

2014-230

**MEMORANDUM**

**TO:** Mayor and Council

**FROM:** Director of Building and Planning

**DATE:** September 10, 2014

**RE:** Bylaw No. 4625 amendment consideration prior to public hearing  
2176 Windsor Road  
Lot A (DD385125I), Block 2, Section 23, Victoria District, Plan 1091

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**BACKGROUND:**

As part of the Heritage Revitalization Agreement there are two statements of significance prepared, one by the Heritage Commission (2012) and one by Donald Luxton and Associates in the conservation plan for this property. At the Heritage Commission meeting held September 9, 2014 there were concerns raised about the Statement of Significance within the proposed Bylaw No. 4625. (minutes attached)

**DISCUSSION:**

Currently the Heritage Revitalization Agreement Bylaw No. 4625 includes the Statement of Significance prepared by Donald Luxton and Associates. The Heritage Commission has noted omissions with this SOS and has requested that a final SOS be prepared to accurately represent the intended heritage values for this property. Since this application began in 2012 the new Heritage Strategic Plan has been finalized which has new Community Heritage Values.

The amendment to the above Bylaw would involve deleting the statement of significance from Appendix 2 (Donald Luxton conservation Plan April 2014). A new Statement of Significance is being prepared from a combination of the two statements and would be added to the Oak Bay Community Heritage Register by resolution of Council at a future meeting. (see attached draft) The owner has provided confirmation in writing that he would like this property added to the Oak Bay Community Heritage Register.

The owner has been advised about the proposed change to the Bylaw No. 4625 and is in full agreement.

**OPTIONS:**

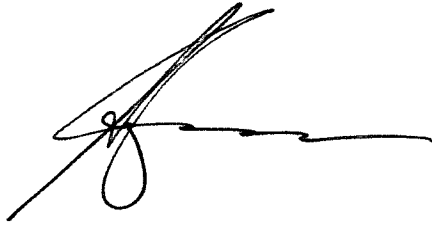
1. That the Heritage Revitalization Agreement Bylaw No. 4625 move forward to Public Hearing as previously set in its present form, and that this report be received for information.

2. That Bylaw No. 4625, *2176 Windsor Road Heritage Revitalization Agreement Authorization Bylaw, 2014*, as at second reading, be amended in Schedule "A" by deleting the Table of Contents on Page 1 of Appendix 2 and inserting a new Table of Contents Page 1, and by deleting the Statement of Significance on Page 11 and Page 12 of Appendix 2 and inserting a new page 11 and page 12 , all as attached to the memorandum from the Director of Building and Planning (correspondence item No. 2014 – 230) dated September 10, 2014

**RECOMMENDATION(S):**

That Bylaw No. 4625, *2176 Windsor Road Heritage Revitalization Agreement Authorization Bylaw, 2014*, as at second reading, be amended in Schedule "A" by deleting the Table of Contents on Page 1 of Appendix 2 and inserting a new Table of Contents Page 1, and by deleting the Statement of Significance on Page 11 and Page 12 of Appendix 2 and inserting a new page 11 and page 12 , all as attached to the memorandum from the Director of Building and Planning (correspondence item No. 2014 – 230) dated September 10, 2014

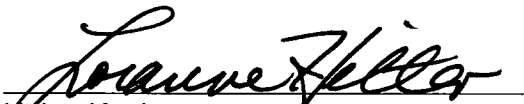
Respectfully Submitted,



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Roy Thomassen  
Director of Building and Planning

I concur with the recommendation of the Director of Building and Planning.

for:   
Helen Koning  
Chief Administrative Officer

# BC Register of Historic Places

**Common Name:** 2176 Windsor Road

**Unique Provincial ID**

**Other Name**

St Michaels School/Symons Residence

## LOCATION

Address #	Street	Community	Locality	PID#
2176	Windsor Road	Oak Bay	South Oak Bay	008-034-524

**Location Description** LOT A (DD3851251), Block 2, Section23, Victoria District, Plan 1091

**Latitude** 0      **Longitude** 0

## DESCRIPTION

### Description

2176 Windsor is a 1 1/2 storey, wood frame Craftsmen-style bungalow set within a large garden on a corner lot in South Oak Bay. The historic residence is distinctive for its multiple gables, dormered roofline, and large tapered granite porch piers.

