

# Heritage Committee Orientation Session



**CHO - PCO**  
*Community Heritage Ontario*  
*Patrimoine communautaire de l'Ontario*

June 1, 2019

*To assist:*

- New Municipal Heritage Committee (MHC) members
- A refresher for existing MHC members
- All members in understanding some proposed Ontario Heritage Act (OHA) changes

## *Scope of Session:*

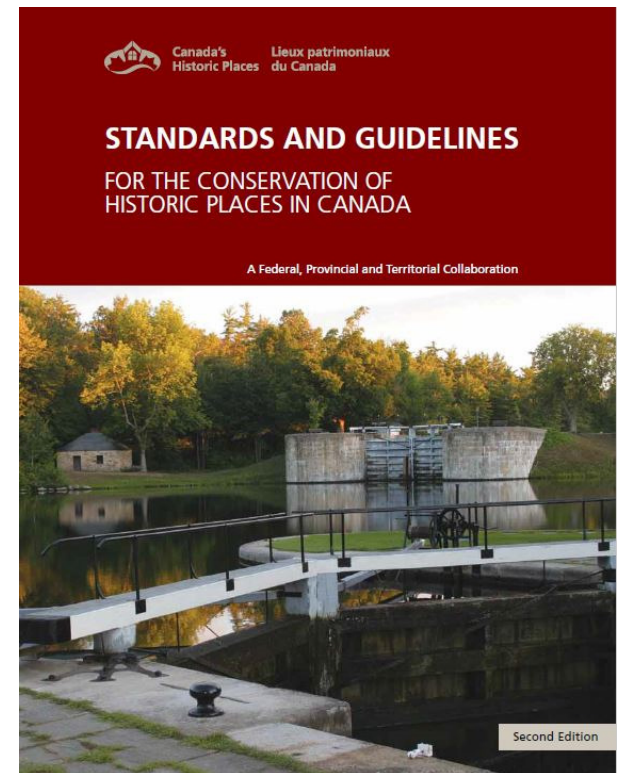
- Background
- Council/staff relations
- Public outreach/education
- Listing on the Municipal Heritage Register
- Designation under Part IV of the OHA
- Alteration & Demolition to a Part IV Designated Property
- Other matters

## *The role of an MHC:*

- To **advise** Council on heritage conservation matters
- To consult with Council as required by the OHA on:
  - Listing in the Register;
  - Council's intent to designate (Part IV);
  - Council's intent to repeal a designation (Part IV);
  - Proposed alteration of a designated property (Part IV);
  - Proposed demolition or removal of a building or structure on a designated property (Parts IV of V); and
  - Heritage Conservation District studies (Part V).
- Other matters in the municipal by-law or planning documents

# *MHC members should be aware of:*

- Municipal By-law establishing the MHC
- **Ontario Heritage Act**
  - Regulation 9/06 – Criteria for Designation
- Municipal Planning documents – e.g. Official Plan
- Provincial guidelines – Ontario Heritage Toolkit
- Standards and Guidelines for the Conservation of Historic Places in Canada
- Municipal protocols re: heritage
- Others?



## *Council / Staff Relations*

- **Panel Experience** - How does your MHC relate to Council?
  - Through a subcommittee of Council
  - MHC meeting agendas / minutes
  - Through the member(s) of Council on the MHC
  - Direct discussions with councillors – who speaks for the MHC?
  - Reports to council
  - Through municipal staff
  - Other?

## *Council / Staff Relations*

- **Panel Experience** - How does your MHC relate to critical staff?
  - Clerk
  - Planning
  - Chief Building Official (building / demolition permits)
  - Culture / Recreation
  - Other?

## *Public Outreach / Education*

- **Panel Experience** – does your committee have a public outreach / education program?
  - Not a requirement under the OHA
  - Purpose
  - Target audience - Heritage property owners, public, other?
  - Method of Delivery – Brochures, Doors Open, Digital, seminars
  - Alliance with other organizations
  - Keep Council informed of your programs
  - Successes
  - Lessons learned



# *Outreach:*

- E.g., public talks and presentations in association with other municipal agencies (libraries, museums, historical/genealogical societies, neighbourhood groups)
- Goals – creating interest in municipal heritage & value of conservation



