District of West Vancouver

Heritage Revitalization Agreement Bylaw No. 4943, 2017
(1768 Inglewood Avenue)

Effective Date: July 24, 2017

District of West Vancouver

Heritage Revitalization Agreement Bylaw No. 4943, 2017

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District of West Vancouver

Heritage Revitalization Agreement Bylaw No. 4943, 2017

A bylaw to enter into a Heritage Revitalization Agreement (1768 Inglewood Avenue).

WHEREAS the property at 1768 Inglewood Avenue known as the Sutherland House is listed on the District's Community Heritage Register and has heritage value; and

WHEREAS the District of West Vancouver and the Owner of the property at 1768 Inglewood Avenue wish to enter into a Heritage Revitalization Agreement in respect of the property to ensure conservation of the property;

NOW THEREFORE, the Council of The Corporation of the District of West Vancouver enacts as follows:

Part 1 Citation

1.1 This bylaw may be cited as Heritage Revitalization Agreement Bylaw No. 4943, 2017.

Part 2 Severability

2.1 If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

Part 3 Heritage Revitalization Agreement

3.1 The Mayor and Municipal Clerk are authorized to sign and seal on behalf of the District the Heritage Revitalization Agreement attached to this bylaw as **Schedule A**.

Schedules

Schedule A – Heritage Revitalization Agreement for 1768 Inglewood Avenue (Sutherland House)

READ A FIRST TIME on June 26, 2017

PUBLICATION OF NOTICE OF PUBLIC HEARING on July 9 and 12, 2017

PUBLIC HEARING HELD on July 17, 2017

READ A SECOND TIME on July 17, 2017

READ A THIRD TIME on July 17, 2017

ADOPTED by the Council on July 24, 2017

[Original signed by Mayor]

Mayor

[Original signed by Municipal Clerk]

Municipal Clerk

Schedule A

to Bylaw No. 4943, 2017

HERITAGE REVITALIZATION AGREEMENT FOR 1768 INGLEWOOD AVENUE (SUTHERLAND HOUSE)

THIS AGREEMENT dated as the day of ____ of ____, 2017.

BETWEEN:

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER, a municipal corporation having offices at 750 17th Street, West Vancouver, British Columbia, V7V 3T3

(the "District")

AND:

CAMERON PETER BURKE AND MARJORIE SOPHIA BURKE 1768 Inglewood Avenue, West Vancouver, British Columbia V7V 1Z1

(the "Owner")

WHEREAS:

A. The District may, by bylaw, enter into a Heritage Revitalization Agreement with the Owner of property identified as having heritage value, pursuant to section 610 of the *Local Government Act*; and

B. The Owner owns certain real property on the north portion of which is situated a building of heritage value known as the Sutherland House, listed on West Vancouver's Community Heritage Register, which property and building are located at 1768 Inglewood Avenue, West Vancouver, British Columbia, and legally described as LOT B DISTRICT LOT 1056 GROUP 1 NEW WESTMINSTER DISTRICT PLAN BCP11950 (the "Heritage Lands"); and

C. The Owner has presented to the District a proposal for the use, development and conservation of the Heritage Lands that would change the density of use of the Heritage Lands, and has voluntarily and without any requirement by the District, entered into this Agreement pursuant to section 610 of the Local Government Act; and

D. The District must hold a Public Hearing before entering into, or amending, a Heritage Revitalization Agreement if the Agreement or amendment would permit a change to the use or density of the Heritage Lands that is not otherwise authorized by the applicable zoning, and the District has held a Public Hearing on this Agreement; and

E. The Council of the District has, concurrently with the adoption of the bylaw authorizing the execution of this Agreement, adopted a bylaw pursuant to section 611 of the *Local Government Act* designating the Sutherland House as protected heritage property ("the Heritage Designation Bylaw");

F. The Council of the District has authorized the issuance of a development permit that enables the Owner to make an application to subdivide the Heritage Lands into two developable lots, being Lot 1 for the retention of the Sutherland House and Lot 2 for the development of an additional residential dwelling (the "Burke House"), in accordance with the proposed plan of subdivision attached to this Agreement as **Appendix A** (the "Subdivision"); and

G. The Owner has commissioned the preparation of a heritage conservation, protection and maintenance plan, entitled the "Sutherland House Conservation Plan," prepared by Donald Luxton and Associates Inc., dated June 2017, a copy of which is attached to this Agreement as **Appendix B** (the "Conservation Plan");

NOW THEREFORE in consideration of the mutual promises contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1.0 Conservation of the Heritage Lands

1.1 The Owner agrees to conserve, protect, and maintain the Heritage Lands in accordance with this Agreement, including the Conservation Plan and in accordance with Heritage Maintenance Bylaw No. 4187, 1999 as amended or replaced from time to time, and in the event of any inconsistency this Agreement shall prevail.

1.2 Without limiting the generality of section 1.1, the Owner agrees not to do any of the following without the prior written approval of the District in the form of a Heritage Alteration Permit:

(a) make any interior or exterior structural alteration to the Sutherland House;

(b) alter the residential form, scale and massing as expressed by the one and one-half storey plan with full basement and cross-gabled roof structure;

(c) alter the wood-frame construction, stucco cladding, half-timbering log cabin siding, and stone cladding;

(d) alter exterior design features including:

(i) the original Craftsman-style such as its wood frame and sash window assemblies, original wooden front door, scroll-cut wooden brackets, exposed raftertails and pointed bargeboards; and

(ii) the later design features such as its recessed front-entryway with tapered stone piers supporting square wooden columns and a shallow archway, diamond pane leaded glass windows and multi-paned casement windows.

(e) Alter the original stone chimney;

(f) Alter interior design features including

(i) the arrangement of rooms on main floor level;

(ii) inlaid oak floors;

(iii) stained glass windows;

(iv) stone fireplace;

(v) solid wood doors and wood frame windows; and

(vi) main staircase with newel post.

(g) Alter or remove mature landscape features on the Heritage Lands including mature native trees and plants along the western side of the property, the gardens below the Sutherland House on the creek bank, notches in the massive stumps by the creek where loggers perched atop springboards to fell cut the trees, and the pathways, except that minor landscape maintenance to maintain the health of trees and landscape features and removal of invasive species is permitted.

1.3 The Owner acknowledges that the District may refuse to issue a Heritage Alteration Permit required by section 1.2 if, in its sole discretion, the District considers that the alteration permit would authorize work that is inconsistent with this Agreement or the Heritage Designation Bylaw, and without limiting the generality of the foregoing the District may refuse to authorize the alteration of any of the character-defining elements set out within the Conservation Plan.

1.4 In the event of any dispute between the Owner and the District as to the necessity for any work required by the District pursuant to section 1.4, the parties agree that the dispute will be resolved by a member of the Architectural Institute of British Columbia with training an experience in heritage conservation who has been chosen by the parties or, failing agreement between the parties, by the Architectural Institute of British Columbia, and that the fees of the architect shall be borne by the Owner if the dispute is resolved in the District's favour and by the District if the dispute is resolved in the Owner's favour.

1.5 The Heritage Lands may, notwithstanding the provisions of the RS5 Single Family Dwelling Zone 5 within the District of West Vancouver's Zoning Bylaw No.4662, 2010, as amended or replaced from time to time (the "Zoning Bylaw"), and in accordance with the further provisions of this Agreement:

(a) the Sutherland House shall remain on Lot 1; and

(b) a new single family dwelling (the “Burke House”) may be built on Lot 2 in accordance with the architectural plans attached as **Appendix C** and landscape plans attached as **Appendix D** to this Agreement.

1.6 The parties agree that the Owner may apply for and the District may in its sole discretion issue development and building permits that include minor variances from Appendices C and D, including increased rock removal limits for Lot 2, provided that any variances do not alter the character-defining elements or interfere with the overall appearance of the Sutherland House as described in **Appendix B** or increase the total floor area or height of the Burke House.

1.7 The Owner agrees that the District may withhold any development permit, building permit, or occupancy permit or final building permit approval as the case may be, in respect of the Sutherland House if the alteration of the Sutherland House is not in accordance with **Appendix B**, notwithstanding that the construction may be in compliance with the British Columbia Building Code, the Zoning Bylaw and any applicable permit or development permit guidelines.

1.8 The parties agree that, except as varied or supplemented by the provisions of this Agreement, all bylaws and regulations of the District and all laws of any authority having jurisdiction shall continue to apply to the Heritage Lands, the Sutherland House and the Burke House.

1.9 The Owner agrees that the Zoning Bylaw variances provided under this agreement fully compensate the Owner for any reduction in the market value of the Heritage Lands that may result from the adoption of the Heritage Revitalization Agreement Bylaw, and waives absolutely all claims for compensation that the Owner is otherwise entitled to make under section 613 of the *Local Government Act* in respect of the adoption of the Heritage Revitalization Agreement Bylaw.

2.0 Zoning Bylaw Variances

2.1 The following variances to Zoning Bylaw are granted through this Agreement to enable the subdivision of the Heritage Lands and construction of the Burke House in accordance with **Appendix A**, **Appendix C** and **Appendix D** respectively, and for those purposes only:

(a) Lot 2 (Burke House):

a. Section 205.04 (Site Width) from 15.2 metres to 5.9 metres;

b. Section 205.08 (Rear Yard) from 9.1 metres to 3.0 metres; and

c. 205.12 (Highest Building Face Envelope) from 6.72 metres to 9.3 metres.

3.0 Damage or Destruction

3.1 In the event that the Sutherland House is damaged by fire, earthquake, or any other cause, such that in the written opinion of a member of the Architectural Institute of British Columbia with training and experience in heritage conservation engaged and instructed by the District it is not possible or appropriate from a heritage conservation perspective to repair it, the Owner must construct on Lot 1 at the Owner's cost a replica of the Sutherland House in accordance with the original plans and specifications for the building and subject only to such variations from the original plans and specifications as are required to comply with the current British Columbia Building Code. Thereafter the provisions of this Agreement pertaining to the conservation, protection and maintenance of the Sutherland House, including this provision, shall apply to the replica of the Sutherland House.

3.2 In the event that the Sutherland House is damaged, the Owner must repair the Sutherland House, within one year of the date of damage, after having obtained a Heritage Alteration Permit, Development Permit and a building permit, and must carry out all repairs in accordance with **Appendix B**. Section 1.4 shall apply in the event of any failure of the Owner to repair the Sutherland House in accordance with this section.

4.0 Amendment

4.1 The parties acknowledge and agree that this agreement may only be amended by bylaw with the consent of the Owner, provided that a Public Hearing shall be held if an amendment would permit a change to use or density or use of the Heritage Lands.

5.0 Representations

5.1 It is mutually understood and agreed upon between the parties that the District has made no representations, covenants, warranties, promises or agreements expressed or implied, other than those expressly contained in this Agreement.

6.0 Statutory Functions

6.1 Except as varied or supplemented herein, this Agreement shall not prejudice or affect the rights and powers of the District or its approving officer in the exercise of their statutory functions and responsibilities and their rights and powers under any enactments, bylaws, order or regulations, including but not limited to the *Local Government Act* and the *Land Title Act*, all of which, except as expressly varied or supplemented herein, are applicable to the Heritage Lands, the Sutherland House and the Burke House.

6.2 The Owner acknowledges that the subdivision of the Heritage Lands is subject to the jurisdiction of the District's approving officer, that the construction of or alteration of a building on any portion of the Heritage Lands requires a Heritage Alteration Permit, a Development Permit and a building permit, and that the District may impose off-site works and services requirements and development cost charges in respect of the subdivision and development of the Heritage Lands.

7.0 Enurement

7.1 This Agreement enures to the benefit of and is binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

7.2 The District shall file a notice within the Land Titles Office, as provided for in section 610 of the *Local Government Act*, and upon registration of such notice, this Agreement and any amendment to it shall be binding on all persons who acquire an interest in the land affected by this Agreement.

8.0 Other Documents

8.1 The Owner agrees at the request of the District, to execute an deliver or cause to be executed and delivered all such further agreements, documents and instruments and to do and perform or cause to be done and performed all such acts and things as may be required in the opinion of the District to give full effect to the intent of this Agreement.

9.0 Notices

9.1 Any notice required to be given pursuant to this Agreement shall be in writing and shall be delivered by registered mail as follows:

(a) To the District:

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
750 – 17TH STREET
WEST VANCOUVER, BC V7V 3T3

(b) To the Owner:

CAMERON PETER BURKE AND MARJORIE SOPHIA BURKE
1768 INGLEWOOD AVENUE
WEST VANCOUVER, BC V7V 1Z1

10.0 No Partnership or Agency

10.1 The parties agree that nothing contained in this Agreement creates a relationship between the parties of partnership, joint venture, or agency.

APPENDICIES:

A. **Subdivision** of LOT B DISTRICT LOT 1056 GROUP 1 NEW WESTMINSTER DISTRICT PLAN BCP11950 (1768 Inglewood Avenue)
B. **Conservation Plan** for the **Sutherland House** prepared by Donald Luxton & Associates, June 2017
C. **Architectural Drawings** for proposed **Burke House** by Burgers Architecture Inc. dated December 1, 2016
D. **Landscaping Plans** prepared by Botanica Design for the **Burke House** dated April 12, 2017

CAMERON PETER BURKE
By his authorized signatory

MARJORIE SOPHIA BURKE
By her authorized signatory

CORPORATION OF THE DISTRICT OF WEST VANCOUVER
By its authorized signatories

Mayor

Municipal Clerk

PROPOSED SUBDIVISION OF
LOT 'B'

DISTRICT LOT 1056

GROUP ONE, NEW WESTMINSTER DISTRICT
PLAN BCP11950

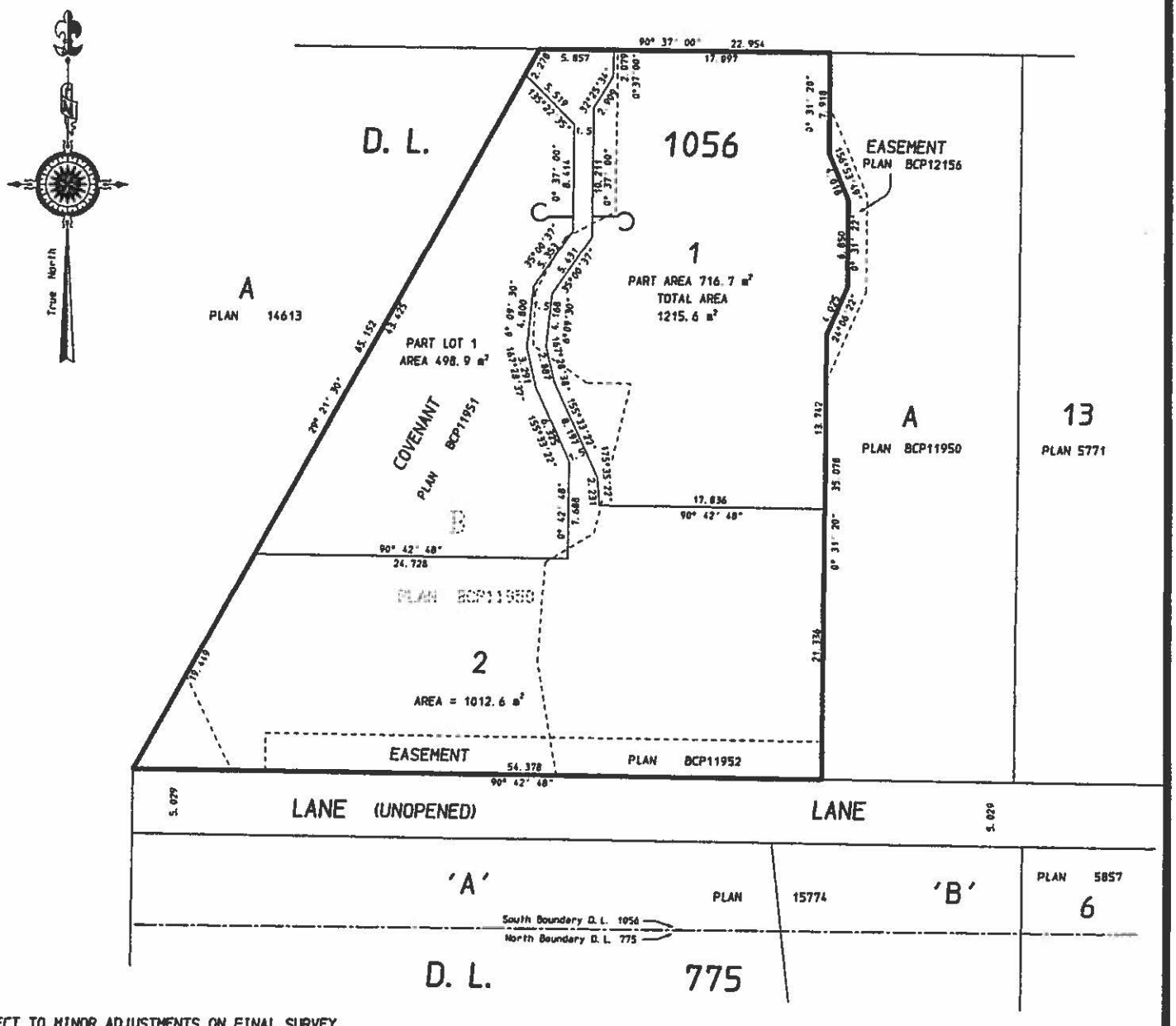
BCGS 92G035

-5 0 5 10 20
All Distances are in Metres

PURSUANT TO SECTION 67, L. T. A.

PLAN EPP_ _ _ _ _

APPENDIX A



NOTE:
SUBJECT TO MINOR ADJUSTMENTS ON FINAL SURVEY.

23 NOVEMBER, 2016.

Certified Correct according to Plan BCP11950:

_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _, B. C. L. S.
WILLIAM R. CHAPMAN
this th day of November, 2016.

THIS PLAN LIES WITHIN THE GREATER VANCOUVER REGIONAL DISTRICT.

CHAPMAN LAND SURVEYING LTD.
British Columbia Land Surveyors
107-100 Park Royal South
WEST VANCOUVER, B. C.
V7T 1A2 604-926-7311
FAX 604-926-6923
EMAIL: sandy@chapmansurvey.com

DA JOB: 15-079 FILE: 2193A COMP: 2193A-B.PRO

APPENDIX B

SUTHERLAND HOUSE

1768 INGLEWOOD AVENUE, WEST VANCOUVER, BC

CONSERVATION PLAN

JUNE 2017

DONALD LUXTON
AND ASSOCIATES INC

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Sutherland House, located at 1768 Inglewood Avenue, West Vancouver, British Columbia.

1.0 INTRODUCTION

HISTORIC NAME: Sutherland House
ADDRESSES: 1768 Inglewood Avenue, West Vancouver, British Columbia

ORIGINAL OWNERS: James & Winifred Sutherland
CONSTRUCTION DATE: 1927

The historic Sutherland House was built in 1927 along Inglewood Avenue in the historic Hollyburn area of West Vancouver. The house is an early example of residential architecture in the neighbourhood, and was the first house to be constructed on this block. Though it began as a simple Craftsman-style cottage, the house has evolved over time into a significant West Vancouver home. Its design evolution and high quality features and materials set it apart from other houses in the area.

The following Conservation Plan for the Sutherland House is based on Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada*. It outlines the preservation, restoration, and rehabilitation that will occur as part of the proposed redevelopment. Throughout this project, character-defining elements will be conserved while the subject site will be subdivided and an addition will be made to the south elevation of the historic building.

2.0 HISTORIC CONTEXT

Built along the Lawson Creek watershed in 1927, the Sutherland House is valued for its connection to the early development of the Hollyburn area. The following history of the Hollyburn area was published in the December 01, 1985 edition of *History-onics*, by the West Vancouver Historical Society:

Hollyburn – a name worth remembering

Introduction
West Vancouver, through its Parks Department, publishes an "Information Map and Parks Guide". It is excellent, but it has one omission that may sadden the long time resident – it does not include Hollyburn as a district.

In the belief that the name Hollyburn should not disappear from the history of West Vancouver, this article is written.

The "Pre-Hollyburn" Era
The first recorded land claim in West Vancouver was made in 1872 by James Blake. In present day terms it stretched along the shore from 16 Street to 18 Street, and north to Haywood Avenue. There is no indication that Blake either lived on or developed the land, but in 1889, he sold or transferred his claim to some-one who did – Navvy Jack Thomas.

Thomas must have been squatting on the property for some years, inasmuch as Thomas Grafton, the lighthouse keeper, in 1887 included him in a list of six men resident in West Vancouver. As Thomas is generally accepted as the first white resident, he must have been present before that.

There was at that time no road at all in what is now West Vancouver, so that these first residents must have relied on boats for communication.

Though Solitary, it is not likely that Navvy Jack was lonely. He had an Indian wife, for whom he built a house by the creek through his property, and he obviously kept very busy. He cleared 50 acres of land, he planted an orchard, he dug gravel from a put on his land, and, on request, he hired out with his boat as a ferry. It is interesting to speculate who might have hired his boat, and how they contacted him to do so.

Navvy Jack Thomas almost certainly left to go gold-mining in Barkerville (Gertrude Lawson was to see his grave there while on holiday). Free spirits may want to believe that he left because of the encroachments of civilization. In 1891, he found himself living in a municipality as the newly incorporated North Vancouver extended form Deep Cove to Eagle Harbour. And, in 1892, there was a road across his property – then Keith Road, now Marine Drive.

Whatever the reason, Thomas was gone and in die course, his land was sold for unpaid taxes. J.C. Keith, the banker who lad loaned the money for the building of Keith Road, bought the land, and in 1905 sold it to John Lawson. And here, when Lawson moved his family into Navvy Jack Thomas' old house, the development of Hollyburn really begins.

John Lawson – Developer

It is a fair distinction, I think, to say that Blake and Keith were land speculators and that John Lawson was a land developer. Speculators buy land and wait for time and event to make a profit. A developer buys land & by his own actions, makes its resale profitable. Lawson lived on his property, and worked both as a business man and a public servant to make it a good place to live. He exemplified "enlightened self-interest".

Lawson had purchased 160 acres, which he immediately proceeded to clear. His first intent was to build a golf course, an indication perhaps of the clientele he hoped to attract. He himself said that high costs and high taxes killed that project, but he was left with some advantageously placed acreage to put on the housing market.

Access – the W.V. Transportation Company

Land without access is hard to move in any market, and access to Capilano West, as West Vancouver section of North Vancouver was called, was limited. To improve it, John Lawson led a delegation to the North Vancouver Council to get it to petition the Federal Government for a wharf. Somehow the efforts were successful and the wharf was built, smack in the middle of the Lawson property at Lawson Avenue, now 17 Street.

The John Lawson Family, 1912, West Vancouver Museum and Library (WVML) 1314

With the wharf built, Lawson, his brother-in-law W.D. Thompson, John Sinclair and Robert McPherson were quick to form the W.V. Transportation Company, and in 1909, to initiate a regular scheduled ferry service to Vancouver. At first there was only one boat, the M.V. West Vancouver, with a passenger capacity of 18 to 20, plying between the wharf and the North Vancouver ferry terminal at the foot of Columbia Street, Vancouver.

