

# APPENDIX B

## HERITAGE PERMIT

### Application Form

Submit form to Heritage Planning staff. Please use ink or complete fillable PDF. The completeness of the application is to be determined by staff. A notice of receipt will be provided to the applicant upon the submission of a complete application.

Policy Planning & Heritage  
Planning Services Department  
Town of Oakville

#### A – Property and Applicant Information

**Property Address:** 93 Second Street, Oakville, ON

**Owner Contact Information:**

Name: [REDACTED]

Address & Postal Code: [REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

**Agent Contact Information (if applicable):**

Name: Alexander Temporale

Company Name: ATA Architects Inc.

Address & Postal Code: 3221 North Service Rd., Burlington, ON

Phone: 905 849 6986

E-mail: alex@ataarchitectsinc.com

#### B – Heritage Permit Application Summary

Alterations to Building       New Construction       Landscaping       Demolition

Clearly describe the changes you are undertaking to alter the property (attach additional page(s) if needed):

1. Interior renovations to unify the numerous renovations and to make the house functional for contemporary family use.
2. Exterior renovations to unify and enhance the existing Tudor design by consistent placement of the boarding and window locations.
3. New stucco finish to match existing texture (Stucco is largely cracked due to the movement of the siding beneath, vines and moisture).
4. New Tudor wood casement windows with simulated divided lights, to replace a mix of window types made of various materials.
5. The current partially enclosed carport to be replaced with a garage, a second floor bedroom and an entrance vestibule to be added.
6. The existing exterior steps are enclosed and a sunken second floor bedroom is to be leveled and its roof made consistent with the remainder of its second floor.

## **B – Heritage Permit Application Summary (cont.)**

7. Foundation and footing repairs will be made to the original porch sections.
8. New services to be installed as required and needed.
9. Site to be cleared of sheds, vine covered trellis.

## C – Review of Heritage Guidelines

Explain the reasons for undertaking the alterations and describe how the proposal is consistent with the Part IV individual designating by-law, the Part V District Plan or the CHL Conservation Plan:

The existing house was constructed, likely in at least 4 stages. The intent is to unify and make functional the layouts of the ground and second floor. The house will be restored to a single family home with the removal of the existing second floor apartment. Also, due to existing condition of the home, extensive repairs and renovations are needed.

The proposed additions and renovations are consistent with the Heritage District Plan. The house is retained, within largely the same footprint, making its mass and volume compatible with its neighbors and its existing presence along Lakeshore Road and Second Street.

The design also retains its existing Tudor style, retaining the exterior and consistently employing a pattern of stucco and boarding based on what was begun on the existing exterior. Following the guidelines of the District, only natural materials of stucco and wood is used. The proposed design utilizes proportion and detail, and equivalent or better materials to enhance the existing home. As a corner property, it will benefit the streetscape and the District through the retention and enhancement of 93 Second Street.

## D – Other Required Approvals

Please state if the proposal in this heritage permit application will also require approvals for the following:

<b>Building Permit</b>	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
<b>Minor Variance *</b>	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
<b>Site Plan</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>Site Alteration</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>Sign Permit</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<b>Tree Removals</b>	<input type="checkbox"/> YES	<input type="checkbox"/> NO

\*Prior to submission of your heritage permit application, any relevant minor variance application must have been submitted and confirmed on a Committee of Adjustment meeting agenda. The Committee of Adjustment must make a decision on the variance(s) before the heritage permit will be considered by the Heritage Oakville Advisory Committee.

If Yes, please describe the application for all required approvals listed above:

1. The requested rear yard setback is 7.5 metres; the existing house is currently 4.97 metres and the proposed stairway and second floor enclosure is 4.23 metres.
2. The requested sideyard setback for the attached garage is 1.2 metres; the existing carport is 0.68 metres and the proposed garage to replace the carport is 0.68 metres.

The variances are minor in nature and area result of existing conditions.

The minor variances meet the intent and purpose of the Official Plan, the Zoning By-law and represent desirable and appropriate development for the heritage district.