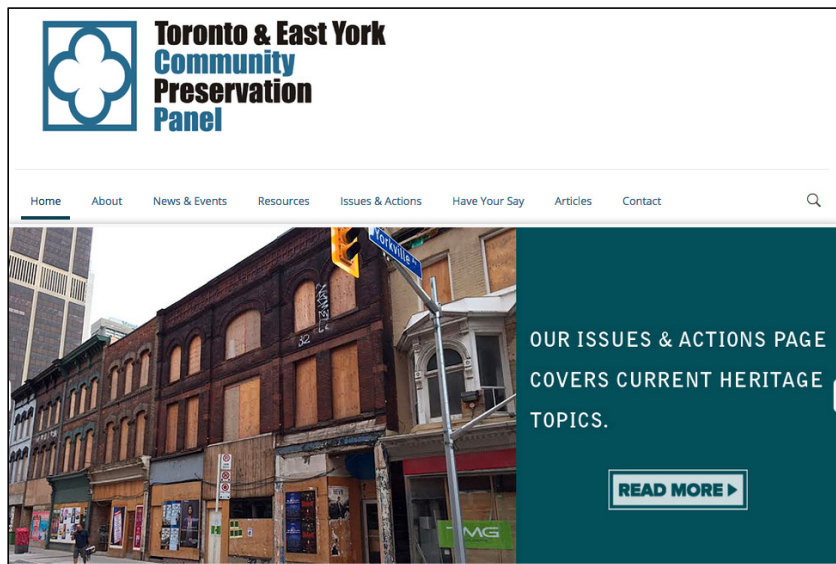
WHAT'S YOUR  
**Style?**

Exploring Oshawa's Residential Architecture Through Time

**JOIN US!**  
Saturday, Feb. 23  
1:30 pm  
McLaughlin Branch

# Outreach:

- Utilizing social media – all platforms
- Goal of transparency & encouraging engagement in process (Have Your Say”)



# Outreach:

- Collaborate with other agencies, stakeholders in holding local events
  - Doors Open
  - Jane's Walk
  - Forums, lectures, etc



## Toronto's Cultural Heritage Landscapes

### From Plan to Action

Join us for this exciting discussion on developing effective cultural heritage landscape guidelines for the City of Toronto.  
The City has been tasked by the provincial Heritage Act to come up with guidelines to help define, nominate, designate, and thereby protect our cultural heritage landscapes (CHLs).  
The purpose of this public Forum is to stimulate awareness of, interest in, and positive action towards the development and implementation of a Toronto Cultural Heritage Landscape Guideline.  
Come help us shape tomorrow's heritage landscape!

**FORUM SPEAKERS:**  
Carolyn King, former Chair of the Mississauga of the New Credit First Nation  
Julian Smith, Principal, Julian Smith Architects and former Executive Director, Woodbank School of Restoration  
Brendan Stewart, Landscape Architect and Urban Designer, ISA Architects  
Michael Osmison-Holloway, Partner, The Planning Partnership  
Stephen Robinson, Senior Heritage Planner, City of Toronto  
Mark Warrack, Manager, Culture and Heritage Planning, City of Mississauga  
Catherine Nasmith, Architect  
Madeleine McDowell, Educator and Heritage Advocate  
Andrew Jeanes, Cultural Consultant, Ministry of Tourism, Culture and Sport  
Michael McClelland, Executive Architect and Advisory Council of The Cultural Landscape Foundation  
Mary MacDonald, Senior Manager, Heritage Preservation Services, City of Toronto  
Paul Bedford, Urban Mentor, former Chief Planner, City of Toronto

**MODERATOR:**  
Alex Bozkovic, Architecture Critic, The Globe and Mail

**SAT • NOV • 5**  
**9am-430pm**  
**Room #308**  
**Metro Hall, Toronto**



This is a FREE public event, but please REGISTER TO ATTEND online at [tinyurl.com/TO-CHL](http://tinyurl.com/TO-CHL)



# Outreach:

- Utilize local media – form relationships with reporters, editors
- Focus on information issues (demolition by neglect, heritage policies, etc)
- Caution – not critical of Council decision

# The Oshawa Express

"WELL WRITTEN. WELL READ" Oshawa's Community Newspaper

Home About Us Contact Us

HOME NEWS BUSINESS LIFESTYLES THE FOURTH ESTATE SPORTS POLICE COLUMNS EDITORIAL EVENTS

OBITS

**LATEST NEWS** May 29, 2019 in CITY: Council considering rainbow crosswalk

**BECOME A NEWSPAPER CARRIER!**



Are you a young student looking for a first job? Retired and have some free time? WE'RE LOOKING FOR CARRIERS **IN YOUR NEIGHBOURHOOD!**

CLICK HERE FOR MORE INFO

**REGENT THEATRE**

Click Here For Events: [regenttheatre.ca](http://regenttheatre.ca)

**Follow Us On Facebook**



1 friend likes this

Home » NEWS » Possible heritage sites given a second look

## Possible heritage sites given a second look

Posted on April 16, 2019 by oshawaexpress in NEWS

By Dave Flaherty/The Oshawa Express

Recommendations for heritage designations of two city buildings have been sent back to staff for a second look.

Heritage Oshawa has recommended that 39 Athol Street and 500 Howard Street be registered as properties of cultural heritage significance under the Ontario Heritage Act.

However, at a development services committee meeting, those resolutions were simply received for information.

Jane Clark, a Heritage Oshawa volunteer, told council she was "very concerned with how these recommendations were handled at that meeting."

