



COMMUNITY HERITAGE ADVISORY COMMITTEE

Wednesday, November 23, 2022

7:00 – 9:00 pm – via MS Teams

MINUTES

Present: Anne Savill (Chair)
Jim Paul (Vice-Chair)
Jennifer Clay
Trevor Ford
Rob Griesdale
Mel Montgomery

Regrets: Philip Baynton
Alastair Moore

Guests: Ayesha Howitt, Presenter for 2865 Masefield Road

Staff: Jason Smith, Senior Community Planner
Shannon Lambie, Community Planner
Mary Jukich, Committee Clerk

1. Call to Order

The Chair called the meeting to order at 7:00 pm.

2. Adoption of Agenda

MOVED by Mel Montgomery and seconded by Jennifer Clay
To adopt the agenda.

CARRIED

3. Adoption of Minutes

MOVED by Jim Paul and seconded by Mel Montgomery
To adopt the October 26, 2022 minutes.

CARRIED

4. 2865 Masefield Road Building Permit Review

Ayesha Howitt provided a presentation on the proposed project at 2865 Masefield Road. The homeowners are proposing to enclose the carport to build an additional bedroom and a small office. In terms of colour schemes and materials, the homeowners are proposing to use hardie board for the siding materials and for the property to have a similar look to other post and beam homes within North Vancouver. (Dark base and lighter/white framing).

On completion of the presentation, the following comments were provided by the committee members:

- Information was provided that the front door will not be fir, but material that resembled wood.

- In the side elevation drawings, the header of one of the windows did not align with the header of the door. The homeowner indicated that this could be a mistake.
- In terms of the front elevation and the new addition where the carport is, whether the homeowners would consider doing a full band of windows across the new addition. The homeowners indicated that the original drawings included that option; however, they were mindful of cost as the windows that fit were quite expensive.
- The homeowners indicated that they were not incorporating the brick wall into the interior of the new addition as a feature wall.
- The homeowners indicated that they were keeping the exposed beams on the inside.
- A concern was raised that the colour choices for the exterior may not be in keeping with that particular style of house as most of the Lewis houses were more natural colour using stained cedar wood.
- The homeowners indicated that the wood frames would be white around the window casings, and that the windows were triple pane windows that have the full opening option.
- Some of the committee members indicated interest in visiting the property, and the homeowners acknowledged that although they would not be home, the committee members were welcome to look around.

The following comments were provided after the homeowners left the meeting:

- An enclosed garage may not be sympathetic to the Bob Lewis style architecture.
- A full band of windows across the garage may be cost prohibitive for the homeowners' budget.
- The homeowners have not ribboned the windows in the bedroom but instead centred them. It was suggested that they may wish to ribbon them across the front
- On the side of the house, it was suggested that they may wish to consider having a door which has a window panel and not move forward with the window beside the door as it looks like an afterthought.
- Committee members were concerned about the front and the ribbon window not going the full length. Although the homeowner mentioned a cost issue, it would be a small amount as it essentially would be adding one window.

MOVED by Jennifer Clay and seconded by Rob Griesdale

The Community Heritage Advisory Committee has reviewed the proposal for 2865 Masefield Road and supports the general concept as presented and offer the following comments for your consideration:

To the new addition front elevation consider a complete horizontal band of windows for the full width of the new addition or alternatively panelling and trim to match the existing banded windows.

CARRIED

5. Recruitment – Landscape Architect

An advertisement was previously placed in the Friday File; however, no interest was received for the position of landscape architect. The advertisement will be re-posted and committee members were invited to review their personal networks for any potential candidates. It was also suggested that in the next advertisement, it may be beneficial to highlight that the position would qualify for continuing education credits.

6. Update on Heritage Planner Recruitment

Committee members were informed that the heritage planner position has been filled. This will be a temporary position for a one-year term and eligible for renewal for a further year. It is expected that the new hire will be in place by the end of the year and will be invited to attend the January committee meeting.

In addition, Shannon Lambie has been appointed as the ongoing staff liaison for the committee and will also support the new heritage planner.

7. Plaques Update

As the committee has expressed interest with the plaques project, staff are proposing that this project move forward in January. As preliminary work has been completed, staff have reviewed the 2015 research document, as well as the 2019 presentation on the different options for plaques. In the new year, staff will bring to the committee some plaque designs and work will be undertaken to determine what will go on the plaques, options around material and possible approach for the plaques.

8. Properties Tracker

There was no update to the properties tracker.

9. Any Other Business

- **Terms of Reference Review**

Committee members reviewed the terms of reference. With respect to the membership, three members whose terms were expiring this year, Anne Savill, Jennifer Clay and Rob Griesdale, will be recommended for re-appointment to the Advisory Oversight Committee. In terms of representation on the committee, Trevor Ford will serve in the position of Archivist, Jim Paul in the position of Architect, and Alastair Moore in the position of Specialist in Building Restoration and Preservation. The landscape architect position and the ninth position on the committee remain vacant.

The councillor representative on the committee has not yet been appointed but is expected shortly.

The 2023 meeting schedule was prepared which followed past practice wherein the committee meets on the fourth Wednesday of each month, except for August and December. The committee room has been booked for 2023 and barring any public health orders, in-person and hybrid meetings will resume beginning in January.

- **Michael Smith**

Information was provided that Michael Smith was seeking advice on appropriate sympathetic roofing material. In this regard, his contact information and pictures of the property will be posted to Basecamp for members who may be interested in providing input.

- **Heritage Month**

There was a discussion around previous years' heritage tours wherein committee members invited council members to tour heritage homes. It was noted that in past years, the heritage tour was scheduled in conjunction with the heritage awards event at the District Hall. In moving forward, staff will check whether there was interest from Council to do a tour in 2023, and using the designated properties as a source for the tour. Committee members also discussed the possibility of combining the heritage tour with the heritage awards event.

Information was provided that a tri-municipal committee meeting will be scheduled for 2023, and discussion on heritage week will be included as an agenda item.

10. Adjournment

The meeting was adjourned at 8:47 pm.

11. Next Meeting: Wednesday, January 25, 2023