



# AGENDA

## Heritage Revitalization Advisory Commission

Wednesday, July 19, 2017 at 5:00 pm  
Council Chambers, City Hall

**Mandate:** *to undertake heritage and revitalization projects as approved by Council and to advise Council on referred heritage matters.*

1. HERITAGE DOWNTOWN WALKING TOUR/REVIEW
2. AGENDA APPROVAL
3. ADOPTION OF JUNE 22, 2017 MINUTES \*
4. COUNCIL REFERRALS/UPDATES
5. SIGN/FAÇADE APPLICATIONS
  - a) 640 First Avenue – Ladysmith Inn
6. HERITAGE PROJECT UPDATES
  - a) Canada 150 Project
7. NEW BUSINESS  
None.
8. CORRESPONDENCE  
None.
9. UPDATES  
None.
10. NEXT MEETING  
TBD
11. ADJOURNMENT

\*Attachments



# MINUTES

## Heritage Revitalization Advisory Commission (HRAC)

Thursday, June 22, 2017 at 5:00 p.m.

Council Chambers, City Hall

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**PRESENT:** Chair - Marnie Craig; Members: Tamara Hutchinson, Jennifer Robinson, Rob Johnson, Marina Sacht, Bob Darling, Harald Cowie, Bernardien Knol (LDHS member); Council Liaison – Councillor Rob Hutchins; Staff Liaison & Recorder – Angela Davies

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The meeting was called to order at 5:00 p.m.

### 1. AGENDA

It was moved, seconded and carried that the Agenda of June 22, 2017 be approved with the addition of 8(b) Waterfront Area Plan Joint Commissions/Design Charrette Meeting reminder.

### 2. MINUTES

It was moved, seconded and carried that the Minutes of May 25, 2017 be adopted.

### 3. COUNCIL REFERRALS/UPDATES

#### a) Ladysmith Kinsmen Club – Downtown Washroom Proposal

D. Paterson and M. Richardson from the Ladysmith Kinsmen Club presented a proposal for a washroom on First Avenue.

It was moved, seconded and carried that Heritage Revitalization Advisory Commission recommend to Council that the Ladysmith Kinsmen Club's proposal for a downtown washroom include the following exterior design elements:

1. A roofline consistent with neighbouring buildings;
2. An attractive exterior consistent with the ambiance of the historic downtown core (e.g. hardieplank);
3. Landscaping and/or a feature on the washroom façade facing First Avenue; and,
4. Retention of the existing street trees.

Furthermore, it was moved, seconded and carried that Heritage Revitalization Advisory Commission recommend to Council that once the proposed washroom exterior design has been reviewed by Staff, the proposed design of the washroom be reviewed again by HRAC.

### 4. SIGN/FAÇADE APPLICATIONS

#### a) 640 First Avenue – Ladysmith Inn (Façade Development Permit)

A. Davies informed HRAC members that the owner of 640 First Avenue is considering an update to the exterior of the building. An application has not been received, but members were asked to provide an initial review.

### 5. HERITAGE PROJECT UPDATES

#### a) Canada 150 Project

M. Sacht will provide an update at the next meeting.

#### b) Heritage Building Plaques

Councillor Hutchins and R. Johnson will bring examples of the original wooden heritage plaques to the next HRAC meeting for discussion.

**6. NEW BUSINESS**

a) Heritage Building Revitalization Award

Members discussed the concept of an “award” versus “recognition”. A sub-committee was formed, comprising of M. Sacht, M. Craig, R. Johnson, and R. Hutchins.

b) Heritage Tree Preservation

A. Davies noted that a heritage tree preservation bylaw is not included in Council’s 5 year strategic plan. Members requested that A. Davies locate information on heritage tree preservation bylaws and provide at the next meeting.

c) HRAC Bylaw Review

Members reviewed HRAC Bylaw 1279 and amendments 1735 and 1760. Members agreed that further review would be helpful to maintain consistency with the operation of HRAC. The upcoming Commission Structure Review may assist in the bylaw review.

**7. CORRESPONDENCE**

None.

**8. UPDATES**

a) BC Stop of Interest Signs

A. Davies provided an update regarding the provincial Stop of Interest sign program. The Province chose the 49<sup>th</sup> Parallel as a potential sign location, and requested a review of the draft text. Members reviewed the draft text, and Councillor Hutchins will provide alternative wording.

b) Waterfront Area Plan Joint Commissions/Design Charrette Meeting Reminder

A. Davies reminded HRAC Members that a Joint Commissions/Design Charrette Team meeting will be held on Tuesday, July 18, 2017 from 6:30 to 9:00pm at Aggie Hall. A public drop-in event will be held the following night from 5:00 to 8:00pm.

**9. NEXT MEETING**

Wednesday, July 19, 2017 at 5:00 p.m., City Hall Council Chambers.

HRAC members will meet at City Hall and will have a walking tour of the heritage downtown, followed by a meeting at the Sportsman Pub from 6:00 to 7:00 pm.

**10. ADJOURNMENT**

It was moved, seconded and carried that the meeting be adjourned at 7:15 p.m.

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Chair (M. Craig)

RECEIVED:

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Corporate Officer (J. Winter)