That the venture was successful is indicated by the almost immediate addition of a second vessel, M.V. Seafoam, with a capacity of 50 passengers.

People could now live in West Vancouver, especially in Hollyburn, and work in Vancouver, confident that the ferry would get them there and back.

Land Sales

What was waiting for the visitor and prospective purchaser when he took himself off the ferry? A dirt road, but on its western side, a cement sidewalk running north to Keith Road. To his left, the visitor could see the Lawson home, but straight ahead, the first building was the John Lawson Real Estate Office, its open porch an invitation to stop in. The next building was the Archibald Read Estate Office, and across the street, Ollason's Real Estate. Lawson was certainly not afraid of competition.

At the S.E. corner of Keith Road and Lawson Avenue stood Lawson's general store, a sign on its east side announcing that all the material necessary to clear land was available. This was in 1912 when the total population of the area numbered only 700. In Hollyburn alone there were four real estate offices.

A Separate Municipality

With the push for growth, there was a feeling that the municipal government was too remote and not responsive enough to district needs. Inasmuch as the District of North Vancouver had split away in 1891 there was a precedent. In 1912, with no rancor, the District Municipality of West Vancouver was created, holding its first Council Meeting in April 1912.

An early picture shows the tent used as the first City Hall. It stood on the block at the N.E. corner of 17 Street and Esquimalt, next to the frame of the wooden hall going up beside it. Much of the municipal business was conducted everywhere. Early records show that much municipal business was done out of a real estate office on Homer Street, Vancouver and the Council meetings and public meetings were held in the Presbyterian Church at the S.E. corner of 18 Street and Marine Drive – Keith Road, as were the meetings of the School Board. The wooden building that was the first real City Hall was completed in late 1912.

Mr. Nelson was the first reeve and Mr. ¬_ son the second. But Mr. Lawson ran instead for the School Board and became the first chairman.

Population Development

It is important to remember that, at incorporation, West Vancouver extended from the Capilano River to Horseshoe Bay with its population centered in little "village" pockets: Hollyburn; Dundarave; Caulfield; Eagle Harbour; Whytecliff; Horseshoe Bay. Total population is given as 700, but as one tally, a penciled note adds, "Summer Population". For quite a few years, West Vancouver was used as a summer resort for Vancouver people, and perhaps only one third stayed on over the winter.

The burden of supporting the municipality therefore fell on remarkably few hands, albeit fortunately the few saw it as a place worth the developing. Growth was to come with the development of transportation along the west coast as well as to it.

Land Transportation

Private enterprise made the first effort to improve communication along the coast. During 1913, the Pacific Great Eastern Railway was busy building a line that was to run from Lonsdale in North Vancouver to Horseshoe Bay. Service was opened as far west as 25 Street on 1 January 1914, and extended to Horseshoe Bay on 1 July 1914.

The opening of the train service did not in itself affect the pocket development of West Vancouver, but when coupled with an action of the municipality, it did have an effect on Hollyburn.

The municipal action was the buying out of the West Vancouver Transportation Company, and the transfer of the now municipal ferry service to a new wharf at the food of 14 Street. Commercial building immediately grew up around the new sea terminus, taking the focus off 17 Street at least to some extent.

View of West Vancouver's first store, Hollyburn General Store and Post Office, 17th Street and Marine Drive., 1910, WVML 0862

But the combination of the train and the new ferry slip had another consequence. It goes without saying that there had to be a train stop at 14 Street, and the train stop had to have a name. Some one with roots in the old country suggested Ambleside, and Ambleside it became (no doubt to the great delight of Len Norris sometime later.) The name does not have the local association of Hollyburn, which Lawson named after the holly trees he planted near his burn or creek, but the area it described limited the application of the name Hollyburn. Since Hollyburn properly only applied to the land owned by Lawson, it is perhaps natural, if regrettable, that Parks should decide to omit Hollyburn in favour of Ambleside.

Another factor in the decision was certainly the change from pocket development to ribbon development. This was brought about by another improvement in land communication.

In 1915, a new bridge across the Capilano, together with a new main street, Marine Drive, made car travel much easier and quicker. The municipality took advantage with the introduction of a bus service which ran at first only from the ferry to 25 Street, but which expanded as housing moved further down Marine – it was as easy to walk three blocks from 28 to 25 Street as it was three blocks down the hill.

The clusters of stores at the train stops became a chain of stores along the bus route. With east of access, the significance of the local place names became less. But there are reasons why Hollyburn should be maintained.

Example of a wooden box flume used to transport wood in West Vancouver, WVML 1634

Vedder River Shingle Company, WVA 0260.WVA.RAH

Robert Shields' Shingle Mill located at 15th street and Inglewood Avenue. Piles of wood and planks can be seen throughout the image along with men working, 1918, 1378.NSMA

The Post Office

John Lawson was astute enough to know that people will move to the area with services, and one of the services that he contrived to supply was the mail.

The first post office was in his own home with Mr. Lawson as Postmaster, and Mrs. Lawson no doubt doing much of the work.

When the volume became too much, the post office was moved into the general store, but this time renamed the Hollyburn General Store.

The next move was significant, into small building next to the store – there was not enough mail to justify a full time postal clerk.

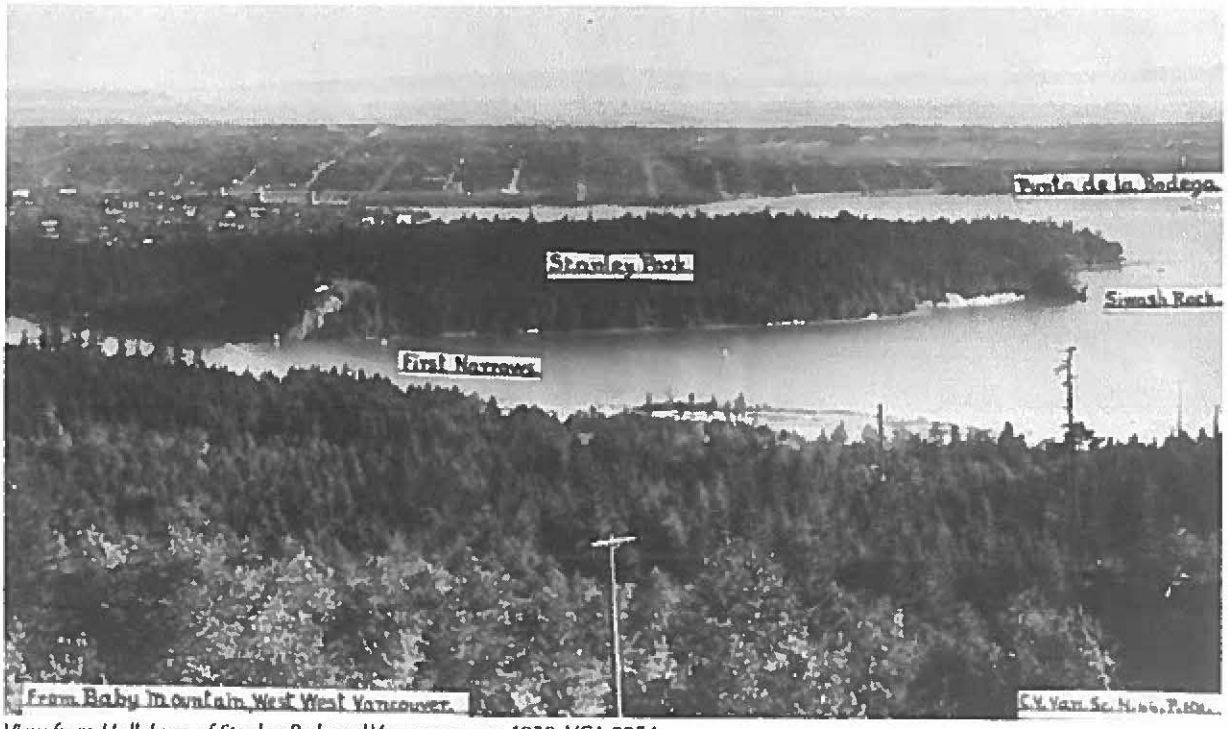
In 1936, John Lawson was still Post Master when a new post office was built at the N.W. corner of 17 Street and Marine Drive, a find looking brick structure.

And of course, the present Post Office remains in Hollyburn at the N.W. corner of Belleville and 17 Street.

Entertainment

West Vancouver has never lacked places for meetings and social gatherings, and Hollyburn had its share.

Mr. Lawson had put up a building on the S.E. corner of 18 Street and Marine Drive in 1912, and had given its use to the Presbyterian Church, and to the first school class in the area. As indicated earlier it was



View from Hollyburn of Stanley Park and Vancouver, pre 1938, VCA 0054

used in the evenings for Council and School Board meetings. It was a centre for social events as well.

In the 1920's, the Hollyburn Pavilion was erected at the N.W. corner of Belleville and 17 Street. It was a roller skating rink in summer and a dance hall in winter. In the early 1940's, the Lions Club bought the building for $430 and operated it until it was torn down to make way for the present post office.

The Hollyburn Theatre, the first in West Vancouver, operated by Mr. Howarth, was between 17 and 18 Streets on the south side of Marine. The theatre endeared itself to at least some students by giving a pass to the theatre for merit at school.

It is not really entertainment, but the West Vancouver Masons have a building on the site of Mr. Lawson's barn.

1962 Aerial showing the house and the Lawson Creek watershed directly to the left; West Vancouver Museum and Archives #65983 [Note the house has been expanded by this time]

> And of course, now there is Lawson Park with a children's playground and a short pier to mark the site of the first ferry wharf. A fine place to site and watch the sea or initiate a walk on the beach.
>
> Conclusion
> That is Hollyburn. As one of the first centres of population in West Vancouver, it deserves to be remembered.
>
> Perhaps in its next rendition of its map of information and parks, the municipality could manage to squeeze the name in between Dundarave and Ambleside. It deserves to be included.

Though the Hollyburn area was first logged around 1870, it was not until 1912 when a wooden flume was constructed and used to transport wood to the head of Lawson Creek that logging operations in this part of West Vancouver began in earnest. The wood was sent down to a mill pond at the Vedder River Shingle Company – the mill pond was located where the Sutherland House is situated today. The Mill operated at Inglewood Avenue and 18th Street from 1918 until 1923. The area also saw the operation of Robert Shields' Shingle Mill, located at 15th Street and Inglewood Avenue, ca. 1918, but little is known about this enterprise.

West Vancouver's first store, Hollyburn General Store and Post Office, was located at 17th Street and Marine Drive, down hill from where the Sutherland House would eventually be constructed. Serving the growing local community beginning in 1911, and located near to the ferry service landing used to transport people and goods to and from Vancouver, the Hollyburn General store and Post Office was a critical part of early life in West Vancouver.

By the 1920s, the area was experiencing a surge of development; Inglewood Junior Secondary School was constructed on the north side of Inglewood between 17th Street and 18th Street to serve the growing residential community. The same year, 1927, the block of land along the south side of Inglewood Avenue, across from the school site, was parceled out and the Sutherland House was built on a large lot adjacent to the Creek. Original owner and carpenter, James Sutherland, likely contributed to the construction of his home, as attention to detail is evident in both the original interior and exterior finishes of the house.

3.0 STATEMENT OF SIGNIFICANCE

THE SUTHERLAND HOUSE,
1768 INGLEWOOD AVENUE

Description of the Historic Place
The Sutherland House, located at 1768 Inglewood Drive in West Vancouver, was originally designed and constructed as a modest, Craftsman-style cottage but was expanded over the years to accommodate growing family needs. The front-gabled, one and one-half storey house features original wooden window assemblies, along with stucco cladding, with half-timbering detailing and log cabin siding, which were together applied as the house evolved.

Heritage Value of the Historic Place
The Sutherland House is valued for its connection to the early development of the Hollyburn area of West Vancouver; for its design evolution from a modest cottage into a more substantial house adjacent to Lawson Creek; and for its connection to the Hutchingames, who were responsible for its rehabilitation.

Built along the Lawson Creek watershed, the Sutherland House is significant for its connection to the early development of the Hollyburn area. The immediate area had been home to one of West Vancouver's early sawmills, which was built to span Lawson Creek circa 1918. Named the Vedder River Shingle Mill, it operated at this site through 1923. A handful of years later, in 1927, a block of land along Inglewood Avenue was parceled out and the Sutherland House was built on a large lot adjacent to the Creek. Original owner and carpenter, James Sutherland, likely contributed to the construction of his home, as attention to detail is evident in both the original interior and exterior finishes of the house.

The Inglewood Junior Secondary School was also constructed in 1927 and was located across the street from the house, the site of which is now home to the West Vancouver Secondary School. The relatively secluded surroundings of the Sutherland House added to its picturesque charm as a retreat from the more populated areas of the Lower Mainland and it remains one of the early extant buildings in the area.

The Sutherland House is also valued for its evolution of design, as it progressed from a small cottage into a larger home. The original Craftsman-style appearance of the residence gradually gave way to a more rustic aesthetic, as half-timbering, log cabin siding and stone cladding was applied when the house was expanded. These natural building materials echo the surrounding verdant environment of the Lawson Creek watershed. Original exterior features of the house, including wooden window assemblies and triangular brackets, remain and interface well with the later elements of the residence, producing a coherent example of early twentieth century residential design in West Vancouver's Hollyburn area. The interior of the home also adapted to the needs of growing families and the modernization of family life following the Second World War. Bedrooms and bathrooms were added, porches were enclosed and spaces and facilities were expanded in order to ensure the continued relevance and usefulness of the West Vancouver home.

The Hutchingames, who purchased the house in 2003, were responsible for the rehabilitation of the house, replacing mechanical systems and uncovering and restoring previously hidden and deteriorated features. The house exists today as a tribute to the various families that occupied the building during changing times in West Vancouver, and to the dedication required to ensure the house remained an important part of the West Vancouver architectural landscape.

Character-Defining Elements
Key elements that define the heritage character of the Sutherland House are its:
Site:

- location at 1768 Inglewood Avenue in West Vancouver;
- continuous residential use since 1927;
- setting amongst mature vegetation adjacent to the Lawson Creek watershed; and
- landscape features, including mature trees in the riparian area.

Exterior:

- residential form, scale and massing as expressed by its one and one-half storey plan with full basement and cross-gabled roof structure;
- wood-frame construction with stucco cladding and later added half-timbering, log cabin siding and stone cladding;
- design features including: original Craftsman-style features such as its wood frame and sash window assemblies, original wooden front door, scroll-cut wooden brackets, exposed raftertails and pointed bargeboards; later design features such as its recessed front-entryway with tapered stone piers supporting square wooden columns and a shallow archway, diamond pane leaded glass windows and multi-paned casement windows, allowing an abundance of natural light; and
- one original chimney and one chimney added when the house was expanded.

Interior:

- arrangement of rooms on main floor;
- hardwood oak floors, some with corner and trim inlay;
- coved ceilings;
- stained glass and leaded glass windows, which were formerly exterior, but have been internalized;
- stained glass kitchen cabinet doors;
- stone fireplace, which was built with rocks from the creek that runs through the property;
- variety of tilework in washrooms;
- solid wood doors with original hardware;
- wood frame windows with original hardware;
- main staircase with dropped newel post and balustrade with embellished posts and the staircase leading to the basement;
- original wall finishes that include, wood plank paneling in the living room and smoking room, as well as original lathe and plaster walls; and
- iron tub in the main floor washroom.

4.0 CONSERVATION GUIDELINES

4.1 STANDARDS & GUIDELINES

The Sutherland House is a significant historical resource in the Hollyburn area of West Vancouver. The Parks Canada's *Standards & Guidelines for the Conservation of Historic Places in Canada* is the source used to assess the appropriate level of conservation and intervention. Under the *Standards & Guidelines*, the work proposed for the Sutherland House includes aspects of preservation and rehabilitation.

> ***Preservation:*** *the action or process of protecting, maintaining, and/or stabilizing the existing materials, form, and integrity of a historic place or of an individual component, while protecting its heritage value.*
>
> ***Restoration:*** *the action or process of accurately revealing, recovering or representing the state of a historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.*
>
> ***Rehabilitation:*** *the action or process of making possible a continuing or compatible contemporary use of a historic place or an individual component, through repair, alterations, and/or additions, while protecting its heritage value.*

Interventions to the Sutherland House should be based upon the Standards outlined in the *Standards & Guidelines*, which are conservation principles of best practice. The following ***General Standards*** should be followed when carrying out any work to an historic property.

STANDARDS

Standards relating to all Conservation Projects

1. Conserve the heritage value of a historic place. Do not remove, replace, or substantially alter its intact or repairable character-defining elements. Do not move a part of a historic place if its current location is a character-defining element.
2. Conserve changes to a historic place, which over time, have become character-defining elements in their own right.
3. Conserve heritage value by adopting an approach calling for minimal intervention.
4. Recognize each historic place as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties or by combining features of the same property that never coexisted.
5. Find a use for a historic place that requires minimal or no change to its character defining elements.
6. Protect and, if necessary, stabilize a historic place until any subsequent intervention is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbance of archaeological resources, take mitigation measures to limit damage and loss of information.
7. Evaluate the existing condition of character-defining element to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.
8. Maintain character-defining elements on an ongoing basis. Repair character-defining element by reinforcing the materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.

9. Make any intervention needed to preserve character-defining elements physically and visually compatible with the historic place and identifiable upon close inspection. Document any intervention for future reference.

Additional Standards relating to Rehabilitation

10. Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.
11. Conserve the heritage value and character-defining elements when creating any new additions to a historic place and any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.
12. Create any new additions or related new construction so that the essential form and integrity of a historic place will not be impaired if the new work is removed in the future.

Additional Standards relating to Restoration

13. Repair rather than replace character-defining elements from the restoration period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.
14. Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.

4.2 CONSERVATION REFERENCES

The proposed work entails the Preservation and Rehabilitation of the interior and exterior character-defining elements of the Sutherland House. The following conservation resources should be referred to:

Standards and Guidelines for the Conservation of Historic Places in Canada, Parks Canada, 2010.
http://www.historicplaces.ca/en/pages/standards-normes/document.aspx

National Park Service, Technical Preservation Services. Preservation Briefs:

Preservation Brief 4: Roofing for Historic Buildings.
http://www.nps.gov/tps/how-to-preserve/briefs/4-roofing.htm

Preservation Brief 6: Dangers of Abrasive Cleaning to Historic Buildings.
http://www.nps.gov/tps/how-to-preserve/briefs/6-dangers-abrasive-cleaning.htm

Preservation Brief 9: The Repair of Historic Wooden Windows.
http://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm

Preservation Brief 10: Exterior Paint Problems on Historic Woodwork.
http://www.nps.gov/tps/how-to-preserve/briefs/10-paint-problems.htm

Preservation Brief 14: New Exterior Additions to Historic Buildings: Preservation Concerns.
http://www.nps.gov/tps/how-to-preserve/briefs/14-exterior-additions.htm

Preservation Brief 18: Rehabilitating Interiors in Historic Buildings – Identifying Character-Defining Elements.
http://www.nps.gov/tps/how-to-preserve/briefs/18-rehabilitating-interiors.htm

Preservation Brief 22: The Preservation and Repair of Historic Stucco.
http://www.nps.gov/tps/how-to-preserve/briefs/22-stucco.htm

Preservation Brief 28: Painting Historic Interiors.
http://www.nps.gov/tps/how-to-preserve/briefs/28-painting-interiors.htm

Preservation Brief 33: The Preservation and Repair of Historic Stained and Leaded Glass.
http://www.nps.gov/tps/how-to-preserve/briefs/33-stained-leaded-glass.htm

Preservation Brief 47: Maintaining the Exterior of Small and Medium Size Historic Buildings.
http://www.nps.gov/tps/how-to-preserve/briefs/47-maintaining-exteriors.htm

4.3 GENERAL CONSERVATION STRATEGY

The primary intent is to preserve the existing historic structure, while undertaking a rehabilitation that will upgrade its structure and services to increase its functionality for multi-family residential use. As part of the scope of work, character-defining elements will be preserved, while missing or deteriorated elements will be restored.

Proposed Redevelopment Scheme
The development scheme for this property has been prepared by Burgers Architects Incorporated, and includes subdivision of the property, and the construction of a new dwelling to the south.

4.4 SUSTAINABILITY STRATEGY

Heritage conservation and sustainable development can go hand in hand with the mutual effort of all stakeholders. In a practical context, the conservation and re-use of historic and existing structures contributes to environmental sustainability by reducing solid waste disposal, saving embodied energy, and conserving historic materials that are often less consumptive of energy than many new replacement materials.

In 2016, the Federal Provincial Territorial Ministers of Culture & Heritage in Canada (FPTMCHC) published a document entitled, *Building Resilience: Practical Guidelines for the Retrofit and Rehabilitation of Buildings in Canada* that is "intended to establish a common pan-Canadian 'how-to' approach for practitioners, professionals, building owners, and operators alike."

The following is an excerpt from the introduction of the document:

> *[**Building Resilience**] is intended to serve as a "sustainable building toolkit" that will enhance understanding of the environmental benefits of heritage conservation and of the strong interrelationship between natural and built heritage conservation. Intended as a useful set of best practices, the guidelines in **Building Resilience** can be applied to existing and traditionally constructed buildings as well as formally recognized heritage places.*

These guidelines are primarily aimed at assisting designers, owners, and builders in providing existing buildings with increased levels of sustainability while protecting character-defining elements and, thus, their heritage value. The guidelines are also intended for a broader audience of architects, building developers, owners, custodians and managers, contractors, crafts and trades people, energy advisers and sustainability specialists, engineers, heritage professionals, and officials responsible for built heritage and the existing built environment at all jurisdictional levels.

***Building Resilience** is not meant to provide case-specific advice. It is intended to provide guidance with some measure of flexibility, acknowledging the difficulty of evaluating the impact of every scenario and the realities of projects where buildings may contain inherently sustainable elements but limited or no heritage value. All interventions must be evaluated based on their unique context, on a case-by-case basis, by experts equipped with the necessary knowledge and experience to ensure a balanced consideration of heritage value and sustainable rehabilitation measures.*

***Resilience** can be read as a stand-alone document, but it may also further illustrate and build on the sustainability considerations in the Standards and Guidelines for the Conservation of Historic Places in Canada.*

4.5 ALTERNATE COMPLIANCE

The Sutherland House may be eligible for heritage variances that will enable a higher degree of heritage conservation and retention of original material, including considerations available under the following municipal legislation.

4.5.1 BRITISH COLUMBIA BUILDING CODE

Building Code upgrading ensures life safety and long-term protection for historic resources. It is important to consider heritage buildings on a case-by-case basis, as the blanket application of Code requirements do not recognize the individual requirements and inherent strengths of each building.

Over the past few years, a number of equivalencies have been developed and adopted in the *British Columbia Building Code (2012)* that enable more sensitive and appropriate heritage building upgrades. For example, the use of sprinklers in a heritage structure helps to satisfy fire separation and exiting requirements. Table A-1.1.1.1., found in Appendix A of the Code, outlines the "Alternative Compliance Methods for Heritage Buildings."

Given that Code compliance is such a significant factor in the conservation of heritage buildings, the most important consideration is to provide viable economic methods of achieving building upgrades. In addition to the equivalencies offered under the current Code, the City can also accept the report of a Building Code Engineer as to acceptable levels of code performance.

