



SUBJECT: 2411 Lakeshore Road Community Heritage Fund grant application

TO: Community Planning, Regulation & Mobility Cttee.

FROM: Community Planning Department

Report Number: PL-16-23

Wards Affected: 2

File Numbers: n/a

Date to Committee: February 28, 2023

Date to Council: March 21, 2023

Recommendation:

Approve the grant application for restoration work to the front door at 2411 Lakeshore Road in the amount of \$350.00 to be funded by the Burlington Community Heritage Fund; and

Instruct the Legal Department to prepare the necessary Heritage Conservation Agreement (Letter of Understanding); and

Authorize the Mayor and Clerk to sign the Heritage Conservation Agreement (Letter of Understanding) in connection with this matter.

PURPOSE:

The purpose of this report is to provide information, analysis and a recommendation regarding a Community Heritage Fund application for a grant to offset the cost of refinishing the oak front door of the heritage designated home located at 2411 Lakeshore Road. Both the exterior and interior facing parts of the door were refinished.

Vision to Focus Alignment:

- Increase economic prosperity and community responsive city growth

Background and Discussion:

The subject property known as 2411 Lakeshore Road is located on the north side of Lakeshore Road, between Market Street and St. Paul Street. Located on the property is a three-storey Queen Anne style house constructed in 1890.

2411 Lakeshore Road was designated under Part IV, section 29 of the *Ontario Heritage Act* (OHA) in 1995 through By-law 8-1995 (see Appendix A). The by-law also designates four other properties in addition to 2411 Lakeshore, including 5772 Guelph Line, 6042 Guelph Line, 3077 Lakeshore Road, and 2349 Lakeshore Road.

The designation by-law was updated in 2019, as a condition of approval of the current property owner's application for consent to sever the westerly portion of 2411 Lakeshore Road. The updates brought it into conformity with a 2005 amendment to the OHA. Technical amendments to Designation By-law 8-1995 were passed in 2020 through Amending By-law 70-2020 (see Appendix B). These amendments included a list of heritage attributes that are important in defining and supporting the cultural heritage value of the subject property and must be protected so that future changes to the property are managed and do not negatively impact the property's heritage value. They provide improved clarity for the City and property owner about what attributes must be protected as well as assist in the review of applications for financial assistance from the Community Heritage Fund. The following cultural heritage attributes are protected through Amending By-law 70-2020:

- Three-storey Queen Anne style house
- Irregular and asymmetrical façade with offset gable ends and floor plan
- Various surface treatments including horizontal shiplap, vertical board and batten and fishscale shingles
- Bay window on façade and east elevation with dentils and wood brackets featuring a bullseye motif
- **Off-centre entryway with large paneled oak door with three coloured-glass windows that feature a bullseye motif**
- Gable roof covered verandah:
 - Triangular pediment with radiating sunburst;
 - Dentil frieze and wooden spindle cornice;
 - Fine wood turned columns with bullseye motif;
 - Wood panels at the tops of the posts under the pediment with a keyhole decorative motif; and
- Tall rectangular window openings.

Background on the Community Heritage Fund and Grant Application

The Burlington Community Heritage Fund (CHF) was established by Council in 1985 to encourage the preservation of structures designated under the OHA by providing financial assistance to property owners in the form of loans and grants. The CHF was also meant

to incentivize the designation of properties of cultural heritage value or significance under the OHA. The CHF was amended in 1993 and 2014 and now provides grants of up to 25% of the total eligible restoration project costs to a maximum of \$15,000, subject to specific guidelines. Loans may be provided for up to 50% of total eligible restoration project costs to a maximum of \$15,000. Applicants must sign a heritage conservation agreement with the City as a condition of approval of any grant or loan application. The agreement confirms the applicant's understanding of the terms of the grant and their acknowledgement of their obligations to maintain the heritage attributes of their property in accordance with the designation by-law passed under the OHA and other applicable legislation.

