

Date: February 27, 2025

To: **Prince George Heritage Commission**

Name and title: Melissa Pritchard, Heritage Liaison

Subject: Heritage Register Nominations – Update

Attachment(s):

- Draft Knox United Church Statement of Significance
- Draft 2299 Laurier Cres Statement of Significance
- Heritage Register Procedure
- 2024 Draft Heritage Registry Nomination Form

Recommendation(s):

That the Prince George Heritage Commission RECEIVES FOR INFORMATION the report dated February 27, 2025, from the Heritage Liaison, titled “Heritage Register Nominations – Update.”

Purpose:

This report is intended to provide the Prince George Heritage Commission with information on dormant Heritage Register nominations as requested at their December 12, 2024 meeting.

Background:

On December 12, 2024, the following recommendations were carried unanimously by the Heritage Commission:

That the Prince George Heritage Commission DIRECTS Staff to review the Heritage Register Nomination application for Knox United Church and report back to the Commission with information on the status and next steps for the application.

That the Prince George Heritage Commission DIRECTS Staff to review the Heritage Register Nomination application for 2299 Laurier Crescent and report back to the Commission with information on the status and next steps for the application.

That the Prince George Heritage Commission REFERS the draft Heritage Register Nomination Forms to Staff for review and comment.

Knox United Church

In 2016, the Heritage Commission nominated Knox United Church, located at 1448 5th Avenue, for inclusion on the Heritage Register. The property's previous owner signed the Heritage Register consent form on May 31, 2017, and a Statement of Significance (SOS) was drafted on December 14, 2017, by the Commission (attached to this report).

On January 8, 2018, Council considered including the Knox United Church and four other lots to the Heritage Register. However, due to a change in ownership, the church was removed from the recommendation, and no further action has been taken since.

To move this application forward, staff recommend that the Commission begin by completing the evaluation form, as there is no record of it being completed previously. Please refer to the attached Heritage Register Procedure for the checklist. Once the evaluation is complete, the Commission should review the draft SOS for accuracy before consulting with the current property owner.

2299 Laurier Crescent

The property at 2299 Laurier Crescent, known as the House by Greenwell, was nominated by the property owner in June 2022. The drafting of an SOS was started in 2022, but remains incomplete and is attached to this report for information.

To proceed with this application, staff recommend that the Commission start by completing the evaluation forms and reviewing the SOS for completeness before consulting with the property owner.

Heritage Register Nomination Form

A draft of the Heritage Register Nomination Form, including comments and suggested revisions, is attached for the Commission's consideration. To create an accessible form, staff has listed the following recommendations:

- Focus on asking only essential information.
- Use a mix of simple field types, such as "Yes/No" questions and checkboxes.
- Use checkboxes to allow users to select multiple relevant options.
- Limit open-ended text fields.
- Include a few fill-in sections only when additional detail is necessary.
- Group related questions together for better organization.
- Use clear, simple language throughout the form.

Summary and conclusion:

This report provides the Prince George Heritage Commission with the information requested from staff at their December 12, 2024 meeting. Administration recommends that the Prince George Heritage Commission receive this report for information.

Respectfully submitted:

Melissa Pritchard, Heritage Liaison

Approved: Kali Holahan, Supervisor, Land Use Planning

Meeting date: 2025/03/13