If fire separation needs to be upgraded between the heritage house and adjacent buildings, sprinklers or intumescent paint are recommended. The installation of fibre-cementitious siding, such as Hardie Board, is not a recommended intervention on the heritage building.

4.5.2 ENERGY EFFICIENCY ACT

The provincial *Energy Efficiency Act (Energy Efficiency Standards Regulation)* was amended in 2009 to exempt buildings protected through heritage designation or listed on a community heritage register from compliance with the regulations. Energy Efficiency standards therefore do not apply to windows, glazing products, door slabs or products installed in heritage buildings. This means that exemptions can be allowed to energy upgrading measures that would destroy heritage character-defining elements such as original windows and doors.

These provisions do not preclude that heritage buildings must be made more energy efficient, but they do allow a more sensitive approach of alternate compliance to individual situations and a higher degree of retained integrity. Increased energy performance can be provided through non-intrusive methods of alternate compliance, such as improved insulation and mechanical systems. Please refer to the *Standards & Guidelines for the Conservation of Historic Places in Canada* for further detail about energy efficiency considerations.

5.0 CONSERVATION RECOMMENDATIONS

The recommendations for the preservation and rehabilitation of the historic place are based on the site review, material samples and archival documents that provide valuable information about the original appearance of the historic building.

The following chapter describes the materials, physical condition and recommended conservation strategy for the Sutherland House based on Parks Canada *Standards & Guidelines for the Conservation of Historic Places in Canada*.

5.1 SITE

The Sutherland House is located at 1768 Inglewood Avenue in the Hollyburn area of West Vancouver. The historic house is accessible from Inglewood Avenue through a semi-circular path with a driveway entry to the east and a walkway entry to the west.

The location of the modest cottage adjacent to the Lawson Creek watershed is a character-defining element of the historic house, and all efforts should be made to ensure that the setting of the heritage house, with its unpaved pathways and surrounding native vegetation, are preserved to retain their integrity.

Conservation Strategy: Preservation

- Preserve the original location of the Sutherland House. All rehabilitation work should occur within the property lines.
- Retain the main frontage on 1768 Inglewood Avenue.
- Any drainage issues should be addressed through the provision of adequate site drainage measures.
- Design a new infill structure to the south that is "physically and visually compatible with, subordinate to, and distinguishable from the historic place" as recommended in **Standard 11.**

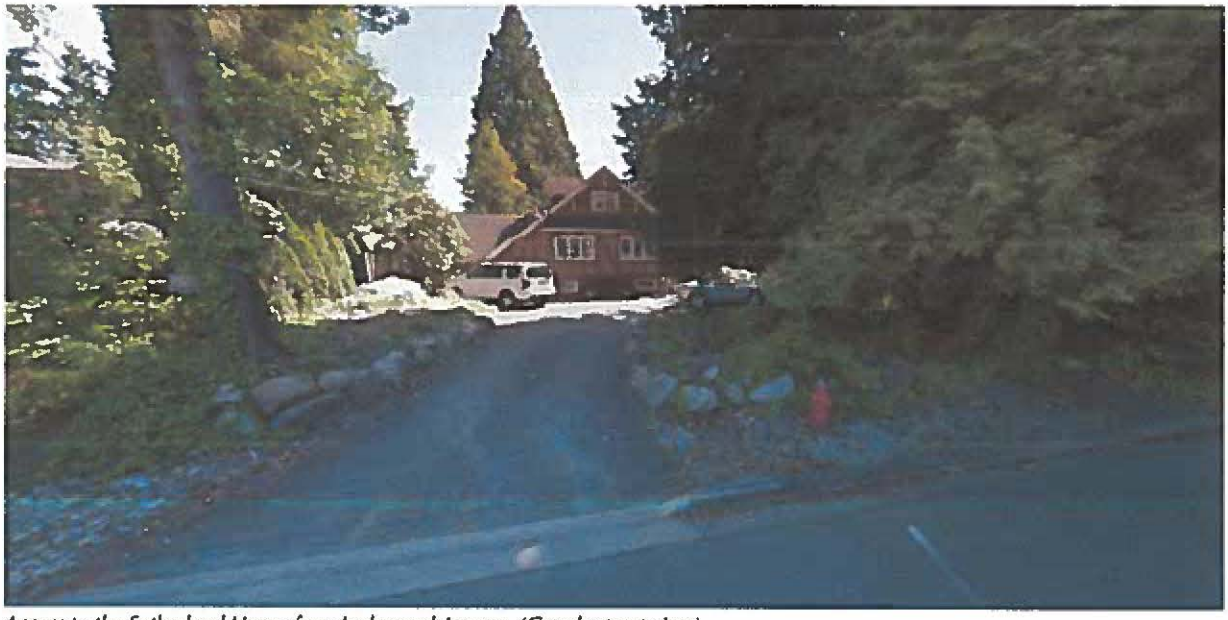
5.2 FORM, SCALE & MASSING

The Sutherland House is characterized by a residential form, scale and massing, as expressed by its one and one-half storey plan with full basement and cross-gabled roof structure. All of these features are character-defining elements of the historic house, and should be preserved.

Later additions include a side-gabled extension to the east; a flat-roof extension to the attic, an enclosed porch that is connected to an elevated patio deck at the rear elevation to the south. Not all of the features of the later additions are sympathetic to the historic character of the house, particularly the siding of the exterior wall of the flat-roof extension to the attic. Unsympathetic features can be replaced, as required.

Conservation Strategy: Preservation

- Preserve the overall form, scale and massing of the Sutherland House.
- The historic front façade of the Sutherland House should be retained.



Access to the Sutherland House from Inglewood Avenue. (Google street-view)

Front facade (North Elevation) of the Sutherland House, as seen from Inglewood Avenue.

Left: Side-entry porch at west elevation return, showing chimney stack above the roof ridge, and the landscaping on the foreground.

Below: West and rear elevation to the south, showing elevated porch beyond the surrounding native vegetation by the creek side.

Pathway along native vegetation by the existing creek running along the west side of the historic house.

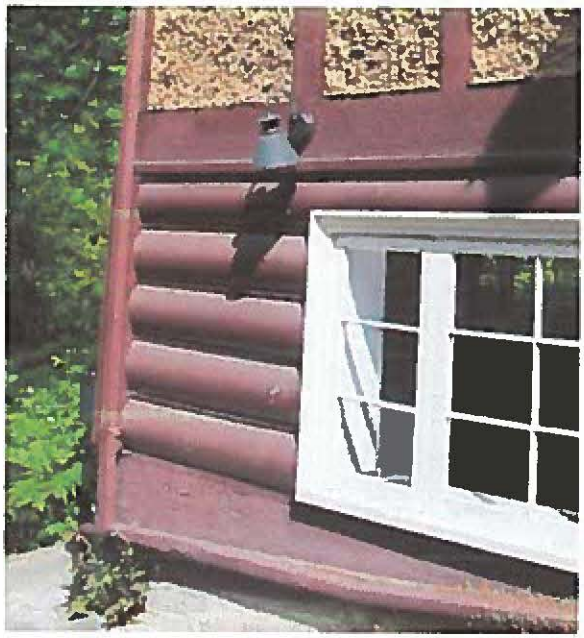
Partial east elevation and later side-gabled extension.

5.3 FOUNDATIONS

The Sutherland House features a poured-in-place concrete foundation, with a full basement clad in log-cabin siding below water table on all elevations, Along the west and the rear elevation to the south, the foundation wall is almost entirely exposed above grade; the log-cabin siding terminates into exposed concrete foundation, which is aligned to the existing window sills. Directly below the log-cabin siding, the concrete foundation is finished with paint of the same colour as the siding and the rainwater leader. In general, the foundation appears to be in good condition.

Conservation Strategy: Preservation

- Existing foundations should be preserved, if possible.
- If new foundations are proposed, concrete is a suitable material. New material should match original in appearance, as viewed from the exterior.



Typical condition of foundation, as seen from the southwest corner of the historic house.

- Foundations should be reviewed by a Structural Engineer. Once condition is assessed, conservation recommendations can be finalized.
- To ensure the prolonged preservation of the new foundations, all landscaping should be separated from the foundations at grade by a course of gravel or decorative stones, which help prevent splash back and assist drainage. New vegetation may assist in concealing the newly exposed foundations, if desired.

5.4 EXTERIOR WOOD-FRAME WALLS

The Sutherland House is characterized by wood-frame construction that features stucco cladding with rustic Craftsman-style detailing. All of these features are character-defining elements of the historic house, and should be preserved. In general, the exterior wood-frame walls and Craftsman-style features are in good condition, although further investigation may be necessary to determine its structural integrity.

Conservation Strategy: Preservation & Rehabilitation

- Due to the integrity of wood frame structure, the exterior walls should be preserved through retention and in-situ repair work.
- Preserve the original wood-frame structure of the historic house.
- Preserve original siding on all elevations, if possible, and clean surface for repainting.
- Replace damaged siding to match existing in material, size, profile and thickness.
- Design structural or seismic upgrades so as to minimize the impact to the character-defining elements.
- Utilize Alternate Compliance Methods outlined in the VBBL.
- Cleaning procedures should be undertaken with non-destructive methods. Areas with

biological growth should be cleaned using a soft, natural bristle brush, without water, to remove dirt and other material. If a more intense cleaning is required, this can be accomplished with warm water, mild detergent (such as D/2 Biological Solution®) and a soft bristle brush. High-pressure power washing, abrasive cleaning or sandblasting should not be allowed under any circumstances.

5.4.1 WOOD TRIM

The Sutherland House features wood trim work on all elevations, including scroll-cut wooden brackets, exposed rafter tails, pointed bargeboards, fascia boards, half-timbering, log-cabin siding, window trim, and water table boards.

Based on visual inspection from the ground, the wood trim work are finished with paint; they are generally in good condition, with minor evidences of deterioration in localized areas, and should be retained in-place. In locations where new exterior walls are proposed to be constructed, salvage all original wood trim and reinstate following rehabilitation work.

Conservation Recommendation: Preservation & Restoration

- Any existing trim should be preserved. Any character-defining elements that are missing or heavily deteriorated beyond repair should be restored using new materials that are visually and physically compatible with the original.
- Salvage and reinstate original wood trim work where new exterior walls are proposed. If new trim work is required, it should be installed on the rear elevation and original material should be relocated to the front, as necessary.

Photos showing typical condition of extant original wood trim work of the historic house, as seen from the ground.

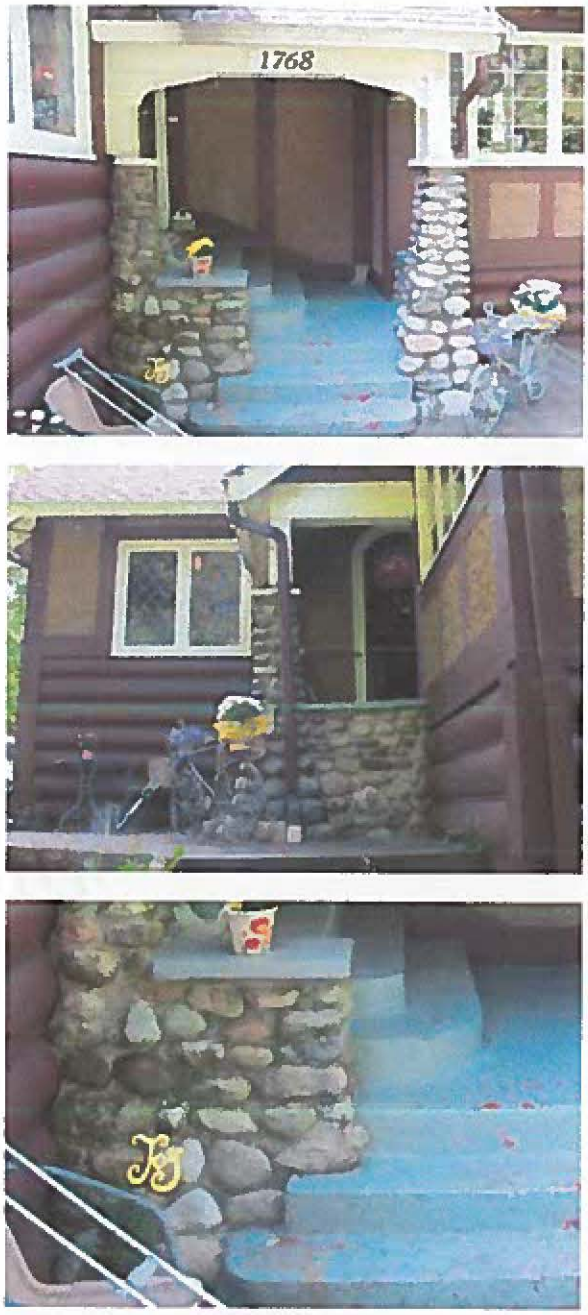
5.5 STUCCO WALLS

The Sutherland House features original stucco wall on all elevations, inset with half timbering on all elevations. The heavily textured stucco is finished with paint, and the exterior appears to be in good condition. Further investigation may be necessary to determine its structural integrity.

Where new exterior walls are proposed, the new stucco should physically and visually match the historic original. Heritage Consultant should review stucco mock-ups prior to installation.

Conservation Strategy: Preservation & Rehabilitation

- The exterior stucco cladding requires cleaning on all elevations. Cleaning should be done in the gentlest means possible, ideally with low-pressure water and scrub brushes. Harsh chemical cleaners or any abrasive cleaning methods should be avoided to ensure stucco is not damaged.
- Small hairline cracks are often not a serious concern, and should be sealed with a thin slurry coat before moisture gets a change to penetrate the cracks and make them worse. The slurry coat should consist of the same ingredients found in the topcoat of the stucco. All repair work should be finished with a coat of paint, consistent with the paint schedule.
- Caulking compounds should not be used for patching hairline cracks, and are an unsuitable repair method. The physical and aesthetic characteristics of caulking compounds are incompatible with stucco, and will weather differently and attract more dirt.
- Larger cracks should be cut out, and prepared for more extensive repair. A professional plasterer may be required if the stucco requires extensive repair work. All existing holes or openings should be patched. Likewise, all openings resulting from the removal of original windows should be patched. All patch work and repairs should be made with a visually and physically compatible stucco material.



Photos showing typical condition of extant original side-entry porch and stairs of the historic house. Note the crack along the mortar, which also shows biological growth.

- All repair methods should be carried out in an inconspicuous sample location, to ensure all repairs are compatible with the historic stucco.

5.6 ENTRY PORCH & STAIRS

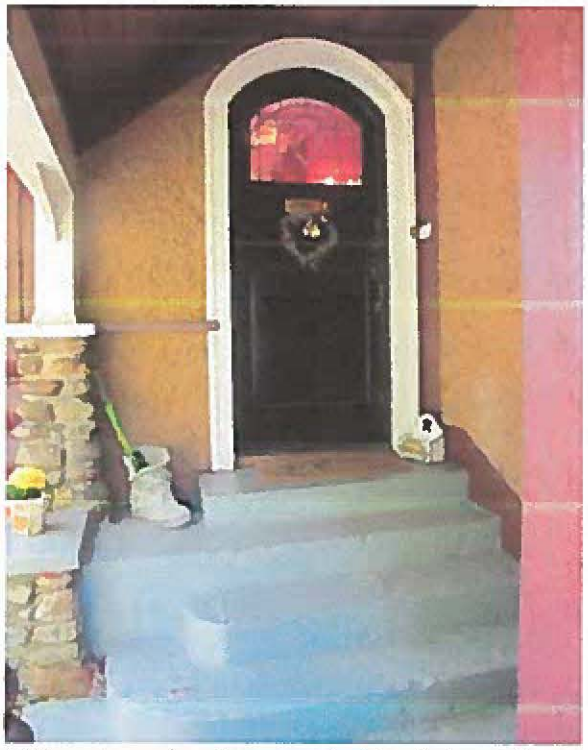
The Sutherland House features a recessed side-entry porch at the west return of the front elevation, with roof that is continuous with the side-gable of the cross-gabled roof structure. The roof is supported by short, square upper columns that rest on sloping stone piers and low stone balustrades.

The porch also features concrete stairs in L-shape configuration, with some of the steps having curved corners. The stained soffit features a rectangular porch light fixture, and appears to be later additions that are sympathetic to the historic character of the house.

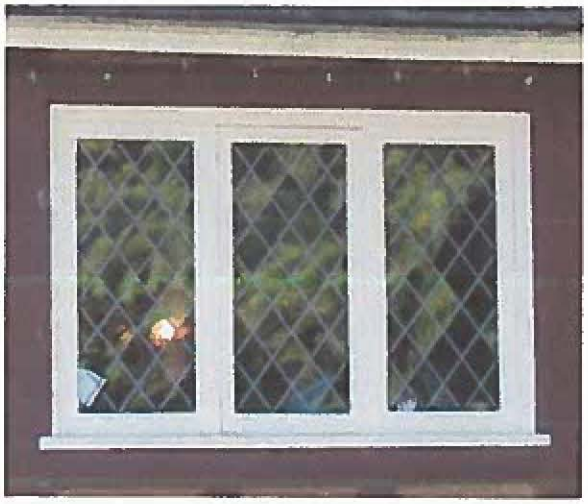
In general, the entry porch and stairs appears to be in good condition, although the stone piers and low balustrades show signs of weathering and minor deterioration in the form of stepped cracking and biological growth. The entry porch and associated detailing are character-defining elements of the historic house, and should be preserved.

Conservation Strategy: Preservation & Rehabilitation

- Preserve original details of the entry porch and stairs.
- Extant original stone piers and low balustrades should be retained and preserved. Exterior surface of stone can be cleaned, as necessary. No abrasive cleaning methods should be used.
- Mortar condition should be assessed, and localized repointing may be required. Any new mortar repair work should be visually and physically consistent with historic original. Heritage Consultant should review specifications prior to commencement of work.
- Wood elements should be cleaned, and



Existing entrance door above concrete stairs of entry porch. Note low stone balustrade and stained soffit beneath porch canopy.



Typical condition of existing tripartite windows on the front facade to the north.

Photos showing typical condition of extant exterior wood windows in different configurations.

prepared for repainting. Paint according to colour schedule devised by Heritage Consultant.

5.7 FENESTRATION

Windows, doors and storefronts are among the most conspicuous feature of any building. In addition to their function — providing light, views, fresh air and access to the building — their arrangement and design is fundamental to the building's appearance and heritage value. Each element of fenestration is, in itself, a complex assembly whose function and operation must be considered as part of its conservation. – Standards and Guidelines for the Conservation of Historic Places in Canada.

5.7.1 WINDOWS

The Sutherland House features Craftsman-style features that includes wood-frame and sash window assemblies such as diamond-pane, leaded glass windows and multi-paned casement windows. These are character-defining elements, and should be preserved.

Conservation Strategy: Preservation & Rehabilitation

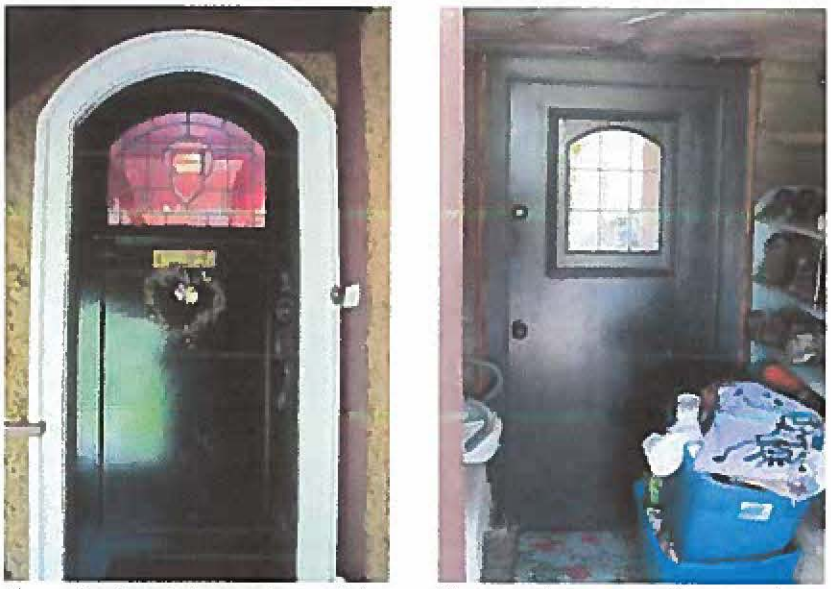
- Inspect for condition and complete detailed inventory to determine extent of recommended repair as required.
- Retain existing window sashes; repair as required; install replacement matching sashes where missing or beyond repair.
- Preserve and repair as required, using in kind repair techniques where feasible.
- Overhaul, tighten/reinforce joints. Repair frame, trim and counterbalances.
- Each window should be made weather tight by re-puttying and weather-stripping as necessary.

- Retain historic glass, where possible. Where broken glass exists in historic wood-sash windows, the broken glass should be replaced. When removing broken glass, the exterior putty should be carefully chipped off with a chisel and the glazier's points should be removed. The wood where the new glass will be rested on should be scraped and cleaned well, and given a coat of linseed oil to prevent the wood from absorbing the oil from the new putty. The new glass should be cut 1/16-1/8th smaller than the opening to allow for expansion and irregularities in the opening, to ensure the glazing does not crack due to natural forces. Window repairs should be undertaken by a contractor skilled in heritage restoration.
- Replacement glass to be single glazing, and visually and physically compatible with existing.
- Prime and repaint as required in appropriate colour.

5.7.2 DOORS

The Sutherland House features an original arched wooden front door with multi-pane leaded glass window and true-divided lights. Secondary doors are extant in other elevations of the historic house: a later secondary wooden panelled door at the bedroom extension, with diamond-pane leaded glass window and true-divided lights; a wooden panelled door with rectangular molded frame that features an arched multi-pane leaded glass window and true-divided lights.

Generally, the exterior condition of the existing doors appear to be in good condition. The original arched wooden front door and associated features is a significant character-defining element, and should be preserved. The extant secondary wooden panelled doors are sympathetic to the historic character of the house, and should be retained in their original locations and restored as necessary.



Photos showing existing exterior wood doors in different configurations and locations: the original wooden front door at the west return of the front facade to the north (left); and south elevation (right). Note that all doors feature multi-pane leaded glass windows and true-divided lights.

Cross-gabled roof structure of the Sutherland House (top); exposed roof rafters and nailing boards (middle); and typical condition of roof drainage (bottom)

Conservation Strategy: Preservation & Restoration

- Retain the original door opening in its original location, and preserve and repair, as possible.
- Replace broken and/or missing elements to complement existing.
- New doors should be visually compatible with the historic character of the building.

5.8 ROOF

The Sutherland House features a cross-gabled roof structure. The original wood structure is a character defining-element of the historic house, and should be preserved.

The existing roof structure features later asphalt shingles that do not contribute to the historic character of the house. It appears that the roof is in good condition, with evidence of deterioration in the form of biological growth and staining in localized areas. Cedar shingles would be the appropriate roofing material, and could be considered when re-roofing.

Conservation Recommendation: Rehabilitation

- Preserve the roof structure in its current configuration, as expressed by its cross-gabled roof structure.

