

# COMMUNITY HERITAGE COMMITTEE

## Minutes of the Open Meeting

**Date:** Thursday, August 7<sup>th</sup>, 2014  
**Location:** Knox Mountain Meeting Room, City Hall, Kelowna

### In attendance:

Bob Hayes (Okanagan Historical Society), Jim Meiklejohn (Member-at-Large)\*, Amanda Snyder (Kelowna Museums), Cheryl Spelliscy (Alternate - Central Okanagan Heritage Society), Rudy Schoenfeld (Member -at-Large)

### Regrets:

Brian Anderson (Chair), Ann Bostock (Alternate - Okanagan Historical Society), Alice Arsenault (Member-at-Large), John Pendray (Central Okanagan Heritage Society), Linda Digby (Alternate - Kelowna Museums)

### Staff:

Urban Land Use Planner, Adam Cseke  
Policy & Planning Planner, Laura Bentley  
Deputy City Clerk, Karen Needham\*  
Co-Op Student, Mark Tanner\*  
Policy and Planning Department Manager, Danielle Noble-Brandt\*

### Recording Secretary:

Legislative Coordinator, Corinne Boback

(\* denotes partial attendance)

## I. CALL TO ORDER

The Co-Chair called the meeting to order at 12:07 p.m.

Opening Remarks by the Chair regarding Conduct of the meeting.

## II. APPLICATIONS FOR CONSIDERATION

### ITEM 1

HAP14-0009

1981 Knox Crescent

To consider a Heritage Alteration Permit for the demolition and rebuild of a single-family dwelling and detached garage.

Applicant: Laura Thompson

### Staff:

- The subject property is located in the Abbott Street Heritage Conservation Area.
- Not listed on the City's Heritage Register.
- Late Vernacular architectural style which is consistent with the dominant style in the surrounding block.
- Proposing to demolish and re-build a new single family dwelling and detached garage on the subject property.

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- Proposed design reflects characteristics of the Late Vernacular Cottage style and more elements of the Late Arts and Crafts style.
  - Drawings supplied by designer and updated drawings will need to be supplied to reflect new suggested changes.
  - Height and massing of the proposed dwelling will alter the streetscape.
  - Dormer on the front façade makes a relatively sensitive transition to the surrounding single storey dwellings.
  - Some proposed changes do not reflect the Late Vernacular style.
  - Staff wants materials being suggested on the proposal to be consistent with the other dwellings on the block, specifically horizontal siding.

CHC Discussion:

- Cottage dwelling in area nearby has hardy plank shakes.
- Street is more Late Vernacular.
- The corner dwelling that inspired the proposed design is more Arts and Crafts style.
- Setbacks should be consistent with proposed dwelling as surrounding dwellings.
- Dwellings nearby are all small and the proposed dwelling will fit in with the Late Vernacular style despite being a two storey dwelling.
- Suggested upgrading current dwelling instead of demolishing and re-building.
- Re-building will create more character.
- Shed dormer faces the alley and not keeping in with the style.

Applicant:

- Working with existing dwelling will be too costly to update opposed to demolishing.
- Comply with the flood plain restrictions.

CHC/Applicant:

- Shakes are the preference.
- Front/street view will have very few shakes visible.
- Massing and side yard setbacks concerns.

**MOVED BY Rudy Schoenfeld /SECONDED BY Cheryl Spelliscy**

THAT the Community Heritage Committee does support Heritage Alteration Permit application No. HAP14-0011 for the property located at 1981 Knox Crescent in order to demolish and rebuild a single-family dwelling and detached garage on the subject property.

**CARRIED**

Amanda Snyder-opposed.

Anecdotal Comments:

The Community Heritage Committee suggests that applicant continues to work closely with staff to ensure that suggested changes are adhered too.

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III. FOR CONSIDERATION/STAFF INQUIRY

- None

IV. MINUTES

CHC Discussion:

- Noted page 2, under CHC Discussion deleting the word "second" to "third" in the bullet that reads "Heritage is lost on the second storey for the proposed development".

MOVED BY Rudy Schoenfeld/SECONDED BY Amanda Snyder

THAT the Minutes of the open meeting of the Community Heritage Committee held on July 3, 2014 be adopted as amended.

CARRIED

V. NEW BUSINESS

- End of Term Committee Review
- End of Term review will provide Council with summary of committee objectives, resourcing, general comments and feedback from staff liaisons and members. Discussion included:
  - Clarification for requirements for the applications coming forward by staff and members. ie) Heritage Designation proposals.
  - improvements for the orientation binders; alternate did not receive Orientation Binder; ensure binder is passed to next member
  - Educational opportunities; guest speakers or information sessions such as a webinars to ensure current knowledge to inform Council accurately.
  - Appreciated receiving agenda prior to meeting; helpful to prepare/research the applications; late additions to the agenda make it difficult to be adequately prepared
  - Reports from staff are helpful because they are consistent in their format and provide good information.
  - Currently enough members representing the community in a variety of areas of expertise on the committee.
- Suggestions included:
  - Annual check in from the Office of the City Clerk.
  - One on one session identifying expectations are helpful.
  - Provide 'refresher' meetings throughout the term.
  - Provide a 'cheat' sheet of planning terms.
  - Provide walking tours to review results of past applications.
  - Would like a standing agenda item to review outcome of applications that went to Council.
  - Term will be changed from three year to four years; recruitment process and that members are recruited and recommended to Council by staff liaison.
  - Staff will ensure any applications in the queue are reviewed and moved forward prior to the last CHC meeting in November.

VI. OLD BUSINESS

- Review of previous Heritage Alteration Permit Applications

Staff/CHC Discussion:

- Reviewed Council approved Heritage Alteration Permit Applications and applications still outstanding.

Member Jim Meiklejohn left the meeting at 1:09 pm.

- Heritage Plaques Update.

Staff/CHC Discussion:

- Summarized progress on completion and outstanding updates.
- Contact has been made to Ron Cannon by Committee Member Bob Hayes regarding the Armory.
- Staff to circulate all write-ups for final review of wording.
- Staff contacting all property owners to identify where the plaques will go on subject properties.
- Staff proposed adding a new plaque to the list if there are enough plaques.
- Some photos provided may require Photoshop work.
- Plaque wording to be reviewed and finalized by September 4 meeting.

VII. TERMINATION OF MEETING

The Co-Chair declared the meeting terminated at 1:23 p.m.

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Bob Hayes, Co-Chair

/cb