



**MINUTES**  
**OAK BAY HERITAGE COMMISSION**  
**FOR TUESDAY, MARCH 10, 2020 AT 5:00 PM**  
**COUNCIL CHAMBERS MUNICIPAL HALL, 2167 OAK BAY AVENUE**

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**MEMBERS PRESENT**

Janice Appleby  
Jane Hall  
Bronwyn Taylor

Cora Smith  
Pat Wilson  
Councillor Esther Paterson

**MEMBERS ABSENT**

**STAFF PRESENT**

Deborah Jensen, Manager of Planning  
Krista Mitchell, Building / Planning Clerk

**1. Call to Order**

The meeting was called to order at 5:01 pm.

**2. Adoption of Minutes**

It was moved and seconded that the minutes from February 11, 2020 be adopted as amended.  
The motion was carried.  
None opposed.

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

It was moved and seconded that the agenda for March 10, 2020 be approved.  
The motion was carried.  
None opposed.

**4. New Business**

- a) Heritage Alteration Permit HAP00015 – 2031 Runnymede Avenue  
To permit construction of an accessory building on a heritage designated site.

D. Jensen gave a brief description of the proposal. Some of the comments were:

- The land and property are heritage designated by bylaw, and more recently became subject to a heritage revitalization agreement to facilitate a two lot subdivision and allow the secondary suite in the home.
- The proposed detached garage will require a variance for the front lot line, where the siting has been chosen to provide the maximum distance required from the home, to protect the oak trees, and to not require additional paving.
- The design of garage reflects the existing home.

B. Wilkin and A. Hillyer, applicants, noted that because of the way the house faces it doesn't look like the garage would need a variance as it reads as a side yard, but under the Zoning Bylaw it is considered the front yard so a variance is required. They also noted that the existing garage was torn down and they need the accessory building accommodate vehicles and garden tool storage, and that the exterior house stairs were changed to have a relationship with the siting of the new garage.

### **Commission Comments**

Commission members confirmed the garage will be sited along the circular driveway, that Pella wood windows will be used to match the house, that the roof will present as a cascading roof line, and that the large rhododendron will be retained. Commission members also inquired whether the garage doors could be aligned to face the house.

B. Wilkin, owner, clarified that aligning the garage doors to face the house is not possible as you would not be able to get a vehicle into the garage. He also noted that the proposed siting is the preferred approach as it will not involve blasting, will not result in tree loss, and respects the Maclure designed home.

It was moved and seconded to recommend that Council approve HAP00015.

The motion was carried.

P. Wilson opposed.

### **5. Old Business**

None

### **6. Information Items**

#### a) Council Liaison

E. Paterson advised the Prospect Place heritage conservation area was adopted, and thanked the Commission for their knowledge, experience, and patience. She also noted a reserve fund is available for the protection and conservation of Tod House and consultants are currently reviewing the building condition; and that the BC Heritage conference is being held in Chilliwack from May 7<sup>th</sup> to 9<sup>th</sup>.

#### b) Community Register / Designation

No report

#### c) Education

A list of possible educational courses to be discussed at a future meeting.

#### d) Tourism

No report.

#### e) Planning

D. Jensen reported that Council adopted the Prospect heritage conservation area and the new Tree Protection Bylaw.

#### f) APC Commission Attendance

P. Wilson will attend the upcoming APC meeting on April 7, 2020.

### **7. Next Meeting**

The next regular meeting of the Heritage Commission is scheduled for Tuesday, April 14, 2020 in the Downstairs Meeting Room of Municipal Hall.

**8. Adjournment**

The meeting was adjourned at 5:30 pm.

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Certified as fair and accurate:

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Chair

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Recorder

