



MINUTES
OAK BAY ADVISORY DESIGN PANEL
TUESDAY, JANUARY 7, 2020 AT 8:45 AM
COUNCIL CHAMBERS, MUNICIPAL HALL, 2167 OAK BAY AVENUE

MEMBERS PRESENT

Frans Compeer
Will King
Kim Milburn

Carl Peterson
Councillor Cairine Green

MEMBERS ABSENT

Justin Gammon

STAFF PRESENT

Bruce Anderson, Director of Building and Planning
Christine Currie, Building & Planning Clerk

Deborah Jensen, Manager of Planning
Graeme Buffett, Planner

1. Call to Order

The meeting was called to order at 8:53 am.

C. Green introduced a new Panel member, Carl Peterson.

Councillor C. Green acknowledged and thanked former members J. Armitage, D. Wilkinson and D. Yu for their contribution and service to the Panel.

2. Elections

It was moved and seconded that Will King be elected as chair.

The motion was carried.
None opposed.

It was moved and seconded that Kim Milburn be elected as vice chair.

The motion was carried.
None opposed.

3. Adoption of Minutes from December 3, 2019

It was moved and seconded that the minutes from December 3, 2019 be adopted.

The motion was carried.
None opposed.

4. Approval of Agenda and Late Items

It was moved and seconded that the agenda for January 7, 2020 be approved.

The motion was carried.
None opposed.

5. Old Business

a) Prospect Heritage Conservation Area

B. Anderson provided an overview of the proposed Prospect Heritage Conservation Area process and content of the supporting documents; noting the draft guidelines have twice been reviewed by the Panel, and have been modified accordingly. He requested the Panel consider a recommendation for The Prospect Heritage Conservation Area as an amendment to the Official Community Plan, noting the heritage conservation area will be considered by Council this month.

Panel members inquired as to the process to review a heritage alteration permit application, and to a new reference to context properties.

B. Anderson confirmed a heritage alteration permit process will assess the impact a proposal may have on the neighbourhood, and oversight of these applications will be considered following adoption of the Heritage Conservation Area.

D. Jensen clarified that a context property refers to properties within the neighbourhood that may or may not have significant heritage value on their own, but that speak to the historic significance and character of the overall neighbourhood.

Panel Comments

Panel comments included the following:

- Confirmed that owners are notified of the heritage conservation area adoption process.
- Confirmed introduction of context properties will not add another level of criteria for non-scheduled properties.
- Confirmed that oversight similar to the Uplands Special Powers Act would not apply to the Prospect neighbourhood area.
- Confirmed that guidelines do not restrict modern materials, but rather materials are reviewed based on their contextual fit.
- Consider inclusion of Panel review for new building applications within the Prospect neighbourhood in some capacity.
- Delighted with implementation of the Prospect Heritage Conservation area and opportunity provided for future heritage conservation areas in Oak Bay.
- Confirmed that recorded archaeological sites located in the Prospect neighbourhood are acknowledged but not specifically identified.

It was moved and seconded that former Panel member J. Armitage be permitted to provide input on the draft Prospect Heritage Conservation Area.

Councillor C. Green advised that providing an opportunity to provide input could be considered to apply to all members of the public

The motion was withdrawn.

F. Compeer joined the meeting at 9:39 am.

In summary, the Panel members noted they have reviewed the guidelines with specificity to architectural integrity and provided advice and support proceeding with the establishment of the Heritage Conservation Area on this basis.

It was moved and seconded that it be recommended to Council that it consider approving the Prospect Heritage Conservation Area as an amendment to the Official Community Plan.

The motion was carried.

None opposed.

6. New Business

None.

7. Information Items

None.

8. Next Meeting

The next regular meeting of the Advisory Design Panel is scheduled for Tuesday, February 4, 2020.

9. Motion to Adjourn

The meeting adjourned at 9:48 am.