

AGENDA
THE ELEVENTH MEETING OF THE MUNICIPAL HERITAGE
COMMITTEE

COMMITTEE
ROOM #304

5:00 P.M.

DECEMBER 11, 2019

DISCLOSURES OF INTEREST

MINUTES

Confirmation of the minutes of the meeting held on November 13, 2019.

NEW BUSINESS

Heritage Alteration Permit and Planning Report HAP-09-19 - 437 Talbot Street Pages 2-13

Heritage Alteration Permit and Planning Report HAP-10-19 - 625 Talbot Street Pages 14-24

Heritage Alteration Permit and Planning Report HAP-11-19 - 12 East Street Pages 25-63

UNFINISHED BUSINESS

Heritage Home Inventory/Proposed Listed Properties

Designation By-laws - 423 Talbot Street and 47 Jonas Street

Trinity Anglican Church Proposal

NEXT MEETING

To be determined

ADJOURNMENT

City of St. Thomas
Received

NOV 28 2019

City Clerks Dept.

MEMO

DATE: November 27, 2019

ATTENTION: Melanie Knapp, Secretary, Municipal Heritage Committee

SUBJECT: Heritage Alteration Permit
437 Talbot Street
HAP-09-19

Please find attached a notice of receipt for Heritage Alteration Permit within the City of St. Thomas. The applicant has consulted with Planning & Building Services Department Staff and the application has been deemed complete.

As per the Heritage Alteration Permit process, the attached material is being provided for your circulation to the Municipal Heritage Committee for consideration and recommendation to Council. In scheduling a meeting with the Municipal Heritage Committee and the applicant, please copy the Planning & Building Services Department for our records.

Through the consultation process, Planning & Building Staff have attached a report for the Municipal Heritage Committee's consideration.

If you have any questions, please contact the Planning & Building Services Department.

Regards,



Crystal Penney
Planning & Building Services Coordinator

Directed to: Chair and Members of the Municipal Heritage Committee

Date Authored:
11/27/2019
Meeting Date:
12/11/2019

Department: Planning & Building Services Department

Prepared by: Kevin McClure, Planner

Attachments
· Application and supporting materials
· Notice of Non-Conformity

Subject: Heritage Alteration Permit for 427 Talbot Street – 4221630 Canada Inc.

ORIGIN:

An application has been submitted by 4221630 Canada Inc. for a heritage alteration permit to allow for the repair of the building at 427 Talbot Street. City staff consulted with the applicant on October 8th, 2019 respecting the proposed heritage alteration permit. A formal application was received and deemed complete on November 27th, 2019.

PROPOSED HERITAGE ALTERATION PERMIT SUMMARY:

The City of St. Thomas issued the applicant a Notice of Non-Conformity (Order No. PSN-19-042) regarding the deterioration of the façade of the building at 427 Talbot Street. To address the needed repairs the applicant is required to obtain a Heritage Alteration Permit. Specifically, the applicant is seeking to repair and repoint the existing brick. These specific requests are highlighted in the supporting material.

HERITAGE CONSERVATION DISTRICT PLAN:

The property at 427 Talbot Street has been identified as a contributing building within the Downtown St. Thomas Heritage Conservation District (HCD) Plan. As such, policies in Section 4.3 as they relate to contributing resources would apply for the review of a heritage alteration permit. Based on the proposed work, the policies relating to Maintenance (4.3.2.1) and Materials (4.3.2.4) would apply.

As it has already been stated, the request for the Heritage Alteration Permit was the result of a Notice of Non-Conformity by the City of St. Thomas. This notice relates to the maintenance policies of the HCD Plan and the requirement for the repairs.

Within the Façade Patterns section of the HCD Plan (4.3.2.3), there are policies that state a desire to, “maintain and restore existing parapets and rooflines” and “avoid changing the existing façade elements by removing and altering architectural elements”. The guideline section provides that, “should there be a part of the building that is beyond repair and cannot be restored, use materials and forms that restore by existing evidence or replace in kind or with sympathetic materials”. The repairs and reconstruction that is proposed would be in keeping with the policies and guidelines of this section in the Plan.

The HCD Plan also provides direction with respect to materials in subsection 4.3.2.4. Based on the nature of the proposed work, the brick and woodwork policies and guidelines would apply. The policies in the brick subsection speak to, maintaining and restoring brick masonry by using appropriate techniques for repointing and using compatible mortar, and choosing materials that are similar in kind, colour, strength and durability when using mortars and masonry units to replace existing deteriorated units. Through the supporting documentation, the applicant has shown the areas of deteriorating brick that they are looking to repair, and they have indicated that they will be utilizing a similar colour of brick and mortar.

STAFF COMMENT:

The applicant is seeking to repair deteriorating brick on the façade of the building to comply with a Notice of Non-Conformity Order No. PSN-19-42. In my opinion, the proposed heritage alteration permit would be in keeping with the policies of the Downtown St. Thomas Heritage Conservation District Plan as they relate to contributing buildings.

Respectfully submitted,



Kevin McClure, MCIP, RPP
Planner

NOTICE OF RECEIPT FOR HERITAGE ALTERATION PERMIT
(Section 42(3) of the Ontario Heritage Act, R.S.O. 1990, c. O.18, as amended)

November 27, 2019

4221630 Canada Inc.
437 Talbot Street
St. Thomas ON
N5P 1C1

**Re: Notice of Receipt
Heritage Alteration Permit**
File No.: HAP-09-19
Property: 427 Talbot Street

Pursuant to Section 42(3) of the Ontario Heritage Act, as amended, this letter is notice that the information and material required through the City of St. Thomas' Application for Heritage Alteration Permit has been provided and the application is thereby considered complete.

Council of the City of St. Thomas has 90 days from the issue of receipt of this notice to make a decision to grant or refuse this application.

