

# MEETING MINUTES



MEETING **Heritage Guelph**

DATE July 14, 2014

LOCATION City Hall Committee Room 364

TIME 12:00 PM

PRESENT Daphne Wainman-Wood (Chair), Tony Berto, Susan Ratcliffe, Paul Ross, Doug Haines, Lorraine Pagnan, Christopher Campbell, Stephen Robinson (Senior Heritage Planner), Michelle Mercier (Recording Secretary)

REGRETS Mary Tivy, Bill Green, Martin Bosch, Joel Bartlett

DELEGATIONS 161 Arthur St N – Mike Oosterveld (proponent), 64 Albert St – Wendy Donaldson (proponent)

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
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1	<p><b><u>Welcome and Opening Remarks</u></b></p> <p>Daphne Wainman-Wood welcomed everyone to the meeting.</p>
2	<p><b><u>Approval of Agenda</u></b></p> <p>Stephen Robinson and Committee Members requested the following additions to the Agenda:            6.5 - 76 Water Street            6.6 - 1 Trent Lane            7.4 - Grand River Heritage Day            7.5 - Rogers Heritage Minutes            7.6 –Stranded and vacant heritage resources            7.7 - 17 Kent Street</p> <p>Moved by Tony Berto and seconded by Christopher Campbell,</p> <p><b>“THAT the Agenda for the Heritage Guelph meeting of July 14, 2014 be approved, as amended”</b></p> <p style="text-align: right;">CARRIED</p>
3	<p><b><u>Declaration of Pecuniary Interest</u></b></p> <p>None</p>
4	<p><b><u>Approval of Meeting Minutes from June 9, 2014</u></b></p>

	<p>Moved by Tony Berto and seconded by Lorraine Pagnan,</p> <p><b>“THAT the Minutes from the meeting of June 9, 2014 be approved.”</b></p> <p style="text-align: right;">CARRIED</p>
5	<p><b><u>Matters Arising from Previous Minutes</u></b></p> <p>none</p>
6	<p><b>New Business</b></p> <p><b>Item 6.1</b> <b>64 Albert St</b></p> <p>Delegation – Wendy Donaldson (proponent)</p> <p>Daphne Wainman-Wood reviewed the revised design for the addition to 64 Albert St and advised that Committee of Adjustment variances required by the design have been approved. Stephen Robinson provided some updated images and reviewed the revised drawings.</p> <p>Wendy Donaldson confirmed the location of a new window on both side walls, that they will be revising the front stoop and plan to use cedar shingles or an Enviroshake product to reclad the roof. Wendy added that they would like to move forward with the building permit by the end of the summer.</p> <p>Committee members made the following comments and concerns:</p> <ul style="list-style-type: none"> <li>• The roof line of the front left corner of the addition should be similar to the opposite side</li> <li>• Could the two front gable dormers be replaced by a single shed dormer?</li> <li>• Front portico - could be more in keeping with period of the cottage</li> <li>• Could the transom above the front door be opened up again?</li> <li>• If they want shutters, they should be replaced with proper sized ones</li> <li>• As the trees cover most of house, don't have much concern over bulk when covered by trees</li> <li>• Would like to see unified roof material</li> </ul> <p><b>Item 6.2</b> <b>15 Mont St (and 360 Woolwich St)</b></p> <p>Stephen Robinson advised that he has some concerns with the Cultural Heritage Resource Impact Assessment done for the property at 15 Mont Street and 360 Woolwich Street. In his opinion the CHRIA did not contain enough information and lacked photos of the interior, the garages and the rear section of 360 Woolwich Street to be removed. It was also noted that the HIA should be for the entire property and not just 15 Mont Street itself. The comment concurred with staff that supplemental information will be required of the proponent and their heritage consultant.</p> <p>Moved by Lorraine Pagnan and seconded by Tony Berto,</p>

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**“THAT Heritage Guelph requires a full CHRIA report that addresses the properties at 360 Woolwich St as well as 15 Mont Street;**

