

## **ADDENDUM**

**Heritage Guelph Meeting  
12:00 noon – 2:00 pm**

**Monday, February 8, 2016**

**1 Carden St., City Hall**

**COMMITTEE ROOM C**

### **Additional Information for Current Agenda Items**

#### **Item 6.1 404 Willow Road**

Delegation from Ministry of Transport: Winston Wong (Heritage Planning Specialist); Robert Bakalarczyk (Senior Project Engineer); Terrie McArthur (Real Estate Officer) and Kirstie Houston (Environmental Planner, West Region)  
Delegations: Donna Cooper; Karren Phair-Harvey

Heritage Planning staff comments:

No motion is required from Heritage Guelph at this time.

The proponent (Ministry of Transport) is seeking feedback regarding their recent Cultural Heritage Evaluation Report on 404 Willow Road (ASI, November 2015) as part of their consideration of impacts to cultural heritage resources near a future grade separation at Willow Road and the Hanlon Expressway. The Senior Heritage Planner and members of Heritage Guelph conducted an interior site visit with MTO staff on January 18, 2016. MTO staff are delegating to describe the potential impact of a future grade separation at Willow Road and the Hanlon Expressway.

#### **Item 6.2 14 Forbes Avenue**

Delegation: Anna Banasik-Mrowca

Heritage Planning staff comments:

A consent application (B-12/16) has been made to the Committee of Adjustment with a hearing date of March 10, 2016. The subject property (14 Forbes Avenue) is located within the Brooklyn and College Hill Heritage Conservation District and is designated under Part V of the Ontario Heritage Act through By-law 2014-19812. According to Section 3.0 of the *Brooklyn and College Hill Heritage Conservation District Plan and Guidelines*, Heritage Guelph is to be consulted for advice on the appropriateness of proposed severances given the intent of the HCD Plan and Guidelines.

As part of the complete severance application, the proponent has submitted a Cultural Heritage Resource Impact Assessment (CHC Ltd., Dec 16, 2015 revised Jan 11 2016) which includes proposed concept plans and elevations for the new dwelling.

Under Section 42 of the *Ontario Heritage Act* any alteration on the exterior of the subject property (including but not limited to) the proposed demolition or construction of a new dwelling on the new lot will be required to obtain a heritage permit approved by Council. A Heritage Planning staff report to Council will require a recommendation from Heritage Guelph.

For the information of Heritage Guelph: the construction of a new residential building on the proposed lot requires a heritage permit application as per Section 4.4 of the HCD Plan and Guidelines. Heritage Guelph will be consulted on the heritage permit application and will be asked to provide advice to Council who is the approval authority for heritage permits for new construction within the HCD.

Staff recommendation:

That the severance sketch (dated January 19, 2016) and site plan (dated November 17, 2015) by Van Harten Surveying Inc for a new lot proposed to the east of 14 Forbes Avenue as presented at the 8 February 2016 meeting of Heritage Guelph be received, and;

That Heritage Guelph has no objection to the proposed severance.

**Item 7.1 202 Glasgow Street North**

Delegation: Daniel Cabena (198 Glasgow St N)

Heritage Planning staff comments:

At their meeting of November 9, 2015 City Council approved the owner's application to demolish the existing dwelling at 202 Glasgow Street North. In their approval, Council resolved that Heritage Guelph be given the opportunity to comment on the proposed design of the new dwelling before any further planning approvals and before the issuance of a building permit.

A minor variance application (A-7/16) has been made by the property owner to the Committee of Adjustment with a hearing date of February 11, 2016. The variances requested involve height and setback requirements for the proposed detached garage and the proposed accessory apartment floor area within the new dwelling. Heritage Guelph is being provided the opportunity to consider the proposed exterior elevations of the new dwelling as presented in Committee of Adjustment variance application A-7/16.

There are no Official Plan heritage policies or Ontario Heritage Act requirements related to the review of this application and Heritage Guelph's comments would be for advice only.

Staff recommendation:

That Heritage Guelph has no concern or objection to the exterior elevations for the proposed dwelling at 202 Glasgow Street North as presented in Committee of Adjustment variance application A-7/16.

## **Item 7.2 325 Gordon Street**

Heritage Planning staff comments:

A minor variance application (A-9/16) has been made to the Committee of Adjustment with a hearing date of February 11, 2016. The subject property (325 Gordon Street) is located within the Brooklyn and College Hill Heritage Conservation District and is designated under Part V of the Ontario Heritage Act through By-law 2014-19812. According to Section 3.0 of the *Brooklyn and College Hill Heritage Conservation District Plan and Guidelines*, Heritage Guelph is to be consulted for advice on the appropriateness of proposed minor variances given the intent of the HCD Plan and Guidelines.

The HCD Plan and Guidelines provides no recommendations with respect to changes in the use of a property however, it does state in Section 1.3 that one of its objectives is "to support existing uses and adaptive re-uses wherever feasible within the existing building stock".

This application for a use variance does not include alterations to the exterior of the existing building.

Staff recommendation:

That Heritage Guelph has no objection to the proposed minor variance to permit a stand-alone office use within the existing dwelling as presented in Committee of Adjustment variance application A-9/16.

## **Item 7.3 Delegation of authority for certain types of alterations to properties designated under the Ontario Heritage Act**

The Heritage Act enables municipal Councils to delegate approval authority to staff for most types of heritage permit applications, other than applications for demolitions and new buildings or structures, which must be considered by City Council. Many municipalities have implemented delegation of approval authority in order to maximize the efficiency of the review process, particularly with respect to relatively straightforward and non-controversial applications. Another common practice is to only delegate authority to approve applications but not refuse them. This ensures that if the delegated approval authority is unable to support approval of an application, it is referred to Council for consideration and a decision.

At their meeting of September 8, 2014 Council directed Planning staff to return with a proposed by-law to amend the City's Delegation of Authority By-law to delegate authority to the General Manager of Planning Services to approve all forms of heritage permit applications, except for applications for demolition or construction of new buildings and structures. This delegation of approval authority does not allow for the General Manager to refuse applications; this authority will remain with City Council. Consultation with Heritage Guelph is not affected by this delegation of approval authority.

Staff recommendation:

That Heritage Guelph supports Heritage Planning staff's proposed amendment to the Delegation of Authority By-law regarding authority to approve certain types of alterations to properties designated under the Ontario Heritage Act as described by Heritage Planning staff at the February 11, 2016 meeting of Heritage Guelph.

### **Additional Agenda Item**

#### **Item 7.4 15 Wyndham Street North (Petrie Building) - Façade Restoration Grant**

The City of Guelph's Heritage Redevelopment Reserve was established to provide incentives for projects to develop or renovate property that would involve the restoration or refurbishment of heritage elements of the property through tax increment-based financing.

Tyrcathlen Partners are investing in the rehabilitation of the front façade of the Petrie Building, a designated heritage building, in conjunction with their current proposed commercial development of the Petrie Building (and the neighbouring property at 19 Wyndham Street North) to activate 7,600 sq. ft. of commercial space and 3,100 sq. ft. of office space within the property. Council is being asked to approve a financial contribution to the stabilization and repair of the Petrie Building façade from the Heritage Redevelopment Reserve and to direct staff to enter into a comprehensive Tax Increment-based Grant Financial Agreement and a Heritage Conservation Easement Agreement between the owner and the City of Guelph.

Staff recommendation:

That Heritage Guelph supports the request by Tyrcathlen Partners for a grant from the Heritage Redevelopment Reserve as a financial contribution to the stabilization and restoration of the front façade of the Petrie Building at 15 Wyndham Street North.