Clark said the items were "dealt with and dismissed in under 20 seconds."

Speaking as a citizen and not a committee member, Clark believes these actions don't represent a co-operative relationship with council.

**SEARCH ARTICLES**

To search, type and hit enter

**Landmark CINEMAS**

for MOVIE LOVERS

Find Show Times & Movie Deals at [landmarkcinemas.com](http://landmarkcinemas.com)

**Canadian Blood Services**

Join Canada's Lifeline

It's about something we can all do today to help others wake up healthier tomorrow.

**Oshawa donor centre**  
1300 Harmony Rd. N.

Day	Hours
Monday	3:00 p.m. to 7:00 p.m.
Tuesday	3:00 p.m. to 7:00 p.m.
Wednesday	10:00 a.m. to 2:00 p.m.
Thursday	4:00 p.m. to 8:00 p.m.
Friday	9:00 a.m. to 1:00 p.m.
Saturday	8:00 p.m. to 2:00 p.m.

Book now to donate at [Blood.ca](http://Blood.ca) or call 1 888 2 DONATE

**Learn To Skate**

Professional Coaching & Instruction

## *Listing a Property in the Heritage Register*

- **Legislation** – OHA Section 27
- Clerk keeps Heritage Register
- Register shall include all DESIGNATED properties
- Register may include property not designated but Council “believes to be of cultural heritage value or interest” - LISTED:
  - Description of property to ‘readily ascertain the property’
- No owner notification for ‘listed’ properties
- Council consults with MHC before adding or removing listed property on Register
- **Effect** - ‘Listed’ property – 60 days notice to Council of demolition

# *Listing a Property in the Heritage Register*

- **Panel Experience:**

- Who researches listed properties – MHC, staff, consultants?
- Who initiates listing – MHC, Council, public, planning application?
- Do you notify property owners? – When?
  - Is this a municipal requirement?
- Handling objections?
- Scope of information in Register? Heritage values identified – Reg 9/06?
- How do you put it forward to your Council?
- Value of listing?
  - Delay demolition
  - Indication to others that the property has heritage value
  - Others?
- Removal from Register- process?
- Emergencies – how handled?

# Town of Ajax – Heritage Register Experience

## Ontario Regulation 906: Criteria for determining cultural heritage value or interest

Non-designated properties being considered for listing on the Town's heritage register are evaluated using a set of provincially regulated criteria. If a property is deemed to satisfy one or more of the nine criteria below, listing on the heritage register is warranted.

### 1. Design or Physical Value

The property:

- is a rare, unique, representative or early example of a style, type, expression, material or construction method;
- displays a high degree of craftsmanship or artistic merit; or
- demonstrates a high degree of technical or scientific achievement.

### 2. Historical or Associative Value

The property:

- has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community;
- yields, or has the potential to yield, information that contributes to an understanding of a community or culture; or
- demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.

### 3. Contextual Value

The property:

- is important in defining, maintaining or supporting the character of an area;
- is physically, functionally, visually or historically linked to its surroundings; or
- is a landmark.

## Where can I get more information?

For more information, contact the Town of Ajax's Heritage Planner at 905-619-2529 x3200 or [heritage@ajax.ca](mailto:heritage@ajax.ca). The Heritage Planner can also provide general information on heritage conservation and land use planning. Additional information can be found on the Town's website at [ajax.ca](http://ajax.ca).

## Frequently Asked Questions from Property Owners

### *Is special approval required to renovate or make changes to my listed property?*

There are no special requirements for a listed property over and above those applicable to all properties in the Town. However, if a building permit is required for any renovation work, the Town's Heritage Planner may contact you to provide suggestions on how to ensure that the heritage value of the property is protected through the renovation process.

### *Will being listed prevent future development on my property?*

Listing on the heritage register will not prevent future development on your property. However, if the Town receives a development application for your listed property, it may decide to proceed with a heritage designation which could influence the form and level of development that is permitted. There are many good examples in Ajax of new developments that incorporate heritage properties. It is the goal of the Town to balance the benefits of heritage conservation with those of new development.

### *Will being listed impact the real estate value of my property?*

Listing on the heritage register should not impact your property's real estate value since the process of listing is purely an administrative one with no legal implications. Interestingly, however, studies conducted in Ontario involving designated heritage properties have demonstrated a positive relationship between designation and real estate value. These studies have shown that real estate values for designated properties are more resilient in times of market fluctuation and can increase at a faster rate than non-designated properties.

### *Will being listed affect my property insurance?*

The cost of your insurance is based primarily on two principles: the level of risk and the type of coverage. Older properties may be subject to higher risk due to antiquated systems and materials, so risk is likely to be higher regardless of whether they have been listed on a heritage register. Similarly, some types of

insurance, such as full replacement cost insurance, which provides for repair or replacement with "like kind and quality," can be more expensive than others. Since listing has no bearing on the type of coverage required, it should not have an impact on your insurance rate.

