



Department of Community & Development Services  
 1593 Four Mile Creek Road  
 P.O. Box 100, Virgil, ON L0S 1T0  
 905-468-3266 • Fax: 905-468-0301

[www.notl.org](http://www.notl.org)

## Niagara-on-the-Lake Heritage Permit Application

### Process for Submission of Heritage Permit Applications for Part IV and Part V Designated Heritage Properties

It is the policy of the Town of Niagara-on-the-Lake Community and Development Services Department that all applicants must consult with Heritage Staff prior to submitting a Heritage Permit Application.

Process for submission of a complete Heritage Permit Application:

1. Hold a Pre-consultation Meeting with Heritage Staff and applicant prior to submission of an application. The purpose of the Pre-consultation Meeting is for the applicant to provide an overview of the application and for Staff to identify any required plans and information for a complete application.
2. Submit a complete Heritage Permit Application, signed by the *property owner(s)* in both digital and hard copy format, including all required supporting information as identified in the Pre-consultation meeting with Heritage Staff, to the satisfaction of Heritage Staff and the Director of Community and Development Services.

Heritage Permit applications are to be filed with the Town of Niagara-on-the-Lake Community and Development Services Department, to the attention of Heritage Staff. Applications will not be processed until they are complete. A detailed list of plans and information that may be required by Staff with any Heritage Permit Application is attached as Appendix B.

For further information and to arrange for a Pre-consultation Meeting with Heritage Staff, please contact the Community and Development Services Department and ask to speak with Heritage Staff.

Town of Niagara-on-the-Lake  
 Community and Development Services Department  
 1593 Four Mile Creek Road, PO Box 100, Virgil, ON L0S 1T0  
 905-468-3266

## HERITAGE PERMIT APPLICATION FORM

Under the *Ontario Heritage Act, R.S.O. 1990, c. O.18 (as amended)*

### 1. PROPERTY OWNER INFORMATION

PROPERTY OWNER NAME

Solmar (Niagara 2) Inc. (c/o Giuseppe Paolicelli)

PROPERTY OWNER MAILING ADDRESS

122 Romina Drive

STREET NUMBER

STREET NAME

PO BOX

Concord

Ontario

L4K 4Z7

CITY

PROVINCE

POSTAL CODE

PHONE NUMBER

905-660-9222

ALTERNATE PHONE NUMBER

EMAIL ADDRESS \*\*\*

giuseppe@solmar.ca

IS THE APPLICANT ALSO THE OWNER OF THE PROPERTY?

☐ YES (IF YES PROCEED TO SECTION 3) ☒ NO

### 2. APPLICANT INFORMATION (IF AN AGENT HAS BEEN AUTHORIZED)

APPLICANT NAME

SGL Planning & Design Inc. (c/o David Riley)

APPLICANT MAILING ADDRESS

1547 Bloor Street West

STREET NUMBER

STREET NAME

PO BOX

Toronto

Ontario

M6P 1A5

CITY

PROVINCE

POSTAL CODE

PHONE NUMBER

416-923-6630 ext. 28

ALTERNATE PHONE NUMBER

EMAIL ADDRESS \*\*\*

driley@sglplanning.ca

\*\*\* By providing an e-mail address you agree to receive communications and notices from the Town and the Municipal Heritage Committee by email

**3. SUBJECT PROPERTY(IES) INFORMATION****MUNICIPAL ADDRESS**

588 Charlotte Street

**LEGAL DESCRIPTION**

LOTS 145 & 156 REGISTRAR'S COMPILED PLAN 692

**ROLL NUMBER**

Unknown

**ONTARIO HERITAGE ACT DESIGNATION:**

☒ PART IV      ☐ PART V

**IS THE PROPERTY IN THE TOWN'S IDENTIFIED AREA OF ARCHAEOLOGICAL POTENTIAL?**

☒ YES      ☐ NO

**4. PROPOSED ALTERATIONS**

(a) Specify, in detail, all proposed alterations to the property and structures on the property. Attach additional pages as necessary:

See attached

(b) Explain the reasons for the proposed alteration:

See attached

(c) Explain how the proposal enhances the cultural heritage attributes of the property and/or meets the policies of the Heritage Conservation District Plan:

See attached

(d) Are any alterations proposed to trees or landscaping? If so, please explain.

See attached.

