

REPORT

PLANNING AND DEVELOPMENT COUNCIL MEETING

MEETING DATE: MARCH 20, 2017

FROM: Planning Services Department

DATE: February 28, 2017

SUBJECT: Heritage Planning Work Plan Update 2017-2019

LOCATION: Town wide

WARD: Town wide

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RECOMMENDATION:

That the report entitled, *Heritage Planning Work Plan Update 2017-2019*, dated February 28, 2017, from Planning Services, be received.

KEY FACTS:

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

- The conservation of cultural heritage resources forms an integral part of the town's planning and decision making.
- It is a policy of the Livable Oakville Plan that the town will protect and conserve cultural heritage resources in accordance with applicable legislation and recognized heritage protocols.
- This report outlines the activities and accomplishments of Heritage Planning staff during 2016 and provides a detailed work plan related to the protection and conservation of cultural heritage resources over the next three years.
- A separate report on the 2017-2019 Heritage Planning Work Plan was presented to the Heritage Oakville Committee on February 28, 2017. The Committee recommended that the report be received.

BACKGROUND:

Heritage Planning staff, together with the Heritage Oakville Advisory Committee, provide advice and recommendations to Council on the conservation of cultural heritage resources within the town. Day to day activities include the maintenance of the Oakville Heritage Register, recommendations related to heritage designations

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and districts and the review of heritage permits and demolition requests for listed properties.

The purpose of this report is to outline the accomplishments related to Heritage Planning during 2016 and provide a three year work plan for Heritage Planning from 2017 to 2019, which not only encompasses day to day activities, but also highlights the priority and timing of other longer term projects that will promote the conservation of cultural heritage resources.

The proposed work plan chart is attached as Appendix A and is broken down into five primary areas including:

- Ongoing Heritage Duties
- Policies and Studies
- Outreach
- Development Projects
- Other Town Initiatives

The work plan also includes three other sections: Other Initiatives Not Part of 3-Year Work Plan; Designation By-law Updates; and New Designations. These sections are related to the five primary areas listed above and are there to provide supplemental information, such as which properties are being considered for designation by-law updates.

Each of the five primary areas includes various initiatives. The expected timing for each is listed in the chart, which establishes a relative priority. The chart includes a team lead and a brief commentary on the purpose of the initiative and current status. The chart also notes projects that have been completed (highlighted in green), projects that are ongoing (highlighted in blue) and new initiatives or updates to the timing or status of projects (highlighted in yellow).

COMMENT/OPTIONS:

2016 Accomplishments

The following section highlights the accomplishments of Heritage Planning staff in conjunction with the Heritage Oakville Advisory Committee in the five main areas during 2016.

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Ongoing Heritage Duties

These duties are highlighted in blue in Appendix A and include the review of heritage permits, development applications, building permits and demolition applications. They also involve proactive designations, updating of Part IV by-laws, property standards orders and charges under the *Ontario Heritage Act*, along with regular management of data and website information. Additionally, staff are involved with Ontario Municipal Board and Conservation Review Board hearings to varying degrees each year.

Accomplishments related to these duties from 2016 include:

- 60 heritage permit applications were reviewed, including 51 delegated permits;
- Six notices of intention to demolish were dealt with for listed properties;
- Three development applications (491 Lakeshore Road West, 135 Watson Avenue and Sixth Line Corporation) were presented to Heritage Oakville due to the impact on heritage resources; and
- One property was designated under Part IV of the *Ontario Heritage Act* (257 Ellen Davidson Drive) and the designation process was begun for several other properties (41 Dundas Street East, 491 Lakeshore Road West, 2480-2496 Old Bronte Road and 135 Watson Avenue).

Policies and Studies

Heritage Grant Program

Heritage planning staff successfully implemented the third year of the three-year Heritage Grant Pilot Program. Staff received more than 40 inquiries about the program. Following the program deadline, 23 complete applications were received with over \$138,000 in requested funding for projects that cumulatively valued over \$370,000. Along with staff, a working group of Heritage Oakville members reviewed the applications and recommended the distribution of \$80,000. Ultimately all 23 of the received applications were recommended to be funded in whole or in part. At the time of preparing this report, several of the projects had been completed with \$18,000 distributed to the property owners with completed and inspected projects.

In November 2016, Heritage Planning staff prepared a report to the Budget Committee on the success of the Heritage Grant Pilot Program, which included an analysis of the impact of the funding and survey responses from program participants. The report also requested that the Heritage Grant Program be continued and funded through the town's operating budget. In December 2016, Oakville Town Council approved the continuation of the Heritage Grant Program and increased the annual budget from \$80,000 to \$90,000.

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Heritage Delegation By-law

In 2016, the five-year review of the Heritage Delegation By-law, approved in 2011, was completed. Staff and a working group of Heritage Oakville members reviewed the 2011 by-law and procedure document and recommended several minor revisions to the document. These changes were approved by Council at the end of 2016 and allow for the continuation of what has been a successful and efficient delegated approval process.