### *How can I get my property listed on the heritage register?*

The first step is to complete and submit the required application form. Once the application is received by the Town of Ajax Heritage Planner, a summary report will be written that provides a recommendation to the Town's Heritage Advisory Committee. The matter will then be forwarded to Town Council for a final decision.

### *How can I get my property removed from the heritage register?*

To initiate this process, the applicant must complete and submit the required application form along with any required reports. Once the application package is received by the Town of Ajax Heritage Planner, a summary report will be written that provides a recommendation to the Town's Heritage Advisory Committee. The matter will then be forwarded to Town Council for a final decision. Applications for removal must be supported by a Cultural Heritage Evaluation Report (CHER) completed by a qualified heritage consultant. The Town will only support the removal of a property from the heritage register if it is demonstrated that the property does not possess heritage value.

### *How do I go about demolishing a building on my listed property?*

Anyone wishing to demolish a building on a listed property must complete and submit a Notice of Intention to Demolish application to the Town along with any required reports. Once this application package is received, the Town has 60 days to determine whether or not to proceed with heritage designation under the OHA. If the Town does not pursue heritage designation, a demolition permit can be submitted to the Town following the expiration of the 60-day period. In the event that the Town does pursue heritage designation, the applicant will be bound by the requirements of the OHA.



## Town of Ajax Non-Designated ("Listed") Heritage Properties





# Town of Ajax – Heritage Register Experience

## 34 Arnold Estate Lane



**Name:** The Arnold Estate  
**Year Built:** 1867  
**Historic Use Category:** Residence  
**Historic Use Type:** Single Dwelling  
**Style:** Georgian  
**Structure Type:** Masonry – Stone  
**Cladding:** Stone – Dressed  
**Heritage Status:** Heritage Inventory

### Design/Physical Value:

- 2-storey, 5-bay rectangular-plan main house with single-storey rear and west wings, all constructed of dressed fieldstone
- Original single-storey house was modified in 1924 with the addition of a second storey to give a traditional Georgian appearance
- Gabled roof is clad in imitation slate, includes bell-cast eaves and reveals stone chimneys at both ends
- Main entrance includes half-sidelights and a brick lintel under a gabled portico with columns executed in the Doric order
- Value exists in craftsmanship and as a rare two-storey stone dwelling

### Historical/Associative Value:

- Built by wealthy Irish businessman William Wright in 1867 on lands purchased from Major John Smith in 1829
- Sold to John Fothergill in 1908 and Harry & Irene Arnold in 1924 (\$25k)

### Contextual Value:

- The property originally fronted on Kingston Road but is now located within a condominium development with a small parkette to the west
- Front entrance is located on a cul-de-sac and is marked by a plaque
- Layout of Arnold Estates preserves visual connection to Kingston Road



View of north façade (2016)



View of northwest corner (2016)

## 34 Arnold Estate Lane



### Ontario Regulation 9/06 Criteria

### Hit?

1. The property has design value or physical value because it,

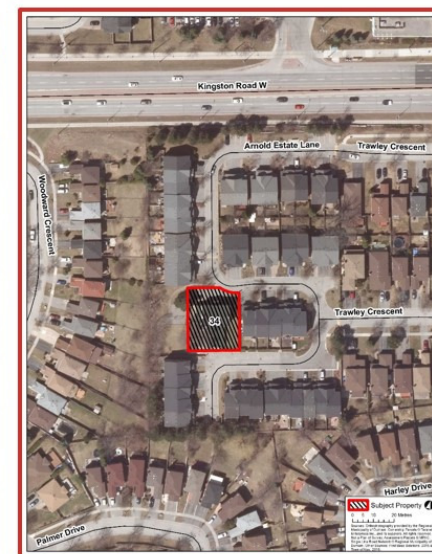
- i. is a rare, unique, representative or early example of a style, type, expression, material or construction method, ✓
- ii. displays a high degree of craftsmanship or artistic merit, or ✓
- iii. demonstrates a high degree of technical or scientific achievement.

2. The property has historical value or associative value because it,

- i. has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community, ✓
- ii. yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or
- iii. demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.


3. The property has contextual value because it,

- i. is important in defining, maintaining or supporting the character of an area,
- ii. is physically, functionally, visually or historically linked to its surroundings, or ✓
- iii. is a landmark.






