

Memo



Date: February 17, 2010
File: 0360-01
To: City Manager
From: M. Stanborough, Planner Specialist (Cultural Policy), Policy and Planning
Subject: Community Heritage Commission 2009/10 Report

Recommendation:

THAT Council receive, for information, the Report of the Planner Specialist dated February 17, 2010 regarding the committee work of the Community Heritage Commission for 2009;

AND THAT Council endorse the direction of the Community Heritage Commission for the 2010 year to include a heritage plaque and interpretation program, and training regarding the BC building code, heritage alteration permits and heritage revitalization agreements.

Background:

The Community Heritage Commission is a committee of Council appointed to advise on issues related to heritage. The Heritage Commission is comprised of 7 members: 4 members from the community at large; 1 representative and 1 alternate from the Central Okanagan Heritage Society; 1 representative and 1 alternate from the Kelowna Museums Society, and; 1 representative and one alternate from the Okanagan Historical Society, Kelowna branch. The Heritage Commission meets once a month when there are applications or issues to be considered. In 2009, the Community Heritage Commission met 12 times.

In 2009, the CHC had the opportunity to comment on 12 Heritage Alteration Permits related to buildings either designated as heritage or within the heritage conservation areas of Abbott Street or Marshall Street. This is the same number of Heritage Alteration Permits reviewed by the CHC in 2008, suggesting that the economic downturn has not negatively impacted construction work on protected heritage properties in the city.

The CHC also provided comment on three heritage revitalization agreements in 2009, which was one more than 2008. The most significant of these was the Heritage Revitalization Agreement for 911 Borden Avenue, which ensures a significant restoration project for a prominent Kelowna heritage property. The CHC also provided comment on one development variance permit for a heritage register property at the request of Council.

The CHC was also able to provide comment on initial inquiries regarding heritage property development issues that came from the public, so as to guide potential applicants through the process. This allowed members of the public to determine the best course of action to meet their development needs. These inquiries ranged from the possibility of seeking a heritage designation for a non-heritage register property, to the potential development of a heritage register property. The CHC provided input on approximately 10 inquiries in the course of the year.

In 2009, the Community Heritage Commission was also very active on projects related to heritage but not specifically development applications. The CHC's work on heritage projects was guided by the policies of the City of Kelowna's "2007 Heritage Strategy" (HS). Projects that the CHC embarked on included:

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- Advise on and review of the statements of significance for 15 properties added to the heritage register (HS policy 5.3);
- Advise on and review of the revised Heritage Driving Tour brochure (HS policy 6.2 & 6.3);
- Review of the CHC's terms of reference for the Clerk's department (HS policy 2.3);
- Review of the heritage-related policies as part of the Official Community Plan review (HS policy 2.7);
- End of year review of all the 220 statements of significance for properties on the heritage register (HS policy 5.3);
- Participation in a Provincially-led workshop regarding the "Standards and Guidelines for the Conservation of Historic Places in Canada" (HS policy 2.5 & 2.6)

As well, in June 2009, the Community Heritage Commission struck a sub-committee to work with staff to establish priorities for the Heritage Asset Management Strategy. The goal of this sub-committee was to establish a means of determining priorities for conservation work on City-owned properties, in a manner that reflected the priorities of the heritage community and other stakeholders. This sub-committee met once a month for 5 months. The result of the sub-committee's work included an evaluative tool that City staff are able to use to determine priorities for the conservation and maintenance of its own heritage assets. The resulting findings were reported to the CHC in December, and presented to Council by Randy Cleveland, Director of Infrastructure Planning in December 2009.

A number of major projects related to heritage conservation were addressed by the Community Heritage Commission in 2009 as noted above: the update and review of the heritage register; the "Standards and Guidelines" training; and the work on the heritage asset management strategy.

In 2010, the Community Heritage Commission will continue to provide comment on heritage development applications and on inquiries from the general public. The CHC has also identified the following areas that members are interested in pursuing:

- Follow-up work on the Heritage Asset Management Strategy, as required (HS policy 2.1 & 2.2)
- Determine priority sites for heritage plaques and interpretation throughout Kelowna, which may include Chinatown (HS policy 6.2)
- Training on the legislative framework for Heritage Alteration Permits, Heritage Revitalization Agreements, and the BC Building Code as related to Heritage properties (HS 2.3 & 2.6)
- Explore opportunities for recognition of agricultural heritage (HS 5.1 & 6.2)

In pursuing the above-listed objectives, the Community Heritage Commission will continue to provide Council with an informed and engaged connection to the greater heritage community.

Internal Circulation:

Land Use Planner, Alec Warrender
 Community Planning Manager
 Community Heritage Commission
 Deputy Clerk
 Director Community and Media Relations

Financial/Budgetary Considerations:

Existing budget for the heritage planning program.

