



**MINUTES**  
**OAK BAY HERITAGE COMMISSION**  
**TUESDAY, DECEMBER 11, 2018 AT 5:00 PM**  
**COUNCIL CHAMBERS, MUNICIPAL HALL, 2167 OAK BAY AVENUE**

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**MEMBERS PRESENT**

Heather Cochran  
Marion Cumming  
Jane Hall  
Joan Heagle  
Susan Ross

Cora Smith  
Bronwyn Taylor  
Pat Wilson  
Councillor Esther Paterson

**MEMBERS ABSENT**

Robert Taylor

**STAFF PRESENT**

Bruce Anderson, Director of Building and Planning  
Deborah Jensen, Manager of Planning  
Graeme Buffett, Planning Technician  
Krista Mitchell, Building / Planning Clerk

**OTHERS PRESENT**

Members of the Public: 6

**1. Call to Order**

The meeting was called to order at 5:03 pm.

**2. Adoption of Minutes**

It was moved and seconded that the minutes from November 13, 2018 be adopted as amended.

The motion was carried.  
None opposed.

**3. Approval of Agenda and Late Items**

The agenda was approved as amended by adding Tod House funding as item 7(f), community amenity contributions as item 8, and HRA training by BC Heritage as item 9.

**4. Correspondence**

D. Jensen advised and distributed the current calendar from the University of Victoria.

**5. Information Items**

None

**6. New Business**

- a) HRA00007 – 602 Newport Avenue – Heritage Revitalization Agreement  
To consider designating the home and facilitating a two lot subdivision

G. Buffett gave a brief description of the proposal. Some of the comments were:

- Proposal is to designate the 1930's Georgian Revival home to facilitate a two lot subdivision, with key elements of the home including a prominent port cochere, broad hip roof and stucco exterior.

- Subject site has frontage on Newport Avenue and Linkleas Avenue, and both proposed lots are smaller than the current RS2 zoning.
- New single family home would be accessed from Linkleas Avenue, with extensive landscaping and tree planting proposed along the street.
- Newport Avenue streetscape would be maintained with the mature plantings retained.
- Statement of significance was prepared by Donald Luxton and Associates and the project architect John Keay, which also details the social history of the home.
- Current condition report shows the building in good shape and a maintenance plan would be attached to the heritage revitalization agreement.

J. Keay, architect, presented the proposal. Some of the comments were:

- Preserving the existing house and constructing a small home at the back of the property, to age in place.
- New home is modest size, allowing the heritage home to dominate the site.
- Condition report and conservation plan are complete, social history is significant.
- Existing house is in excellent condition, with lack of alterations, setting and context on the street, and mature landscaping.

### ***Commission Comments***

Commission members inquired about the proposed landscape plan along Linkleas Avenue, the width of the new driveway, and a tree preservation plan.

J. Keay, architect, advised that the intent for the landscape is to modify and reduce hardscape, utilizing a single lane driveway, that the large Plane tree will be saved, and noted there is approximately 12.5 metres between the existing and the proposed home.

G. Buffett confirmed variances are required for the existing home rear yard, and the new home front yard, noting the proposed lots are undersized at 778 m<sup>2</sup> and 560 m<sup>2</sup>. He also noted the tree preservation plan has been reviewed by the District arborist and will be attached to the staff report presented to Council.

Commission members inquired if the applicant would consider t hedgerows along Linkleas Avenue to maintain the rural feel.

J. Keay, architect, noted they wish to maintain Linkleas Avenue in its current form, but further discussion with the District is necessary for planting on municipal property.

Commission members summarized the heritage value documentation for assessing an application as:

1. Conserve Established Streetscapes and Neighborhoods
  - Presentation to the street for 602 Newport Avenue would not change.
  - The house would remain the same indefinitely when designated.
  - Parking for the house would be on the driveway or street.
  - The rural view of Linkleas Avenue could be impacted quite dramatically.
  - Consider retaining the rural aspect by using native plants and no grass; reducing road paving to a single lane; ensuring no curbs; and restricting gate designs so they fit with the rural concept.