## E – Product and Manufacturer Details (fill in all applicable information)

Item(s) to be changed	Indicate if material is <i>new</i> or <i>existing</i>	Indicate type of material	Indicate colour	Other product details
Cladding (Siding, brick, etc.)	Existing + New	Baords (wood) - Salvaged + Refinished Stucco - New	Light Stucco Dark (Brown or Taupe) wood	
Roof	New	Asphalt	Dark	
Foundation Walls	Existing	Rubble / Parged	Light / Natural tones	Same exposed concrete as wall
Trim	Existing + New to match	Wood	Dark (Brown or Taupe)	
Doors	New	Wood	Walnut stain	Dark Hardware
Windows	New	Wood	Black or Charcoal	Simulated divided lights, Tudor style
Porch (Vestibule)	New	Glazed with glazed door	Black or Charcoal Door Walnut stained	Details to be wood or leveled glass
Fencing	Existing	Mix of materials		
Landscaping	Existing, but largely new close to the house	Vines, Boxwoods and Hydrangea	green + white	Landscape plan, a future phase
Other				

## F – Completed Submission

Before submitting this application, please check off the following applicable boxes to ensure that your application is complete:

- Pre-consultation meeting with staff has been completed
- Digital copies of all drawings have been submitted
- Digital copies of all photographs have been submitted
- Relevant minor variances have been submitted to the town and assigned to a Committee of Adjustment agenda (*if applicable*)

## G – Declaration & Signature

I hereby declare that the statements made herein are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application. I have reviewed the submission requirements and understand that incomplete applications may not be accepted.

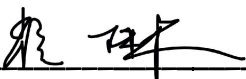
I also understand that the proposal must comply with all other applicable legislation and by-laws and that other approvals if required must be described clearly in Section D of this application form (ie. minor variance, site plan, building permit, sign permit, site alteration, tree permit).

I acknowledge that any change to the approved drawings, however small, may require an amendment to the permit and may require resubmission for approval. Failure to reveal these changes to Heritage Planning staff may result in work stoppage and charges and/or fines under the *Ontario Heritage Act*.

I acknowledge that Town of Oakville staff and members of the Heritage Oakville Advisory Committee may visit the property that is the subject of this application for the purpose of evaluating the merits of this application. Property entry will be organized with the applicant or agent prior to entry.

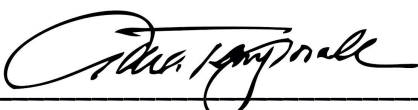
I acknowledge that personal information on this form is collected under the authority of the *Ontario Heritage Act* and will be used to process heritage permit applications.

I confirm that the owner and/or agent for this property has reviewed this application with Heritage Planning staff at a pre-consultation meeting.

  
\_\_\_\_\_  
Owner's Signature (*required*)

2024-08-06

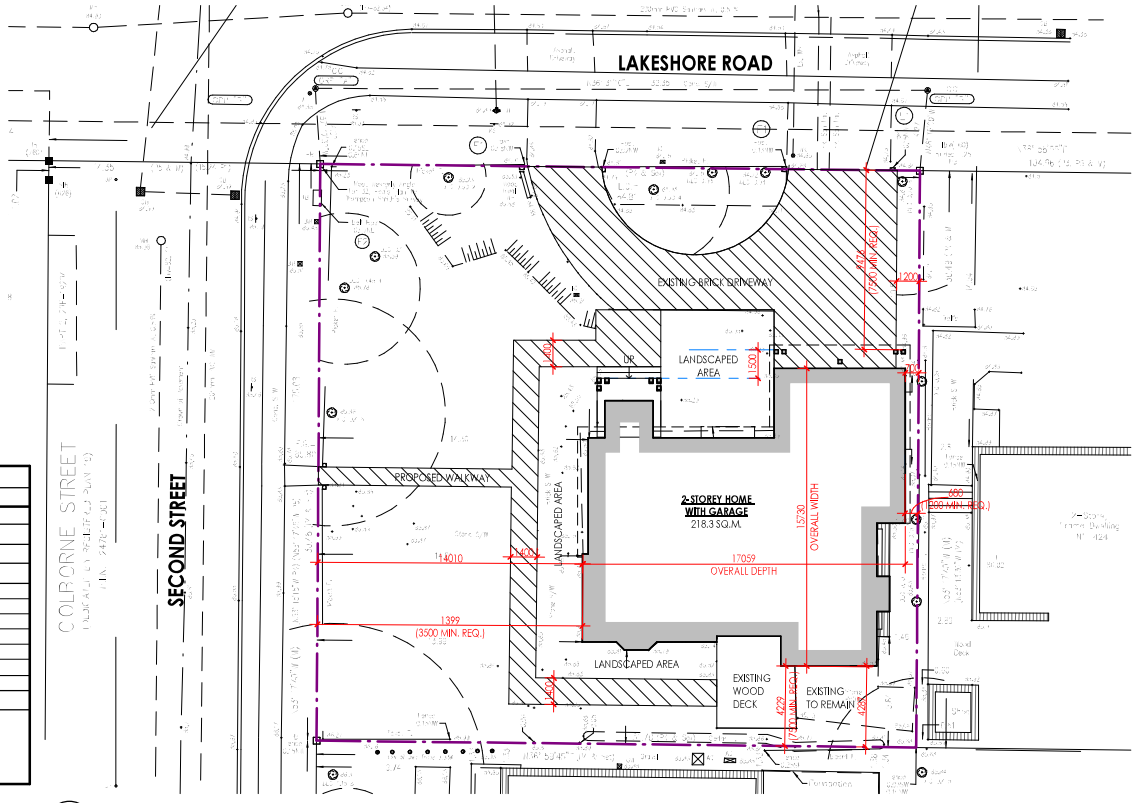
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Agent's Signature (*if applicable*)