Strategy/process

The requested grant amount represents 25% of the total project cost of \$1,400.00. The property owner obtained quotes from three heritage tradesmen to complete the work, with the lowest estimate being \$1,400.00 and the highest estimate being \$4,892.90.

The application meets the key criteria for the Community Heritage Fund, including the following:

- ✓ Scope of work relates to elements specified in designation bylaw;
- ✓ No modern doors or windows (ie. Windows or doors that are not replicas of the original in like materials);
- ✓ At least three quotations for the work are included in the application;
- ✓ Name, address and contact information of qualified contractor is provided;
- ✓ Contractor performing work is licensed; and
- ✓ Photos, drawings and specifications included.

Procedural Issue

There is one procedural issue with the application. The work was completed prior to Council approval and before the applicant entered into a conservation agreement with the City. Applicants are advised to wait until after Council approval and after they enter a conservation agreement, so they can be certain of Council's support and so the City is protected from potential cost overruns and poor standards of workmanship. This order of events is implicit in the conservation agreement but not clearly stated on the Community Heritage Fund Info Sheet (see Appendix D), so staff do not consider it to be disqualifying. The Community Heritage Fund grant program criteria will be reviewed soon, with recommended revisions and clarifications brought to Council for approval.

The owner submitted an invoice for \$1,500.00 after the work was complete, however staff are recommending that the grant amount be calculated based on the original quote and the amount the applicant requested on their application form.



Options Considered

Option 1- Approve the Grant (Recommended)

The proposed grant application meets the Community Heritage Fund Grant application criteria and contributes to the restoration of a prominent public facing attribute of the heritage building.

Option 1- Decline the Grant (Not recommended)

Council could choose this option if it believes the eligibility guidelines are not met or if it disapproves of the applicant completing the work before receiving Council approval. (see Appendix C- Community Heritage Fund Eligibility Guidelines). Staff do not recommend this option because both staff and the Heritage Burlington Advisory Committee have found that the application meets the eligibility guidelines and represents a high standard of workmanship.

Financial Matters:

As noted above, the CHF was established in 1985 with original contributions of \$35,000 from the Ministry of Citizenship and Culture and \$25,000 from the City of Burlington. This original \$60,000 has increased over time as interest has accrued and additional infusions of cash have occurred, including from Community Benefits under section 37 of the *Planning Act*.

The balance of the CHF is \$275,358 as of January 25, 2023. If the subject application is approved, the remaining balance will be enough to accommodate the approval of subsequent applications for the foreseeable future.

If approved, the total financial impact is \$350.00 from Burlington's Community Heritage Fund, decreasing the total balance of the fund to \$275,008.

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The owner of 2411 Lakeshore Road received a heritage tax rebate. The amount of a Heritage Property Tax Rebate for residential properties is forty percent (40%) of the taxes levied for City, region and school purposes. In 2022, the owner received a rebate of \$2,382.40 for the 2021 taxation year. Receiving a heritage tax rebate does not affect the owners' eligibility for a heritage grant.

Source of Funding

Community Heritage Reserve Fund.

Other Resource Impacts

Not applicable

Climate Implications

Not applicable.

Engagement Matters:

Staff consulted with Heritage Burlington on December 15, 2023. Heritage Burlington members voted to support approval of the grant application through the following motion:

Whereas the Community Heritage Fund application for 2411 Lakeshore Road, date stamped October 7, 2022, meets the fund objectives and is eligible for funding under the program, the Heritage Burlington Advisory Committee recommends that City Council support the application

Conclusion:

Staff have reviewed the subject grant application in consultation with Heritage Burlington. Staff recommend approval of a grant in the amount of \$350.00 from the Community Heritage Fund.

Respectfully submitted,

John O'Reilly, MCIP, RPP, CAHP
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Appendices:

- A. Designation By-law 8-1995
- B. Amending By-law 70-2020
- C. Photos
- D. Community Heritage Fund Info Sheet

Notifications:

Property owner

Report Approval:

All reports are reviewed and/or approved by Department Director, the Chief Financial Officer and the Executive Director of Legal Services & Corporation Counsel.