- If required, roofing membrane and cladding system may be rehabilitated.
- Retain the original bargeboards and fascia boards, as well as the soffit any exposed roof elements.
- Design and install adequate rainwater disposal system and ensure proper drainage from the site is maintained. Wood gutters with galvanized steel downspouts are recommended.
- Paint all drainage system elements according to colour schedule devised by Heritage Consultant.

5.9 CHIMNEY

The Sutherland House features one original chimney, and another chimney that was added later on as part of the expansion of the house.

Conservation Recommendation: Rehabilitation

- Preserve the chimneys in their original configuration, if possible.
- Chimney may require structural stabilization.
- Investigate condition of brickwork. If required, brickwork may be repointed and cleaned using a natural bristle brush and mild rinse detergent.

Existing rectangular chimneys: chimney with metal flashing above roof ridge of side-gable (top); and brick chimney with metal chimney cap above roof line to the south.

5.10 INFILL HOUSE

An infill house is proposed for the site. The windows and overall character of the infill house should fit within the historic character of the main house, and should not directly mimic details of the main house.

Infill house should not mimic historic appearance of the main house, and should be distinguishable in character and form from the main house.

5.11 EXTERIOR COLOUR SCHEDULE

Part of the Restoration process is to finish the building in historically appropriate paint colours. A restoration colour scheme will be developed in conjunction with the project architect.

The building displays areas where there was original applied paint (woodwork and galvanized sheet metal). The brick and sandstone surfaces have also now been painted. The final colour scheme can be based on a colour palette that will be determined by sampling.

Conservation Strategy: Rehabilitation

- Determine an appropriate historic colour scheme for exterior painted finishes.

5.12 INTERIOR

> *"Interior features can include elements such as interior walls, floors and ceilings, mouldings, staircases, fireplace mantels, faucets, sinks, built-in cabinets, light fixtures, hardware, radiators, mail chutes, telephone booths and elevators. Because their heritage value resides not only in their physical characteristics, but also in their location in the historic building, it is important to protect them from removal. This is particularly true of doors, banisters, church pews, fireplace mantels, sinks and light fixtures, which are often replaced instead of being upgraded. Reuse in their original location not only protects their heritage value, but is also a more sustainable approach to conserving these artefacts." Standards & Guidelines for the Conservation of Historic Places in Canada*

Building Code upgrading is one of the most important aspects of heritage building rehabilitation, as it ensures life safety and long-term protection for the resource. However, the interior features of an historic property are often heavily damaged in the process. Both Vancouver Building By-law and the British Columbia Building Code offer equivalencies and exemptions to heritage buildings, which enable a higher degree of heritage conservation and retention of original material.

The following guidelines pertaining to Health, Safety and Security Considerations from the *Standards & Guidelines* should be followed when faced with the conservation of interior character-defining elements:

- Upgrade interior features to meet health, safety and security requirements, in a manner that preserves the existing feature and minimizes impact on its heritage value.
- Explore all options for modifications to existing interior features to meet functional requirements prior to considering removal or replacement.

- Install sensitively designed fire-suppression systems that retain character-defining elements and respect heritage value.

5.12.1 WALLS AND CEILINGS

The Sutherland House features original wall finishes, which include: wood plank paneling in the living room and smoking room; original lathe-and-plaster walls. In general, the walls and ceilings appear to be in good condition. These are character-defining elements of the historic house, and should be preserved, as possible.

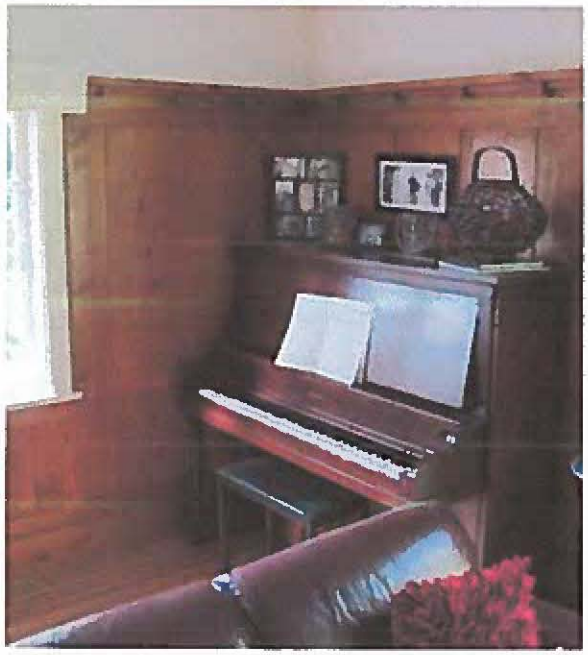
Conservation Strategy: Preservation

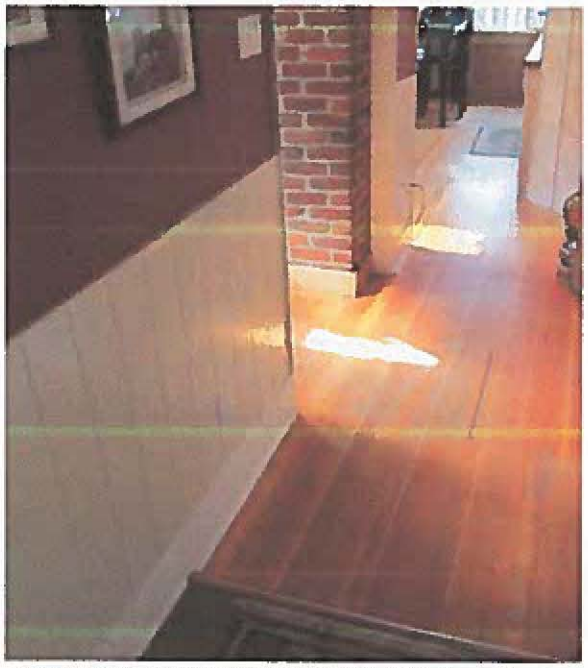
- Preserve original interior walls and ceilings and their original finishes, if possible.
- Maintain interior walls and ceilings by routine cleaning using dry methods such as dusting, light vacuuming with a soft dusting tool or with a treated dust cloth. Ledges and other horizontal elements collect dust and dirt at a much faster rate than vertical surfaces, and should be addressed more frequently.
- Spot clean walls and ceilings to remove any dirt marks to prevent possible damage from aggregate scratches or oils. A clean damp sponge should be used to gently rub away dirt, and then dried with a clean wiping cloth. If water alone doesn't remove the spot, a non-ionic detergent solution may be used followed by damp rinsing and drying.

5.12.2 WOODEN FLOOR

The Sutherland House features extant, original hardwood oak floors, with some areas elaborately detailed with corner and trim inlay. They appear to be in good condition. These are character-defining elements of the historic house, and should be preserved, as possible.

Conservation Strategy: Preservation





Photos showing typical condition of original interior wall finishes.

Photos showing typical condition of original hardwood floor in different areas of the historic house.

Photos showing existing interior multi-pane stained and leaded glass windows that were formerly exterior windows.

5.12.3 INTERIOR WINDOWS & DOORS

The Sutherland House also features extant several stained glass and leaded glass windows that were formerly exterior, and are now part of the interior of the historic house. It also features several stained glass kitchen cabinet doors.

Solid wood doors with original hardware are also extant within the historic house. All elements appear to be in good condition, and are character-defining elements, and should be preserved, as necessary.

Conservation Strategy: Preservation

5.12.4 MAIN STAIRCASE

The Sutherland House features a main staircase with dropped newel post and balustrade with embellished posts, and another staircase leading to the basement. In general, they appear to be in good condition. These are character-defining elements of the historic house, and should be preserved, as necessary.

Conservation Strategy: Preservation

5.12.5 CHIMNEYS & FIREPLACES

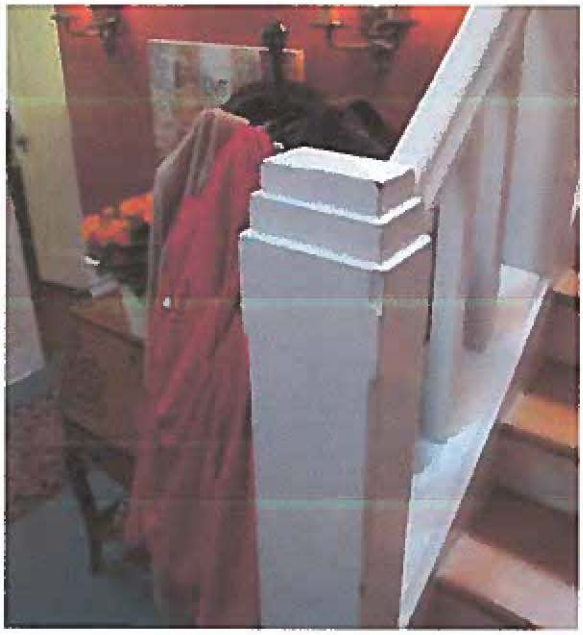
The Sutherland House features a rectangular stone fireplace that is build with smooth stone from the creek that runs through the property. The arched header is made up of larger stones, while the legs are characterized by stone of different sizes assembled in random pattern. The fireplace tapers on both ends as it terminates onto the heavy, wooden lintel upon which a more slender stone overmantle tapers as it reaches the ceiling of the interior space.

Conservation Strategy: Preservation

- Preserve the stone fireplace, and repair as necessary.
- If cleaning is necessary,do not use any abrasive methods that may damage the fireskin surfaces. Only approved chemical restoration cleaners may be used. Sandblasting or any other abrasive cleaning method of any kind is not permitted.

Existing metal door knobs of interior wooden doors.

Photos showing existing original stone fireplace in the living room (top).



Photos showing newel post (top) and configuration of main staircase with winders (bottom).

5.12.6 PLUMBING FIXTURES

The Sutherland House features a number of extant original plumbing fixtures, such as an iron tub in the main floor washroom. All of the surviving fixtures are character-defining elements of the historic house that should be preserved, as necessary.

Conservation Strategy: Preservation

5.12.7 OTHER

The Sutherland House features a variety of tilework in the interior washrooms, and appear to be in good condition. The tilework is also a character-defining element of the historic house, and should be preserved, as necessary.

Conservation Strategy: Preservation

6.0 MAINTENANCE PLAN

A Maintenance Plan should be adopted by the property owner, who is responsible for the long-term protection of the heritage features of the Sutherland House. The Maintenance Plan should include provisions for:

- Copies of the Maintenance Plan and this Conservation Report to be incorporated into the terms of reference for the management and maintenance contract for the building;
- Cyclical maintenance procedures to be adopted as outlined below;
- Record drawings and photos of the building to be kept by the management / maintenance contractor; and
- Records of all maintenance procedures to be kept by the owner.

A thorough maintenance plan will ensure the integrity of the Sutherland House is preserved. If existing materials are regularly maintained and deterioration is significantly reduced or prevented, the integrity of materials and workmanship of the building will be protected. Proper maintenance is the most cost effective method of extending the life of a building, and preserving its character-defining elements. The survival of historic buildings in good condition is primarily due to regular upkeep and the preservation of historic materials.

6.1 MAINTENANCE GUIDELINES

A maintenance schedule should be formulated that adheres to the *Standards & Guidelines for the Conservation of Historic Places in Canada*. As defined by the *Standards & Guidelines*, maintenance is defined as:

> *Routine, cyclical, non-destructive actions necessary to slow the deterioration of a historic place. It entails periodic inspection; routine, cyclical, non-destructive cleaning; minor repair and refinishing operations; replacement of damaged or deteriorated materials that are impractical to save.*

The assumption that newly renovated buildings become immune to deterioration and require less maintenance is a falsehood. Rather, newly renovated buildings require heightened vigilance to spot errors in construction where previous problems had not occurred, and where deterioration may gain a foothold.

Routine maintenance keeps water out of the building, which is the single most damaging element to a heritage building. Maintenance also prevents damage by sun, wind, snow, frost and all weather; prevents damage by insects and vermin; and aids in protecting all parts of the building against deterioration. The effort and expense expended on an aggressive maintenance will not only lead to a higher degree of preservation, but also over time potentially save large amount of money otherwise required for later repairs.

6.2 PERMITTING

Repair activities, such as simple in-kind repair of materials, or repainting in the same colour, should be exempt from requiring city permits. Other more intensive activities will require the issuance of a Heritage Alteration Permit.

6.3 ROUTINE, CYCLICAL & NON-DESTRUCTIVE CLEANING

Following the *Standards & Guidelines for the Conservation of Historic Places in Canada*, be mindful of the principle that recommends "using the gentlest means possible". Any cleaning procedures should be undertaken on a routine basis and should be undertaken with non-destructive methods. Cleaning should be limited to the exterior material such as concrete and stucco wall surfaces and wood elements such as storefront frames. All of these elements are usually easily cleaned, simply with a soft, natural bristle brush, without water, to remove dirt and other material. If a more intensive

cleaning is required, this can be accomplished with warm water, mild detergent and a soft bristle brush. High-pressure washing, sandblasting or other abrasive cleaning should not be undertaken under any circumstances.

6.4 REPAIRS & REPLACEMENT OF DETERIORATED MATERIALS

Interventions such as repairs and replacements must conform to the *Standards & Guidelines for the Conservation of Historic Places in Canada*. The building's character-defining elements – characteristics of the building that contribute to its heritage value (and identified in the Statement of Significance) such as materials, form, configuration, etc. - must be conserved, referencing the following principles to guide interventions:

- An approach of minimal intervention must be adopted - where intervention is carried out it will be by the least intrusive and most gentle means possible.
- Repair rather than replace character-defining elements.
- Repair character-defining elements using recognized conservation methods.
- Replace 'in kind' extensively deteriorated or missing parts of character-defining elements.
- Make interventions physically and visually compatible with the historic place.

6.5 INSPECTIONS

Inspections are a key element in the maintenance plan, and should be carried out by a qualified person or firm, preferably with experience in the assessment of heritage buildings. These inspections should be conducted on a regular and timely schedule. The inspection should address all aspects of the building including exterior, interior and site conditions. It makes good sense to inspect a building in wet weather, as well as in dry, in order to see how water runs off – or through – a building.

From this inspection, an inspection report should be compiled that will include notes, sketches and observations. It is helpful for the inspector to have copies of the building's elevation drawings on which to mark areas of concern such as cracks, staining and rot. These observations can then be included in the report. The report need not be overly complicated or formal, but must be thorough, clear and concise. Issues of concern, taken from the report should then be entered in a log book so that corrective action can be documented and tracked. Major issues of concern should be extracted from the report by the property manager.

An appropriate schedule for regular, periodic inspections would be twice a year, preferably during spring and fall. The spring inspection should be more rigorous since in spring moisture-related deterioration is most visible, and because needed work, such as painting, can be completed during the good weather in summer. The fall inspection should focus on seasonal issues such as weather-sealants, mechanical (heating) systems and drainage issues. Comprehensive inspections should occur at five-year periods, comparing records from previous inspections and the original work, particularly in monitoring structural movement and durability of utilities. Inspections should also occur after major storms.

6.6 INFORMATION FILE

The building should have its own information file where an inspection report can be filed. This file should also contain the log book that itemizes problems and corrective action. Additionally, this file should contain building plans, building permits, heritage reports, photographs and other relevant documentation so that a complete understanding of the building and its evolution is readily available, which will aid in determining appropriate interventions when needed.

The file should also contain a list outlining the finishes and materials used, and information detailing where they are available (store, supplier). The building owner should keep on hand a stock of spare materials for minor repairs.

6.6.1 LOG BOOK

The maintenance log book is an important maintenance tool that should be kept to record all maintenance activities, recurring problems and building observations and will assist in the overall maintenance planning of the building. Routine maintenance work should be noted in the maintenance log to keep track of past and plan future activities. All items noted on the maintenance log should indicate the date, problem, type of repair, location and all other observations and information pertaining to each specific maintenance activity.

Each log should include the full list of recommended maintenance and inspection areas noted in this Maintenance Plan, to ensure a record of all activities is maintained. A full record of these activities will help in planning future repairs and provide valuable building information for all parties involved in the overall maintenance and operation of the building, and will provide essential information for long term programming and determining of future budgets. It will also serve as a reminded to amend the maintenance and inspection activities should new issues be discovered or previous recommendations prove inaccurate.

The log book will also indicate unexpectedly repeated repairs, which may help in solving more serious problems that may arise in the historic building. The log book is a living document that will require constant adding to, and should be kept in the information file along with other documentation noted in section ***6.6 Information File***.

6.7 EXTERIOR MAINTENANCE

Water, in all its forms and sources (rain, snow, frost, rising ground water, leaking pipes, back-splash, etc.) is the single most damaging element to historic buildings.

The most common place for water to enter a building is through the roof. Keeping roofs repaired or renewed is the most cost-effective maintenance option. Evidence of a small interior leak should be viewed as a warning for a much larger and worrisome water damage problem elsewhere and should be fixed immediately.

6.7.1 INSPECTION CHECKLIST

The following checklist considers a wide range of potential problems specific to the Sutherland House, such as water/moisture penetration, material deterioration and structural deterioration. This does not include interior inspections.

EXTERIOR INSPECTION

Site Inspection:
- ☐ Is the lot well drained? Is there pooling of water?
- ☐ Does water drain away from foundation?

Foundation
- ☐ Moisture: Is rising damp present?
- ☐ Is there back splashing from ground to structure?
- ☐ Is any moisture problem general or local?
- ☐ Are there shrinkage cracks in the foundation?
- ☐ Are there movement cracks in the foundation?
- ☐ Is crack monitoring required?
- ☐ Is uneven foundation settlement evident?
- ☐ Do foundation openings (doors and windows) show: rust; rot; insect attack; paint failure; soil build-up;
- ☐ Deflection of lintels?

Masonry
- ☐ Are moisture problems present? (Rising damp, rain penetration, condensation, water run-off from roof, sills, or ledges?)
- ☐ Are there cracks due to shrinking and expansion?
- ☐ Are there cracks due to structural movement?
- ☐ Are there unexplained cracks?
- ☐ Do cracks require continued monitoring?
- ☐ Are there stains present? Rust, copper, organic, paints, oils / tars? Cause?
- ☐ Does the surface need cleaning?

Wood Elements
- ☐ Are there moisture problems present? (Rising damp, rain penetration, condensation moisture from plants, water run-off from roof, sills, or ledges?)
- ☐ Is wood in direct contact with the ground?
- ☐ Is there insect attack present? Where and probable source?
- ☐ Is there fungal attack present? Where and probable source?
- ☐ Are there any other forms of biological attack? (Moss, birds, etc.) Where and probable source?
- ☐ Is any wood surface damaged from UV radiation? (bleached surface, loose surface fibres)
- ☐ Is any wood warped, cupped or twisted?
- ☐ Is any wood split? Are there loose knots?
- ☐ Are nails pulling loose or rusted?
- ☐ Is there any staining of wood elements? Source?

Condition of Exterior Painted Materials
- ☐ Paint shows: blistering, sagging or wrinkling, alligatoring, peeling. Cause?
- ☐ Paint has the following stains: rust, bleeding knots, mildew, etc. Cause?
- ☐ Paint cleanliness, especially at air vents?

Porches:
- ☐ Are steps safe?
- ☐ Do any support columns show rot at their bases?
- ☐ Attachment – are porches, steps, etc. securely connected to the building?

Windows
- ☐ Is there glass cracked or missing?
- ☐ Are the seals of double glazed units effective?
- ☐ If the glazing is puttied has it gone brittle and cracked? Fallen out? Painted to shed water?
- ☐ If the glass is secured by beading, are the beads in good condition?
- ☐ Is there condensation or water damage to the paint?
- ☐ Are the sashes easy to operate? If hinged, do they swing freely?
- ☐ Is the frame free from distortion?
- ☐ Do sills show weathering or deterioration?
- ☐ Are drip mouldings/flashing above the windows properly shedding water?
- ☐ Is the caulking between the frame and the cladding in good condition?

Doors
- ☐ Do the doors create a good seal when closed?
- ☐ Do metal doors show signs of corrosion?
- ☐ Is metal door sprung from excessive heat?
- ☐ Are the hinges sprung? In need of lubrication?
- ☐ Do locks and latches work freely?
- ☐ If glazed, is the glass in good condition? Does the putty need repair?
- ☐ Are door frames wicking up water? Where? Why?
- ☐ Are door frames caulked at the cladding? Is the caulking in good condition?
- ☐ What is the condition of the sill?

Gutters and Downspouts
- ☐ Are downspouts leaking? Clogged? Are there holes or corrosion? (Water against structure)
- ☐ Are downspouts complete without any missing sections? Are they properly connected?
- ☐ Is the water being effectively carried away from the downspout by a drainage system?
- ☐ Do downspouts drain completely away?

Roof

- ☐ Are there water blockage points?
- ☐ Is the leading edge of the roof wet?
- ☐ Is there evidence of biological attack? (Fungus, moss, birds, insects)
- ☐ Are shingles wind damaged or severely weathered? Are they cupped or split or lifting?
- ☐ Are the nails sound? Are there loose or missing shingles?
- ☐ Are flashings well seated?
- ☐ Are metal joints and seams sound?
- ☐ Does the soffit show any signs of water damage? Insect or bird infestation?
- ☐ Is there rubbish buildup on the roof?
- ☐ Are the drain pipes plugged or standing proud?
- ☐ Are flashings well positioned and sealed?
- ☐ Is water ponding present?

INTERIOR INSPECTION

Basement

- ☐ Are there signs of moisture damage to the walls? Is masonry cracked, discoloured, spalling?
- ☐ Is wood cracked, peeling rotting? Does it appear wet when surroundings are dry?
- ☐ Are there signs of past flooding, or leaks from the floor above? Is the floor damp?
- ☐ Are walls even or buckling or cracked? Is the floor cracked or heaved?
- ☐ Are there signs of insect or rodent infestation?

Living Space

- ☐ Materials: plaster, wood, metal, masonry – are they sound, or uneven, cracked, out of plumb or alignment; are there signs of settlement, old, or recent (bulging walls, long cracks, etc)?
- ☐ Finishes: paints, stains, etc. – are they dirty, peeling, stained, cracked?
- ☐ Are there any signs of water leakage or moisture damage? Mould? Water-stains?

6.7.2 MAINTENANCE PROGRAMME

INSPECTION CYCLE:

Daily

- Observations noted during cleaning (cracks; damp, dripping pipes; malfunctioning hardware; etc.) to be noted in log book or building file.

Semi-annually

- Semi-annual inspection and report with special focus on seasonal issues.
- Thorough cleaning of drainage system to cope with winter rains and summer storms
- Check condition of weather sealants (Fall).
- Clean the exterior using a soft bristle broom/ brush.

Annually (Spring)

- Inspect concrete for cracks, deterioration.
- Inspect metal elements, especially in areas that may trap water.
- Inspect windows for paint and glazing compound failure, corrosion and wood decay and proper operation.
- Complete annual inspection and report.
- Clean out of all perimeter drains and rainwater systems.
- Touch up worn paint on the building's exterior.
- Check for plant, insect or animal infestation.
- Routine cleaning, as required.

Five-Year Cycle

- A full inspection report should be undertaken every five years comparing records from previous inspections and the original work, particularly monitoring structural movement and durability of utilities.
- Repaint windows every five to fifteen years.

