

The Corporation of the Town of Niagara-on-the-Lake Information Report to Council

SUBJECT: 2023 Year End Review of Municipal Heritage Committee
DATE: 2024-03-06
REPORT #: CDS-24-038
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DEPARTMENT: Community & Development Services

BACKGROUND INFORMATION

The By-Law No. 5498-23 (**Appendix I**) provides guidelines to establish a Municipal Heritage Committee (MHC) and provides a Term of Reference for its governance. The Terms of Reference provide a mandate for the Committee, the required qualifications of the members, the organization of the Committee, the duties and responsibilities of all the members and the management of the Committee. According to the 2022-2026 Term of Reference for the MHC the Town Staff provides an annual review of the performance of the MHC in the form of a report.

This information report provides an overview of the year 2023.

MHC ACCOMPLISHMENTS

- The MHC met for a total of 12 times in the past year.
- The first MHC meeting was held on March 8th, 2023 in conjunction with the 2022-2026 Term of Council. Drew Chapman was voted as the Chair and Amanda Demers was voted as the Vice-Chair of the Committee.
- The Committee reviewed a total of 49 applications and reports. These included heritage permit, grants, request for comments and designation applications.
- The MHC approved 24 Heritage Permits throughout the year as seen in **Table 1**; including applications for sign and fence permits.
- In addition, the MHC approved 6 Heritage Grants throughout the year as seen in **Table 2**.
- The MHC reviewed 6 Heritage Impact Assessment reports and provided input on the related development applications.
- 3 Notices of Intent to Demolish were reviewed by the Committee, one is pending request for information as seen in **Table 3**.
- The MHC also reviewed and provided input for some major projects in the Town, including the Former Rand Estate and John Street East Character Study and the Temporary Patio Program.
- The MHC reviewed and endorsed an updated Delegation By-law. The delegated

authority by-law permits staff to approve specific classes of minor alterations to heritage designated properties without the need for Council approval. This means a shorter processing time for these applications.

- The MHC assisted Town Staff in working through Bill 23 implications and formulating a work plan for priority designations. Five (5) heritage designation reports were prepared and the status of these could be seen in **Table 4**. The Phase I of the workplan is underway with MHC's support.

Table 1: Heritage Permits Master List 2023

Permit #	Address	Approved work	Date Notice of Receipt emailed	Date Heritage Permit issued	Heritage File Number	Notes
H-23-001	163 King Street	Removal of dead/dying trees under emergency clause of property standards by-law	n/a	February 10, 2023	HER-06-2023	Emergency property standards clause
H-23-002	65 Queen Street	New signage	November 30, 2022	February 7, 2023	HER-030-2022	
H-23-003	240 King Street	Repainting of the exterior trim, staining of the exterior brick, installation of exterior lighting, and landscaping	October 19, 2022	February 7, 2023	HER-026-2022	
H-23-004	167 Regent Street	Enlarge front porch, fix fences, landscape plan	November 2, 2022	February 7, 2023	HER-027-2022	
H-23-005	95 Johnson Street	Replacement of the front steps and the repaving of the rear driveway	November 30, 2022	February 7, 2023	HER-029-2022	
H-23-007	329 Wellington Street	Rear yard landscaping, build new shed	n/a	May 1, 2023	HER-04-2023	