2024-08-06

\_\_\_\_\_  
Date

This form is available in an alternate format upon request. Please contact the Planning Services Department for details.  
Phone 905-845-6601 TTY 905-338-4200



SITE STATISTICS: 93 SECOND STREET, OAKVILLE, ON			
WARD 2, TOWN OF OAKVILLE			
ITEM	DESCRIPTION	REQUIRED	PROVIDED
<b>1 ZONING:</b>			
A	CATEGORY	RL3 - SP12	RL3 - SP12
<b>2 LOT COVERAGE</b>			
B	EXISTING LOT AREA		945.8 SQ.M.
C	LOT COVERAGE		218.3 SQ.M.
D	LOT COVERAGE RATIO (C/B)	25.0%	22.6%
E	NEW GROUND FLOOR AREA (INCL. GARAGE)		218.3 SQ.M.
F	NEW GROUND FLOOR AREA (W/OUT GARAGE)		165.9 SQ.M.
G	NEW SECOND FLOOR AREA		161.7 SQ.M.
H	TOTAL GROSS BUILDING AREA (F+G)		327.6 SQ.M.
<b>3 SETBACKS:</b>			
	FRONT YARD (NORTH)	7.50 m	9.48 m
	SIDE YARD (WEST)	3.50 m	13.99 m
	SIDE YARD (EAST)	1.20 m	0.68 m
	REAR YARD (SOUTH)	7.50 m	4.23 m
	GARAGE SETBACK TO FACADE	1.50 m	1.50 m