Ten-Year Cycle

- Check condition of roof every ten years after last replacement.

Twenty-Year Cycle

- Confirm condition of roof and estimate effective lifespan. Replace when required.

Major Maintenance Work (as required)

- Thorough repainting, downspout and drain replacement; replacement of deteriorated building materials; etc.

APPENDIX A: RESEARCH SUMMARY

CIVIC ADDRESS: 1768 Inglewood Avenue, West Vancouver, British Columbia
LEGAL ADDRESS: Lot 11, District Lot 1056
HISTORIC NAME: Sutherland House
ORIGINAL OWNER: James and Winifred Sutherland
CONSTRUCTION DATE: 1927

BRITISH COLUMBIA VITAL EVENT (second owner):

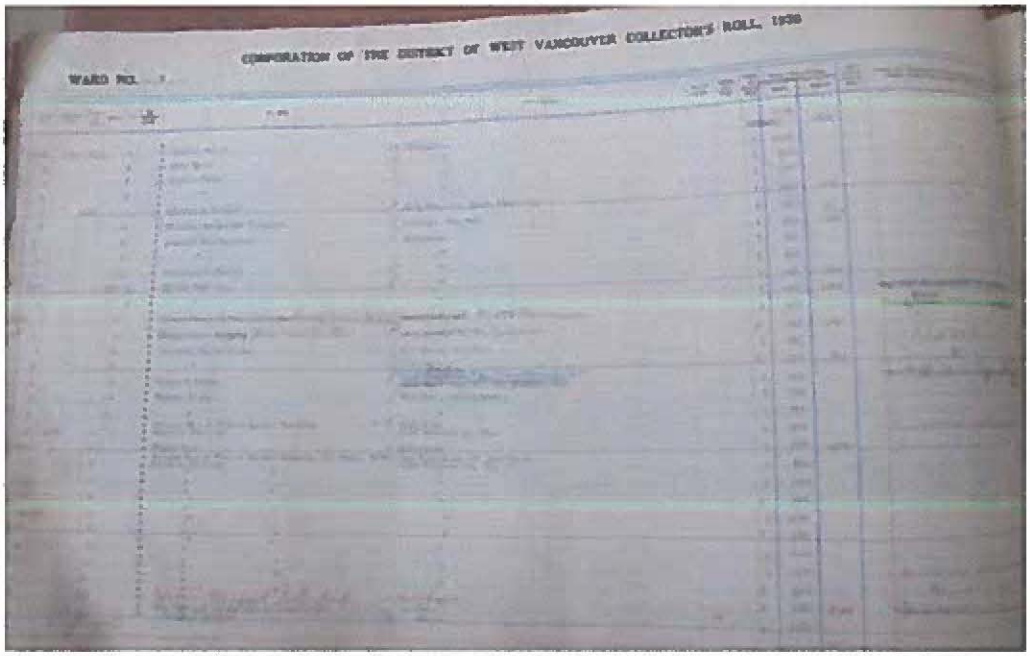
- Death Registration: Parnum, William Ewart, died August 10, 1984; Age: 95; North Vancouver; Reg. Number: 1984-09-013227

REFERENCES:

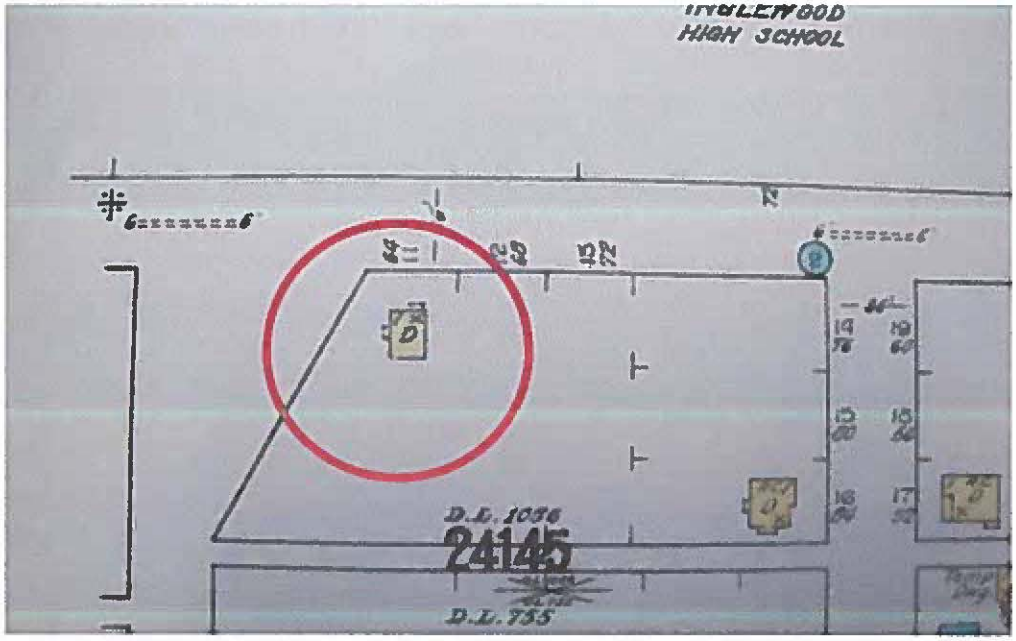
- *A Place of Excellence: A Chronicle of West Vancouver: 1912-1987*. Ramsay, Bruce. West Vancouver: The Corporation of the District of West Vancouver. 1986.
- *History-onics*. December 91, 1985. West Vancouver Historical Society. digital.westvanlibrary.ca

DIRECTORIES (1768 INGLEWOOD AVENUE)

1927	No entry
1928-1932	James Sutherland (Winifred), carpenter, residence on Inglewood Avenue near 17th Street
1933-1947	William Ewart Parnum (Amy L.), display manager BCER
1948-1954	Joseph (Irene) Vonesch, retired
1955-1961	Kenneth G. (Catherine) Russell, barrister
1961-2003	The Crawford family
2003-present	Eric and Catherine Hutchingame

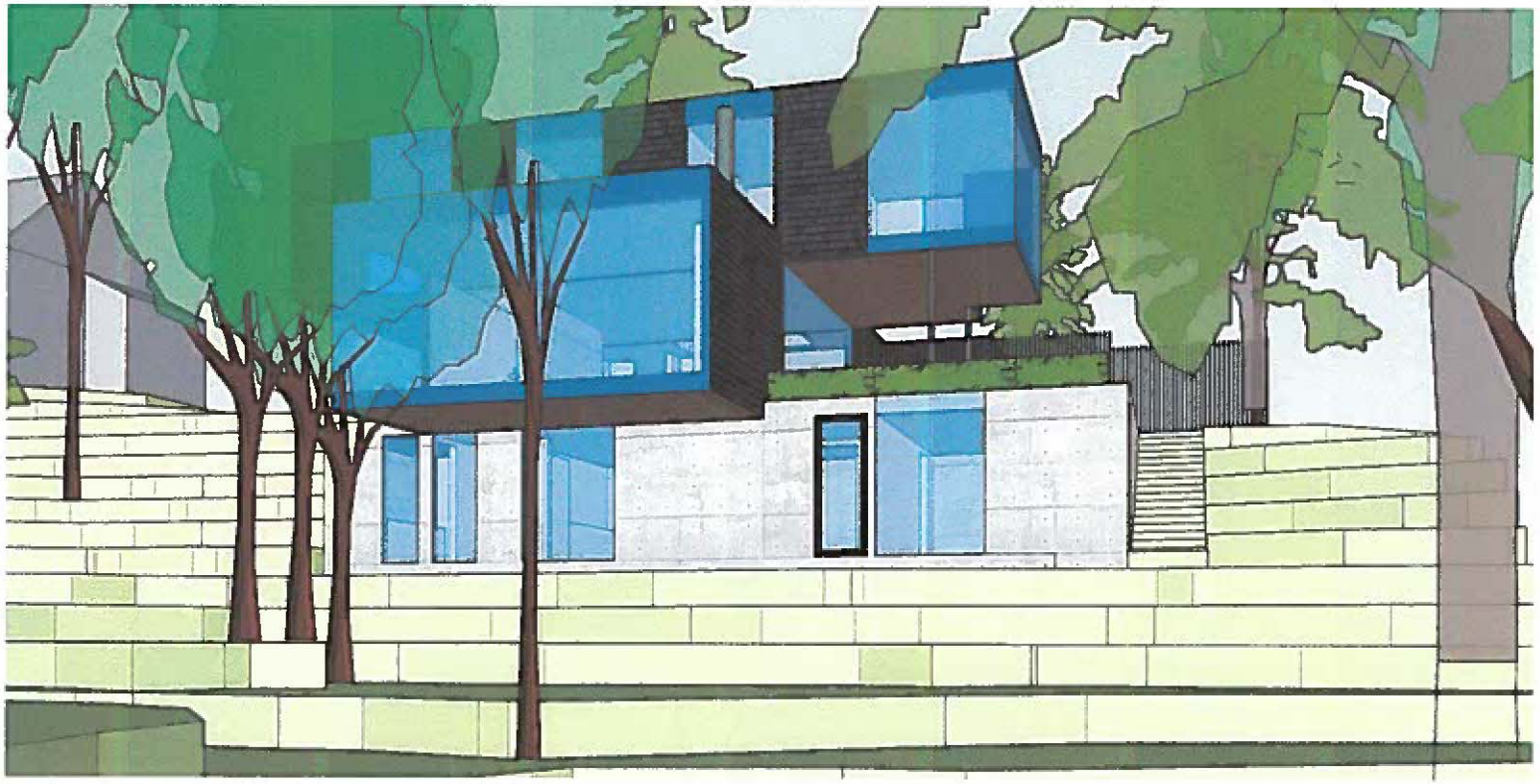


Assessment Record, 1928, showing the construction of the Sutherland House for $4,000 by James and Winifred Sutherland, West Vancouver Museum and Archives



1930 Fire Insurance Map showing 1768 Inglewood Avenue circled in red, West Vancouver Museum and Archives
[Note: this map shows a small porch to the west and a small porch on the front of the building at the time of its construction]

APPENDIX C



HERITAGE REVITALIZATION AGREEMENT

DRAWING LIST

SHEET NO.	SHEET NAME	ISSUE DATE	REVISION NO.	REVISION DATE
A000	COVER SHEET	12/01/17		
A100	SITE PLAN	12/01/17		
A101	AVERAGE GRADE CALCULATIONS	12/01/17		
A102	FLOOR AREA RATIO CALCULATIONS	12/01/17		
A201	BASEMENT FLOOR PLAN	12/01/17		
A202	MAIN FLOOR PLAN	12/01/17		
A203	UPPER FLOOR PLAN	12/01/17		
A204	ROOF PLAN	12/01/17		
A301	NORTH ELEVATION	12/01/17		
A302	SOUTH ELEVATION	12/01/17		
A303	EAST ELEVATION	12/01/17		
A304	WEST ELEVATION	12/01/17		
A305	HIGHEST BUILDING FACE	12/01/17		
A401	SITE SECTIONS A & B	12/01/17		
A402	SECTION C	12/01/17		
A403	SECTION D	12/01/17		

bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1764 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

A000
COVER SHEET

CIVIC ADDRESS:	[illegible]
LEGAL DESCRIPTION:	[illegible]
ZONING:	[illegible]
SITE AREA	
AREA WITHIN [illegible] CREEK SETBACK	[illegible]
AREA BEYOND [illegible] CREEK SETBACK	[illegible]
TOTAL AREA	[illegible]
FLOOR AREA RATIO:	[illegible] OF SITE AREA
FLOOR AREA PERMITTED	[illegible]
FLOOR AREA PROPOSED	[illegible]
SITE COVERAGE:	[illegible] OF SITE AREA
SITE COVERAGE PERMITTED:	[illegible]
SITE COVERAGE PROPOSED	[illegible]
LOT WIDTH	VARIABLE
SETBACKS	
FRONT YARD MINIMUM	[illegible]
FRONT YARD PROPOSED	[illegible]
REAR YARD MINIMUM	[illegible]
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EAST SIDE YARD PROPOSED:	[illegible]
WEST SIDE YARD PROPOSED:	VARIABLE
SIDE YARD COMBINED PROPOSED	VARIABLE
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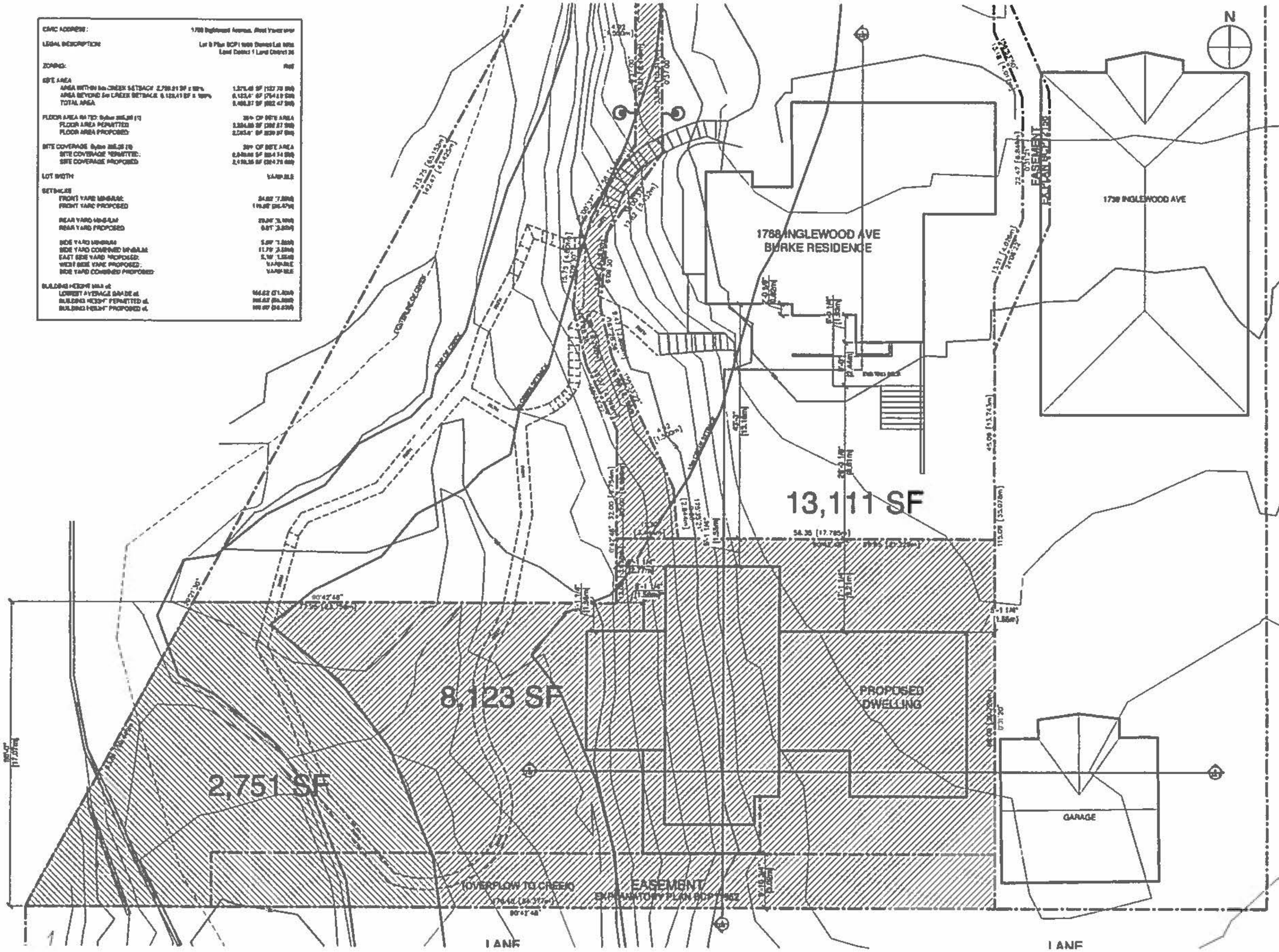
BUILDING HEIGHT PROPOSED el.	[illegible]



GENERAL NOTES
(apply to all drawings)

Scale: 1/8" = 1'-0"

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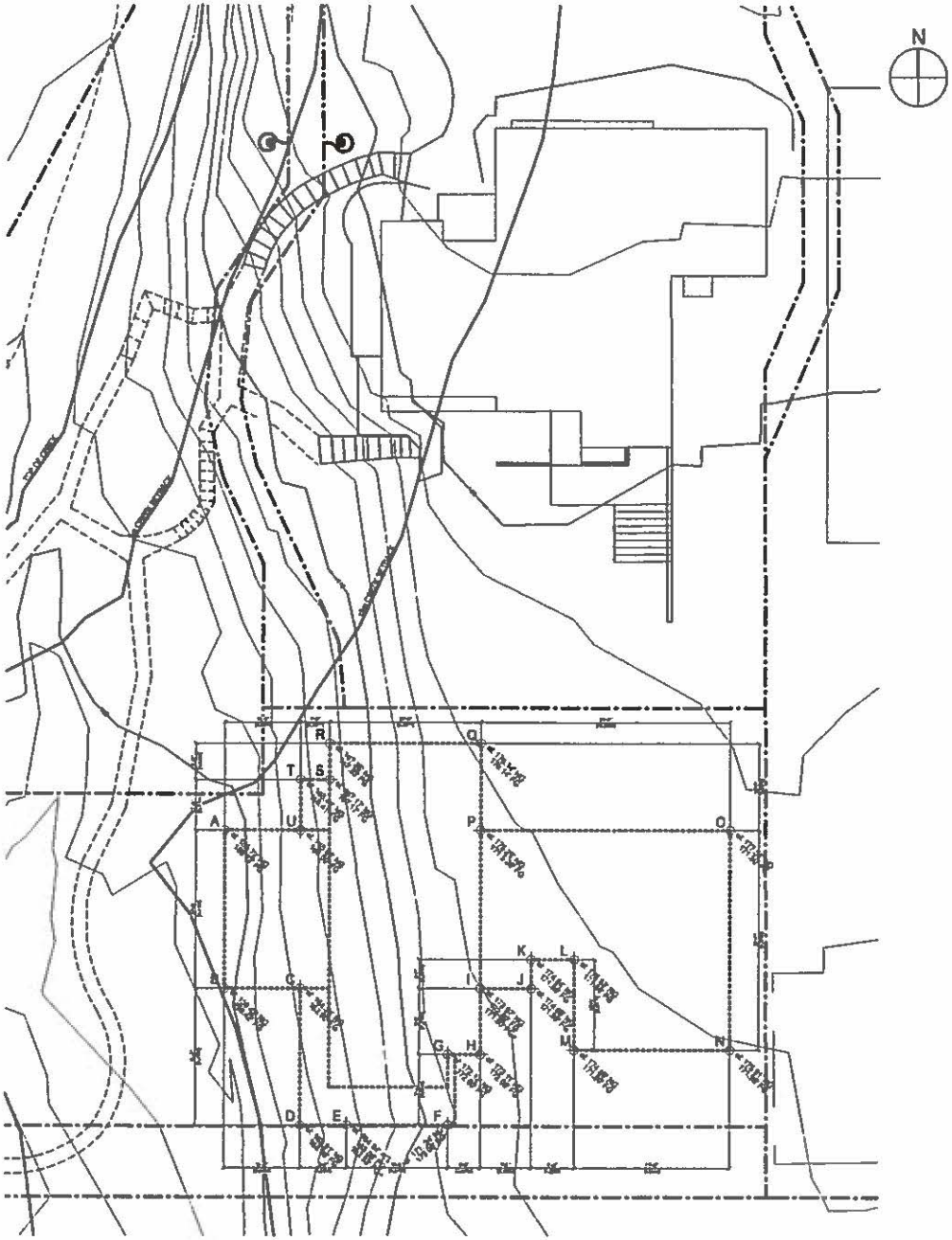
Burgers architecture inc.

BURKE INFILL RESIDENCE
1788 INGLEWOOD AVENUE, WEST VANCOUVER, BC

A100
SITE PLAN



AVERAGE NATURAL GRADE

POINT	GRADE	POINT	GRADE	AVERAGE	LENGTH	AVG X LGTH
A	159.72	B	159.42	159.57	22.00	3510.54
B	159.42	C	164.36	161.89	10.50	1699.85
C	164.36	D	162.91	163.64	19.00	3109.07
D	162.91	E	165.30	164.11	6.50	1066.68
E	165.30	E+	165.30	165.30	0.00	0.00
E+	165.30	F	171.78	168.54	14.00	2359.56
F	171.78	G	172.30	172.04	9.83	1691.73
G	172.30	H	173.11	172.71	4.50	777.17
H	173.11	I	173.97	173.54	9.17	1590.76
I	173.97	I+	173.97	173.97	0.00	0.00
I+	173.97	J	174.68	174.33	7.00	1220.28
J	174.68	K	174.94	174.81	4.00	699.24
K	174.94	L	175.53	175.24	6.00	1051.41
L	175.53	M	174.85	175.19	12.50	2189.86
M	174.85	N	175.91	175.38	21.50	3770.67
N	175.91	O	177.52	176.72	30.50	5389.81
O	177.52	P	175.25	176.39	34.50	6085.28
P	175.25	Q	176.14	175.70	12.00	2108.34
Q	176.14	R	167.35	171.75	21.00	3608.65
R	167.35	S	167.17	167.26	5.00	836.30
S	167.17	T	165.41	166.29	4.00	665.16
T	165.41	U	165.08	165.25	7.00	1156.72
U	165.08	A	159.72	162.40	10.50	1705.20
					271.00	46290.30
						170.81

AVERAGE FINISHED GRADE - GOVERNING

POINT	GRADE	POINT	GRADE	AVERAGE	LENGTH	AVG X LGTH	
A	159.72	B	159.42	159.57	22.00	3510.54	
B	159.42	C	163.00	161.21	10.50	1692.71	
C	163.00	D	163.00	163.00	19.00	3097.00	
D	163.00	E	163.00	163.00	6.50	1059.50	
E	163.00	E+	163.53	163.27	0.00	0.00	
E+	163.53	F	172.00	167.77	14.00	2348.71	
F	172.00	G	172.00	172.00	9.83	1691.33	
G	172.00	H	172.00	172.00	4.50	774.00	
H	172.00	I	172.00	172.00	9.17	1576.67	
I	172.00	I+	171.50	171.75	0.00	0.00	
I+	171.50	J	171.50	171.50	7.00	1200.50	
J	171.50	K	171.50	171.50	4.00	686.00	
K	171.50	L	171.50	171.50	6.00	1029.00	
L	171.50	M	171.50	171.50	12.50	2143.75	
M	171.50	N	171.50	171.50	21.50	3687.25	
N	171.50	O	171.50	171.50	30.50	5230.75	
O	171.50	P	171.50	171.50	34.50	5916.75	
P	171.50	Q	176.14	173.82	12.00	2085.84	
Q	176.14	R	167.35	171.75	21.00	3608.65	
R	167.35	S	167.17	167.26	5.00	836.30	
S	167.17	T	165.41	166.29	4.00	665.16	
T	165.41	U	165.00	165.21	7.00	1156.44	
U	165.00	A	159.72	162.36	10.50	1704.78	
					271.00	45699.62	
						168.63	GOVERNING

GENERAL NOTES
(apply to all drawings)

This Building has been designed in conformance with the British Columbia Building Code (BCBC) latest edition and to all local codes. All construction is to conform to applicable codes.

