



Heritage Burlington Advisory Committee Meeting
Agenda

Date: January 13, 2021
Time: 7:00 pm
Location: Virtual

Pages

1. **Declarations of Interest:**
2. **Election of Chair and Vice Chair:**
3. **Approval of Minutes:**
 - 3.1. Approve minutes from meeting held December 9, 2020 1 - 4
4. **Delegation(s):**
5. **Regular Items:**
 - 5.1. Heritage Planner update: 5 - 5
 - a. Heritage Property Tax Rebate Program Expansion Study
 - 5.2. 2021 Meeting Schedule 6 - 6
 - 5.3. 2021 Work Plan 7 - 11
6. **Other Business:**
7. **Adjournment:**



Heritage Burlington Advisory Committee Meeting

Minutes

Date: December 9, 2020
Time: 7:00 pm
Location: Virtual

1. **Members Present:**

Howard Bohan (Chair), Michele Camacho, Don Thorpe, David Barker, Sille Nygaard Mikkelsen, Barry Duffey, Angela Richardson, Marwa Refaat, Len Collins, Jenna Dobson, Trisha Murray, Rick Wilson, John Ouksouzoglou (alternate), Dan Allan (alternate) and Robert Korporaal (alternate)

2. **Regrets:**

Alan Harrington

3. **Others Present:**

Councillor Rory Nisan, Danika Guppy (Heritage Planner) and Jo-Anne Rudy (Clerk)

4. **Declarations of Interest:**

None

5. **Approval of Minutes:**

5.1 Approve minutes from meeting held November 11, 2020

On motion, the minutes from the November 11, 2020 meeting were approved as amended.

Amend the second bullet under Item 7.1 a) to read as follows:

Some members expressed concern that the development completely overwhelms the heritage property (Chrysler Carriage House) and diminishes its historic value. In addition, concern was raised with regards to the demolition of other Inventory-listed heritage buildings on the subject lands as it was noted that the concentration of very early buildings in the

Old Lakeshore Precinct makes it a historically significant area. Suggestion was made that perhaps these properties should go on the Register or be designated.

6. Delegation(s):

None

7. Regular Items:

7.1 Heritage Planner update:

a. Heritage permit and Community Heritage Fund applications for 3083 Lakeshore Road

- Danika advised that heritage permit and Community Heritage Fund grant applications were received to replace 12 windows at 3083 Lakeshore Road and noted that the windows are believed to be mostly original and are referred to in the designation by-law among the reasons for designation.
- Danika noted that the applicant submitted the two required quotes with the grant application - one for all wood and the other for vinyl wood windows. Significant discussion took place regarding whether the replacements should be all wood or a more efficient material that replicates the original windows. Members had mixed views on this matter and some felt that if the program is too rigid, it would discourage heritage preservation among property owners. It was suggested that perhaps the criteria for these programs needs to be looked at in 2021.

Motion - Support the heritage permit application. **CARRIED**

Motion - Support the Community Heritage Fund grant application with a condition specifying that the heritage appearance be maintained. **CARRIED**

Motion - Request staff to ask property owner to provide another quote for wood windows. **FAILED**

b. Ontario Heritage Act protections for on-site properties at 2093, 2097, 2101 Old Lakeshore Road, 2096, 2100 Lakeshore Road

- As a follow-up from the November meeting where committee requested that staff provide more information on opportunities for *Ontario Heritage Act* protections for the buildings located on the subject lands and report back, Danika provided some

additional information to this effect, including some brief remarks about the complexity of the file being appealed.

- Howard advised that the committee had prepared comments on the resubmission, which will be additional information to be considered by the Local Planning Appeal Tribunal (LPAT) at the time of the hearing. Members were advised that further comments could be forwarded to the Chair.

c. City initiated heritage evaluation reports and incentivizing designation

- Danika provided a brief update with regards to the motion passed at November's meeting involving the promotion of the City's incentive programs for designated heritage property owners.
- Danika advised that staff are continuing to explore opportunities for and the feasibility of financially supporting heritage property owners with the designation process.

7.2 ASI report - identification of downtown properties that could be added to the Register

- Councillor Nisan spoke to the proposed new regulations under the Ontario Heritage Act, which come into effect in January 2021, specifically as it relates to adding properties to the Register and the notice required to property owners. It was noted that the new regulations would provide a framework for adding properties to the Register where due process would have to be followed.
- The Committee discussed and agreed that recommendations to add properties to the Register should wait until the new regulations are in effect. **Motion** - Defer any recommendations from the ASI report until Q1 2021 when new regulations with the Ontario Heritage Act are in effect. **CARRIED**

8. Other Business:

- Don thanked Howard for his dedicated work throughout his two terms on the Committee and his chairing abilities and leadership. The Committee looks forward to Howard providing mentorship to the new chair and vice chair in the coming year.

