wood; and,
  - The addition of the low planter wall and bench at the front of the house;
- The charred finish of the material used on the house will need re-sealing over time, however the climate is similar to the Japanese climate, where the material is often used;

- The square footage of the house will be 1920 sq. ft.;
- The rear of the house is open to the back and the design language is similar to the front;
- Just one off-street parking space (in the carport) will be built;
- The house is respectful of the streetscape in that it is underbuilt, and is to scale in terms of the size of the neighbouring properties;
- The house will have radiant heating, with vents on the side of the house;
- The house will not have solar panels, despite its aspect to the South;
- The proposed green roof will have lightweight plants, and will sit on a waterproofing membrane; and,
- There is room for landscaping in the design of the property, and considering the property owner is a landscape architect, it is likely that landscaping will be well thought out.

In response to a question from the Commission, Ms. Britney Quail, Heritage Planning Analyst, provided the following information:

- There are no requirements for style in the new design guidelines proposed as part of the Queen's Park Heritage Conservation Area, but rather they focus on continuity with the streetscape via materials and massing. Therefore, the design guidelines don't preclude applications such as the post-modern style as seen in the proposed project.

Upon further discussion, the Commission noted the following comments:

- The proposed house is respectful to neighbouring properties, in terms of architectural style;
- Appreciation was given for building under the maximum FSR available;
- The design of the upper floor window, the outside bench and use of wood are to be applauded; and,
- The plants on the green roof could be selected with consideration given to encouraging bees.

**MOVED and SECONDED**

*THAT the Community Heritage Commission recommend that City Council support the Heritage Alteration Permit for the new house at 326 Arbutus Street*

**CARRIED**

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

## **6.0 REPORTS AND INFORMATION**

### **6.1 Queen's Park Heritage Conservation Area Process Update**

Ms. Britney Quail, Heritage Planning Analyst, updated the Commission on the Queen's Park Heritage Conservation Area process, noting that Council had granted first and second readings of the Bylaws required to designate the heritage protection area. She further advised that three weeks' notice had been given and paper notices had gone out to the neighbourhood. The Public Hearing is scheduled for Tuesday, June 13<sup>th</sup>, 2017, at 6pm.

### **6.2 Demolition Permit Applications Received as of April 24, 2017**

<b>ADDRESS</b>	<b>YEAR BUILT</b>	<b>NEIGHBOUHOOD</b>
318 Boyne Street	1926	Queensborough
317 Strand Avenue - detached garage only	unknown	Sapperton
414 Seventh Avenue	1936	Glenbrooke North
838 Fourth Street	1939	Glenbrooke North
275 Jardine Street	1937	Queensborough

## **7.0 CORRESPONDENCE**

There was no correspondence.

## **8.0 NEXT MEETING**

### **8.1 Next Meeting Date:**

September 6, 2017, 6:00 p.m. or at the call of the Chair

## **9.0 ADJOURNMENT**

**ON MOTION**, the meeting was adjourned at 7:39 p.m.

Certified correct,

**Original Signed**  
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**Councillor Jaimie McEvoy**  
**Chair**

**Original Signed**  
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**Heather Corbett**  
**Committee Clerk**