Tuxedo Park Survey

The Tuxedo Park survey was also completed this past year. This survey was sent to residents of the Tuxedo Park area to determine the amount of support for a potential heritage conservation district in this neighbourhood. The majority of survey responses did not support a district and there are currently no plans to undertake any further study of a district in this area.

First and Second Street Heritage Conservation District Update

A Request for Proposals (RFP) was issued in September 2014 to hire a consultant to assist staff with this project. The contract for the proposal was awarded to Fournier Gersovitz Moss Drolet et Associes (FGMDa) Architectes in November 2014. The project schedule was introduced to Heritage Oakville in December of 2014 with an extensive public process initiated early in 2015. Following several focus group meetings, two public meetings, several drafts and input from Heritage Oakville, Town Council approved the new Plan and Guidelines on November 30, 2015. In January 2016, the new Plan and Guidelines were appealed to the Ontario Municipal Board. The OMB hearing is set for May, 2017. Heritage Planning staff have been working with the Legal Department regarding the two appeals and have had several meetings with the appellants and their lawyers to see if a potential settlement is possible. Discussions are currently ongoing.

Cultural Heritage Landscape Strategy Implementation

Heritage Planning staff have been working towards the implementation of the Cultural Heritage Landscape Strategy since 2015. This strategy sets the foundation for the primary identification and evaluation of candidate cultural heritage landscapes and develops a formal process for addressing the conservation of cultural heritage landscape resources in the Town of Oakville. The project is expected to proceed in three phases over the next several years. Phase One, which was the inventory of potential cultural heritage landscapes, was completed and endorsed by Planning and Development Council in February, 2016.

Council directed staff to proceed to Phase Two, research and assessment, for the eight identified high priority properties from Phase One. Heritage Planning staff have been working with the consulting team by assisting with research and

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attending site visits and anticipate the draft reports will be presented to Planning and Development Council in the first half of 2017.

Outreach

Heritage planning staff continued to find opportunities to support Heritage Planning in 2016 through outreach and education. Staff gave a presentation to the Oakville, Milton and District Real Estate Board in September, 2016 on heritage properties, particularly on the processes related to the purchase and sale of these properties. The presentation was very well-received and a repeat of the presentation was held in January, 2017.

Staff also hosted a workshop on heritage easement agreements for the Ontario Heritage Planners Network in July 2016. The workshop was an opportunity for municipalities to share advice, learn from others and improve current practices related to these important legal documents.

In addition to the annual Ontario Heritage Trust award nominations that were presented at Queen's Park in February, 2016, staff completed a nomination for the annual National Trust for Canada award program. It gave both staff and Heritage Oakville members' great pleasure to see Harry Barrett, former chair and current vice-chair of Heritage Oakville, receive the Lieutenant Governor Award for Lifetime Achievement from the National Trust for Canada for his many decades of work conserving heritage in Oakville.

Along with other town staff, Heritage Planning staff have been implementing new protocol related to the Truth and Reconciliation initiative. This will be an ongoing program to ensure that Indigenous heritage is recognized when researching and commemorating heritage sites and stories.

Staff were also able to attend and speak at the annual National Trust Conference in Hamilton, Ontario and the annual Ontario Heritage Conference in Stratford and St. Mary's, Ontario in 2016.

Development Projects

The work plan includes numerous ongoing development projects that Heritage Planning staff continue to work on with other town staff. A few of these projects were completed in 2016. These include the relocation and restoration of the house at 39 Jones Street, the relocation of St. Luke's Church and construction of a parish hall addition, the relocation and restoration of the two stone Smith Houses on Shepherd Road and the commemoration of the former house at 2347 Royal Windsor Drive.

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There are several projects which are not yet complete but which made significant progress in 2016. These include the redevelopment of the Oakville Arena, which will continue to be a major project in 2017 when demolition and construction begin. The final design and details on the arena were completed this past year.

Other larger projects include the approval of plans for the relocation and restoration of the Jordan Munn House at 41 Dundas Street East, the approval of plans for the severance, relocation and restoration of the Morden House at 491 Lakeshore Road East, the continuing restoration of the James Appelbe House at 3041 Postville Street and the approval of plans for the severance and conservation of the Pullen House at 135 Watson Avenue.

Other Town Initiatives

Larger town initiatives that were completed or resolved during 2016 include:

- The construction and opening of the Lorne Scots Memorial in George's Square, a collaborative project with the Parks and Open Space Department;
- The development and installation of shelters with historical plaques in Memorial Park, a collaborative project with the Parks and Open Space Department; and
- The development of historical plaques on the former CLC Lands at Dorval Drive and Rebecca Street, a collaborative project with the Parks and Open Space Department.

2017 to 2019 Initiatives

The following sections highlight the three year work plan for 2017-2019.

