

MINUTES OF THE
SAANICH HERITAGE FOUNDATION MEETING
HELD AT SAANICH MUNICIPAL HALL
COMMITTEE ROOM #2
TUESDAY, OCTOBER 9, 2018 AT 5:30 P.M.

Present: Brad Shuya, President; Art Joyce, Treasurer; Mark Brown; Sheila Colwill; Robert Townsend; Katherine Whitworth; and Councillor Sanders

Regrets: Ross O'Connell, Vice President; and Ken Johnson

Guests: Wayne and Mary Kelly, owners, 3905 Hobbs Street

Staff: Megan Squires, Planner; Shirley Leggett, Secretary

Minutes: MOVED by A. Joyce and Seconded by M. Brown: "That the Minutes of the September 11, 2018, Regular Meeting be adopted as circulated."

CARRIED

3905 HOBBS STREET – (REGISTERED) – PROPOSED RENOVATIONS

The Planner provided the following overview of the proposed exterior renovations for 3905 Hobbs Street:

- The property is registered and there are three applications currently in progress for this property: rezoning, subdivision and development variance permit.
- A building permit was issued in 1998 for an addition on the back of the house and for two new dormers on the second storey.
- The applicants are planning to install 3 new skylights on the second floor – exterior side elevation; a dormer with new wood windows; new paint on the siding, trim windows, foundation, railings and steps; new window – front elevation (living room); 2 new windows – rear elevation (kitchen and upstairs landing; and a new door on the west side to access the basement.

Wayne and Mary Kelly, owners, 3905 Hobbs Street, were present at the meeting and Mrs. Kelly stated:

- Some areas of the registered dwelling are in their original condition, however, the rear and upper floor of the home underwent a significant renovation in 1999; an addition was added, the attic area was altered by adding 2 dormers and aluminium windows throughout.
- All of the aluminium windows upstairs will be replaced with wood windows and they will amend their building permit application to reflect this.
- If the subdivision application is approved, it's their intention to construct a traditional style house on the newly created lot that will complement the existing original house and have some similar stone features. They are working with Zebra Design on house plans.

Committee discussion noted:

- There should be adequate clearances between the existing house and the proposed new dwelling so the original house retains its own street presence and not be crowded.
- The proposed renovations could be part of the heritage designation package.
- There are no concerns with the proposed rezoning and subdivision unless it impacts the heritage registered dwelling.
- The proposed exterior renovations are sympathetic to the original character of the dwelling when it was first built.

MOVED by S. Colwill and Seconded by K. Whitworth: “That the Saanich Heritage Foundation supports in principle, the proposed exterior renovations to 3905 Hobbs Street as outlined in the correspondence from the owners dated September 26, 2018, and that it be recommended to Council that heritage designation be based on the renovations in the building permit application.”

CARRIED

Mr. and Mrs. Kelly left at 5:40 p.m.

TREASURER’S REPORT – UPDATE

The Treasurer provided the following Statement of Receipts and Disbursements as of September 30, 2018:

Grant Account:	\$62,725.24	GIC’s: \$33,069.02
Operating Account:	\$11,618.73	
Hall House Account:	\$13,569.06	GIC’s: \$28,571.08
Dodd House Account:	\$18,038.99	GIC’s \$30,846.28

MOVED by A. Joyce and Seconded by S. Colwill: “That the Statement of Receipts and Disbursements for the period ending September 30, 2018 be received for information.”

CARRIED

1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE

The President stated:

- He has another name of a contractor that he will contact about the masonry repairs on the chimney.

4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

S. Colwill stated:

- Davyd McMinn Carpentry finished the maintenance work on a couple of the windows so that they are operable again. The invoice is for \$162.75 which she gave to the Secretary for payment.
- She spoke to Prestige Joinery about their quote and let them know that we will order the windows from them and have Trevor install them. Trevor is going to give a quote on the installation but it will likely be between \$1,200 and \$1,500.
- The price for the windows from Prestige is \$7,249.75; there is also \$175 for delivery. A deposit of \$3,624.88 may be required to place the order.
- She will also see about having the last piece of the window wall insulated.

MOVED by K. Whitworth and Seconded by R. Townsend: “That up to \$4,000 be approved as a deposit to Prestige Joinery Ltd. for the window order for 4139 Lambrick Way.”

CARRIED

REQUEST FOR FUNDING SUPPORT FOR THE PRODUCTION OF GUIDELINES FOR THE CONSERVATION OF MODERN ARCHITECTURAL HERITAGE IN THE VICTORIA REGION

Funding request and detailed description of the project from Professor Martin Segger, UVIC, dated September 17, 2018. The proposal envisions the preparation of a publication (print and electronic) "Heritage Conservation Guidelines for Modern Architectural Heritage in the Greater Victoria Region". It is intended as an educational and directional tool for those involved in the preservation of the region's Modern Movement infrastructure.