### Heritage Value

The heritage value of this site is related to its historic use as St Michaels School – the first boys' private preparatory school established in Oak Bay, and is valued for its inherent association with the social and educational history of Oak Bay. St. Michaels School was founded by Kyle C Symons in 1910 in Esquimalt. The school moved to the Windsor Road location in 1914 at the suggestion of Francis Rattenbury, whose son was a student at the time. Rattenbury assisted with the financing for the purchase of the property and building of the schoolhouse. The school followed a British private school tradition in response to demand from a growing British immigrant population. Typical of private institutions of the time, St Michaels took both boarders and day students.

The original school property consisted of the existing house located on property extending between Roslyn Road and Hampshire Road. In 1917 a schoolroom was added, then in 1922 a gymnasium while other additions and alterations occurred in mid 1920s. As the school grew, the property at 1231 Victoria Avenue was purchased and functioned as the boarding home, while classes continued at the Windsor Road location. The school room addition, gymnasium and boarding home have since been demolished. In 1959 the school moved to its present location. The Symons family remained at the Windsor Road residence until it was sold in 1995.

The heritage value of the property is enhanced by the large side yard and garden of mature trees and shrubs - a typical feature of many Oak Bay homes of the era. The garden provides views to and from the home as well as privacy and green space within the neighbouring streetscape. This West view of the home is featured in many student group pictures of its past use as a playground and in other historical documentation.

### Character-Defining Elements

Key elements that define the heritage character of 2176 Windsor Road include:

- large side yard and setting in treed garden including rare protected three trunk birch tree
- residential form, scale and massing as expressed by its 1 ½ storey height plus basement, and multiple gables and dormers
- elements of Arts and Crafts style such as half-timbering in the gable peaks, triangular eave brackets and open soffits with exposed rafters
- wood frame construction with cedar shingle siding
- front porch (now enclosed) with tapered granite piers
- original wooden sash multi-paned casement windows
- original interior woodwork, including beamed ceilings, battens and panel wall coverings in parlour, dining room and den
- original built-in sideboard and two fireplaces
- unique example of a building specifically built as a school and residence of the headmaster

# BC Register of Historic Places

Common Name: 2176 Windsor Road

## OTHER INFORMATION

**Documentation Location** Oak Bay Municipal Hall, St Michael's University School Archives

### Function

**Type**  
Primary or Secondary School  
Group Residence  
Single Dwelling

**Era**  
Historic  
Historic  
Current

### Contributing Resources

#	Type
1	Landscape(s) or Landscape Feature(s)(tree)
1	Building (garage)

### Themes

**Theme**  
Education and Social Well-Being

**Category**  
Building Social and Community Life

**Category of Property**  
Private

### Architect/Builder

Name
Alex F McCrimmon
Francis Rattenbury
Kyrle C Symons
Pamela Charlesworth

Association
Builder/designer
Financier
Owner
Architect

### Associated Dates

Type	From	To
Construction	1914	
Construction	2011	

## FORMAL RECOGNITION

Recognition Type	Reference #	Recognition Date
Heritage Revitalization Agreement	proposed	
Community Heritage Register	proposed	

## IMAGES

## LINKS

## COMMENTS and INFORMATION (not used by registrar)

Author: Oak Bay Heritage Commission Date Modified: September 11, 2014

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2014-230-1

**OAK BAY HERITAGE COMMISSION  
MINUTES  
Meeting of Tuesday, September 9, 2014  
Oak Bay Municipal Council Chambers**

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**PRESENT:** Bronwyn Taylor (Chair), Carl Peterson, Caroline Posynick, Councillor Cairine Green, Richard Collier, Marion Cumming, Pat Wilson, Joan Heagle, Marg Palmer, Ben Clinton-Baker, Monica Walter, Roy Thomassen (Staff), Mabel Jean Rawlins (Recording Secretary)

**REGRETS:** Cora Smith

**GUESTS:** Robert Taylor, Lauryn Zosiak, Grant Bierimeler

1. Call to order at 5:05 p.m.
2. Introduction of guests: Robert Taylor (President Oak Bay Heritage Foundation), Lauryn Zosiak (University of Victoria Geography student) and Grant Bierimeler.
3. Adoption of agenda  
Move item 7.1 2176 Windsor Road HRA up to become 5.1 and renumber item 5.1 to become 5.2.