Costs associated with the Community Heritage Commission:

Staff Liaison to regular meetings & support:	approx. 120 hours annually
Staff Liaison to sub-committee meetings & support:	approx. 25 hours annually
Other Staff invited to CHC meetings:	approx. 12 hours annually
Council Recording Secretary for meetings:	approx. 36 hours annually
Meeting Lunch & Refreshments:	approx. \$1440 annually

Existing Policy:

Heritage Strategy 2007

Heritage Procedures Bylaw No. 7776

Official Community Plan

Legal/Statutory Authority:

Local Government Act, sections 176 (e) and section 953

Community Charter, section 143

Considerations not applicable to this report:

Alternate Recommendation:

Communications Considerations:

External Agency/Public Comments:

Legal/statutory Procedural Requirements:

Personnel Implications:

Technical Requirements:

Submitted by:



M. Stanborough, Planner Specialist, Policy and Planning

Approved for inclusion:



S. Bagh, Director, Policy & Planning

CC:

Clerk's Department

Cultural Services Manager (CHC sub-committee member)

Director of Infrastructure Planning (CHC sub-committee member)

Director Real Estate and Building Services (CHC sub-committee member)



COMMUNITY HERITAGE COMMISSION 2009-2010 REPORT

Maria Stanborough, Planner Specialist (Cultural Policy), Policy & Planning

BACKGROUND TO THE CHC:

- ▶ a committee of Council appointed to advise on issues related to heritage
- ▶ 7 members - 4 'at large', 1 rep COHS, 1 rep OHS, 1 rep Museums Society
- ▶ Meet once a month, or more often if required

**HIGHLIGHTS FOR 2009 -
DEVELOPMENT APPLICATIONS:**

- ▶ 12 Heritage Alteration Permits
- ▶ 3 Heritage Revitalization Agreements
- ▶ 10 inquiries regarding heritage property development opportunities, ranging from designating a heritage property & demolition of a heritage register property.

**HIGHLIGHTS FOR 2009 -
NON-DEVELOPMENT APPLICATIONS**

- ▶ Addition of 15 properties to the heritage register.



**HIGHLIGHTS FOR 2009 -
NON-DEVELOPMENT APPLICATIONS**

- ▶ Advised and reviewed the revised Heritage Driving Tour Brochure



**HIGHLIGHTS FOR 2009 -
NON-DEVELOPMENT APPLICATIONS**

- ▶ Review of CHC's Terms of Reference
- ▶ Review of heritage-related policies for the Official Community Plan
- ▶ End of year review of the 220+ statements of significance for the heritage register
- ▶ Participation in a Provincially-led workshop on the "Standards and Guidelines"

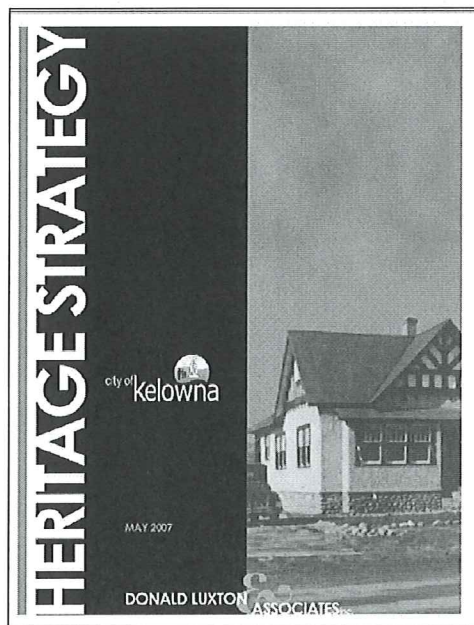
**HIGHLIGHTS FOR 2009 -
CHC SUB-COMMITTEE FOR HAMS**

- ▶ CHC identified as the advisory body that could support staff's work on creating a heritage asset management strategy for City-owned heritage assets



**HIGHLIGHTS FOR 2009 -
CHC SUB-COMMITTEE FOR HAMS**

- ▶ Subcommittee met once a month for 5 months
- ▶ Created an evaluative tool that City staff can use to determine priorities for conservation work
- ▶ Council allocated \$150,000 toward Heritage Asset Restoration Plans based on findings of this work



COSTS ASSOCIATED WITH CHC 2009

- ▶ Staff Liaison to regular meetings & support:
approx. 120 hours annually
- ▶ Staff Liaison to sub-committee meetings & support:
approx. 25 hours annually
- ▶ Other Staff invited to CHC meetings:
approx. 12 hours annually
- ▶ Council Recording Secretary for meetings:
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PROPOSED *NEW* ACTIVITY FOR 2010

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- ▶ Determine priority sites for heritage plaques & interpretation

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- ▶ Determine priority sites for heritage plaques & interpretation
- ▶ Training on the legislative framework

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- ▶ Determine priority sites for heritage plaques & interpretation
- ▶ Training on the legislative framework
- ▶ Explore opportunities for recognition of agricultural heritage

STAFF RECOMMENDATION

- ▶ THAT Council receive for information the February 22, 2010 report regarding the committee work of the Community Heritage Commission for 2009

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- ▶ THAT Council receive for information the February 22, 2010 report regarding the committee work of the Community Heritage Commission for 2009
- ▶ AND THAT Council endorse the direction of the CHC for 2010 (as outlined in this presentation)

THANK YOU

▶ Questions?