2 SITE STATISTICS  
A11.8 1:15

1 01 - MAIN FLOOR - SITE - PROPOSED  
A11.8 1:200

ATA ARCHITECTS

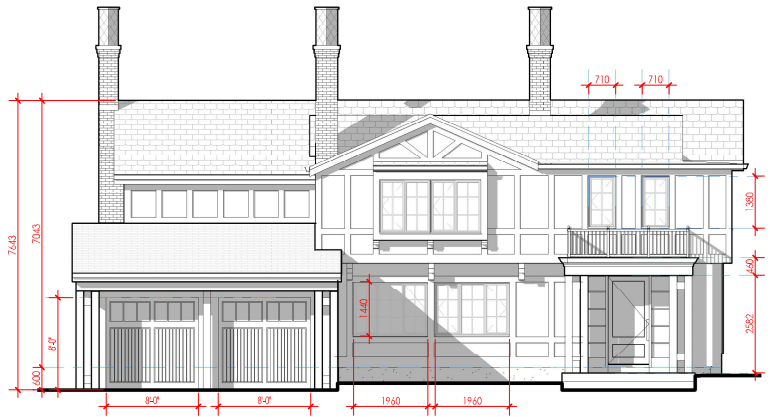
# 93 SECOND STREET, OAKVILLE

## SITE PLAN STATISTICS





1 NORTH ELEVATION - EXISTING  
A11.3 1:100



2 NORTH ELEVATION - PROPOSED  
A11.3 1:100

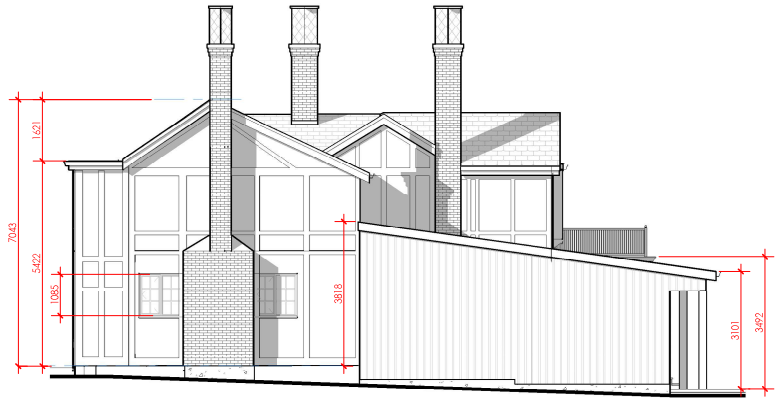
ATA ARCHITECTS

93 SECOND STREET, OAKVILLE  
NORTH ELEVATION - EXISTING AND PROPOSED





1 EAST ELEVATION - EXISTING  
A11.6  
1:100



2 EAST ELEVATION - PROPOSED  
A11.6  
1:100

ATA ARCHITECTS

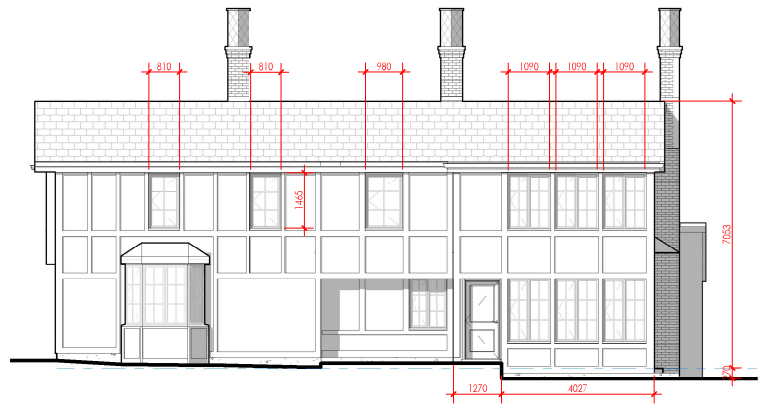
93 SECOND STREET, OAKVILLE  
EAST ELEVATION - EXISTING AND PROPOSED







1 SOUTH ELEVATION - EXISTING  
A11.5  
1:100



2 SOUTH ELEVATION - PROPOSED  
A11.5  
1:100

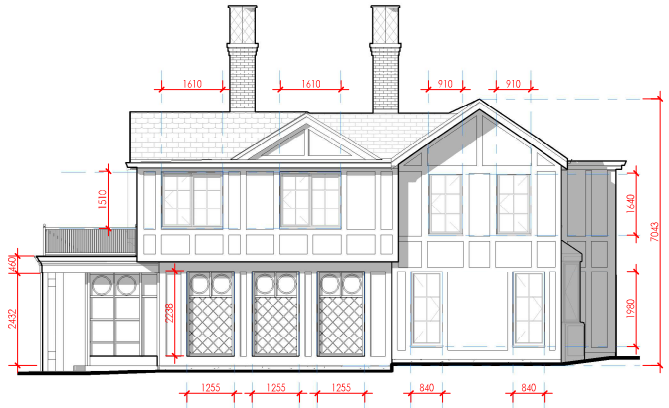
ATA ARCHITECTS

93 SECOND STREET, OAKVILLE  
SOUTH ELEVATION - EXISTING AND PROPOSED





1 WEST ELEVATION - EXISTING  
A11.4 1:100



2 WEST ELEVATION - PROPOSED  
A11.4 1:100





ATA ARCHITECTS

93 SECOND STREET, OAKVILLE  
PERSPECTIVE