H-23-008	157 Queen Street	Repair plaster and woodwork	n/a	May 2, 2023	HER-05-2023	Delegated authority approval for replacing same siding and repair woodwork
H-23-009	33 Queen Street	Repaint front façade	June 5, 2023	July 10, 2023	HER-20-2023	
H-23-010	240 King Street	Rear house alterations	n/a	08-May-23	HER-21-2023	
H-23-011	135 Queen Street	Sign restaurant	n/a	08-May-23	HER-09-2023	
H-23-012	94 Prideaux Street	Paint dwelling	n/a	May 8, 2023	HER-22-2023	Delegated authority repainting dwelling
H-23-013	247 Ricardo Street Pump House	Repainting by hand	n/a	June 14, 2023	HER-24-2023	Delegated authority repainting
H-23-014	38 Queen Street	Signage	n/a	June 16, 2023	HER-13-2023	
H-23-015	130 Queen Street	Fence	n/a	June 16, 2023	HER-12-2023	
H-23-016	33 Queen Street	Signage	June 5, 2023	July 10, 2023	HER-20-2023	
H-23-017	106 Queen Street Craig's Cookies	Signage	June 5, 2023	July 11, 2023	HER-16-2023	
H-23-018	240 king street	Wall sign for short term rental	June 5, 2023	July 11, 2023	HER-21-2023	
H-23-019	183 Victoria	Ground sign	June 5, 2023	July 13, 2023	HER-18-2023	
H-23-020	433 Regent Street	Rear addition to dwelling	n/a	August 4, 2023	HER-10-2203	
H-23-021	94 Prideaux Street	Landscaping	July 28, 2023	October 6, 2023	HER-30-2023	
H-23-022	129 Victoria St	Front porch column bases repair	July 26, 2023	October 6, 2023	HER-31-2023	

H-23-023	20 Platoff Street	Repaint dwelling	July 31, 2023	October 6, 2023	HER-32-2023	
H-23-024	167 Regent Street	Shutters and new wood windows	n/a	December 18, 2023	HER-08-2023	
H-23-025	135 Johnson Street	Cedar roof replacement	October 27, 2023	November 22, 2023	HER-39-2023	
H-23-026	240 Gate Street	Cedar roof replacement	October 27, 2023	November 22, 2023	HER-42-2023	
H-23-027	166 Gate Street	Alterations to dwellings	October 27, 2023	November 22, 2023	HER-40-2023	

Table 2: Approved Heritage Grants 2023

Address	Approved Work	Total Project Costs	Eligible Costs or max permitted	Region Share	Town Share	Heritage File Number	Status
285 Simcoe Street	Shutters replacement	\$12,427	\$6,213.5	\$3,106.75	\$3,106.75	HIP-01-2023	Paid
167 Regent Street	Windows replacement	\$80,000	\$10,000	\$5,000	\$5,000	HIP-02-2023	Work not carried out
129 Victoria Street	Repair porch and column bases	\$13,509	\$6,754.5	\$3,377.25	\$3,377.25	HIP-05-2023	Paid
20 Platoff Street	Repainting exterior	\$3,600	\$1,800	\$900	\$900	HIP-04-2023	Paid
240 Gate Street	Roof replacement	\$20,340	\$10,000	\$0.00	\$5,000	HIP-06-2023	Work not carried out
135 Johnson Street	Roof replacement	\$19,390.8	\$9,695.4	\$0.00	\$4,847.7	HIP-07-2023	Paid

Table 3: Approved Notices of Intent to Demolish 2023

Address	Approved Work	Heritage Status	Conditions	Heritage File Number	Status
177 Byron Street	Demolish structure	Listed property	Commemoration and salvage	HER-17-2022	Demolished

325 King Street	Demolish structure	Listed property	Commemoration and salvage	HER-07-2023	On-going
134 Victoria Street	Demolish addition	Listed property	Structural report	HER-43-2023	Information requested

Table 4: Heritage Designation Reports Status 2023

Address	Title	Heritage File Number	Status
130 Front Street	Kirby House	HER-36-2023	NOID issued; no objection received
12 Princess Street	St. Saviours Anglican Church	HER-37-2023	NOID issued; no objection received
1 Paxton Lane	Locust Hall	HER-47-2023	Work started in 2023
1294-1296 McNab Road	Anglican Christ Church	HER-48-2023	Work started in 2023
14795 Niagara River Parkway	Glencairn Hall	HER-49-2023	Work started in 2023

CONCLUSION

The MHC has worked in partnership with the Town Staff to provide informed and productive input to applicants. Staff look forward more Part IV designations, work on the review and expansion of the Heritage Conservation District, and additional opportunities for the MHC to participate in the heritage planning processes in 2024.

ATTACHMENTS

- **Appendix I** – By-law No. 5498-23