# Town of Ajax – Heritage Register Experience

		<b>HR-R</b>		
<b>APPLICATION FOR REMOVAL OF A NON-DESIGNATED PROPERTY FROM THE HERITAGE REGISTER</b> (Under Section 27 (1.2) of the Ontario Heritage Act R.S.O. 1990 c.O.18, as amended 2005.)				
Planning and Development Services 65 Harwood Avenue South Ajax ON L1S 2H9		Tel: 905-683-4550 Fax: 905-689-0360 www.ajax.ca		
<b>FOR TOWN USE ONLY</b>				
File Number		Date of Receipt		
<b>1. Property Identification</b>				
Municipal Address (or description of location)				
<b>2. Contact Information</b>				
	Mailing Address	Telephone	Facsimile	E-mail
Applicant				
Property Owner				
<b>3. Property Information</b>				
Property Name				
Listing of all relevant buildings/structures on the property				
Year Built		<input type="checkbox"/> Known	<input type="checkbox"/> Speculated	
Architectural Style				
Structural System		<input type="checkbox"/> Known	<input type="checkbox"/> Speculated	
Cladding Type				
Page 1 of 2				
FORM: PLD-089		REVISED: 17/06/12		

<b>4. Reasons for Removal from the Heritage Register:</b>	
Provide a description of why you believe that this property should be removed from the Heritage Register. Please reference any information in the existing Heritage Register property profile that is being disputed, as well as any information asserting that the property <u>does not</u> possess 1) design value or physical value, 2) historical value or associative value, and/or 3) contextual value, as per Ontario Regulation 5106.	
<b>5. Supporting Information</b>	
<b>Required</b>	<b>Optional</b>
<input type="checkbox"/> Cultural Heritage Evaluation Report (by qualified consultant)	<input type="checkbox"/> Historical photographs
<input type="checkbox"/> Chain of ownership (dating to before the construction date)	<input type="checkbox"/> Plan of Survey
<input type="checkbox"/> Current photographs (all elevations of relevant structures)	<input type="checkbox"/> Other information (books, articles, legal documents, etc.)
<b>6. Affidavit and Sworn Declaration of Applicant</b>	
I agree that all information submitted in support of this application may be made available for public review, pursuant to the <u>Municipal Freedom of Information and Protection of Privacy Act</u> . I hereby certify that all statements contained within this application are true.	
Declared before me at the _____ of _____	
in the _____ of _____	
this _____ day of _____, 20____	
_____ Commissioner of Oaths	
Signature of Applicant	Date
Personal information contained on this form is collected under the authority of the Ontario Heritage Act, RSO 1990, c. O.18, as amended, and the applicable implementing Ontario Regulation, and will be used to evaluate the application under the Ontario Heritage Act. Questions about the collection of personal information should be directed to the Records Manager/CI Coordinator, 65 Harwood Avenue South, Ajax, Ontario, L1S 2H9, (905) 683-4550, ext. 3343. If you have any comments on the format or content of this application form, please complete a Customer Feedback Form, which is available at Planning and Development Services, Town of Ajax.	
Page 2 of 2	
FORM: PLD-089	
REVISED: 17/06/12	

# *Town of St Marys – Heritage Register Experience*

North Ward Properties of Cultural Heritage Value		
Address/common identifier	Photograph	Significant owners/ date / brief description
<b>Church Street North</b>		
Street Address: 112 Church North		1905 Queen Anne, two storey red brick villa; built for local quarry owner, James Sclater, then owned for many years by his daughter, Vera Sclater; longtime home of former St. Marys mayor, Jamie Hahn, and his family.

# *Listing a Property in the Heritage Register*

## • Cautions:

### STATEMENT OF SIGNIFICANCE: 181 and 183 COLLEGE STREET (REASONS FOR INCLUSION)

The properties at 181 and 183 College Street are worthy of inclusion on the City of Toronto's Heritage Register for their cultural heritage value, and meet Ontario Regulation 9/06, the provincial criteria prescribed for municipal designation, which the City also applies for inclusion on its Heritage Register. This assessment indicates that the properties meet the criteria under design and contextual values, and further research may identify additional values, including associations with communities, individuals and architects.

#### Description

The properties at 181 and 183 College Street were identified for their potential cultural heritage value in the College Street Study Official Plan Amendment adopted by the City of Toronto in 2017.

Located on the south side of the street between McCaul and Henry streets, the properties at 181 and 183 College Street contain a pair of semi-detached house form buildings that were first recorded as "unfinished" in 1886 in the City Directory. Occupied the following year, the dwellings were later converted for mixed residential and commercial uses.

#### Statement of Significance

The properties at 181 and 183 College Street have design value as surviving examples of late 19th century house form buildings on College Street, west of McCaul Street, with detailing from the popular architectural styles of the Victorian era, including the Italianate and Gothic Revival. Placed in the centre of a trio of semi-detached house form buildings that were constructed together, the pair is further distinguished by the surviving decorative wood detailing in the gables.

Contextually, the properties at 181 and 183 College Street are valued for their role in defining, supporting and maintaining the historical character of College Street, west of McCaul Street, which originally developed as a residential neighbourhood. With their later conversion for mixed commercial and residential uses, the buildings reflect the ongoing evolution of the thoroughfare.