**MOTION:** *to adopt the agenda as amended.*

*Wilson/Clinton-Baker/carried*

4. Adoption of minutes of July 8, 2014

**MOTION:** *to adopt the minutes of the meeting of July 8<sup>th</sup> 2014 as circulated.*

*Palmer/Wilson/carried*

5. Chair's report

5.1. Windsor Road Heritage Revitalization Agreement:

- This property first came to the Heritage Commission in 2012. A draft Statement of Significance (SOS) was prepared highlighting the property usage as St Michaels School. Maintaining an open sightline to the west side of the home was considered essential in order to offer a view of the home and playground.
- The proposed HRA does not contain the sighting and blasting restrictions. This error will be corrected in the covenants attached to the new lot. However the HRA seems to allow building on the front of the property.

*5:15 p.m. Monica Walter arrived at the meeting*



- Oak Bay residents place high value on streetscapes and neighbourhoods (survey results for the 2013 Heritage Plan). These should be addressed specifically in the Statements of Significance and Heritage Revitalization Agreements or covenants.

*MOTION: to strike a Subcommittee to prepare a recommendation for the October Commission meeting regarding the sighting of building on the new lot, 2176 Windsor Road.  
Peterson/Cumming*

- The SOS prepared by the consultants for this property is incomplete and has not been approved by the Heritage Commission. The 2012 SOS prepared by the commission was done before the Heritage Plan. Neither specifically addresses the community heritage values. These elements are essential in order to set the conservation planning and design objectives within the HRA.

*MOTION: Carl Peterson retracted his motion (above).*

*ACTION: Bronwyn Taylor will email the Commission members the relevant documents (proposed HRA and SOS).*

*MOTION: to strike a Subcommittee of Bronwyn Taylor, Richard Collier and Pat Wilson to revise the Statement of Significance for 2176 Windsor Road for use in establishing the planning and design objectives for the Heritage Revitalization Agreement.  
Wilson/Peterson/carried*

*ACTION: Roy Thomassen will:*

- *have the revised Statement of Significance typed in appropriate format and arrange for insertion as the only SOS in the HRA*
- *provide the Commission with a site plan of the existing house and lots*

*5:25 p.m. Councillor Cairine Green and Roy Thomassen left the meeting.*

- 5.2. Establishing a HRA process for Oak Bay:
- Bronwyn Taylor sent an email to Council regarding the HRA process.

*ACTION: Carl Peterson will investigate procedures used by other municipalities and report back at our October meeting.*

*Except for items 7.2, 7.3, 7.4 and 8, the remaining agenda items were tabled until October so that Commission members could attend the OCP meeting starting at 6 p.m. at Monterey Centre.*

6. Reports:

- 6.1. Council Liaison – Cairine Green
- 6.2. Financial report - Roy Thomassen
- 6.3. Building and Planning – Roy Thomassen
- 6.4. Education - Ben Clinton Baker
- 6.5. Tourism – Ben Clinton Baker
- 6.6. Website update – no activity
- 6.7. Community Register/Designation subcommittee – Pat Wilson
- 6.8. Art in Chambers—Caroline Posynick
- 6.9. Heritage Book and Database – Cora Smith
- 6.10. Tod House management – deferred
- 6.11. Gonzales Hill Project – Joan Heagle

7. Business Arising/New Business:

- 7.1. Victoria Foundation social media & blog
  
- 7.2. Heritage BC workshop:

*ACTION: note Sunday November 30 in your calendar as the likely date for the heritage training session on writing Statements of Significance.*

- 7.3. Teleconferencing – Roy Thomassen  
Teleconferencing is only available for Council and Committee of the Whole.

- 7.4. L'kwungen Monuments – Marion Cumming  
A draft of the brochure is now ready.

*ACTION: Email comments to Marion Cumming as soon as possible.*

8. For Future Consideration:

- 8.1. Research into HRA procedures – Carl Peterson
- 8.2. 2470 Bowker Statement of Significance

9. The meeting was adjourned at 6 p.m.

*Palmer/carried*

**Next meeting: 5 p.m. Tuesday October 14, 2014**