It is Contractor and Sub-Contractors shall verify all dimensions on site and report any discrepancy to the Architect prior to the start of construction.

Final dimensions of all components are the Contractor's responsibility.

Buildings to be sprinklered to NFPA and BC Fire Code.

Dimensions

All exterior dimensions are to face of ext stone or to face of plywood sheathing.

All interior dimensions are to face of stud unless otherwise noted.

Construction Assembly Reference (refer to detail book)

Provide all required blocking and backing whether indicated or not as directed by Architect in Progress.

Denotes Wall / Roof / Floor Assembly

Denotes Finished Material

Denotes Door Type

Denotes Detail Reference

Denotes Window Size (rough opening)

Denotes Floor Elev.

Denotes New Elevation

Denotes Existing Elevation

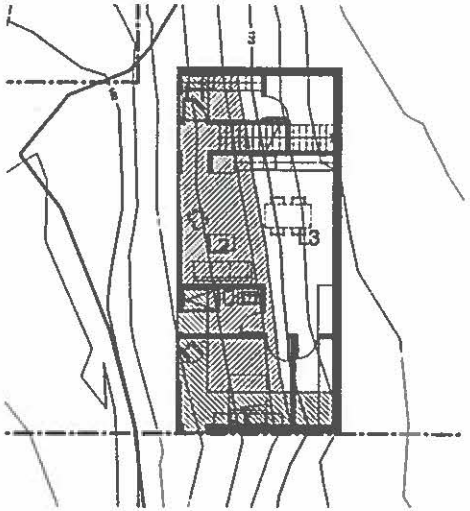
Scale: 1/8" = 1'-0"

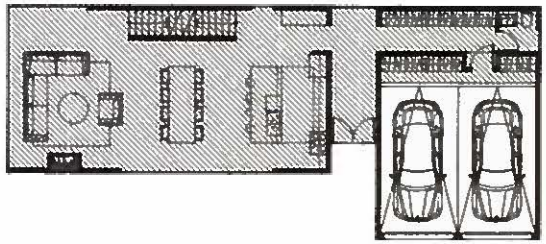
0' 5 10 20

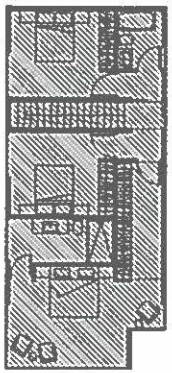
bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1758 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

A101
AVERAGE GRADE CALCULATIONS







BASEMENT FLOOR PLAN

BASEMENT FLOOR AREA: 1,092.00 SF

WEST VANCOUVER ZONING BYLAW No. 4662, 130.08

L1 - AREAS BEYOND THE PERIMETER OF THE STOREYS ABOVE, SO ENTIRELY INCLUDED IN FLOOR AREA RATIO (F.A.R.) — 201.83 SF — AREA INCLUDED IN F.A.R.

L2 - AREA PARTIALLY INCLUDED:

$$\text{PERCENT EXEMPT} = \frac{\text{(AVG. GRADE EL. - BASEMENT FLOOR EL.)}}{\text{(MAIN FLOOR EL. - BASEMENT FLOOR EL.)}} \times 100\%$$

$$= (168.83' - 163.00') / (172.00' - 163.00') \times 100\%$$

$$= 62.56\%$$

PERCENT INCLUDED = 100% - 62.56% = 37.44%

AREA BELOW EXEMPTION LINE (el. 169.00') = 386.44 SF
AREA PARTIALLY INCLUDED = 388.44 SF x 37.44% = — 144.66 SF — AREA INCLUDED IN F.A.R.

L3 - AREA WHERE TOP OF FLOOR STRUCTURE IS LESS THAN 3' (0.9m) ABOVE THE LOWER OF NATURAL OR FINISHED GRADE, SO ENTIRELY EXCLUDED FROM F.A.R. — 443.73 SF — AREA EXCLUDED FROM F.A.R.

MAIN FLOOR PLAN

MAIN FLOOR AREA: 1,258.75 SF — AREA INCLUDED IN F.A.R.

GARAGE FLOOR AREA (MAX = 440 SF): 440.00 SF — AREA EXCLUDED IN F.A.R.

UPPER FLOOR PLAN

UPPER FLOOR AREA: 877.75 SF — AREA INCLUDED IN F.A.R.

TOTAL FLOOR AREA PROPOSED: 2,583.01 SF
TOTAL FLOOR AREA PERMITTED: 3,321.84 SF

GENERAL NOTES
(apply to all drawings)

This Building has been designed to conform with the British Columbia Building Code (BCBC) latest edition and to all local codes. All construction to conform to applicable codes.

The Contractor and Sub-Contractors shall verify all dimensions on site and report any discrepancies to the Architect prior to the start of construction.

Final dimensions of all components are the Contractor's responsibility.

Building is to be constructed to NFPA and BC Fire Code.

Dimensions

All exterior dimensions are to face of concrete or to face of plywood sheathing.

All interior dimensions are to face of stud unless otherwise noted.

Construction Assembly References (refer to detail back)

Provide all required blocking and backing wherever indicated or not as directed by Architect or Engineer.

- Elevation Wall / Roof / Floor Assembly
- Elevation Finished Material
- Elevation Door Type
- Elevation Detail Reference
- Elevation Window Size (rough opening)
- Elevation Door Size
- Elevation New Elevation
- Elevation Existing Elevation

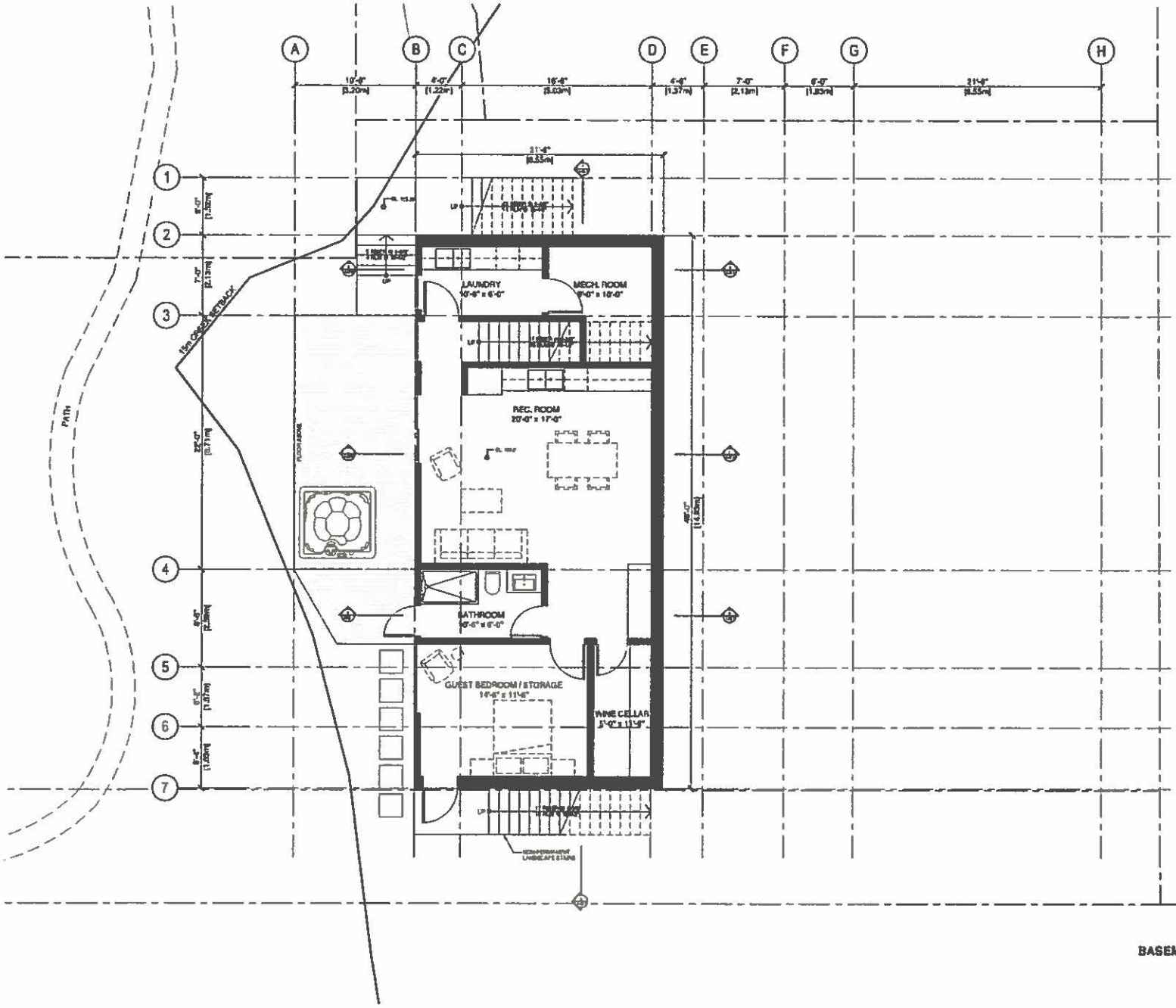
Scale 1/8" = 1'-0"

1' 5 10 20

bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1758 INGLEWOOD AVENUE, WEST VANCOUVER, BC

A102
FLOOR AREA CALCULATIONS



N

GENERAL NOTES

(apply to all drawings)

The Building has been designed in accordance with the British Columbia Building Code (BCBC) latest edition and it, all list of codes. All construction to conform to applicable codes.

The Contractor and Sub-Contractors shall verify all dimensions on site and report any discrepancy to the Architect prior to the start of construction.

Final dimensions of all components are the Contractor's responsibility.

Building to be sprinklered to NFPA and BC Fire Code.

Dimensions

All exterior dimensions are to face of concrete or to face of plywood sheathing.

All interior dimensions are to face of stud unless otherwise noted.

Construction Assembly Reference (refer to detail book).

Provide all required blocking and backing material at wall as directed by Architect or Engineer.

Elevation Wall / Roof / Floor Assembly

Elevation Finished Material

Elevation Door Type

Elevation Detail Reference

Elevation Window Size (rough opening)

Elevation Door Size

Elevation Floor Elevation

Elevation Existing Elevation

Scale 1/4" = 1'-0"

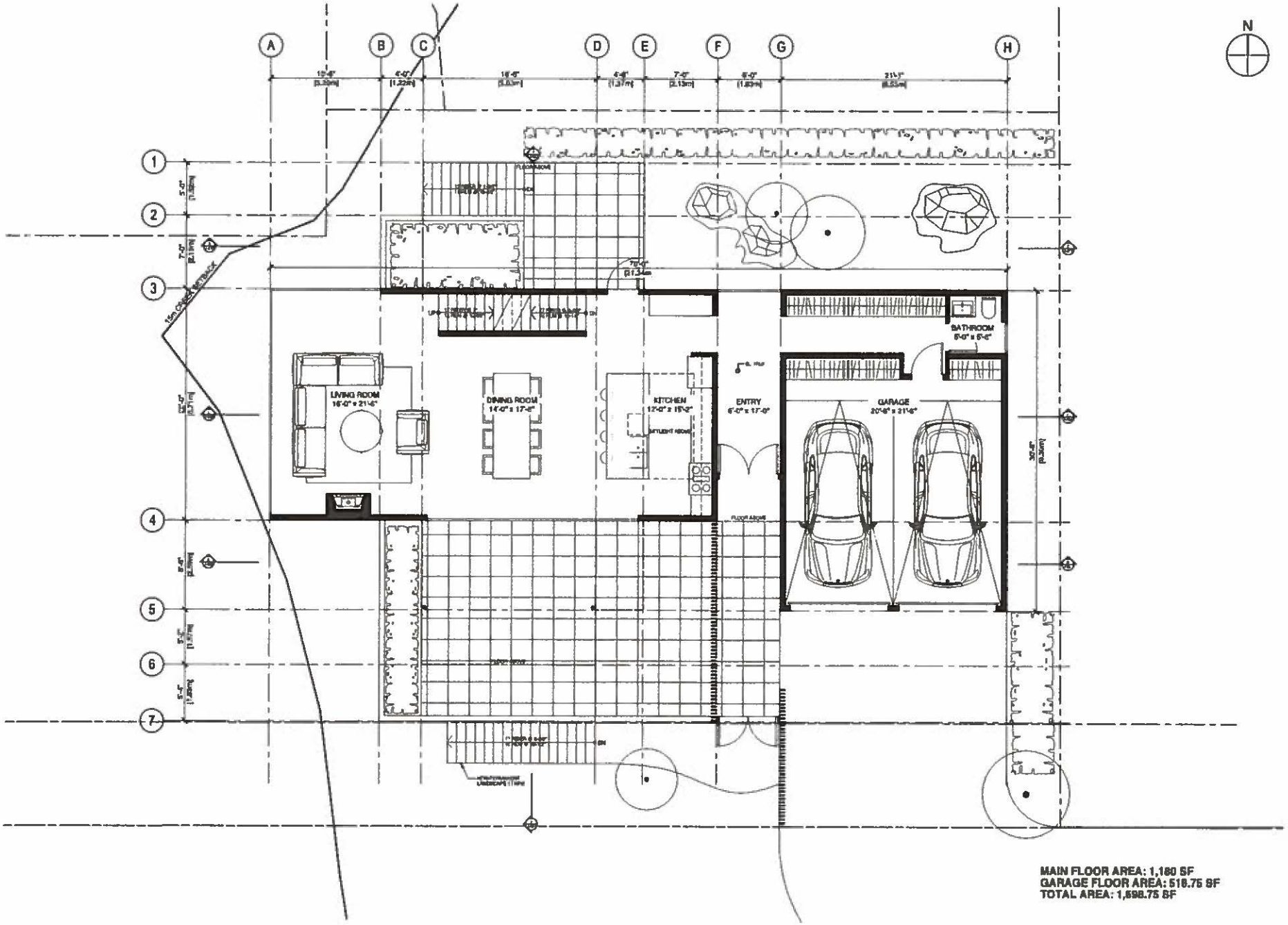
1' 0 4 8

bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1788 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

BASEMENT FLOOR AREA: 1,032 SF

A201
BASEMENT FLOOR PLAN



N

GENERAL NOTES
(apply to all drawings)

The Building has been designed in conformance with the British Columbia Building Code (BCBC) latest edition and it, all list of codes. All construction to conform to applicable codes.

The Contractor and Sub-Contractors shall verify all dimensions on site and report any discrepancies to the Architect prior to the start of construction.

Final dimensions of all components are the Contractor's responsibility.

Building to be constructed to NFPA and BC Fire Code.

Dimensions

All exterior dimensions are to face of c.i.p.concrete or to face of plywood sheathing.

All interior dimensions are to face of stud unless otherwise noted.

Construction Assembly Reference (refer to detail book)

Provide all required blocking and backing whether indicated or not as directed by Architect or Engineer.

1 Denotes Wall / Roof / Floor Assembly
2 Denotes Finished Material
D01 Denotes Door Type
Denotes Detail Reference
Denotes Window Size (rough opening)
Denotes Door Size
Denotes New Elevation
Denotes Existing Elevation

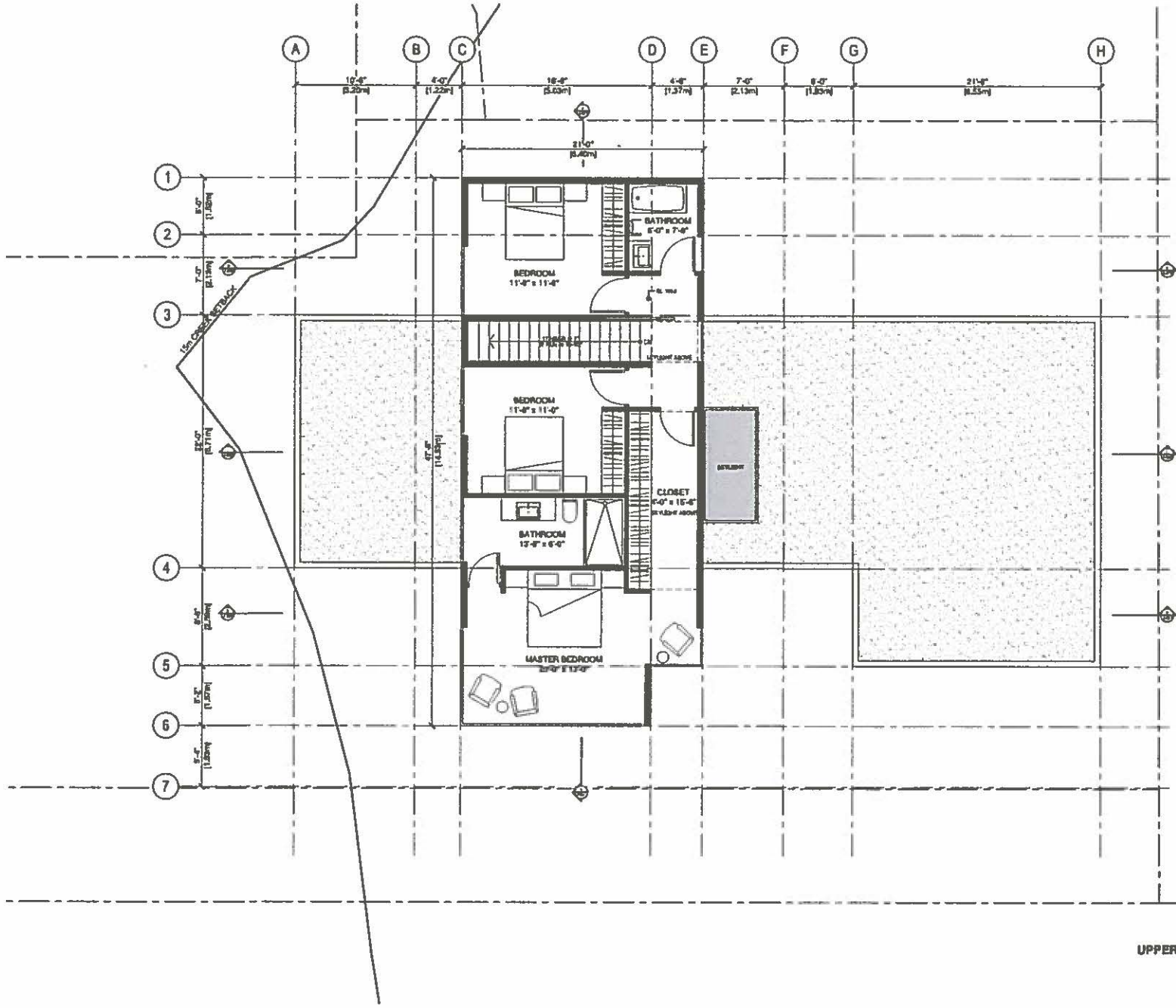
Scale: 1/4" = 1'-0"
1' 0 4 8

bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1788 INGLEWOOD AVENUE, WEST VANCOUVER, BC

MAIN FLOOR AREA: 1,180 SF
GARAGE FLOOR AREA: 518.75 SF
TOTAL AREA: 1,698.75 SF

A202
MAIN FLOOR PLAN



N

GENERAL NOTES
(apply to all drawings)

This Building has been designed in compliance with the British Columbia Building Code (BCBC) latest edition and to all local codes. All construction to conform to applicable codes.

The Contractor and Sub-Contractors shall verify all dimensions on site and report any discrepancy to the Architect prior to the start of construction.

Final dimensions of all components are the Contractor's responsibility.

Building to be sprinklered to NFPA and BC Fire Code.

Dimensions

All exterior dimensions are to face of concrete or to face of plywood sheathing.

All interior dimensions are to face of stud unless otherwise noted.

Construction Assembly Reference (refer to detail book)

Provide all required blocking and backing whether indicated or not as directed by Architect or Engineer.

Denotes Wall / Roof / Floor Assembly

Denotes Finished Material

Denotes Door Type

Denotes Detail Reference

Denotes Window Size (rough opening)

Denotes Door Size

Denotes New Elevation

Denotes Existing Elevation

Scale 1/4" = 1'-0"

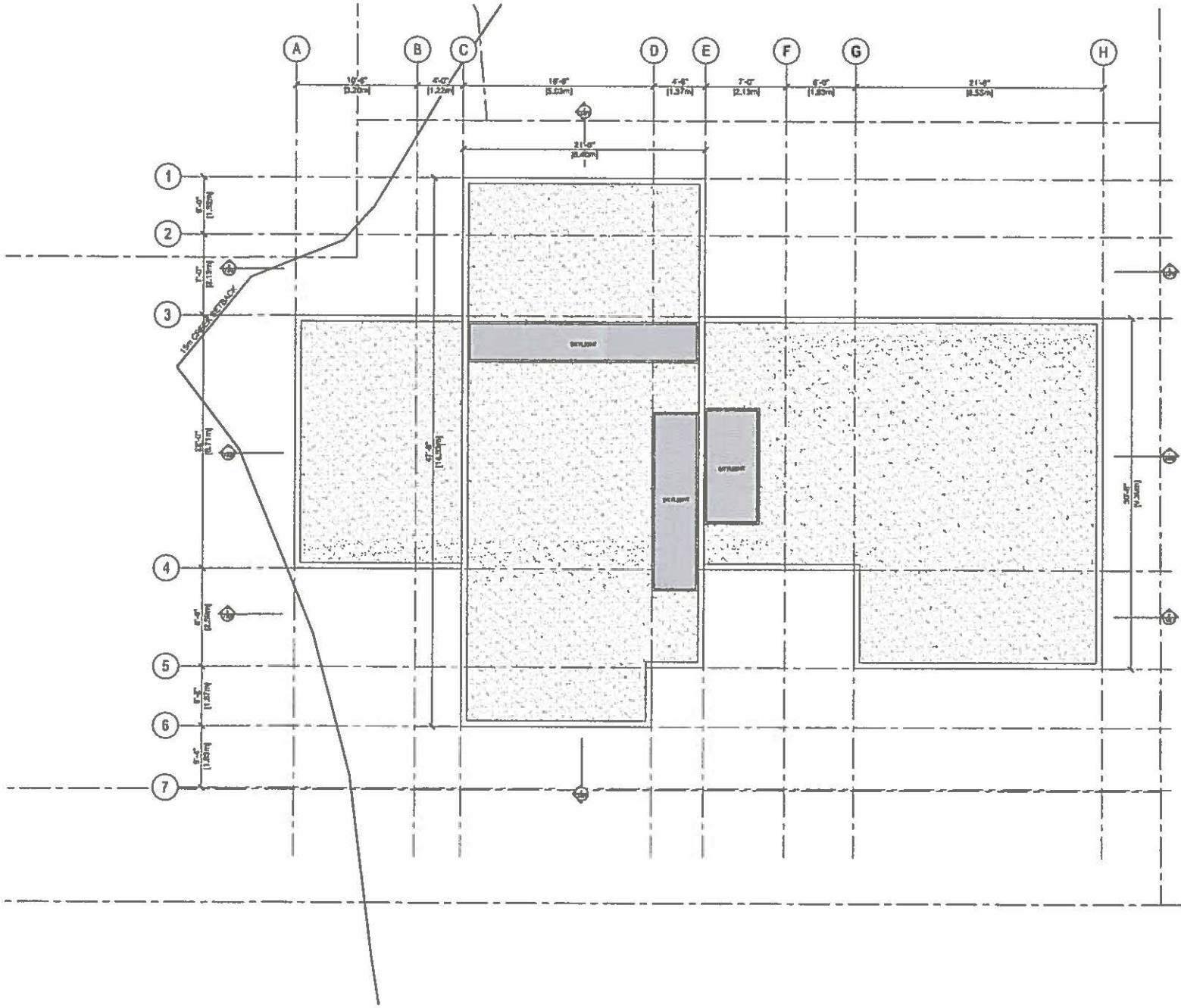
1' 2 4 8

bai
Burgere architecture inc.

