



Heritage Burlington Advisory Committee Meeting
Agenda

Date: March 10, 2021
Time: 7:00 pm
Location: Virtual

Pages

1. **Declarations of Interest:**
2. **Approval of Minutes:**
 - 2.1. Approve minutes from meeting held February 10, 2021 1 - 4
3. **Delegation(s):**
4. **Regular Items:**
 - 4.1. Heritage Planner update 5 - 5
 - a. Update on Heritage Property Tax Rebate Program expansion
 - 4.2. Evaluation criteria for putting properties on Register 6 - 6
 - 4.3. Heritage Week update
 - 4.4. Chair's update
5. **Other Business:**
6. **Adjournment:**



Heritage Burlington Advisory Committee Meeting

Minutes

Date: February 10, 2021
Time: 7:00 pm
Location: Virtual

1. Members Present:

Michele Camacho (Chair), Don Thorpe, David Barker, Barry Duffey, Angela Richardson, Len Collins, Marwa Refaat, Jenna Dobson, Robert Korporaal, Rick Wilson and Dan Allan (alternate)

2. Others Present:

Councillor Rory Nisan (arrived at 8:15 p.m.), Danika Guppy (Heritage Planner) and Jo-Anne Rudy (Clerk)

3. Regrets:

Sille Nygaard Mikkelsen, Trisha Murray and Alan Harrington

4. Declarations of Interest:

- Angela Richardson declared an interest in Item 7.1 a. - Committee of Adjustment application for consent to sever a Register-listed property at 977 Unsworth Avenue - as her backyard is adjacent to 977 Unsworth Avenue. She refrained from discussion and voting on this item.

5. Approval of Minutes:

5.1 Approve minutes from meeting held January 13, 2021

On motion, the minutes from the meeting held January 13, 2021 were approved as presented.

6. Delegation(s):

None

7. Regular Items:

7.1 Heritage Planner update

- a. Committee of Adjustment application for consent to sever a Register-listed property at 977 Unsworth Avenue
 - Danika advised that the City received an application for consent to sever 977 Unsworth Avenue to create two new lots on either side of the existing dwelling which is listed on the City's Municipal Register of Cultural Heritage Resource, although not designated. Existing structures on site including the greenhouse, pool and shed are to be demolished to facilitate the proposal.
 - Danika stated that a heritage evaluation completed in 2014 found that the subject property contained design/physical, historical/associative and contextual value. The Heritage Impact Study (HIA) confirms the criteria for determining whether a property contains cultural heritage value or interest and concluded that direct impacts to the house have been avoided and considers the proposed setbacks to be acceptable. The HIA recommends that the lot containing the heritage building be designated to ensure compatibility of future development on adjacent lots.
 - Members asked if the property owner is aware of the possibility of designating and for staff to reach out to the owner to have this discussion. **Motion** - Support the severance application for 977 Unsworth Avenue. **CARRIED**
Motion - Heritage Burlington recommends that city staff have discussions with homeowner to designate the property in order to mitigate the risk of incompatible development on adjacent properties. **CARRIED**
- b. Heritage permit application for minor addition to heritage building at 2059 Ghent Avenue
 - Danika provided an overview of the heritage permit application at 2059 Ghent Avenue to facilitate a proposal for a 1-storey kitchen expansion/alteration to the south-west corner of the building and noted that the applicant intends to clad the addition in cedar shingles to match the existing building. In addition, the foundation spalling issues will be addressed through this proposal.

- Members asked if the pantry was original and to see a 3D visual of the addition. **Action** - Danika to follow up with homeowner. **Motion** - Support the requested heritage permit for 2059 Ghent Avenue. **CARRIED**
- c. Heritage permit application for window replacement project at 2222 Lakeshore Road
- Danika provided an overview of the heritage permit application for a window replacement project at 2222 Lakeshore Road. Specifications on the intended replacements include primed wood products and are to fit existing opening and match existing colour. **Motion** - Support the requested heritage permit for 2222 Lakeshore Road. **CARRIED**
- d. Heritage Property Tax Rebate Program expansion study update
- Danika advised that based on preliminary analysis, Burlington has 8 designated commercial heritage properties under the Ontario Heritage Act and noted if Council chooses to implement a tax rebate program for commercial heritage buildings through the operating budget, Planning staff will prepare a report to Council in consultation with Heritage Burlington. Danika noted that the operating budget will be discussed at the February 23, 2021 Corporate Services, Strategy, Risk & Accountability Committee - Budget meeting.

7.2 2021 Priorities

- Through discussions with committee members, Michele identified the following priorities for 2021:
 1. Assign a budget to assist facilitate heritage assessments for homeowners interested in Heritage Designation.
 - Discussion took place on the logistics of this type of program in terms of budget, the percentage of assistance and whether commercial properties would be included. **Action** - staff to discuss with Finance to determine availability of funds.
 2. Evaluation of properties over 100 years old to make recommendations for addition to Register.
 - Members discussed the importance of moving ahead with this initiative and communicating with property owners. **Motion** - Form a subcommittee to work on evaluation criteria for putting

properties on the Register. **CARRIED** (Marwa, Rob and Rick volunteered to be on this subcommittee)

3. Finalize Plaques & Markers Policy including design specifications.
4. Developing opportunities for public engagement
5. Address any other outstanding 2012 New Approach recommendations.

8. Other Business:

- Don advised that the Burlington Historical Society has generously given two \$500 grants for Heritage Week to be used for signage and prizes.

9. Adjournment: 9:02 p.m.

Next meeting: Wednesday, March 10, 2021 at 7 p.m. via Zoom

Heritage Burlington

Heritage Planner Update: March 10, 2021 (virtual meeting)

1. Update re: Heritage Property Tax Rebate Program expansion

- As a follow up to the update last month, Council recently supported an increase in budget to expand the Heritage Property Tax Rebate Program to include designated commercial heritage properties at the February 23, 2021 Corporate Services, Strategy, and Risk & Accountability Committee – Operating Budget Review and Approval (SD-05-21).
- As a result of this decision, Community Planning will bring forward a report and amending by-law in Q2/Q3 2021 to implement a commercial heritage property tax rebate program in 2022 for the 2021 tax year.

Terms of Reference

Evaluation Criteria for Properties to be Added to the Register

City of Burlington

Committee Objective

To research, assess and develop criteria to evaluate the properties of cultural heritage value for addition to the City of Burlington Heritage Registry.

Scope

This subcommittee is to:

- Research, assess, and identify various national and international evaluation resources.
- Develop evaluation criteria based on the research outcome.
- Report back to and submit evaluation criteria and recommendations to the Heritage Burlington Advisory Committee.

Outcomes

Clear evaluation criteria to assess the heritage and cultural value of existing properties for addition to the Register.

Structure

This Sub Committee shall consist of 2 to 3 members of the Heritage Burlington Committee who will report to the Committee Lead.

The Committee Lead will oversee the work and process followed by the Committee. A staff liaison may assist, if required.

The Committee Lead sets the agenda, leads meetings, determines consensus, issues meeting minutes or tasks a Committee Member to do so, as necessary, and reports progress and results to the Heritage Burlington Advisory Committee.

Term

This committee will be in place until the evaluation criteria document is finalized and accepted by the Heritage Burlington Advisory Committee.