**AND THAT updated and additional information be added to the Cultural Heritage Resource Impact Assessment of 15 Mont Street (CHC Limited, 24 April 2014) before the report can be deemed complete and re-submitted for staff and committee consideration;**

**AND THAT the development proposal drawings provided in the CHRIA report need to be updated to present the most recent proposal for 360 Woolwich Street;**

**AND THAT the CHRIA report needs to describe more clearly the fact that 15 Mont Street is recognized in the City’s Official Plan as a built heritage resource and that 360 Woolwich Street is a listed heritage resource;**

**AND THAT the interior inspection conducted at 15 Mont Street by staff and Heritage Guelph members with the property owner saw evidence of what are likely original window and interior /exterior door elements that were not mentioned or documented in the CHRIA report. A complete CHRIA report must at least comment on the building’s interior and provide documentary images when appropriate;**

**AND THAT the CHRIA report needs to provide physical description and photos of the garages proposed to be demolished (15 Mont Street and 360 Woolwich Street);**

**AND THAT the CHRIA report needs to provide information on how the proposal would physically and visually impact the rear elevation of 360 Woolwich Street;**

**AND THAT the CHRIA report needs to provide an analysis that would support its assessment of impact on adjacent heritage resources and surrounding streetscape.”**

CARRIED

**Item 6.3  
5 Arthur Street South**

Stephen Robinson advised that a demolition permit has been issued for the remaining brick wall of Buildings 3 and 4 at the site. A measured drawing has been submitted to Heritage Planning staff as a record of the wall’s dimensions. Stephen added that the proponent will be salvaging as much of the exterior brick as possible and that Site Plan approval for Phase 1 of the site must require an approved concept design for the entire riverwalk.

Moved by Lorraine Pagnan and seconded by Tony Berto,

**“THAT Heritage Guelph receive Heritage Planning staff’s interim update on the Site Plan Approval Application for Phase 1 of the development at 5 Arthur Street South.”**

CARRIED

**Item 6.4**

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**161 Arthur St N**

Delegation – Mike Oosterveld (proponent)

Stephen Robinson presented photos of the listed property at 161 Arthur Street North and advised that the owner is proposing to rehabilitate the building and add a pitched living roof.

Committee members were generally pleased with the plans however they raised concerns over the lack of railings on roof. Members also asked if the owner had considered opening up any of the blocked windows.

Moved by Tony Berto and seconded by Lorraine Pagnan,

**“THAT Heritage Guelph has no objection to the proposed design for the renovation of 161 Arthur Street North as presented in Grinham Architect’s elevation and concept drawings presented at the July 14, 2014 meeting of Heritage Guelph.”**

CARRIED

**Item 6.5  
76 Water St**

Stephen Robinson provided some background on the proposed new house to be located at 76 Water Street and advised that he has been meeting with Mark Lough with respect to the building design.

Moved by Paul Ross and seconded by Tony Berto,

**“THAT after extensive discussion with the property owner on how the proposed design for a new dwelling at 76 Water Street may be further revised to satisfy the proposed Brooklyn and College Hill Heritage Conservation District Plan and Guidelines, Heritage Guelph currently will not oppose a building permit that would approve the site plan, elevation and concept drawings presented by Heritage Planning staff at the July 14, 2014 meeting of Heritage Guelph;**

**AND THAT if the building permit application is made after the Brooklyn and College Hill Heritage Conservation District Plan and Guidelines come into full force and effect, the proposed development and design would require the approval of a heritage permit.”**

CARRIED

**Item 6.6  
1 Trent Lane**

Stephen Robinson advised that the University of Guelph has applied for a permit to demolish the house at 1 Trent Lane. Stephen advised that the demolition permit will not be required to go to Council for approval under the Demolition Control By-law as it is not being used for residential purposes. Stephen presented photos and provided some additional background. Stephen would like to see a recommendation to relocate the building instead of demolishing it.