BURKE INFILL RESIDENCE
1750 INGLEWOOD AVENUE, WEST VANCOUVER, BC

UPPER FLOOR AREA: 977.75 SF

A203
UPPER FLOOR PLAN



N

GENERAL NOTES
(apply to all drawings)

The Contractor and Sub-Contractors shall verify all dimensions on site and report any discrepancy to the Architect prior to the start of construction.

Final dimensions of all components are the Contractor's responsibility.

Dimensions

All exterior dimensions are to face of sheathing or to face of plywood sheathing.

All interior dimensions are to face of stud unless otherwise noted.

Construction Assembly Reference (refer to detail book)

Provide all required blocking and backing whether indicated or not on drawings by Architect or Engineer.

Denotes Wall / Roof / Floor Assembly

Denotes Finished Material

Denotes Door Type

Denotes Detail Reference

Denotes Window Size (rough opening)

Denotes Door Size

Denotes New Elevation

Denotes Existing Elevation

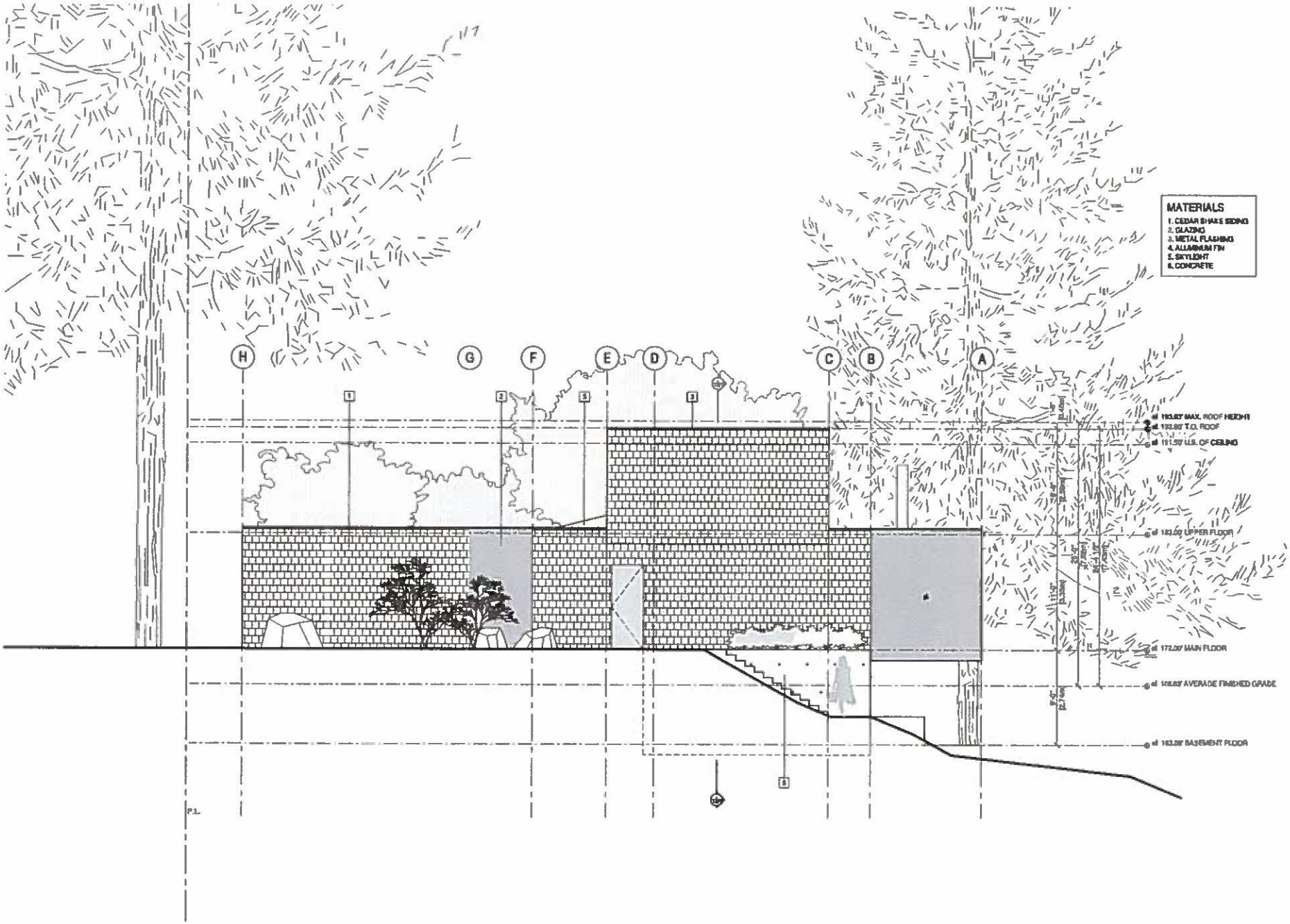
Scale: 1/4" = 1'-0"

1' 0 4 8

bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1758 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

A204
ROOF PLAN



GENERAL NOTES
(apply to all drawings)

The Building has been designed in conformance with the British Columbia Building Code (BCBC) based edition and to all local codes. All construction to conform to applicable codes.

The Contractor and Sub-Contractors shall verify all dimensions on site and report any discrepancies to the Architect prior to the start of construction.

Final dimensions of all components are the Contractor's responsibility.

Building to be constructed to NFPA and BC Fire Code.

Dimensions

All exterior dimensions are to face of concrete or to face of plywood sheathing.

All interior dimensions are to face of stud unless otherwise noted.

Construction Assembly Reference (refer to detail tools)

Provide all required blocking and backing whether indicated or not as directed by Architect or Engineer.

Exterior Wall / Roof / Floor Assembly

Exterior Finished Material

Exterior Door Type

Exterior Detail Reference

Exterior Window Size (rough opening)

Exterior Door Size

Exterior Floor Elevation

Exterior Existing Elevation

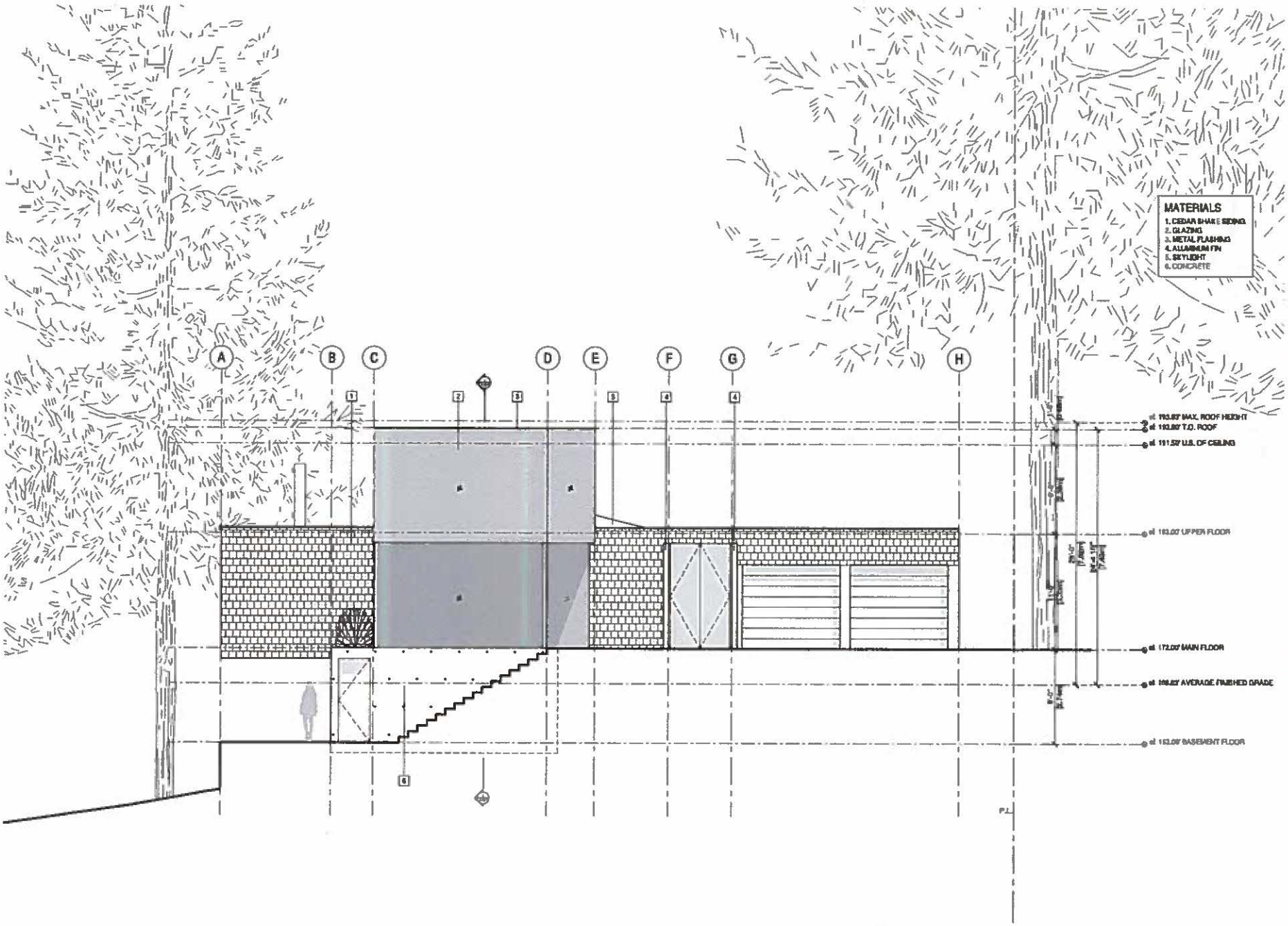
Scale: 1/4" = 1'-0"

1' 0 4 8

bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1788 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

A301
NORTH ELEVATION



GENERAL NOTES
(apply to all drawings)

This Building has been designed to conform with the British Columbia Building Code (BCBC) latest edition and to all local codes. All construction to conform to applicable codes.

The Contractor and Sub-Contractors shall verify all dimensions on site and report any discrepancy to the registered planner before start of construction.

Final dimensions of all components are the Contractor's responsibility.

Building to be sprinklered to NFPA and BC Fire Code.

Dimensions

All exterior dimensions are to face of concrete or to face of plywood sheathing.

All interior dimensions are to face of stud unless otherwise noted.

Construction Assembly Reference (refer to detail book)

Provide all required blocking and backing whether indicated or not as directed by Architect or Engineer.

Denotes Wall / Roof / Floor Assembly

Denotes Finished Material

Denotes Door Type

Denotes Detail Reference

Denotes Window Size (rough opening)

Denotes Door Size

Denotes Main Elevation

Denotes Existing Elevation

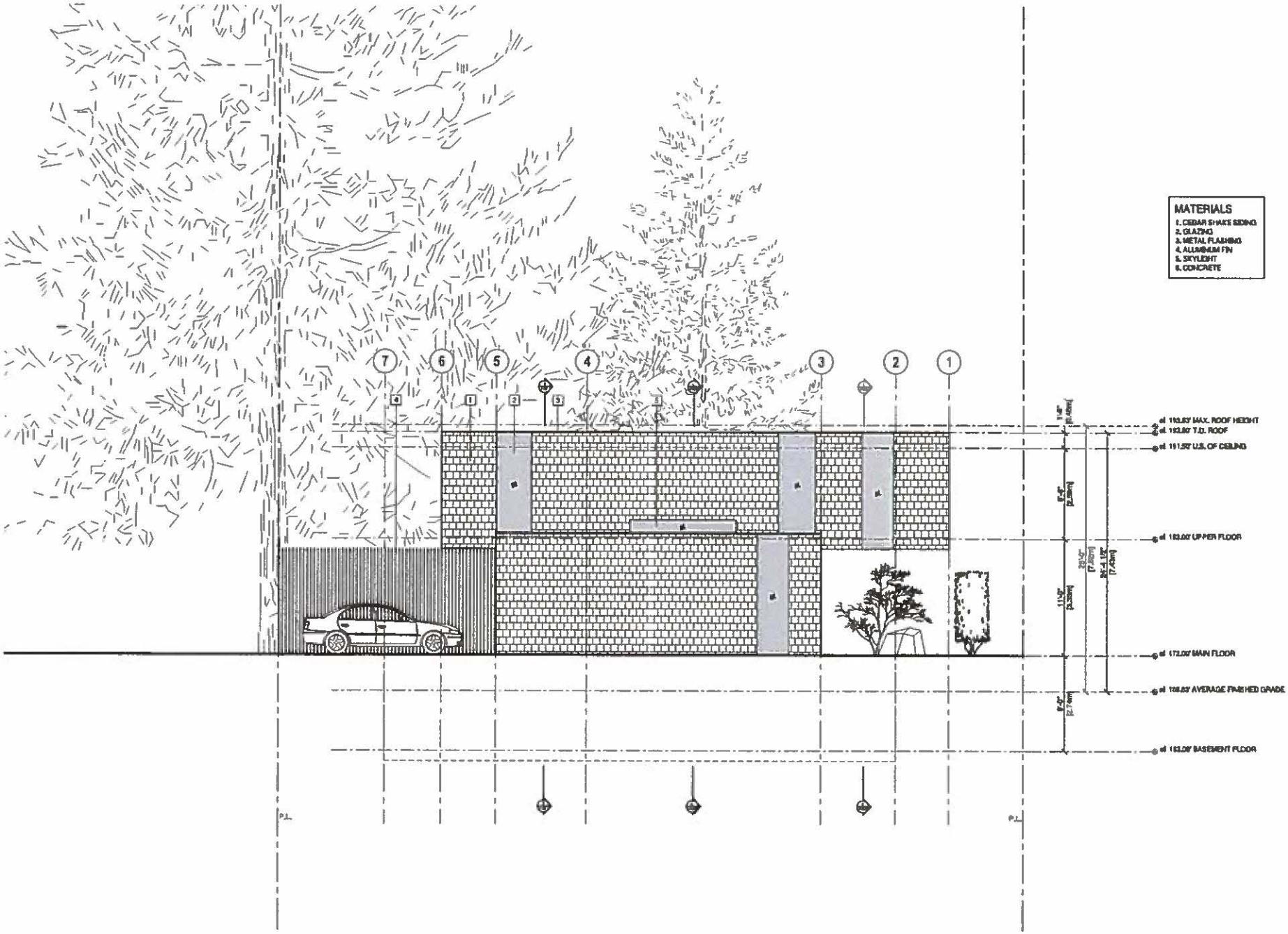
Scale: 1/4" = 1'-0"

1' 3' 6' 10'

bai
Burgers architecture inc.
[redacted]

BURKE INFILL RESIDENCE
1768 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

A302
SOUTH ELEVATION



MATERIALS

1. CEDAR SHAKE SIDING
2. GLAZING
3. METAL FLASHING
4. ALUMINUM FIN
5. SKYLIGHT
6. CONCRETE

GENERAL NOTES

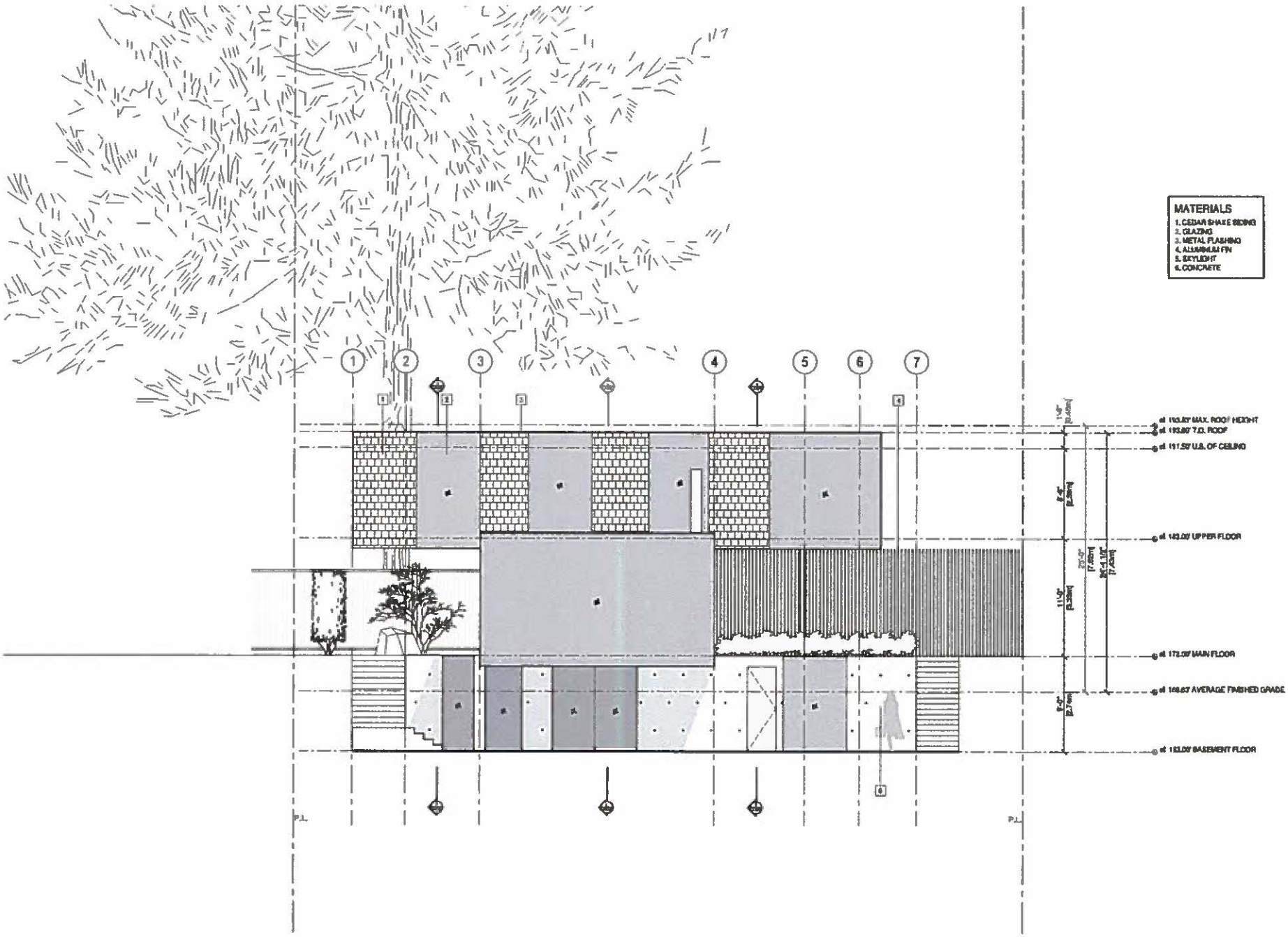
(apply to all drawings)

Scale: 1/4" = 1'-0"

bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1768 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

A303
EAST ELEVATION



GENERAL NOTES
(apply to all drawings)

The Building has been designed to conformance with the British Columbia Building Code (BCBC) latest edition and to all local codes. All construction to conform to applicable codes.

The Contractor and Sub-Contractor shall verify all dimensions on site and report any discrepancy to the Architect prior to the start of construction.

Final dimensions of all components are the Contractor's responsibility.

Building to be sprinklered to NFPA and BC Fire Code.

Dimensions

All exterior dimensions are to face of concrete or to face of plywood sheathing.

All interior dimensions are to face of stud unless otherwise noted.

Construction Assembly Reference (refer to detail book)

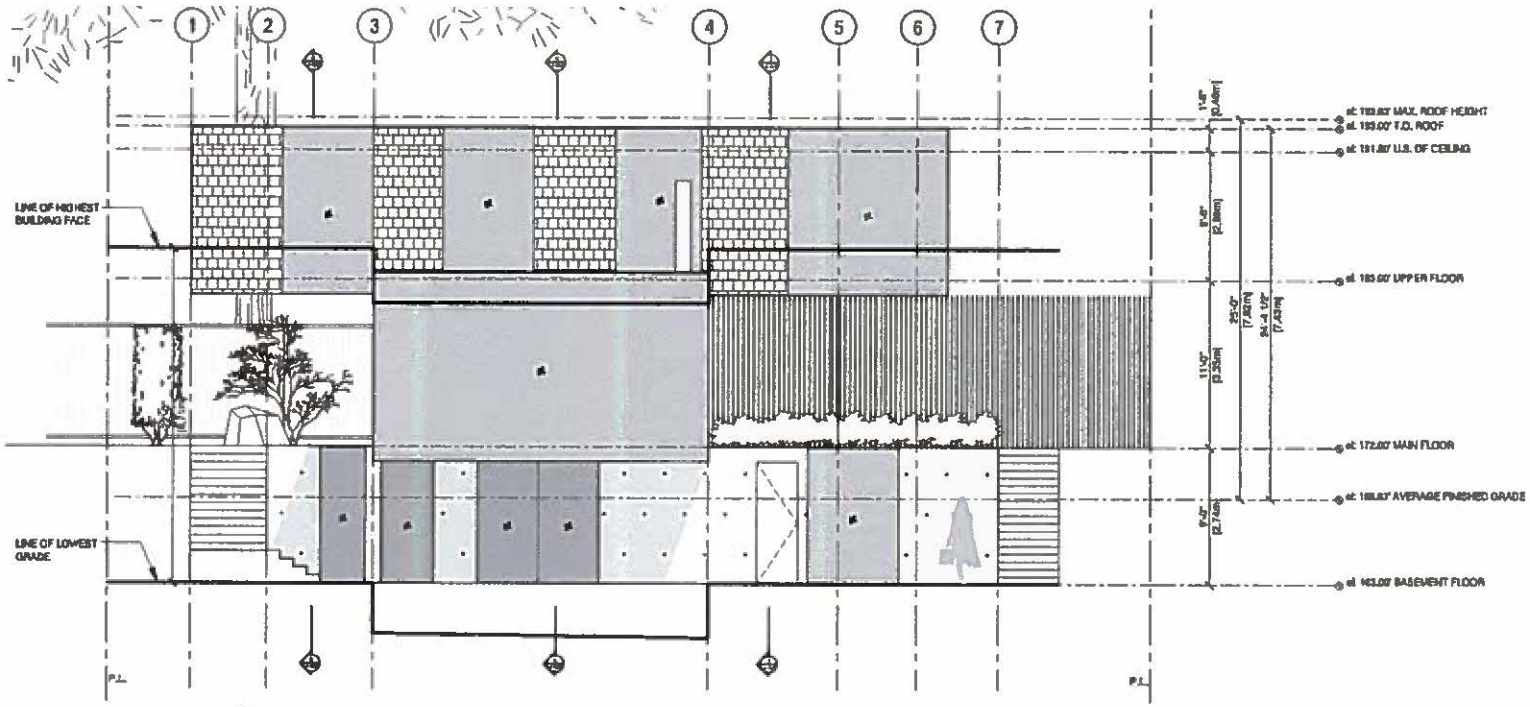
Provide all required blocking and backing whether indicated or not as directed by Architect or Engineer.