The projected budget for the production of the document is \$7,700 and the Victoria Civic Trust has confirmed a grant of \$4,000 in support of the project subject to the participation of other local heritage foundations. They are also asking for funding support from the Victoria Heritage Foundation, the Oak Bay Heritage Foundation, the University of Victoria and the Saanich Heritage Foundation in the amount of \$1,200.

A roundtable discussion ensued and the following was noted:

- The information in the proposed document pertinent to modern architectural heritage in Saanich could be incorporated into Saanich's Heritage Register.
- Saanich has more modernistic architecture than the City of Victoria.
- The terms of our donation could be based on using the information gathered (with Prof. Segger's permission) as a focus for updating our Register.

MOVED by R. Townsend and Seconded by S. Colwill: "That funding support in the amount of \$1,200 from the Saanich Heritage Foundation (SHF) be approved for the production of "Guidelines for the Conservation of Modern Architectural Heritage in the Victoria Region" as outlined in the letter from Professor Martin Segger dated September 17, 2018, and that the SHF be granted free access to the intellectual property in order to update the Saanich Heritage Register."

CARRIED

ONE DAY WORKSHOP FOR A MUNICIPAL HERITAGE COMMITTEE – HERITAGE BC – MARK BROWN

Mark Brown stated:

- For a part of his working career, he was the Manager of Historic Places and Stewardship with the Heritage Branch of BC and he held workshops for staff and heritage committees regarding heritage conservation.
- A couple of the Foundation members have indicated that they will not be returning to the Foundation in 2019 so he thought it might be helpful to new and returning members if we held a workshop to educate the general principals of heritage conservation and possibly the more usual roles of municipal heritage committees.
- He contacted the Heritage Program Manager with Heritage BC to inquire about workshops and they can tailor a workshop to fit our needs and what areas we want to focus on.
- A full day workshop would cost \$2,000 but that can be adjusted to fit our budget.

A roundtable discussion ensued and the following was noted.

- It would be helpful to have staff from the Planning Department attend as well; handouts at the workshop would be a valuable resource.
- It would also be beneficial to Council members to better understand heritage conservation.
- A full day workshop may be too long for members. Perhaps an afternoon session on the day of one of our regularly scheduled meetings would work, that way the workshop could roll into

- the regular meeting.
- Early in 2019 would be a good timeframe to hold the workshop.

Foundation members approved in principle to hold a workshop in 2019 and Mark Brown advised that he will contact Heritage BC again to get more information. The Planner will put the idea of a workshop to the Planning Department to see if there is any interest.

GARDEN SUITES – POLICY AND GUIDELINES

Background

- Council approved the Terms of Reference for a study to explore regulatory changes to permit garden suites in Saanich. The study area is single family (RS-zoned) properties in the Sewer Service Area.
- A Garden Suite is a small detached house that is in the rear yard of a single family lot. It is accessory to the primary dwelling.
- The objectives of the Garden Suite Study is to investigate garden suites as a form of permanent rental housing; establish a foundation of information to assess potential regulatory changes and associated impacts; develop an understanding of key issues, including challenges and opportunities; assess stakeholder and community support for garden suits; identify locations within the sewer service area where it would be most appropriate to permit garden suites; and create a regulatory framework.
- Some of the key issues are: support for legalization; location; regulations for size, height, parking and owner occupation; design review; and approval process.

The Planner stated:

- The Garden Suite Study is underway with stakeholder and public engagement to explore interests and concerns and developing draft regulations.
- They haven't heard from the public sector with respect to the heritage aspect of allowing Garden Suites on a property with a heritage dwelling.
- The proposed draft guidelines are similar to those of the City of Victoria.

Councillor Sanders stated:

- In the City of Victoria Garden Suite Policy and Guidelines, it states that the City will request that all properties identified on the Heritage Register will receive Heritage Designation when a Garden Suite is introduced to a property.
- Where a property may have heritage value but has not been identified or included on the Heritage Register, the City will encourage applicants to consider heritage designation as they pursue approval of a Garden Suite. In cases where an accessory building is heritage designated, a Heritage Alteration Permit (HAP) is required.
- In cases where a new Garden Suite is located on a property where the primary structure is protected by heritage designation or is identified on the heritage register, then a HAP is not required for construction of the Garden Suite but the *Standards and Guidelines for the Conservation of Historic Places in Canada* should be considered.

Committee discussion noted:

- The design of a Garden Suite needs to be sympathetic to the character of the existing heritage dwelling and should be sited in rear yards or where it is amenable depending on lot configuration.

ADJOURNMENT

The meeting adjourned at 6:55 pm.

NEXT MEETING

The next Regular meeting of the Saanich Heritage Foundation will be held **Tuesday, November 13, 2018 at 5:30 p.m.** in Committee Room #2.

..... CHAIRPERSON