The buildings at 181 and 183 College Street are historically, visually and physically linked to their setting where they are part of a series of complementary late 19th century house form buildings adjoining both sides of the intersection with Henry Street.

#### Heritage Attributes

The heritage attributes of the building at 181 and 183 College Street are:

- The setback, placement and orientation of the buildings on the south side of the street between McCaul and Henry streets
- The scale, form and massing of the 2½-storey plans above the raised stone bases

Inclusion on Heritage Register - College Street Properties

17

## Toronto developers accused of carrying out 'stealth' demolitions amid heritage-designation backlog



# *Listing a Property in the Heritage Register*

- Proposed Legislative Changes – Bill 108:
  - Must consider ‘prescribed principles’
    - To be in regulation; unknown at this time
  - Council must notify owner of listing within 30 days after inclusion in Register
  - Notice to property owner must include:
    - Why property of cultural heritage value or interest;
    - Owner may object to Council to listing with reasons for objection
      - No time limit for objection or number of times owners may object
    - Statement of effect of listing – demolition delay
  - After filing objection, Council must decide on continued inclusion in Register
    - Provide notice to owner within 90 days of Council’s decision

# *Designating a Property under Part IV of OHA*

- **Legislation** – OHA Sections 29, 30 & 33:
  - Council may designate if property meets prescribed criteria
    - Regulation 09/06 – values – design, associative & contextual
  - Council must consult with MHC prior to expressing intent to designate
  - Notice - intent to designate – Owner, Trust & published in newspaper
    - Property location; statement of value & heritage attributes; notice – can object - 30 days
  - If objection –to Conservation Review Board – holds hearing & issues report
    - Council makes final decision after considering CRB report
  - No objection – pass by-law
- **Effect** – starting from notice of intent to designate
  - Prior permits permitting alterations or demolition are void
  - No owner may alter or demolish affecting heritage attributes without Council approval

# *Designating a Property under Part IV of OHA*

- **Panel Experience:**

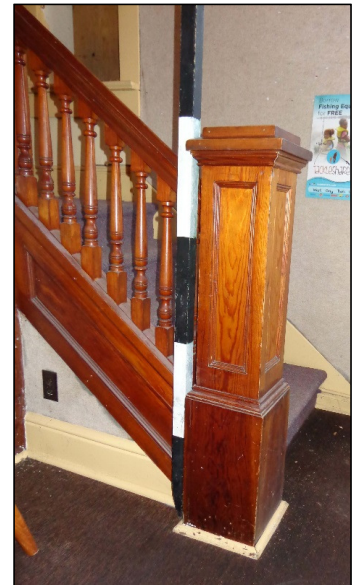
- Who researches properties for designation – MHC, staff, consultants?
- Who initiates designation – MHC, Council, public, applicant for development?
- When do you notify property owners?
  - Is this a municipal requirement?
- Who prepares designation By-law?
  - Legal description of property
  - Statement of heritage value and list of heritage attributes
    - Should meet legislative requirements & provide guidance to the property owner
- How do you put it forward to your Council?
- Emergencies – how handled?
- Appeals – who goes to CRB?



