

**Queen's Park Neighbourhood Heritage Study (QPNHS)**  
**Working Group Meeting**

December 6, 2016 6:00pm **Committee Room#2**

*Please note the change in meeting location!*

**AGENDA**

- |            |  |                  |
|------------|--|------------------|
| <b>1.0</b> | <b>Working Group Meeting Notes of November 15, 2016</b>    | <b>(5 mins)</b>  |
| <b>2.0</b> | <b>Public Consultation Report Back</b>                     | <b>(15 mins)</b> |
| <b>3.0</b> | <b>LUXTON &amp; ASSOCIATES: Design Guidelines Workshop</b> | <b>(50 mins)</b> |
| <b>4.0</b> | <b>Next Steps</b>  | <b>(10 mins)</b> |

**Next Meeting:**

Tuesday January 10, 2017

6:00pm

**Council Chambers**

*Please RSVP to Britney Quail at*

*[bquail@newwestcity.ca](mailto:bquail@newwestcity.ca)*

*or at 604.527.4621*

**QPNHS Working Group  
2017 Meeting Schedule**

January 10<sup>th</sup>, 2017

February 7<sup>th</sup>, 2017

March 7<sup>th</sup>, 2017

April 4<sup>th</sup>, 2017

May 2<sup>nd</sup>, 2017

Meeting Dates TBC for:

June

July

August

# Queen's Park Heritage Conservation Area Review

## Working Group Meeting Notes of November 15, 2016

### PRESENT:

Councillor Jaimie McEvoy, Chair  
David Brett (QPRA), Vice-Chair  
Steve North (NWHPS)  
Maureen Arvanitidis (NWHPS)  
Rebecca Bateman  
Bruce Cheng  
Dave Vallee  
Gary Holisko  
Jennifer Wolowic  
Robert Toth

### CITY STAFF:

Jackie Teed, A/ Director of Dev. Services  
Britney Quail, Planning Analyst

### REGRETS:

Deane Gurney (QPRA)  
Tom Bellamy

### GUESTS:

Bev McLellan  
Kathleen Langstroth

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### **1.0 Working Group Meeting Notes of October 4, 2016**

It was noted, and corrected, that Rebecca Bateman was present at the October meeting.

### **2.0 Proposed Policy Framework**

Britney Quail, Planning Analyst, presented on the three levels of protection available through a Heritage Conservation Area, as described by the Local Government Act. Her presentation also discussed the context of a Conservation Area in relation to other City policy such as the Official Community Plan (OCP) and Zoning Bylaw. Ms. Quail took questions and provided clarification on policy specifics. She also identified areas where community input, through public consultation, would inform the Conservation Area's standard level of protection.

### **3.0 Proposed Design Guidelines Principles**

A draft of the consultant's report on design principles was circulated with the agenda. Jackie Teed, Acting Director of Development Services, provided a brief overview of the design guidelines work to date. The report will be distilled into a

set of principles, which is scheduled to go before Council prior to the community consultation. The principles will additionally be used throughout the first round of community consultation planned for the end of November.

These principles were still in development at the time of the meeting and will be circulated to members for comment electronically.

At the meeting, it was noted the principles were potentially to go before Council on November 21<sup>st</sup>. The date has since been amended to November 28<sup>th</sup>, in order to take into consideration further comments provided.

#### **4.0 DIALOG: Facilitation, information and activities for events**

Jennifer Fix, of Dialog Design, the consultant retained by the City for the community consultation portion of the Heritage Conservation Area Review, presented to the group on their team's proposed engagement strategy. Her presentation included an overview of groups engaged, the goals of the consultation, the information they were looking to gather, and the proposed activities for the public events.

Ms. Fix also discussed the activities planned for an upcoming Stakeholders Workshop scheduled for November 23<sup>rd</sup>, and Ms. Quail encouraged all Working Group members to attend, as their feedback would be valuable.

#### **5.0 Advertising & Ambassador Strategies**

Members of the Working Group were encouraged by staff to attend the public open houses scheduled for November 30<sup>th</sup> and December 3<sup>rd</sup>. Members attending for the duration of the open houses to provide support to staff and act as community ambassadors would be most welcome. Members were also encouraged to promote the public open houses to their friends, colleagues and neighbours.

A draft post-card, to be used for a mail drop in the neighbourhood was circulated. Feedback on the post-card was accepted at the meeting and electronically until Friday November 18<sup>th</sup>.

**The next meeting of the Working Group is scheduled for:  
Tuesday December 6<sup>th</sup>, 2016 at 6:00pm**

The updated design guidelines for the Queen's Park Neighbourhood will:

**1. Reflect overall neighbourhood heritage values and character defining elements.**

*Taken together, the buildings, landscapes, site planning, and streetscapes of the Queen's Park neighbourhood provide a coherent heritage context, which is outlined in the Queen's Park Neighbourhood Context Statement and the Summary of Historic Values for the Queen's Park Neighbourhood. This will also be reflected in the neighbourhood's Statement of Significance, to be prepared through the HCA process. New development should take the elements identified through these documents into consideration.*

**2. Ensure new elements are compatible with the heritage character of the surrounding building, landscape and streetscape context.**

*The variety of buildings and landscape features from different eras found within Queen's Park contribute to the heritage character of the neighbourhood. New development should strive to be compatible with the immediate context of its streetscape, including: landscape design and materials, site planning, building massing and visual scale.*

**3. Require that new elements be physically and visually subordinate to and distinguishable from the original historic fabric of the streetscape.**

*The Queen's Park Neighbourhood maintains a high level of historic buildings, landscapes and streetscapes. New development should be complementary to the architectural style and materials of the original historic fabric while also subtly demonstrating and keeping record of changes occurring over time. New development should not detract from the physical history present in the neighbourhood.*

**4. Encourage authentic representation of Queen's Park's historical development.**

*Each historic place within Queen's Park is a physical record of its time, place and use. New development should avoid creating a false sense of historical development by mimicking existing heritage buildings, adding elements from other historic properties, or by combining features on the same property that never coexisted.*

**5. Use principles of good architectural, and landscape and site design.**

*All new development should reflect general best practices for good design, such as: sensitive building placement, consideration of privacy and overlook, preservation of open space between buildings, consistency of grades, well-crafted buildings and landscapes, careful selection and configuration of landscape and building materials, streetscape design that is safe and functional, consideration of maintenance requirements, and biodiversity enhancement.*