



**MINUTES**  
**OAK BAY HERITAGE COMMISSION**  
**TUESDAY, OCTOBER 8, 2019 AT 5:00 PM**  
**COUNCIL CHAMBERS MUNICIPAL HALL, 2167 OAK BAY AVENUE**

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**MEMBERS PRESENT**

Marion Cumming  
Joan Heagle  
Susan Ross  
Cora Smith

Robert Taylor  
Pat Wilson  
Councillor Esther Paterson

**MEMBERS ABSENT**

Jane Hall  
Bronwyn Taylor

**STAFF PRESENT**

Bruce Anderson, Director of Building and Planning  
Krista Mitchell, Building / Planning Clerk

**OTHERS PRESENT**

Members of the Public: 3

**1. Call to Order**

The meeting was called to order at 5:02 pm.

**2. Adoption of Minutes**

It was moved and seconded that the minutes from September 10, 2019 be adopted as amended.

The motion was carried.  
None opposed.

**3. Approval of Agenda and Late Items**

The agenda was approved as amended with the addition of 4c, 5a, and 5b.

**4. Old Business**

a) Uplands – National Historic Site Designation

No report.

b) Prospect Heritage Conservation Area

B. Anderson thanked the Heritage Designation / Registration subcommittee members who assisted staff with their work on the document titled "Documentation to Support Proposed Schedule of Properties in the Prospect Heritage Conservation Area Foreword October 2019." Some of the comments were:

- The document will assist in the application for an Official Community Plan amendment bylaw with a scheduled list of protected properties for the proposed heritage conservation area. Non protected properties will also exist in the conservation area.
- Protected properties are identified as having heritage value as contemplated by the statement of significance prepared as part of the proposed heritage conservation area.
- Scheduled protected properties and non-protected properties will be subject to heritage alteration permit processes for any proposed changes or development of the property.
- Identified heritage values of properties are captured in the Statement of Significance that is part of the Prospect Heritage Conservation Area.
- Character defining elements of each property may help decide if it will be placed on the schedule of protected properties.

- A set of criteria should be in place to be set for future properties; Statement of Significance, heritage value, character defining elements, Standards and Guidelines for the Conservation of Historic Places in Canada.
- 1710 Beach Drive, 1584 Prospect Place, and 1680 Prospect Place are newer buildings that are designed in an architectural style that has reference to heritage architecture that is found in the area.

B. Anderson asked for feedback and subsequent confirmation that the newer buildings at 1710 Beach Drive, 1584 Prospect Place, and 1680 Prospect Place warrant having protected status versus non protected status within the heritage conservation area.

Commission members commented that protected properties have heritage value including those designated by bylaw, and that some homes do not have heritage value but are still located within the conservation area. Commission members stated the proposed heritage conservation area addresses all five goals of the 2013 Heritage Plan, noting the basis of the conservation area is a subdivision of architecturally designed homes sited on large lots, with a diversity of high quality materials. Additional comments identified:

- Homes are all surrounded by green space exceeding minimum setbacks, which contributes to the openness of the area, and provides natural landscape for wildlife.
- Four of the five newer homes have respected the natural topography of the area and do not detract from the heritage conservation area.
- Homes designed by an architect / designer using high quality materials, not contemporary homes, and homeowners wish to be on the schedule of protected properties. Newer homes are impressive and reflect a prosperous neighbourhood.
- Conservation area represents Oak Bay's history.
- More time is needed to write a statement of significance.
- K and B Grant were thanked for their assistance with gathering information for the documentation to support the proposed scheduled of properties in the Prospect Heritage Conservation Area.

A Commission member noted the characteristics of the newer homes contribute to the heritage value of the heritage conservation area, and therefore a home built in 1929 or 1989 should be treated the same, as there is no real specific year of when heritage starts.

B. Anderson confirmed that the Commission could expect to review and seek a recommendation of the full package of scheduled properties in the near future, and that additional homes could still be added to the schedule even after the bylaw for the heritage conservation area is adopted by Council.

Commission members inquired if the carriage house at 1590 York Place could be included in the heritage conservation area, noting it is a twin of the Annandale carriage house that was dismantled and moved from 1561 York Place.

B. Anderson confirmed Council requested a heritage control period bylaw be prepared for the Prospect Heritage Conservation Area that could be up to one year and the proposed bylaw would be in place prior to the 60 day protection order expiring for 1558 Beach Drive.

It was moved and seconded that the Commission endorse the "Schedule of Properties in the Prospect Heritage Conservation Area Foreword October 2019" prepared by members of the Heritage Commission.

The motion carried.  
None opposed.

## c) Tod House

B. Anderson advised that all comments and inquiries regarding the upcoming proposed renovation of Tod House should be directed to Signe Bagh, Director of Strategic Initiatives.

**5. New Business**

## a) 151 Sunny Lane

E. Paterson advised that Commission member M. Cumming will be endowing her property at 151 Sunny Lane to the First Nations, and a fundraising event was held at 151 Sunny Lane to create a legacy maintenance fund. In attendance at the event was Ron Rice, Chief Executive Officer of the Victoria Native Friendship Centre, who noted that the working group has realized that the land itself would have significant heritage value to the First Nations people. E. Paterson inquired if the Heritage Foundation, Heritage Commission and the working group from the Victoria Native Friendship Centre would consider a joint project of the heritage value of the land to benefit the community.

Commission members agreed to support the project, as it is already part of the mandate of heritage goals.

## b) Maintenance Standards of Designated Properties

Commission members noted maintenance plans are contained within heritage revitalization agreements, commenting that some municipalities have minimum maintenance standards for heritage designated properties. Commission members also inquired if the District has considered a minimum standard maintenance requirement for heritage designated properties, where the District would be entitled to enforce for maintenance, noting that some property owners undertake demolition by neglect.

B. Anderson clarified that a database tracks timelines for maintenance of properties subject to a heritage revitalization agreement, and noted the Commission could discuss and consider a recommendation that enforces maintenance of heritage designated properties, advising this would be a significant initiative.

**6. Information Items**

## a) Council Liaison

E. Paterson reported that Council approved a control period for heritage conservation area and 60 day protection order for 1558 Beach Drive.

## b) Community Register / Designation

P. Wilson reported that some residents who are interested in heritage designation of their home have advised that house insurance might be difficult to get.

## c) Education

R. Taylor reported the last lecture was well attended and the next lecture is October 16<sup>th</sup>.

## d) Tourism

No report.

## e) Planning

B. Anderson reported that Council adopted the heritage revitalization agreement for 1416 / 1418 St David Street.

- f) APC Commission Attendance  
No report.

**7. Next Meeting**

The next regular meeting of the Heritage Commission is scheduled for Tuesday, November 12, 2019 in the Downstairs Meeting Room of Municipal Hall.

**8. Adjournment**

The meeting was adjourned at 5:55 pm.