## *Part IV Property Designation – West Grey*



Carnegie Free Library  
240 Garafraxa Road North,  
Durham



# Part IV Property Designation – West Grey

REASONS FOR DESIGNATION: 240 GARAFRAXA STREET NORTH (STATEMENT OF SIGNIFICANCE)		ATTACHMENT NO. 3	<b>SCHEDULE TO THE BY-LAW</b>	
Durham Carnegie Free Library				
Criteria met	→	<u>Description</u>		
		The property at 240 Garafraxa Street North is worthy of designation under Part IV, Section 29 of the Ontario Heritage Act for its cultural heritage value, and meets the criteria for municipal designation prescribed by the Province of Ontario under the three categories of design, association and contextual values. Located on the west side of Garafraxa Street North, north of George Street West immediately north of the Knox United Church in the community of Durham, the Durham Carnegie Free Library, built 1911 to 1912, is a 1 storey institutional building constructed as an area library and meeting room.		
Design values	→	<u>Statement of Cultural Heritage Value</u>		
		The Durham Carnegie Free Library is a well preserved, representative example of a stone and brick, Beaux-Arts Classical Revival style, institutional building in the community of Durham. It was constructed for the municipality of the Town of Durham in response to a \$8,000 grant from the Carnegie Foundation for the construction of a free, public library. The Foundation, founded in 1905, is a philanthropic organization established by the American industrialist, Andrew Carnegie, which, in the early twentieth century, provided grants to municipalities in the English speaking world for the construction of free public libraries to further Carnegie's belief of a society governed by meritocracy through self-education. The Building was designed by the Guelph Architect William Austin Mahoney (1871 – 1952). It was constructed by Hugh McDonald (masonry) and George Kress (carpentry) on land that had been donated to the Town by a mayor, David Jackson Jr. The Library, in its original location facing east, retains the architectural features required by the Foundation and in particular, James Bertram, Carnegie's secretary. The Library, located immediately north of the Knox United (originally Presbyterian) Church, contributes to, and has a strong visual presence on, the streetscape of this predominantly residential area just north of the commercial core of Durham. The Building was used as the community library from its opening until 2017.		
Associative values	}			
Contextual values	→	<u>Heritage Attributes</u>		
		The heritage attributes of the property 240 Garafraxa Street North are:		
Heritage Attributes	}	On the Exterior:		
		<ul style="list-style-type: none"><li>• The 1–storey institutional building on a raised basement</li><li>• The scale, form, height and massing of this square building on a rectangular-shaped lot</li><li>• The broken coursed, cut limestone basement and the red brick clad first floor; the latter with banding on the principal (east) elevation</li><li>• The low pitched, black asphalt shingled, hip roof with its projecting, plain wood clad eaves on the main building on the portico</li></ul>		
			<ul style="list-style-type: none"><li>• The symmetrical arrangement of the principal (east) elevation with the central entrance, positioned mid-way between the basement and the first floor, flanked on either side by pairs of window openings on the first floor and the basement</li><li>• The central portico on the principal (east) elevation, which shelters the front entrance, with arched openings with stepped concrete voussoirs on the three sides, Ionic columns and pilasters on red brick piers supporting the portico and key-stone cartouche in the east opening</li><li>• The straight staircase and plain concrete balustrade leading to the portico and the front entrance</li><li>• The first floor large rectangular window openings with one over one wooden sash and transom above and concrete lug sills on all elevations</li><li>• The concrete lintels over all window openings except those on the first floor of the principal elevation where there are large stepped voussoirs over the semi-circular window openings</li><li>• The shorter window openings on the basement with one over one wood sash</li><li>• The wide front entrance opening with its semi-circular head, door leafed door and semi-circular transom</li></ul>	Heritage Attributes
		On the Interior on the first floor:	<ul style="list-style-type: none"><li>• The high ceilings</li><li>• On all windows - wood casings and sills</li><li>• Around all door openings - wood casings</li><li>• The wood framed, glass paneled swinging doors from the vestibule to the first floor</li><li>• All baseboards and chair rails</li><li>• The pair of tapered, square, paneled wood columns immediately west of the entrance vestibule</li><li>• The moulded wood casing at the base of the arched and straight openings, that latter supported by the pair of square columns,</li><li>• The paneled doors to the office and to the basement staircase</li></ul>	
			On the interior in the basement:	
			<ul style="list-style-type: none"><li>• The staircase leading from the first floor to the basement, including newel posts, balusters, hand rail, string course, treads and risers</li><li>• The door and wall of the basement entrance vestibule</li><li>• On all remaining windows – wood casings and sills</li></ul>	



# *Designating a Property under Part IV of OHA*

- Proposed Legislative Changes – Bill 108:
  - Must consider ‘prescribed principles’ - in regulation; unknown at this time
  - Council may not designate 90 days after ‘prescribed event’
    - To be in regulation; unknown at this time – could be on submission of planning application
  - Two stage objection process:
    - When Council publishes intent to designate – owner has 30 days to object to Council:
      - Council must decide whether or not to withdraw notice of intent to designate in 90 days
    - Council passes designation by-law within 120 days of publication of intent to designate unless ‘prescribed circumstance’ exists and publishes notice of passage of by-law
      - Owner may appeal to Local Planning Appeal Tribunal (LPAT) within 30 days of published notice
  - By-law - statement of cultural heritage value and heritage attributes & must comply with ‘prescribed requirements’ – to be in regulation
  - Appeals to LPAT –holds hearing – issues a final decision dismissing appeal or directs Council to repeal by-law in whole or part as determined by LPAT

# *Altering a Part IV Designated Property*

- **Legislation – OHA Section 33:**
  - Council approval required to alter a Part IV designated property
  - Application to alter – with plans as required by Council – Heritage Permit
  - Council issues notice - receipt of complete application
  - Within 90 days of notice, Council, after consulting with its MHC, must decide or alteration deemed approved; Council issues notice of decision:
    - Approve
    - Approve with conditions
    - Refuse
  - Council may delegate its approval authority to municipal employee
  - Applicant may appeal Council's decision within 30 days of notice
  - Appeal referred to Conservation Review Board which holds hearing & issues report
  - Council makes final decision after considering CRB report

