



OAKVILLE

REPORT

Planning and Development Council

Meeting Date: April 4, 2022

FROM: Planning Services Department

DATE: March 22, 2022

SUBJECT: **Heritage Documents Updates**

LOCATION: Town wide

WARD: Town-wide

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RECOMMENDATION:

That the report 'Heritage Documents Updates' by the Planning Services Department dated March 22, 2022, be approved.

KEY FACTS:

The following are key points for consideration with respect to this report:

- Bill 108 – the *More Homes, More Choice Act, 2019* – made changes to the *Ontario Heritage Act*, its associated regulations and the Ontario Heritage Toolkit that require updates to the Town of Oakville's existing heritage documents, including the heritage permit forms and notice of intention to demolish.
- Several new documents are also required as a result of the legislative changes, including a notice of listing under s. 27 of the *Ontario Heritage Act*, and a mutual agreement template to extend the legislated deadlines for a number of processes.
- Heritage Planning staff have attached the revised and new documents to this staff report for review and for final approval.

BACKGROUND:

Over the past two years, Heritage Planning staff have provided several updates to the Heritage Oakville Advisory Committee and Town Council on the changes to Ontario's heritage legislation through the *Ontario Heritage Act*, new regulations and the Ontario Heritage Toolkit. As these changes are being implemented at the municipal level, there are updates required to existing documents for regulated

processes under the revised legislation. As well, several new documents are required for newly introduced processes in the legislation.

These documents were reviewed by the Heritage Oakville Advisory Committee at their meeting on February 22, 2022.

IMPLEMENTATION:

Updates are required to the following existing documents, which are attached to this report:

- Heritage Permit Application Guide and Form, attached as Appendix A.
- Notice of Intention to Demolish Submission Guide, Submission Requirements and Submission Form, attached as Appendix B.

The new sections and information in these documents have been highlighted for ease of review; the highlighting will be removed following approval of the documents by Council. The highlighted changes include references to the new Ontario Land Tribunal and appeal/objection processes, as well as new terminology.

The following new documents are required and are attached to this report:

- Notice of Listing on the Oakville Heritage Register, attached as Appendix C
- Templates for Extension of Deadlines, attached as Appendix D
 - Planning Act Applications
 - Passing of Designation By-law under Part IV
 - Heritage Permit Application under Part IV
 - Heritage Permit Application under Part V
 - Demolition or Removal under Part IV
 - Repealing of Designation By-law under Part IV
- Notice of Complete Application/Receipt, attached as Appendix E
 - Heritage Permit Application under Part IV
 - Heritage Permit Application under Part V
 - Notice of Intention to Demolish under s.27
 - Notice of Intention to Demolish under s. 34
- Notice of Incomplete Application, attached as Appendix F
 - Heritage Permit Application under Part IV
 - Heritage Permit Application under Part V
 - Notice of Intention to Demolish under s. 34

Changes to the Town's Heritage Delegation By-law are also required due to legislative changes and previous feedback received from the Heritage Oakville Advisory Committee and Council in 2021. Those changes are being addressed in a separate staff report to Planning and Development Council.

CONSIDERATIONS:

(A) PUBLIC

The updated guides and forms will be available to the public following Council approval.

(B) FINANCIAL

There are no costs associated with the new documents.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

The documents attached in the appendices have been reviewed and approved by the Legal Services department.

(D) CORPORATE STRATEGIC GOALS

This report addresses the corporate strategic goal(s) to:

- enhance our cultural environment
- be the most livable town in Canada

(E) CLIMATE CHANGE/ACTION

A Climate Emergency was declared by Council in June 2019 for the purposes of strengthening the Oakville community commitment in reducing carbon footprints. The conservation of Oakville's cultural heritage resources can assist in the reduction of carbon footprints as the greenest building is the one that already exists.

APPENDICES:

Appendix A – Heritage Permit Applications

Appendix B – Notice of Intention to Demolish Forms

Appendix C – Notice of Listing on the Oakville Heritage Register

Appendix D – Templates for Extension of Deadlines

Appendix E – Notices of Complete Application

Appendix F – Notices of Incomplete Application

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