9. Adjournment: 8:35 p.m.

Next meeting date: Wednesday, January 13, 2021 at 7 p.m. via Zoom

Heritage Burlington

Heritage Planner Update: January 13, 2020 (virtual meeting)

1. Heritage Property Tax Rebate Program Expansion Study

- The City's existing Heritage Property Tax Rebate Program was established for residential properties in 2014 as a result of the recommendations outlined in Heritage Burlington's New Approach report, which was presented to council in 2012. The report also recommended that following implementation of such a program, the feasibility of expanding it to include commercial designated properties be explored. Staff will provide a verbal update on progress on this front.

**2021 Meeting Dates
Heritage Burlington
Virtual (via Zoom), 7 pm – 9 pm**

Dates	Time
Jan 13, 2021	7 pm – 9 pm
Feb 10, 2021	7 pm – 9 pm
Mar 10, 2021	7 pm – 9 pm
Apr 14, 2021	7 pm – 9 pm
May 12, 2021	7 pm – 9 pm
Jun 9, 2021	7 pm – 9 pm
Jul 14, 2021	7 pm – 9 pm
Sep 8, 2021	7 pm – 9 pm
Oct 13, 2021	7 pm – 9 pm
Nov 10, 2021	7 pm – 9 pm
Dec 8, 2021	7 pm – 9 pm

2021 Work Plan

Review of 2019/2020 Goals

- Test and finalize the new Heritage Evaluation Process, including training for committee members in heritage evaluation.
- Finalize Plaques & Markers Policy including design specs (requires Council approval).
- Revamp Committee webpage and its management. (Complete)
- New approach to public engagement including social media. (Ongoing)
- Update downtown Heritage Tours and explore opportunities for tours in other parts of the City. (In progress)
- Re-evaluate selected downtown “B” properties.
- Review and update 2012 New Approach recommendations. (see below)
- Complete review & make recommendations for fair compensation program.

Update to “A New Approach to Heritage in Burlington”

“The New Approach”, approved by Council in 2012, contained numerous recommendations, 8 of which have been completed; 12 are ongoing; and 4 have been superseded or are no longer relevant. A list of the recommendations showing those that have been superseded or are no longer relevant is below.

New Approach Report 2012 recommendation	Status 2019
1. Significance of Heritage for Burlington	
1.1) Instruct HB to establish a task force, in partnership with the Burlington Historical Society, the Heritage Umbrella Group, the museums, and the library to meet monthly over the next several months to explore the various ways, including but not limited to DVDs, blogs, billboards, signage, newspaper articles, that the past history of Burlington can be told, promoted, and celebrated;	Staff recommends abandon/revisit
2. Transition Plans and the Register	
2.1) Approve the 61 designated properties to remain on the Municipal Register	Complete
2.2) Continue the listing of all non-designated properties pre-classified as “A” under the Kalman system on the Municipal Register	Complete

New Approach Report 2012 recommendation	Status 2019
2.3) Approve removal of all properties pre-classified as “B” under the Kalman system from the Municipal Register	Complete
2.4) Instruct Planning staff to divide the current Directory of Heritage Properties online searchable database into two searchable lists: A) the Municipal Register... B) the Heritage Properties List (Historic list of Heritage Properties), containing those properties pre-classified as B, C, and D under the Kalman system to be maintained as a working list to be used only for the purposes of tracking properties of cultural heritage value and having no legal status whatever.	No longer relevant
2.5) a) Discontinue the current Heritage Clearance system and b) Develop a new service supported by the Community Planning Department and Heritage Burlington entitled “Heritage Design and Advisory Services” which will be available to all property owners on either the Municipal Register or the Heritage Inventory.	A) complete B) abandon/revisit
2.6) Continue the current policy, as approved by Council on July 15, 2010, for removal from the Municipal Register not related to demolition, and recommend, with the concurrence of the Planning Department, an amendment to the policy specifying a time frame for Council action (e.g.: 60, 90, 120 days)	Ongoing
2.7) Develop, in conjunction with the Official Plan review process and the development of the heritage conservation policy and program, a policy framework and guidelines for resolving conflicts between heritage conservation projects and other planning considerations such as the Official Plan and Zoning By-laws. For example, to resolve discrepancies between properties that are designated under the Ontario Heritage Act or other properties listed on the Municipal Register which have been zoned for medium density residential uses.	In progress