2. Conserve Historic Buildings and Structures
  - The home would be designated but the garage is to be removed.
  - Maintenance would be required to Federal Standards on an ongoing basis.
3. Conserve Cultural Landscape Features and Conserve Natural Landscape and Ecological Heritage
  - This block of Linkleas Avenue has aspects of a country lane, a unique feature.
  - Impact of this single subdivision might encourage more subdivisions along the Newport and Linkleas corridors.
  - District should prepare guidelines for any future development to protect the rural nature of this block of Linkleas Avenue, similar to the Jones Estate.
  - Proposed home will not have a full height basement, minimizing the impact of any blasting on the underlying rock outcroppings.
  - Proposed home is a gentle insert into the landscape, scaled down from the heritage home on Newport Avenue.
4. Celebrate Oak Bay's Unique History
  - A home representing Oak Bay's history post WW1 would be protected for the benefit of future generations.
  - The rural aspect of Linkleas Avenue could be maintained through guidelines or an addendum to the heritage revitalization agreement.
  - Could consider a heritage conservation area to ensure that infill housing was of a specific limited size, not having full basements, that a commitment is made to maintaining the rural streetscape and the like.

E. Paterson inquired about future restrictions for the new home, noting the proposed home is well done for the new lot.

D. Jensen advised that, if Council approves the heritage revitalization agreement, the new home would have to meet the setbacks that were approved.

Commission members commented that the home has a grand house estate feel on a rural type property and it is important that the new home not detract from the existing dwelling. They also suggested that building plans or specific language be attached to specify the new home be sympathetic to the heritage home.

G. Buffett noted that the heritage designation bylaw would protect the home from demolition or exterior renovations, and any exterior changes to the home would require approval through a heritage alteration permit.

Commission members noted that a site visit would have been helpful, particularly for the designation subcommittee.

D. Jensen clarified site visits for the Commission would not be a typical process, and would be organized through staff for administrative and notification purposes. She also noted that Engineering staff are involved in discussions regarding Linkleas Avenue plantings.

It was moved and seconded to recommend that Council approve HRA00007, with adjustments to the landscape plan to allow a single driveway, and the agreement of the owner to plant and maintain the hedgerow on the Linkleas Avenue boulevard.

The motion was carried.

None opposed.

## 7. Reports of Subcommittees / Other

### a) Council Liaison

E. Paterson advised Council has directed staff to continue negotiations for 1561 York Place, and the applicant will speak with the neighbourhood and bring the application back.

### b) Heritage Conservation Area Working Group Update

H. Cochrane reported the final draft is almost complete, noting three homeowners have expressed interest in adding their properties to the schedule, and the recommendation of the Working Group is to have the Heritage Commission review homes to be added to the protected schedule.

### c) Community Register / Designation

None.

### d) Education

S. Ross reported the spring lecture is scheduled for April 17, 2019 with architect Terry Williams discussing John Wade.

### e) Tourism

M. Cumming reported she has not recently attended a Tourism meeting.

### f) Planning

D. Jensen provided an update on active applications:

- Heritage Alteration Permit for 915 Island Road was approved by Council.
- Staff is working with the applicant for a heritage revitalization agreement application for 1416 St. David Street.
- A heritage revitalization agreement for 785 Island Road has been submitted
- Tod House repair costs will be proposed in the 2019 budget process.

D. Jensen advised Corporate Services is undergoing a review of membership appointments, and terms expiring December 31, 2018 include Heather Cochrane, Jane Hall, Joan Heagle, Susan Ross, Cora Smith, Bronwyn Taylor, and Robert Taylor.

## 8. Community Amenity Contributions

Deferred to a future meeting of the Heritage Commission.

## 9. BC Heritage – HRA Training

Deferred to a future meeting of the Heritage Commission.

## 10. Next Meeting

The next regular meeting of the Heritage Commission is scheduled for Tuesday, January 15, 2019 in the Council Chambers of Municipal Hall.

## 11. Adjournment

The meeting was adjourned at 6:17 pm.