Ongoing Heritage Duties

The heritage planners will continue to undertake these day-to-day activities in 2017 and it is expected that the numbers for most of these activities will remain similar to those from 2016. This is with the exception of proactive designations, which staff expect to see increase in 2017.

Policies and Studies

Most of the major studies undertaken in 2016 will continue to be developed in 2017. These include the update to the First and Second Street Heritage Conservation District. The District Plan for this district was approved by Council in 2016 but is still currently under appeal. The Ontario Municipal Board has scheduled a hearing for the appeal in May 2017. Once the appeal has been resolved, staff are planning to

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review and update the Zoning By-law as it relates to this district. Staff also hope to begin the process to update the Old Oakville Heritage Conservation District Plan to bring it up to date.

The implementation of the Cultural Heritage Landscape Strategy will continue with the anticipated completion of Phase Two for the eight high priority properties in the first half of 2017. Should Council direct the implementation to move forward, Phase Three (the implementation of protection measures) will be undertaken for the selected properties.

The Heritage Grant Program will continue in its fourth year with an increased budget of \$90,000. Submissions will be accepted from January to mid-March and evaluations will take place in late March, with recommendations anticipated to come forward to the Heritage Oakville Advisory Committee in late April and to Council for final approval in May, 2017. In addition to processing the 2017 heritage grants, Heritage Planning staff are still required to complete inspections and the paperwork required for completed grant projects from previous years and also to process requested extensions from grants approved in 2015.

Finally, Heritage Planning staff will assist the Policy Planning team to complete a five-year review of the town's Official Plan. Staff will be reviewing and possibly updating the heritage policies within the Plan.

Outreach

Heritage Planning staff will continue ongoing outreach and education initiatives such as presentations to realtor groups and schools, involvement in heritage awards and assistance with the Truth and Reconciliation initiative.

As a new project, staff will be rolling out the first Heritage Newsletter in 2017. With help from other staff and members of Heritage Oakville, Heritage Planning staff are in the process of developing this newsletter which will provide an update on the town's heritage planning activities in 2016. Available both in hard copy and online, the newsletter is a pilot project that staff hope to continue annually.

Development Projects

Many of the projects that occupied staff time in 2016 will continue to be a priority this coming year. These projects include:

- The redevelopment of Oakville Arena;
- The redevelopment of the former hospital lands and the rehabilitation of the former Oakville Trafalgar High School;

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- The redevelopment of the coach house site at the Erchless Estate;
- The conversion of the Brantwood School to residential units and the residential development of the former school site;
- The severance, relocation and rehabilitation of the Morden House at 491 Lakeshore Road East;
- The relocation and rehabilitation of the McCraney-Robertson House at 42 Lakeshore Road West;
- The severance and conservation of the Pullen House at 135 Watson Avenue;
- The relocation and rehabilitation of the Jordan Munn House at 41 Dundas Street East as part of the Sixth Line Corporation subdivision development;
- The ongoing restoration of the Appelbe House as part of the Green Ginger subdivision development;
- The restoration of the heritage features of the Edgemere Estate at 10 Maple Grove Drive/1502 Lakeshore Road East;
- The relocation and rehabilitation of the house at 2480-2496 Old Bronte Road as part of the New Horizon residential development; and
- The commemoration of the former house at 104 Burnet Street through a stone feature and historical plaque.

Other Town Initiatives

Heritage Planning staff will continue to work on future commemoration projects with the Parks and Open Space Department in Memorial Park. Staff will also assist the Engineering and Construction Department with the commemoration of the Lakeshore Road bridge and the Downtown Streetscape project. As part of the overall work planned for Downtown Oakville, new street signage and possibly new neighbourhood entry signage will be developed and installed in the downtown area to identify local streets and the four heritage conservation districts. Heritage Oakville will be updated and involved as this project unfolds.

Conclusion

The establishment of a three year work program for Heritage Planning activities will facilitate the achievement of Council's goals related to heritage conservation, as expressed by the Livable Oakville Plan, the North Oakville East and West Secondary Plans, plus the Bronte and North Oakville Heritage Resources Strategies.

Staff intends to monitor the work plan and report annually on achievements while adjusting the work program to reflect current priorities.

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CONSIDERATIONS:

(A) PUBLIC

The public will be consulted on various components of the work plan as they are implemented.

(B) FINANCIAL

Several of the initiatives will require budget support prior to commencing with the project.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

Other departments will be involved in the initiatives as required.

(D) CORPORATE AND/OR DEPARTMENT STRATEGIC GOALS

This report addresses the corporate strategic goal to:

- be accountable in everything we do
- enhance our cultural environment
- be the most livable town in Canada

(E) COMMUNITY SUSTAINABILITY

The proposed Work Plan generally complies with the sustainability objectives of the Livable Oakville Plan.

APPENDICES:

Appendix A – 2017-2019 Heritage Planning Work Plan

Prepared and Recommended by:
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Submitted by:
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