New Approach Report 2012 recommendation	Status 2019
<p>2.8) a) Approve Heritage Burlington working collaboratively with Hamilton Municipal Heritage Committee (HMHC) to develop an accredited continuing education course for realtors;</p> <p>b) Instruct the Planning and Building Department to apprise the Hamilton Real Estate Board of changes to the Burlington Municipal Register in a timely manner</p> <p>c) Communicate to lawyers in Burlington the location and use of the online Municipal Register</p>	<p>A) not completed B)/C) completed/no longer relevant</p>
<p>3. Evaluation</p>	
<p>3.1) Instruct Heritage Burlington to develop draft guidelines including evaluation criteria by the end of 2012 using Regulation 9/06 criteria to evaluate properties of cultural heritage value</p>	<p>Incomplete</p>
<p>3.2) Instruct Heritage Burlington and the Community Planning Department to work collaboratively to revise the process to implement the draft guidelines after they are proposed.</p>	<p>Incomplete/ In progress</p>
<p>3.3) Authorize Heritage Burlington to invite public input once the draft guidelines and renewed processes have been revised, to inform the final recommendations to Council.</p>	<p>Incomplete</p>
<p>3.4) Endorse Heritage Burlington's promotion of the revised guidelines and processes to the public at large.</p>	<p>Incomplete</p>
<p>3.5) Endorse members of Heritage Burlington to establish and provide training workshops for Heritage Burlington members and other interested persons on how to use the guidelines in the evaluation process</p>	<p>Incomplete</p>
<p>3.6) Approve Heritage Burlington, with the cooperation of the Community Planning Department, to undertake the re-evaluation of the following classes of properties according to the following schedule: All "A" and "D" properties by the end of 2013; All "B" properties by the end of 2014; All "C" properties by the end of 2015; All uncategorized, and designated properties by the end of 2016; And will discuss the re-evaluation with each property owner.</p>	<p>Incomplete</p>

4. Incentives	
4.1) Approve immediately a tax rebate program to assist owners of designated properties with the maintenance of their properties... to a maximum of 40% in 5 years	Complete
4.2) Investigate a similar program for commercial properties	In progress
4.3) Instruct the Community Planning Department to conduct a review of the effectiveness of the Community Heritage Fund with consideration being given to directing portions of the funds to offset any non-construction costs, e.g.: heritage consultants, design costs, compatibility studies, etc.	In progress
4.4) Establish a Burlington Heritage Trust with the likely co-operation of the Burlington Community Foundation to fund renovation projects for both designated and non-designated properties on the Register.	Has been revisited; a successor project is in progress
4.5) Establish a member benefits program by the end of the first quarter of 2013 that would include, but not be limited to: - "Heritage Design and Advisory Services" (see 2.5) - Allow access to a list of trades and suppliers involved in the maintenance and restoration of historic buildings. - Create a community portal to build a sense of community amongst heritage property owners and to facilitate the efficient management of the heritage conservation portfolio (www.buildingstories.co)	Trades listing implemented but out of date and needs updating. Also could be better promoted. Website Complete
4.6) Reinstate the program of recognition of conservation by owners by Heritage Burlington for February 2013	Complete and ongoing
4.7) Rare occasions may occur where a property is considered to be of such significant cultural value or interest to the history of the city that a designation against the property owner's wishes may have to be contemplated. While Heritage Burlington will not as a rule endorse 'forced' designations, we realize that the City Council and Heritage Burlington are governed by the applicable legislation. Heritage Burlington would recommend these types of designations would be accompanied by some kind of negotiated financial settlement between the owner and the City.	Not implementable. Spin-off project in progress.

5. Next Steps	
5.1) Approve allocation of a total \$125,000 in the fiscal year 2013 for set up costs for the following components of a Heritage Conservation Program: - website \$24,000 - communications \$10,000 - city staff support \$30,000 - heritage property tax relief program \$25,000 - heritage trust (Burlington Community Foundation) set up costs: \$25,000 - loans: \$5,000 - excess: \$1,000	Complete
5.2) Authorize Heritage Burlington to prepare for Council's approval a draft five-year (2014-2018) forecast for a Heritage Conservation Program, as part of the regular City budgeting process for 2014	No longer relevant
6. General	
6.1) Keep Council informed of progress in implementing recommendations	Ongoing
6.2) Communicate with the public regarding changes to the heritage conservation program	Ongoing