Scale: 1/4" = 1'-0"

bai
Burgers architecture inc.

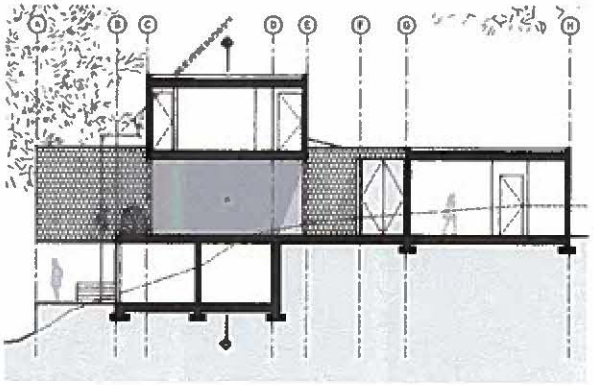
BURKE INFILL RESIDENCE
1769 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

A304
WEST ELEVATION



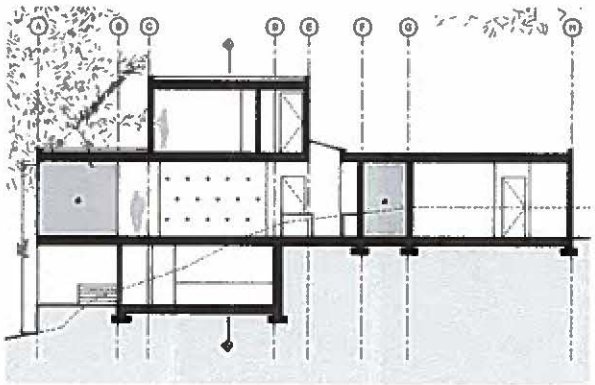
1 **Highest Building Face**

Scale: 1/4" = 1'-0"



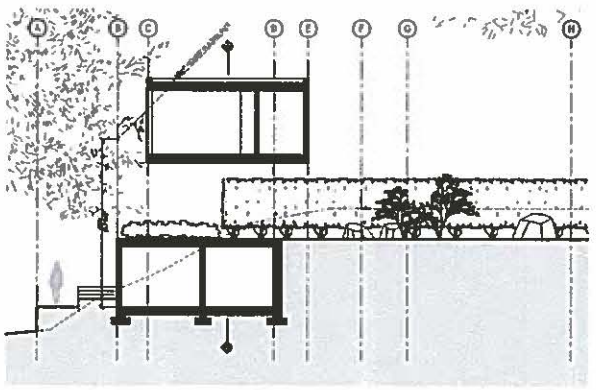
B **Building Section (Non-Conforming)**

Scale: 1/8" = 1'-0"



C **Building Section (Non-Conforming)**

Scale: 1/8" = 1'-0"



D **Building Section (Non-Conforming)**

Scale: 1/8" = 1'-0"

GENERAL NOTES

(apply to all drawings)

This Building has been designed in accordance with the British Columbia Building Code (BCBC) latest edition and it will be all codes. All construction to conform to applicable codes.

The Contractor and Sub-Contractor shall verify all dimensions on site and report any discrepancies to the Architect prior to the start of construction.

Final dimensions of all components are the Contractor's responsibility.

Building to be sprinklered to NFPA and BC Fire Code.

Dimensions

All exterior dimensions are to face of concrete or to face of plywood sheathing.

All interior dimensions are to face of stud unless otherwise noted.

Construction Assembly Reference (refer to detail book)

Provide all required blocking and backing whether indicated or not as determined by Architect or Engineer.

Exterior Wall / Roof / Floor Assembly

Denotes Finished Material

Denotes Door Type

Denotes Detail Reference

Denotes Window Size (rough opening)

Denotes Door Size

Denotes New Elevation

Denotes Existing Elevation

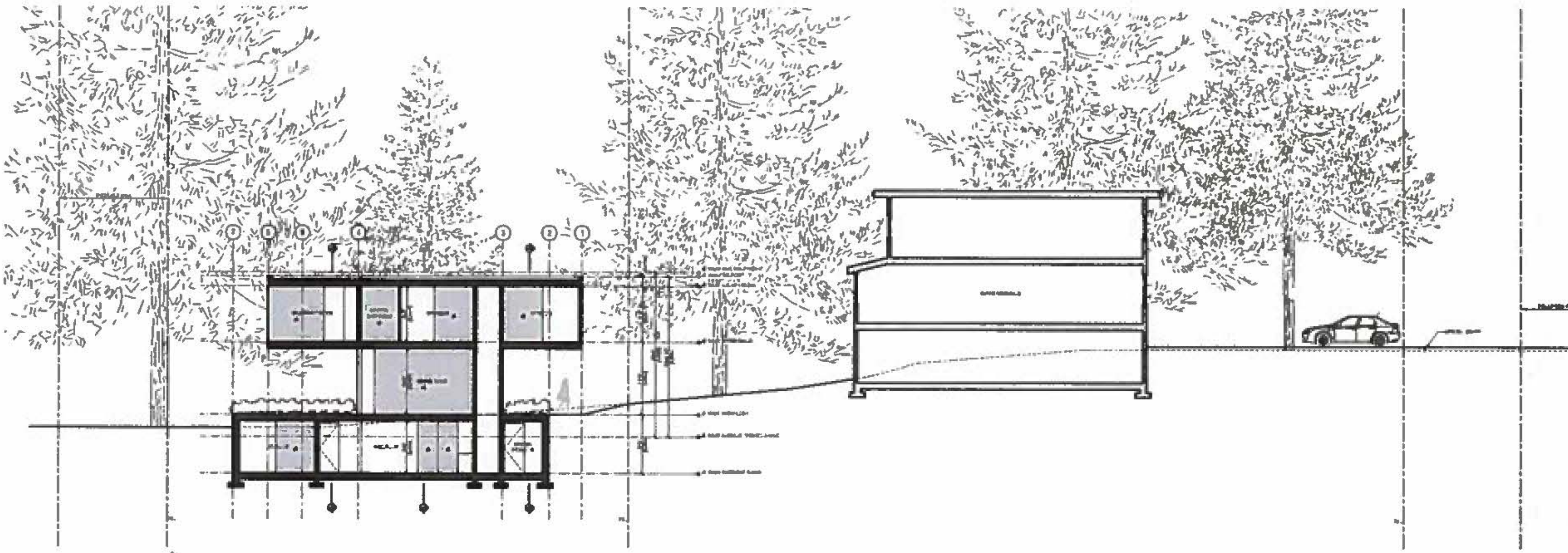
Scale: 1/4" = 1'-0"

1' 2' 4' 8'

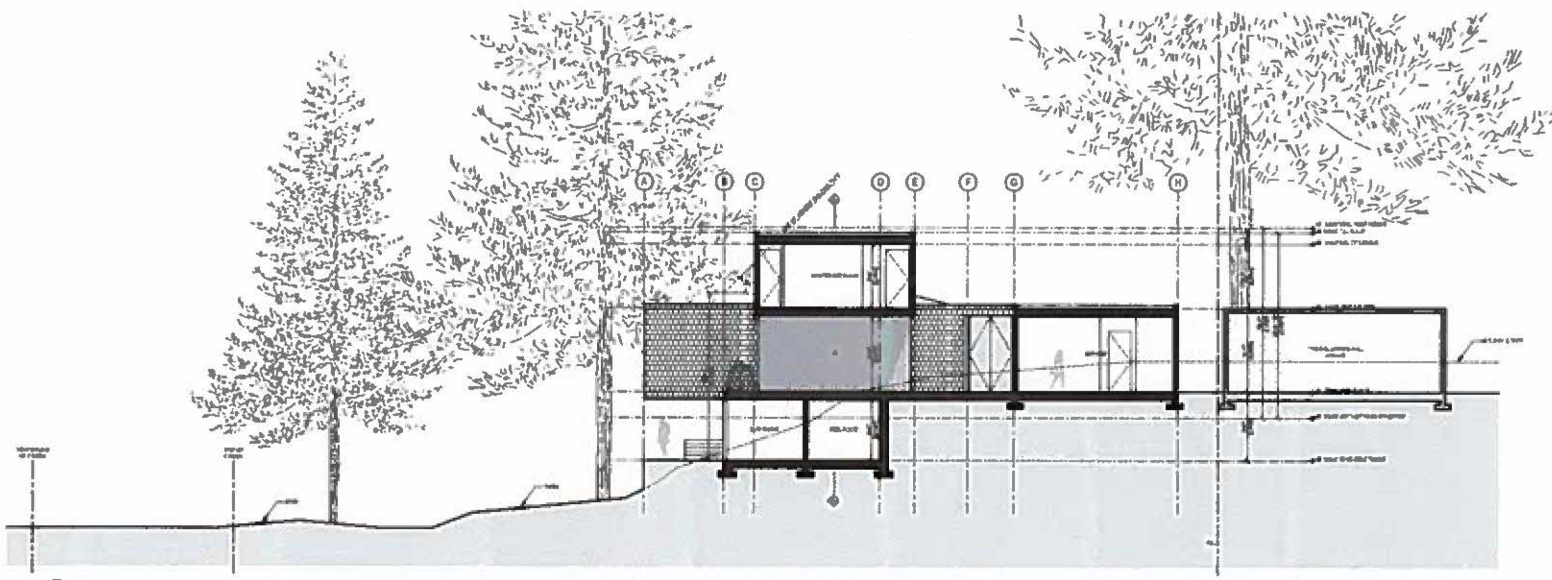
bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1758 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

A305
HIGHEST BUILDING FACE



A Site Section



B Site Section

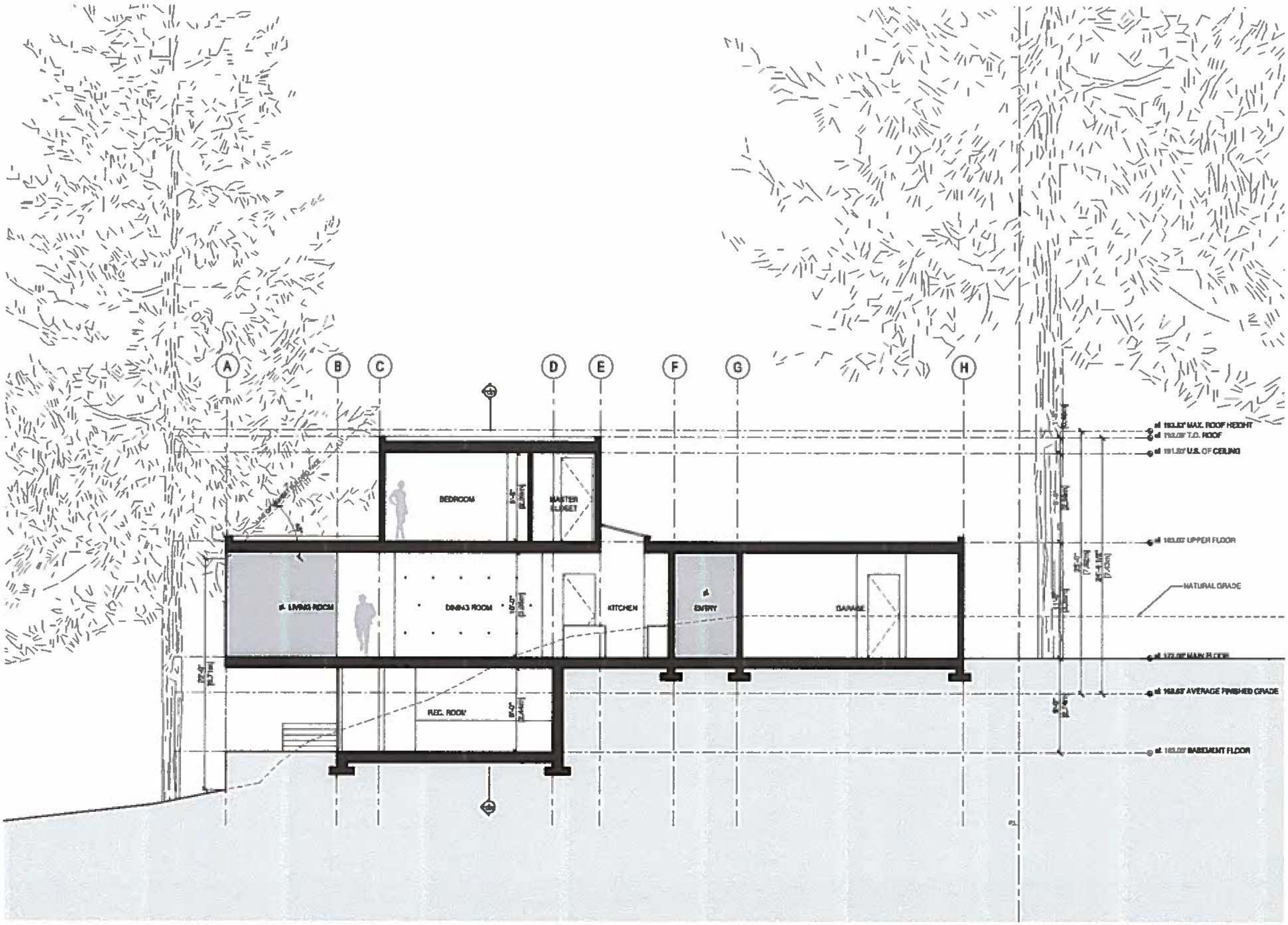
GENERAL NOTES
(apply to all drawings)

bai
Burgers architecture Inc.

BURKE INFILL RESIDENCE
1760 INGLEWOOD AVENUE, WEST VANCOUVER, BC

A401

SITE SECTIONS A & B

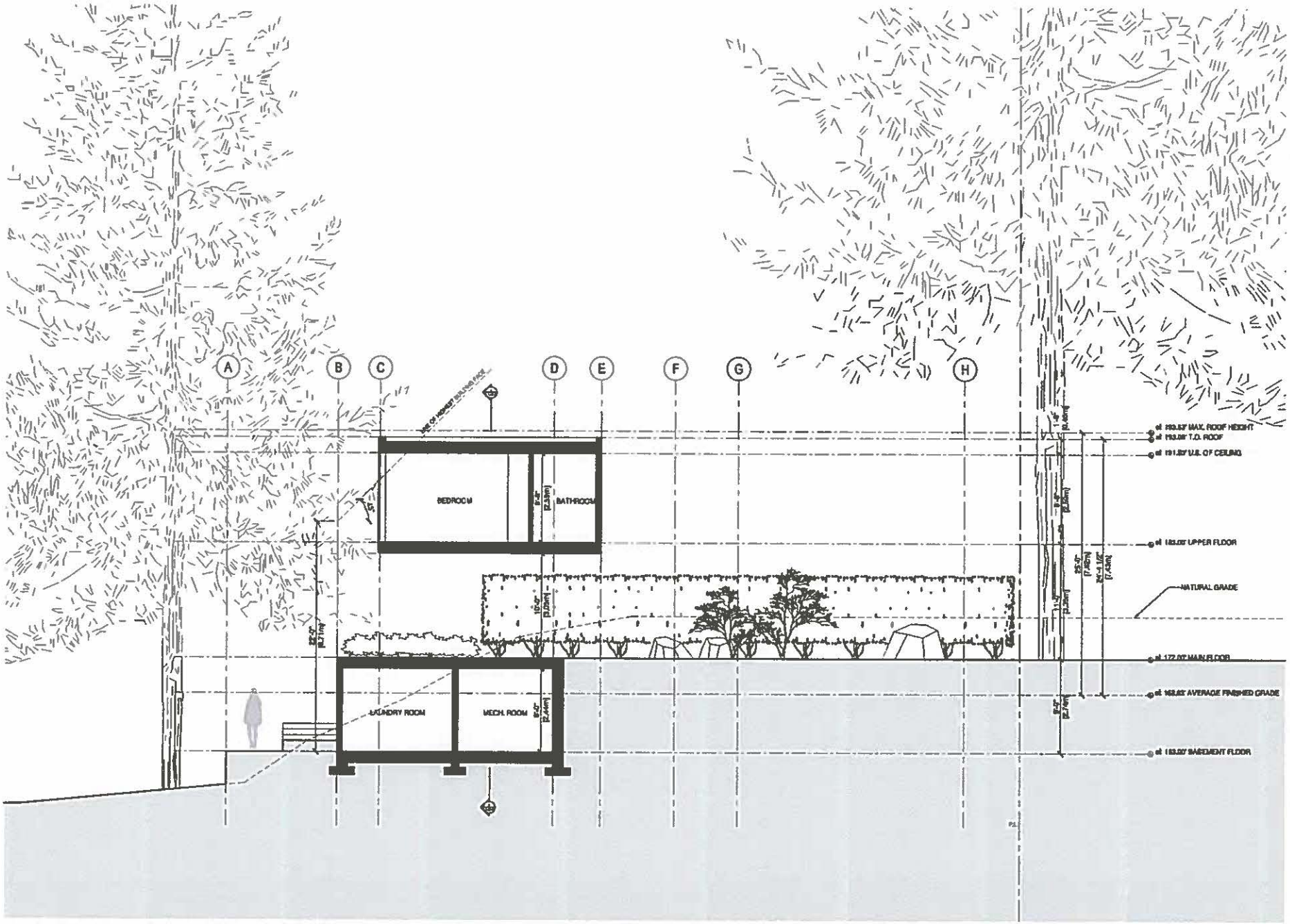


GENERAL NOTES

bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1768 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

A402
SECTION C



GENERAL NOTES
(apply to all drawings)

Detailed Wall / Roof / Floor Assembly

Detailed Parapet Material

Detailed Door Type

Detailed Detail Reference

Detailed Window Size Rough opening

Detailed Door Size

Detailed Floor Elevation

Detailed Existing Elevation

Scale 1/4" = 1'-0"

1' 3' 6' 10'

bai
Burgers architecture inc.

BURKE INFILL RESIDENCE
1768 INGLEWOOD AVENUE,
WEST VANCOUVER, BC

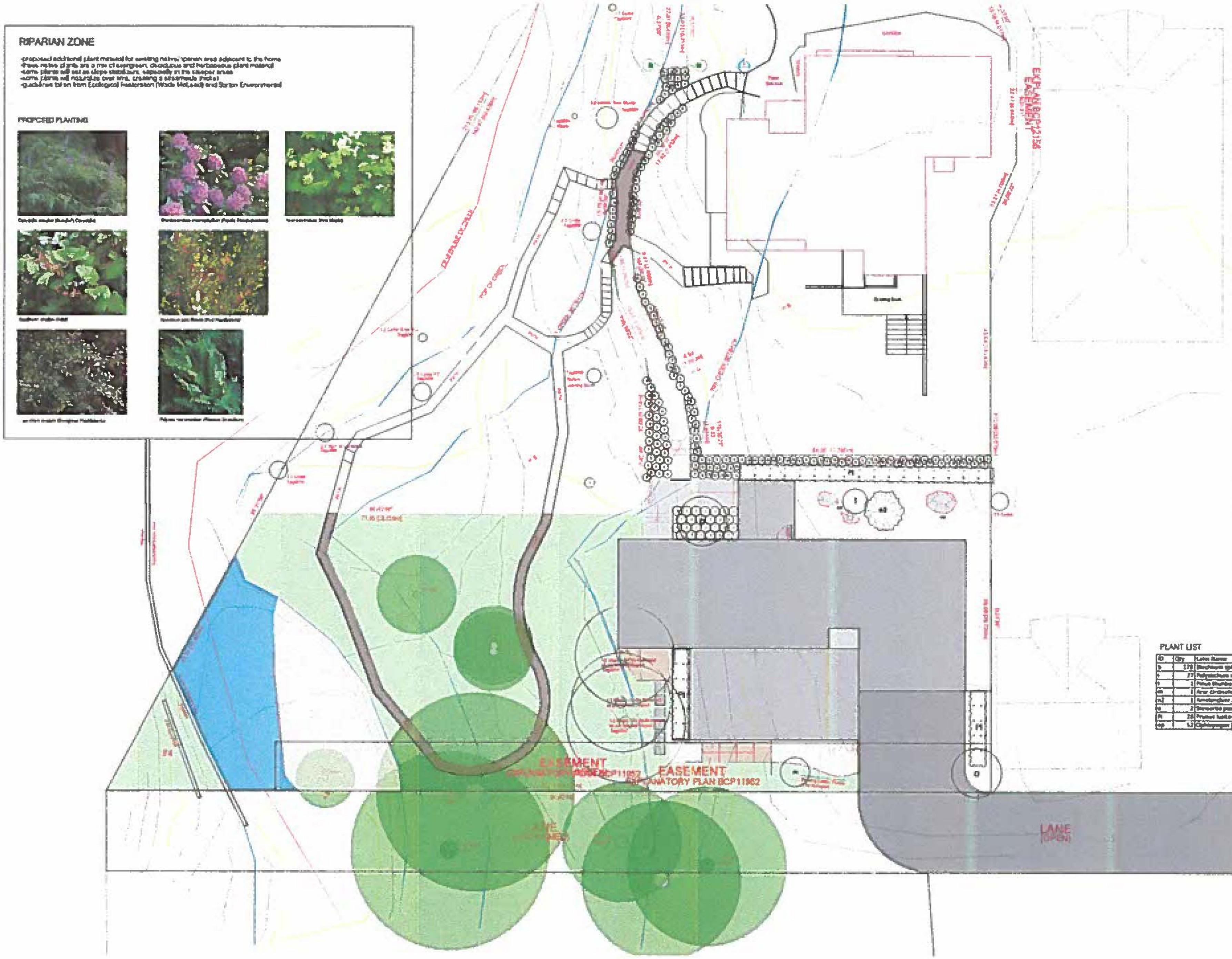
A403
SECTION D

APPENDIX D

RIPARIAN ZONE

- proposed additional plant material for existing native riparian area adjacent to the home
- these native plants are a mix of evergreen, deciduous and herbaceous plant material
- some plants will act as slope stabilizers, especially in the steeper areas
- some plants will naturalize over time, creating a streamside thicket
- guidelines taken from Ecological Restoration (Wade McLeod) and Sartori Environmental

PROPOSED PLANTING



PLANT LIST

ID	Qty	Latin Name	Common Name
b	178	Blechnum spicant	Deer Fern
[illegible]	77	Polystichum munitum	Western Swordfern
[illegible]	1	Pinus thunbergii 'Thunderhead'	Compact Japanese Black Pine
am	1	Acer circinatum 'Pacific Fire'	Vine Maple
a2	1	Amelanchier grandiflora	Hybrid Serviceberry
[illegible]	2	Stewartia pseudocamellia	Japanese Stewartia
Pl	28	Prunus lusitanica	Portuguese Cherry Laurel
[illegible]	52	Ophiopogon japonicus 'Nanus'	Dwarf Mondo Grass

L.01