HERITAGE ATTRIBUTE(S) TO BE IMPACTED	EXISTING MATERIAL	PROPOSED MATERIALS & COLOURS
Exterior treatment		
Roof		
Trim		
Doors		
Windows		
Porch/Verandah		
Fencing		
Landscaping		
Interior features		
Other		

##### 5. OTHER APPLICATIONS / PERMITS THAT MAY BE REQUIRED:

- |  |  |
|--|--|
| <input type="checkbox"/> BUILDING PERMIT     | <input type="checkbox"/> PLANNING APPLICATION(S) |
| <input type="checkbox"/> TREE REMOVAL PERMIT | <input type="checkbox"/> SIGN PERMIT             |
| <input type="checkbox"/> OTHER: _____        |  |

##### 6. INFORMATION & PLANS REQUIRED FOR A COMPLETE HERITAGE PERMIT APPLICATION

Information/Plans typically required with a Heritage Permit Application are identified by Staff through the Pre-Consultation process. Please check off all required information as identified by Staff through Pre-consultation:

- ☐ Heritage Pre-Consultation Form
- ☐ Site Plan (including buildings and structures on site and setbacks to property lines)
- ☐ Building Elevations (including height of all existing and proposed structures)
- ☐ Recent photos of all building elevations (taken within 2 months of application submission)
- ☐ Proposed materials / paint colours / specifications for materials
- ☐ Floor Plans
- ☒ Cultural Heritage Evaluation Report / Heritage Impact Assessment
- ☐ Conservation Plan / Temporary Protection Plan
- ☐ Arborist Report / Tree Inventory
- ☒ Landscape Plans
- ☒ Other: Structural Reports \_\_\_\_\_
- ☐ Other: \_\_\_\_\_

##### 7. OWNER DECLARATION AND AUTHORIZATION

I hereby certify that I am the property owner or their authorized agent and that the above information is true to the best of my knowledge.

I have reviewed the submission requirements and understand that incomplete applications may not be accepted.

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/We the Owner(s) of the subject property, and the applicant(s) of this subject application, by signing this application agree to allow either Town Staff and/or a Committee Member of the Niagara-on-the-Lake Municipal Heritage Committee the right to enter onto my property, as necessary, to view & photograph the property for the proposal. Failure to allow access onto the property may result in the application being considered incomplete.

The applicant acknowledges that the Municipality considers the application forms and all supporting materials including studies, drawings and photos, filed with any application to be public information and to form part of the public record. With the filing of an application, the applicant consents and hereby confirms that the consent of the authors of all supporting reports have been obtained, to permit the Municipality and Region to release the application and any supporting materials either for its own use in processing the application, or at the request of a third party, without further notification to, or permission from, the applicant.

OWNER NAME (PRINT): Solmar (Niagara 2) Inc (c/o Giuseppe Paolicelli)

OWNER SIGNATURE: \_\_\_\_\_

DATE: September 30, 2022

EMAIL ADDRESS\*\*\*:

giuseppe@solmar.ca

\*\*\* By providing an e-mail address you agree to receive communications and notices from the Town and the Municipal Heritage Committee by email

**OFFICE USE**

DATE OF NOTICE OF RECEIPT AS REQUIRED UNDER THE OHA:

## **4. Proposed Alterations – 588 Charlotte Street**

### **(a) Specify in detail all the proposed alterations to the property.**

1. The wall and pillars on Charlotte Street will be repaired and restored.
2. The former stable dwelling will be demolished.
3. The smaller sheds will be demolished.
4. The one storey rectangular outbuilding with hipped roof, which the Town also identified as a heritage attribute, will be retained, repaired, and restored and adapted for reuse as a storage shed for gardening tools for the community garden.
5. A small orchard will be planted in the area and a community garden will be constructed (see Master Landscape and Heritage Commemoration Plan)

### **(b) Reasons for the proposed alterations**

The property is the subject of planning application for a residential draft plan of subdivision. A small portion of the property at 176 John Street will be added to the subdivision to accommodate cultural heritage resources that are being moved and relocated from their current position on 200 John Street East.

The revised plan consists of 39 single detached dwellings, 26 semi-detached dwellings and 107 townhouse units for a total of 172 dwelling units facing three streets.

Access to the subdivision is via the original driveway entrance to 200 John Street. Emergency access is provided along the original driveway entrance to 588 Charlotte Street.

Blocks 85 and 86, adjacent to Weatherstone and Christopher Courts, are storm pond and stream and buffer areas. Block 79 lies within the Greenbelt and will be planted as a vineyard. Blocks 75, 82, 83 and 87 are park blocks and will accommodate existing cultural heritage resources that are either in situ or will be moved onto these blocks and will be the focus of commemoration of the Rand Estate. A total of .42ha (1.04 acres) is provided as parkland within the development.

**(c) How does the proposal enhance the cultural heritage attributes of the property?**

The proposal will result in the following enhancements to the cultural heritage attributes of the property:

1. Restoration of a shed at the Charlotte Street entrance and park and installation of a community garden and orchard to commemorate the former hobby farm and stable complex.
2. Restoration of the stone and brick wall and pillars enclosing the Subject Lands.
3. Provision of interpretive signage relating to Indigenous history and the history of the estate and the Rand family.

**(d) Are any alterations proposed to trees or landscaping? If so, please explain.**

Yes.