# *Altering a Part IV Designated Property*

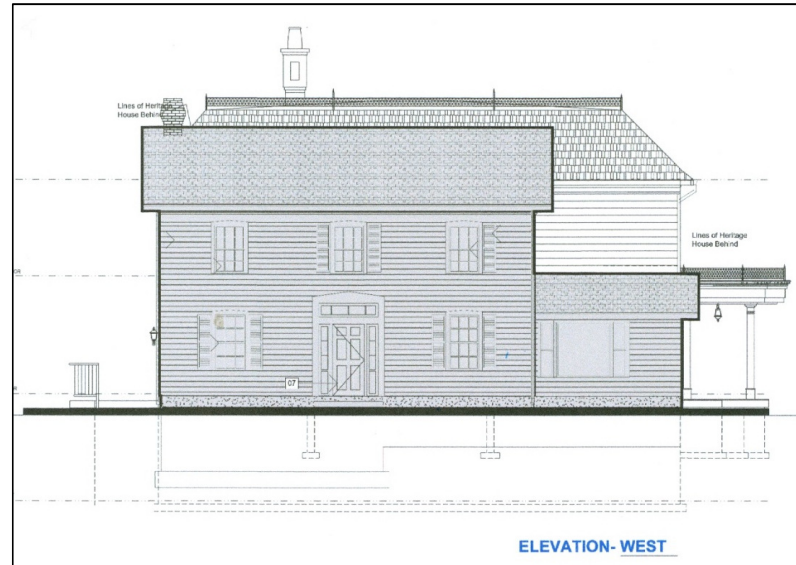
- **Panel Experience:**

- Who deals with the applicant in preliminary meeting – MHC, staff?
- What does your Council require to accompany an application to alter?
- Do you have a formal heritage permit process?
- Has your Council delegated approval of alterations to staff?
  - Do you have heritage staff to deal with alterations?
  - What does staff/MHC use as a guide in approving alterations? Standards & Guidelines?
  - Do refusals go to Council?
- Who prepares the report to Council on the application?
- Have you negotiated conditions on past approvals to alter?
- Appeals – who goes to CRB?

# *Altering a Part IV Designated Property - Georgina*



Rear Addition on a  
farm property



# *Altering a Part IV Designated Property - Georgina*

- Conditions of Approval
  - Heritage Easement Agreement
  - Amend designation by-law to include landscape features
  - Resolve condition issues on heritage building
  - Maintain views of house from main road - landscaping
  - Financial guarantees



# *Altering a Part IV Designated Property*

- Proposed Legislative Changes – Bill 108:
  - Application to alter shall be accompanied by:
    - ‘prescribed information’ and any other information required by Council
  - Council issues notice that application is complete
  - Council issues notice within 60 days application commenced ‘as determined by regulation’
  - Council shall make decision within 90 days of notice issued
  - Deemed approved if Council does not make decision within time limits
  - Council may:
    - Consent to application
    - Consent on terms and conditions
    - Refuse application
  - Council may delegate its approval to municipal employee
  - Applicant may appeal Council’s decision to LPAT
  - LPAT holds hearing and makes final decision – dismisses appeal or orders Council to approve on terms and conditions LPAT determines

# *Demolition on a Part IV Designated Property*

- **Legislation** – OHA Section 34:
  - Council approval required for demolition or removal on a Part IV designated property
  - Application to demolish – with plans as required by Council – Heritage Permit
  - Council issues notice - receipt of complete application
  - Within 90 days of notice, Council, after consulting with its MHC, must decide or demolition deemed approved; Council issues notice of decision:
    - Approve
    - Approve with conditions
    - Refuse
  - Council cannot delegate its approval authority to municipal employee
  - Applicant may appeal Council's decision within 30 days of notice
  - Appeal referred to Local Planning Appeals Tribunal (LPAT) which holds hearing & makes final decision in an order to municipal council
  - If demolition approved, Council repeals all or part of designation by-law

# *Demolition on a Part IV Designated Property*

- **Panel Experience:**

- Who deals with the applicant in preliminary meeting – MHC, staff?
- What does your Council require to accompany an application to demolish?
- Do you have a formal heritage permit process?
- Who prepares the report to Council on the application?
- Have you negotiated conditions on past approvals to demolish?
- Appeals – who goes to LPAT?



# *Demolition on a Part IV Designated Property*

- Proposed Legislative Changes – Bill 108:
  - Application to demolish shall be accompanied by:
    - ‘prescribed information’ and any other information required by Council
  - Council issues notice that application is complete
  - Council issues notice within 60 days application commenced ‘as determined by regulation’
  - Council shall make decision within 90 days of notice issued
  - Deemed approved if Council does not make decision within time limits
  - Council may:
    - Consent to application
    - Consent on terms and conditions
    - Refuse application
  - Applicant may appeal Council’s decision to LPAT
  - LPAT holds hearing and makes final decision – dismisses appeal or orders Council to approve on terms and conditions LPAT determines

## *Other Matters*

- Heritage property standards
- Part V (Heritage Conservation Districts) – studies, plans and designations
- Repeal of Part IV designation by-laws
- Amending Part IV designation by-law
- MHC site inspections – authority
- Planning policy reviews – heritage component – review by MHC