

MEETING MINUTES



MEETING **Heritage Guelph**

DATE February 8, 2016

LOCATION City Hall Meeting Room C
TIME 12:00 PM – 2:00 PM

PRESENT Daphne Wainman-Wood (Chair), Tony Berto, Mary Tivy, Bob Foster, Lynn Allingham, Charles Nixon, Christopher Campbell, Bill Green, D’Arcy McGee, Uli Walle, Stephen Robinson (Senior Heritage Planner), Douglas McGlynn (Planning Technician)

REGRETS Michael Crawley, David Waverman

DELEGATIONS Abby Watts (Policy Planning); Winston Wong (MTO Heritage Planning Specialist); Robert Bakalarczyk (MTO Senior Project Engineer); Terrie McArthur (MTO Real Estate Officer); Kirstie Houston (MTO Environmental Planner, West Region); Karren Phair-Harvey (408 Willow Road); Donna Cooper; Daniel Cabena (198 Glasgow St N); Dave Brix (Terra View Homes); Kirk Roberts (Tyrcahlen Partners Inc.)

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Welcome and Opening Remarks</u></p> <p>Daphne Wainman-Wood welcomed everyone to the meeting.</p>
2	<p><u>Approval of Agenda and Addendum</u></p> <p>Moved by Tony Berto and seconded by Bill Green,</p> <p>“THAT the Agenda and Addendum, for the February 8, 2016 meeting of Heritage Guelph be approved.”</p> <p style="text-align: right;">CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest</u></p> <p>None</p>
4	<p><u>Adoption of Draft Minutes from the meeting of January 11, 2016 Heritage Guelph</u></p> <p>Stephen Robinson provided clarification of the full name of Eve Claxton (Timberworx), designer of the proposed new dwelling at 14 Forbes Avenue.</p>

	<p>Moved by Tony Berto and seconded by Charles Nixon,</p> <p>“THAT the Minutes from the Heritage Guelph meeting of January 11, 2016, be approved as amended.”</p> <p style="text-align: right;">CARRIED</p>
5	<p>Item 5.1 Downtown Zoning By-law Review – Discussion Paper</p> <p>Abby Watts, a member of Policy Planning staff, provided a brief summary of aspects of the current Downtown Zoning By-law Update that impact cultural heritage resources. Abby advised the committee that their comments were welcome until February 26 and that comments should be emailed to Stephen Robinson, copied to Daphne Wainman-Wood. Planning staff will present the discussion paper to Council’s IDE Committee on April 5.</p>
6	<p><u>Matters arising from the Minutes</u></p> <p>Item 6.1 404 Willow Road</p> <p>A brief presentation was made by a delegation from the Ministry of Transport. Winston Wong (Heritage Planning Specialist) and Robert Bakalarczyk (Senior Project Engineer) presented images and gave a description of the potential impact on the stone coach house at 404 Willow Road by a future grade separation at Willow Road and the Hanlon Expressway. Terrie McArthur (Real Estate Officer) and Kirstie Houston (Environmental Planner, West Region) were also in attendance. Karren Phair-Harvey (owner of the adjacent stone farmhouse at 408 Willow Road) and Donna Cooper (former owner and occupant of both properties) were also present and took part in discussion with the delegates and the committee.</p> <p>MTO staff briefly described their intention to stabilize and retain the stone coach house at 404 Willow Road and their plans to update the 1994 Environmental Assessment for the Willow Road/Hanlon Expressway area before any decisions are made. Committee members asked questions about how the development would affect access (i.e. driveways) to both 404 and 408 Willow Road and whether a severance of land around the stone coach house might assist in the building’s ultimate conservation.</p> <p>Stephen Robinson had advised the committee that no motion is required on this item at this time. All present agreed that further consultation and discussion between the MTO, the City and the property owners involved regarding the EA update is appropriate and desired.</p> <p>Item 6.2 14 Forbes Avenue</p> <p>Stephen Robinson informed the committee that 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.</p> <p>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</p>

	<p>concept plans and elevations for the new dwelling. Stephen Robinson reminded the committee that 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.</p> <p>Moved by Mary Tivy and seconded by Bill Green,</p> <p>“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;</p> <p>That Heritage Guelph has no objection to the severance proposed in Committee of Adjustment consent application B-12/16.”</p> <p style="text-align: right;">CARRIED</p>
7	<p>Item 7.1 202 Glasgow Street North</p> <p>Stephen Robinson confirmed for the committee that 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.</p> <p>David Brix (Terra View Homes) delegated to provide a brief clarification of the replacement house design and exterior brick cladding.</p> <p>Daniel Cabena (owner of 198 Glasgow Street North) delegated to express concern for the proposed height and setback for the detached garage and the proposed accessory apartment floor area within the new dwelling. Mr. Cabena did not express concern for the proposed exterior appearance of the proposed replacement dwelling.</p> <p>Moved by Uli Walle and seconded by Charles Nixon,</p> <p>“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.”</p> <p style="text-align: right;">CARRIED</p> <p>Item 7.2 325 Gordon Street</p> <p>Stephen Robinson described the minor variance application (A-9/16) that has been made to the Committee of Adjustment with a hearing date of February 11, 2016. The variance would permit a stand-alone office use within the existing dwelling at 325 Gordon Street. The subject property 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</p>

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.

Moved by Bill Green and seconded by Mary Tivy,

“That Heritage Guelph has no objection to the proposed minor variance to permit a stand-alone office use within the existing dwelling at 325 Gordon Street as presented in Committee of Adjustment variance application A-9/16.”

CARRIED

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

Stephen Robinson confirmed for the committee that 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.

Moved by Mary Tivy and seconded by Christopher Campbell,

“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 8, 2016 meeting of Heritage Guelph.”

CARRIED

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

Kirk Roberts (Tyrcahlen Partners Inc.) described their plans to invest in the rehabilitation of the front façade of the Petrie Building, a designated heritage building, in conjunction with their current proposed commercial development of 15 Wyndham St N (and the neighbouring property at 19 Wyndham St N) 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.

Moved by Uli Walle and seconded by Bill Green,

	<p>“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.”</p> <p style="text-align: right;">CARRIED</p>		
8	<p><u>Information Items</u></p> <p>Item 8.1 Heritage Workshop, Cambridge (Friday, February 12, 2016) Item 8.2 Family Day/Heritage Day (Monday, February 15, 2016) Item 8.3 “Spotlight on Heritage” – Wellington County Museum & Archives (Monday, February 15, 2016) Item 8.4 Annual Ontario Heritage Conference at Stratford/St. Mary’s (Thurs/Fri/Sat, May 12-14, 2016) Item 8.5 Heritage Guelph contact information</p>		
8	<p><u>Next Meeting</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Heritage Guelph March 14, 2016 (12-2pm) Location: City Hall, Mtg Rm C</p> </td> <td style="width: 50%; vertical-align: top;"> <p>HG Designation Working Group * Tuesday, March 29, 2016 (12-2pm) Location: City Hall, Mtg Rm B</p> </td> </tr> </table>	<p>Heritage Guelph March 14, 2016 (12-2pm) Location: City Hall, Mtg Rm C</p>	<p>HG Designation Working Group * Tuesday, March 29, 2016 (12-2pm) Location: City Hall, Mtg Rm B</p>
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9	<p><u>Other Matters (introduced by Heritage Guelph Members)</u></p> <p>None</p>		
10	<p><u>Adjournment</u> at 2:10 p.m.</p>		