

St Saviours Anglican Church  
PO Box 1  
12 Princess Street  
Queenston, ON  
L0S 1L0

July 18 2024

The Town of Niagara on the Lake  
1593 Four Mile Creek Road  
Virgil, ON  
L0S 1T0

Attention: Sumra Zia, Heritage Planner II

Reference: Application for Heritage Permit for St Saviours Church

Accompanying please find duly completed application for a Heritage Permit to allow us to perform the repairs to the church steeple that we are looking to complete.

The owner of the property is The Synod of the Diocese of Niagara who have signed the application on page 5 of 5.

Also accompanying to the application is a copy of the quotation from Andrew De Cal Contracting of Niagara on the Lake as well as photos of the steeple and a surveyors report of the property.

As we are hoping to commence work on this project at the earliest opportunity to take advantage of the summer weather we do hope that our application is afforded the opportunity to receive approval and receipt of the permit.

Thank you for your assistance and attention to our application.

Should you require any further information please do not hesitate to contact me directly.

Respectfully



Derek Bottomley, Treasurer

St Saviours Anglican Church Queenston

p.s. It is our intention to apply for a Heritage Grant in due course. Please let us know if this must be done now or can it wait till later. Thanks

## 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



### 3. SUBJECT PROPERTY(IES) INFORMATION

#### MUNICIPAL ADDRESS

12 Princess Street, Queenston, Niagara-on-the-Lake, ON

#### LEGAL DESCRIPTION

Cp 1 Lot 247 to Lot 249, PIN 463750206

#### ROLL NUMBER

262702002203600

#### 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:

Repair and repaint deteriorating woodwork on church steeple.

(b) Explain the reasons for the proposed alteration:

Remediate wood facade of steeple to protect it from further damage and to improve the appearance of the steeple.

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

Cosmetic repair to the exterior woodwork of the steeple will enhance the look as well as providing protection of the wood surface for years.

(d) Are any alterations proposed to trees or landscaping? If so, please explain.  
No.

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

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

- BUILDING PERMIT
- TREE REMOVAL PERMIT
- OTHER: \_\_\_\_\_
- PLANNING APPLICATION(S)
- SIGN PERMIT

**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: \_\_\_\_\_
- 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): The Synod of the Diocese of Niagara

OWNER SIGNATURE:  Executive Officer & Secretary of Synod

DATE: July 18, 2024

EMAIL ADDRESS\*\*\*:  
bill.mous@niagaraanglican.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:

\_\_\_\_\_



## 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.



# QUOTATION – 486 St. Savior's Church Repairs

No. 2024-11

## ANDREW DE CAL CONTRACTING

1141 Concession 7  
Niagara on the Lake  
L0S 1J0  
June 29th 2024

Quote prepared for:

St. Savior's Anglican Church  
Steve and Elaine Bartolini  
Colewood construction Limited

### Description of work:

Fabricate new wood parts from clear pine to replace 16 rotted columns and 64 rotted louvers as well as trim pieces below bell tower. Replace wood fascia board on gable wall above round window. Rotted peices to removed and disposed of, new parts to be pre-painted before install. decorative gussets (x32) to be sanded, repainted and reinstalled. Wood frame round window to be scraped, sanded and damage repaired with bondo and repainted. Metal bird screen to be reinstalled and sealed. Metal roofing cap to be repaired to deflect water away from wood trim and preserve wood. All other exposed wood (window sills and fascia) to be scraped and repainted.

### Project Costs:

|  |         |
|--|---------|
| pine wood material and fabrication                     | \$4,850 |
| column, louver, fascia and trim install                | \$7,525 |
| Gusset reinstall, bird screen and roof flashing repair | \$1,600 |
| lift rental  | \$3,200 |

**Total \$17,175**

HST# 759546120RT0001

**HST \$2,232.75**

**Total balance:**

**\$19,407.75**



### Scottish Painter

Po Box 1268 3771 Fairfield Avenue  
Crystal Beach ON L0S 1B0  
+19053536815  
scottishpainter07@gmail.com

## Estimate

**SOURCE:**  
Andrew De cal Contracting  
1141 concession 7 rd.  
Virgil

**ESTIMATE** 1152  
**DATE** 25/06/2024  
**COMPLETION DATE** 25/09/2024

|   | QTY | RATE     | AMOUNT                         |
|---|-----|----------|--------------------------------|
| Labour Rate<br>Anglican Church Queenston.<br>Exterior:- woodwork around steeple, round window, fascia board beside front door.<br>Bottom of various windows.<br>Scrape loose flaking paint.<br>Spot prime with stix primer.<br>Prime new wood with stix.<br>Fill up where required.<br>Apply 2 coats of aura exterior finish. | 1   | 6,200.00 | 6,200.00                       |
| Materials   | 1   | 450.00   | 450.00                         |
|   |     |          | <b>SUBTOTAL</b> 6,650.00       |
|   |     |          | <b>TOTAL TAX</b> 864.50        |
|   |     |          | <b>TOTAL</b> <b>\$7,514.50</b> |

Accepted by

Accepted Date





