



## COMMUNITY HERITAGE ADVISORY COMMITTEE

Wednesday, May 25, 2022

7:00 – 9:00 pm

### MINUTES

**Present:** Jennifer Clay  
Philip Baynton  
Rob Griesdale  
Jim Paul  
Anne Savill (Chair)  
Mel Montgomery  
Cllr Matthew Bond  
Alastair Moore

**Regrets:** Trevor Ford

**Staff:** Arielle Dalley, Community Planner  
Shannon Lambie, Community Planner  
Jenelle Simpson, Community Service Clerk

#### 1. Call to Order

The Chair called the meeting to order at 7:02 pm.

#### 2. Adoption of Agenda

MOVED by Philip Baynton and seconded by Rob Griesdale  
To adopt the agenda.

**CARRIED**

#### 3. Adoption of Minutes

MOVED by Mel Montgomery and seconded by Jim Paul  
To adopt the minutes.

**CARRIED**

#### 4. Discussion on early draft of a Heritage Revitalization Agreement Guide (HRA)

Shannon Lambie, Community Planner, provided information on the background research conducted prior to developing the draft guide and presented an overview of the four municipalities that currently have a Heritage Revitalization Agreement (HRA) guide. She finished with summarizing the draft HRA guide created for the District of North Vancouver.

Members questioned whether cultural heritage was needed in the District HRA guide at this point and proposed this be looked into in the future.

Members suggested to expand on the approximate length of time an application may take, provide details on the who is involved in the approval process, and to note specific costs estimates and examples of incentives. Additionally, it was highlighted that zoning requirements must be met in order to not go to public hearing.

Members suggested that neighbour input be done earlier in the application process, such as at the preliminary application stage, and stated that the HRA guide should be easily accessible on the website. It was suggested the guide be presented as a webform where you can expand sections or in an infographic layout. Examples of successful HRA's should also be available on the website.

Members spoke to mitigating the uncertainty of whether an agreement will be reached and how this can be alleviated. It was suggested to include specific steps that will give the applicant confidence their application will be supported.

## **5. Discussion on Heritage Register criteria**

Shannon Lambie presented an overview of the District of North Vancouver's Community Heritage Register and noted that the goal is to develop a set of criteria for the Heritage Register that is more values-based to be in line with the direction of the Heritage Strategic Plan. Ms Lambie provided a summary of the evaluation criteria and methodologies of two local municipalities, the District of West Vancouver and the City of Vancouver.

Members liked the checklist that the City of Vancouver offers and noted that detail is important, however, suggested having less bulk text. It was suggested that there be a checklist for both the homeowner and the staff. Members approved of the short and simplified explanations of criteria as they provide clarity.

Councillor Bond suggested to include information for applicants on applying for a heritage grant.

Members noted that each criterion should align with the Heritage Strategic Plan and suggested that the scoring system should be internal use only. It was suggested that a document be provided with reference material for what North Vancouver is known for to give suggestions of relevant examples. However, staff noted that it is preferred to leave this open ended as this will encourage a wider variety of applications.

Staff explained that the register criteria is up to the discretion of the local government and noted that most governments require a statement of significance, however, it is not required in the legislation. Members suggested that a statement of significance may be too costly and that certain criteria should exempt an applicant from requiring one.

Members will bring more ideas on the Heritage Register criteria to next month's meeting.

## **6. Properties Tracker**

Arielle provided a brief overview of the minor changes to the properties tracker.

Members suggested that the District be proactive and consult the owners or create enforcement for derelict heritage homes to encourage preservation. However, staff described that this is not typically practiced as the District has more ability to enforce when there is a Bylaw in contravention.

Members spoke to creating a heritage favourable letter as a committee to contact the owner of a derelict heritage home. However, it was noted that it may be taken as aggressive and may result in a regress of the public's willingness to engage with heritage properties. It was mentioned that it would be advantageous to include educational information and incentives when reaching out to homeowners to alleviate a potential conflict. Members suggested that the District create promotional materials to educate on the value of heritage preservation.

## **7. Any Other Business**

### 1160 Ridgewood:

Arielle Dalley spoke to the fine awarded for the wrongful demolition of 1160 Ridgewood Drive. This fine is coupled with the company's reputational damage. Ms Dalley noted that the District could not ask for forfeiture of the land and that the options included a fine or imprisonment. This fine is the second highest of its kind in Canada, and the highest in British Columbia. The funds received from the fine are intended to be directed towards the District of North Vancouver's heritage implementation and initiatives. Members spoke to the fine being relatively small compared to the prices in North Vancouver and commented on the company's criminal offence in relation to their business licence.

Members questioned why the District didn't enforce maintenance of the property as it had an HRA in place. Staff stated they will research what capabilities the District's has to enforce maintenance when an HRA is in place and noted that compelling positive behaviour such as conducting maintenance on a property, is challenging to enforce. Members suggested creating requirements in an HRA that applicants must reconstruct to exact specifications if demolished.

### Basecamp reminder:

Members were reminded to check Basecamp for updates and information shared to the committee.

### Hybrid / In-person meetings:

Members were asked to contemplate their preference between hybrid and in-person meetings for the fall.

### Heritage Incentives:

Members questioned where the District stands on their involvement in heritage. It was noted that staff can only act on policies that have been approved by Council, such as the Heritage Strategic Plan. The Heritage Strategic Plan identifies and supports heritage budget and priorities. Members commented that there are not many Heritage Revitalization Agreements that have been completed and that they would like to see more of them be approved.

## **8. Adjournment**

The meeting was adjourned at 9:01 pm.

## **9. Next Meeting: Wednesday, June 29, 2022 [Corrected by email later to be June 22, 2022]**