- Development plans as submitted by SGL, in association with engineering drawings, calls for the removal of trees and relocation of brick steps associated with the Dunington-Grubb pool area. For a detailed account of trees to be removed, please refer to Stantec's *200 John Street East and 588 Charlotte Street, Niagara-on-the-Lake, Ontario, Arborist Report and Tree Inventory Report* dated March 10, 2022.
- It is proposed additional trees be removed abutting the southerly (rear) stone wall as they are impacting its structural integrity
- Alterations will occur to the wooden gazebo/whistle stop and whistle stop walk through restoration.
- Alterations will occur to the Dunington-Grubb attributed pool area landscaping primarily through restoration of the general landscaping following Dunington-Grubb's pool area plans, relocation of the brick steps and bath house, and commemoration of the swimming pool through proposed interpretive panels and landscape features.
- For full description of alterations and removals to landscape features please refer to the *Urban Design Brief* by SGL Planning and Design, *Heritage Commemoration Plan* by Stantec and *200 John Street & 588 Charlotte Street, Draft Plan of Subdivision Town of Niagara-on-the-Lake Heritage Impact Assessment* by Leah Wallace.



## Heritage Attribute(s) to be Impacted

Heritage Attribute(s) to be impacted	Existing Material	Proposed Materials and Colours
The Stone Wall located along the rear of the property.	<ul style="list-style-type: none"> <li>Stone wall with brick pillars</li> </ul>	Walls to be restored/repared where required to stabilize structural integrity. Any tree abutting the wall to be removed where impacting structural integrity. The entrance from Charlotte Street may have to be widened. If that is the case, the brick pillars will be carefully dismantled and reconstructed in new locations to permit access by emergency or other vehicles.
Main Dwelling and Sheds	<ul style="list-style-type: none"> <li>Frame buildings with stucco exteriors</li> </ul>	The main dwelling will be demolished. Any salvageable material of cultural heritage value will be salvaged and offered to the Town and/or the public for reuse. Measured drawings will be completed along with photographic documentation for archival purposes. The two small sheds will be demolished. Although these were considered for reuse, along with the larger one storey rectangular building, no particular adaptive reuse could be found due to their small size which limits their usefulness for storage or other purposes. Their purpose in the scheme of the original estate could not be determined. All of the buildings will be commemorated and interpreted appropriately.
The one-storey rectangular outbuilding with hipped roof and overhanging eaves and large French doors with ornate diamond shaped windows associated with the original estate.	<ul style="list-style-type: none"> <li>Frame building with stucco exterior.</li> </ul>	The one-storey rectangular outbuilding with hipped roof will be moved to the proposed community garden adjacent to Charlotte Street. The exterior will be repaired and restored and the structure will be adaptively reused as a storage shed for garden tools and other gardening materials. It and the other sheds will be interpreted along with the other buildings on the site.

## Appendix B - Required Plans and Information for Heritage Permit Applications

The following is a list of any plans and information that may be required by Staff for any Heritage Permit Application. The level of detail required with these plans should be confirmed by Town Heritage Staff. Staff have used typical names for various studies and reports; however, the list should not be considered to be limited by a report/study name.

Required plans and information that may be required with a Heritage Permit Application:

- Historical documentation in the form of photos, written records, maps, fire insurance plans, aerial photos, sketches, paintings or drawings, etc.
- Information related to existing conditions including recent photos of existing conditions (taken within the last 2 months of application submission) for all elevations likely to be impacted by a project
- Property information including Registered Surveys prepared by an Ontario Land Surveyor, survey sketch, site plan drawings, aerial photographs, contour mapping, Property Index Map and Parcel Registers (including all PIN printouts and Legal Instruments), etc.
- Architectural drawings, including scaled building elevation drawings, perspective drawings and 3-D drawings and coloured renderings, floor plans, streetscape renderings including adjacent buildings, design details for individual heritage attributes (ie – door and window trim), etc.
- Specifications for building materials and colours, paint colours
- Assessment of Cultural Heritage Value and Impacts including Cultural Heritage Evaluation Reports, Heritage Impact Assessments, Streetscape Studies, Cultural Heritage Landscape Study, etc.
- Plans for on-going conservation of heritage resources including Conservation Plan, Temporary Protection Plan, Salvage/Documentation Reports, Commemoration Briefs, Heritage Interpretation Plans, etc.
- Plans related to landscapes and vegetation including Landscape Plans, Planting Plans, Arborist Report and Tree Inventories, etc.
- Plans assessing impacts to archaeological resources including Archaeological Assessment Reports to be prepared by a Archaeologist licensed by the province of Ontario, and all associated Ministry Compliance Letters
- Plans assessing seemingly indirect impacts including Vibration Emission Studies, Shadow Analysis, Photometric/Lighting Plan, etc.
- Peer-review of any plans or studies to be prepared at applicant's cost.