



HERITAGE ADVISORY COMMITTEE MEETING

Wednesday, April 24, 2019

7:00 – 9:00 pm

District of North Vancouver Municipal Hall

Committee Room

MINUTES

Present:	Jim Paul (Chair) Anne Savill (Vice Chair) Jennifer Clay Amy Tsang Melanie Montgomery Rob Henderson Daniel Francis Cllr. Matthew Bond	Regrets:	Philip Baynton Kirk Taylor
Guests:	Alex Voth (180 E Windsor Applicant) John Casano (180 E Windsor Applicant)		
Staff:	Nicole Foth, Community Planner Kim Go, Community Service Clerk		

1. Call to Order

The Chair called the meeting to order at 7:03 pm.

2. Adoption of Agenda

1120 Harold and 1160 Ridgewood Drive were added under item #9.

MOVED BY Daniel Francis and seconded by Rob Henderson
THAT the amended agenda dated April 24, 2019 be adopted.

CARRIED

3. Adoption of the March 27, 2019 Minutes

MOVED BY Daniel Francis and seconded by Amy Tsang
THAT the March 27, 2019 minutes be adopted.

CARRIED

4. 180 E Windsor

Applicants for renovations of 180 E Windsor, Alex Voth and John Casano, presented renovation drawings dated Jan. 21, 2019. Information shared by applicant in discussion:

- New windows on lower level to be the same style, match location as upper storey

- Windows: upper storey likely vinyl with wood trim
- No additional building footprint (raise/dig down to create taller bottom level)
- Colours: colour scheme to stay the same and to paint new parts to match existing scheme
- Wooden stairs to be replaced; will save existing handrails and replace them after
- Lower level horizontal cladding proposed
- Transition: a beltline band between mid and lower storey for materials/style transition

Comments from committee:

- Supportive of a renovation to adapt the heritage house to changing family needs and accommodate a lower level suite
- Committee asked to double check whether the windows on the upper storey are wood instead of vinyl
- Committee prefers new windows are wood as it likely was original material used. Suggests applicant considers use of wood windows.

The committee reviewed the proposal and supports the general concept as presented.

5. Plan & drawing reviews

There was a discussion on what the members would like to see in proposals from applicants in order to help the committee's review. Members suggested the following:

- Provide applicants with a checklist that outlines what the committee is looking for in their review
- Photographs of existing building, and showing building details of note
- Identify proposed changes, including transitions in materials, window type/material, landscaping, and paint colour palette, as applicable. A comment was made that paint manufacturers have colour palettes for heritage buildings.
- Ideal for applicants to present at a meeting

A comment was made that the committee drafted a development review guide last year, and the committee could build on that document.

Action: Members to review and comment on draft development review guide by May 10th, and look at examples from other municipalities.

6. Debrief of Heritage Awards Event

Members reflected on this year's Heritage Awards event. The following comments and suggestions were presented as feedback for consideration at next year's event:

- The layout of the boards could have been spaced out more, or placed in a different area

- Have more time allotted for the reception to allow for more conversation
- Hold the reception in the atrium for future events to allow for more space as the event continues to grow in size
- Support for having the event combined with the council meeting as it provided great exposure
- The lighting in chambers could have been brighter for taking photos
- Presentations were concise; right amount of time
- Have nametags for the awardees and committee members
- Assign a HAC member as an ‘ambassador’ for each awardee to host them at the event and during the reception, and introduce them to people there
- Revisit the idea of providing awardees with plaques

7. Heritage Strategic Plan: select short-term actions for 2019

A suggestion was made to have members select some short-term actions that members can take the lead.

- Amy will lead action 1.1 Review Parks Canada’s *Standards and Guidelines for the Conservation of Historic Places in Canada* to determine applicability in the District
- Jennifer, Anne and Daniel will take on action 1.3 Identify additional buildings and sites from the Heritage Inventories to be considered for the Heritage Register
- Rob and Jim will take the lead on plaques research

Action: Create area on Basecamp for each project, share progress, and ask for help when needed.

8. Communications – draft letter

Members drafted a letter to inform Council of their meeting held with other municipalities, the sharing of ideas and collaborative efforts, and to highlight the HSP. Suggestions were made to shorten and reword the letter to highlight a few points, and to turn it into speaking notes to present to Council during public input.

Action: Jennifer and Rob to review the letter, and Jim to write speaking notes to present to Council.

9. Any Other Business

1120 Harold

A member brought this property to the committee’s attention as it is listed for sale, and is on the heritage inventory. The member commented on the information available to potential buyers, the process for review of ideas and plans from potential buyers by the planning

department, and expressed the desire for more certainty on what development to preserve the heritage house would be supported by Council which would help potential buyers.

1160 Ridgewood

A member brought this property to the committee's attention as it is listed for sale, and has an HRA. Members expressed concern for the condition and maintenance of the house, and are concerned the house could be demolished.

Action: Nicole to follow-up about 1160 Ridgewood status, and prepare a property information sheet.

10. Adjournment

The meeting was adjourned at 9:05pm.

11. Next meeting: Wednesday, May 22, 2019 (cancelled)