	<p>Committee members raised some concerns about the amount of heritage houses on the University Campus that are being demolished.</p> <p>Moved by Paul Ross and seconded by Christopher Campbell,</p> <p><b>“THAT while Heritage Guelph supports the retention of built heritage resources, Heritage Guelph has no intention of recommending that Council designate the building located at 1 Trent Lane and do oppose the University of Guelph’s application for the demolition of the subject building;</b></p> <p><b>AND THAT Heritage Guelph requires that the University of Guelph take inventory, pictorially and otherwise to document the cultural heritage value of the present structure;</b></p> <p><b>AND THAT before demolition is carried out, that the property owner make a call for and give reasonable consideration to expressions of interest from outside parties to re-locate the building;</b></p> <p><b>AND THAT the University of Guelph prepares signage on site that recognizes the cultural heritage value and significance of the subject house;</b></p> <p><b>AND THAT, if demolition is the end result, that the University of Guelph be required to salvage for reuse all elements of the buildings - e.g. brick, wooden doors, windows, etc and provide a list of all salvaged elements.”</b></p> <p style="text-align: right;">CARRIED</p>
7	<p><b><u>Information Items</u></b></p> <p><b>Item 7.1</b> <b>24 Norwich St E</b></p> <p>Stephen Robinson advised that the owners of 24 Norwich St E have applied for Committee of Adjustment variances for off street parking and side yard variances. Stephen reviewed his comments to the Committee and noted that he had no concerns with the requested variances.</p> <p><b>Item 7.2</b> <b>170 York Rd</b></p> <p>Stephen Robinson advised that the owners of 170 York Road have applied for Committee of Adjustment variances for a new garage. Stephen reviewed his comments to the Committee and noted that he had no concerns with the requested variances.</p> <p><b>Item 7.3</b> <b>159 York Rd</b></p> <p>Stephen Robinson advised that the owners of 159 York Road have applied for Committee of Adjustment variances for an addition and new garage. Stephen reviewed his comments to the Committee and noted that he had no concerns with the requested variances.</p>

	<p><b>Item 7.4</b> <b>Grand River Heritage Day</b></p> <p>Susan Ratcliffe announced that Guelph will be hosting the Grand River Heritage Day next February and if anyone would like to volunteer to help with the event they are to let Susan know.</p> <p><b>Item 7.5</b> <b>Rogers Heritage Minutes</b></p> <p>Susan Ratcliffe announced that she is looking for people to help with the production of Rogers “Heritage Minutes”. If you would like to participate, please talk to Susan.</p> <p><b>Item 7.6</b> <b>Stranded and Vacant Heritage Resources</b></p> <p>Susan Ratcliffe posed some questions to Stephen Robinson as to what can be done to protect stranded and vacant heritage assets. Stephen will provide a list of City owned heritage buildings and will bring this item back to a future meeting for further discussion.</p> <p><b>Item 7.7</b> <b>17 Kent St</b></p> <p>Stephen Robinson advised that the owner of 17 Kent Street is considering some repairs and the replacement of the current roof cladding. The owners have been invited to attend a future meeting of Heritage Guelph for discussion.</p>
8	<p><b><u>Next Meeting</u></b></p> <p>There was some discussion on moving the next meeting from August 11 to August 25 in order to have a better chance to achieve quorum. Committee members were requested to let Stephen know if they are available for the 25<sup>th</sup> so that staff may confirm the meeting date.</p> <p>Working Group Meeting(s) – Monday, July 28, 2014 in City Hall Meeting Room “B” Regular Meeting – To be confirmed, Monday, August 25, 2014 in City Hall Meeting Room “B”</p>
9	<p><b><u>Other Matters (introduced by Heritage Guelph Members)</u></b></p> <p>None</p>
10	<p><b><u>Adjournment</u></b></p> <p>Adjourn – 2:30 p.m.</p>