The Secretary of the Municipal Heritage Committee has been circulated this notice and application for inclusion on the next available meeting agenda date. You will receive a separate notice of confirmation of your Municipal Heritage Committee meeting date and time. It is advisable for you or a representative to attend this meeting to present and respond to questions on your Heritage Alteration Permit application.

Please contact the Planning & Building Services Department at 519-633-2560 if you have any questions.

Yours truly,



Crystal Penney
Planning & Building Services Coordinator

cc: Melanie Knapp, Corporate Administrative and Accessibility Clerk, City of St. Thomas

-5-

Corporation of the City of St. Thomas
APPLICATION FOR A HERITAGE ALTERATION PERMIT

Pursuant to Section 33(2) and Section 42(2.1) of the Ontario Heritage Act

OFFICE USE:	Date Application Received: NOV 12 2019	Consultation Date: OCT 8/19
	Date Application Deemed Complete: NOV 27 2019	File Number: HAP 09-19

OWNER/APPLICANT

1. Property Owner
 Name: 4221630 CANADA INC DIANNE BELTRAME + ROBERT FAIRFIELD
 Address: 437 TALBOT ST
 Postal Code: N5P-1C1 Phone: 519-857-2125 Fax: _____
 Email: robandedli@hotmail.com

2. Agent/Applicant
 Name: ROBERT FAIRFIELD
 Company: _____
 Address: _____
 Postal Code: _____ Phone: _____ Fax: _____
 Email: _____

Who is the primary contact?

Registered Owner Applicant/Agent

*Note: Unless otherwise requested all communications will be sent to the Applicant.

*Please indicate the method of communication you would like to be contacted by.

Phone Email Fax Mail

PROPERTY INFORMATION

1. Municipal Address: 437 TALBOT ST ST-THOMAS ON
N5P-1C1

2. Legal Description: _____

SUMMARY OF WORK PROPOSED

1. What kind of permit is required?

Alteration to Building/Property New Construction Demolition

2. Check all types of work that would happen in your proposed project:

- demolition of a building or part of a building, such as a building façade
- removal of a building to a different location on site or to another site
- erection of a new building, a new façade, a new storefront, an addition to an existing building, a new garage or a new fence or wall
- structural intervention that affects the external appearance of a building
- repointing and repairing masonry, cleaning masonry of paint or grime, or painting or staining
- removal of parging, External Insulation and Finish System, siding or façade screen from walls or installation of new wall material to replace or cover existing wall material
- alteration of doors and windows, their heads and their surrounds, or cutting of new door and window openings in walls
- alteration of roofline or skyline by changes to cornices, overhangs, eaves, parapets, chimneys, domers, rooftop equipment, towers and roof shape, or alteration of historic roof coverings such as slate
- removal or addition of architectural detail, such as storefront cornices, decorative brickwork, stone trim, brackets, window shutters, awnings, porches and balconies
- erection of a sign
- alteration of streets and their boulevards, squares, parking lots

3. Please list below, any documents included with this submission (drawings, site plan, specifications, photographs and other documents as needed to illustrate the project). Requirements will depend on the scale of the project.

Documents + Pic 1-2-3-4

4. Explain the reasons for undertaking the alterations and describe how the proposal conforms to the Part IV individual designation by-law or Part V Heritage Conservation District Plan design guidelines. Attach additional page(s) if needed.

- Repairs are requested by the city of St-James.
- We will be using the same colour of mortar and bricks for the repairs.
- No structural work will be done.

APPLICANT DECLARATION

By making this application, permission is hereby granted to any Municipal staff members and Municipal Planning Consultant to enter upon the premises described in this application at a reasonable time for the purpose of inspecting the property in relation to the proposed application and for distributing information concerning the same. This information is being collected pursuant to the Ontario Heritage Act, Municipal Act, and Freedom of Information Act. The information contained herein will be distributed to bodies and agencies prescribed by legislation and regulation and also to interested parties.

If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application (**Appendix A**). If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Application information is collected under the authority of Section 33(2) and Section 42(2.1) of the Ontario Heritage Act. In accordance with the Act, it is the policy of the City of St. Thomas to provide public access to all Planning Act applications and supporting documentation submitted to the City.

I ROBERT FAIRFIELD, the Owner or Authorized Agent, hereby agree and acknowledge that the
(Print name of Owner or Authorized Agent)

information contained in this application and any documentation, including reports, studies and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M. 56, I hereby consent to the City of St. Thomas making this application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.

Collection of Personal Information:

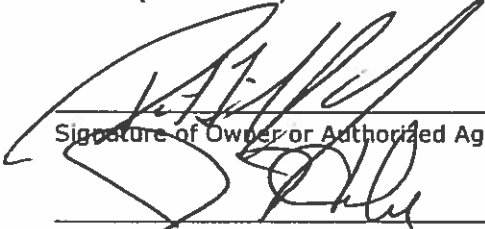
Personal information on this form is collected under the authority of Section 33(2) and Section 42(2.1) of the Ontario Heritage Act. The information will be used for the purposes of administering the heritage permit application and ensuring appropriate service of notice of receipt under Section 33(3) and Section 42(3) of the Ontario Heritage Act. Questions about this collection should be directed to the Director of Planning and Building Services, 9 Mondamin Street, St. Thomas, Ontario, N5P 2T9, (519) 633-2560.

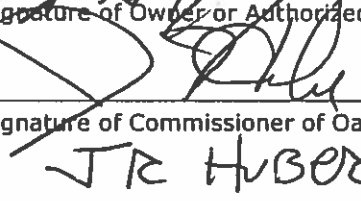
AFFIDAVIT OR SWORN DECLARATION

I, ROBERT FAIRFIELD of LONDON in the province of ONTARIO,
name of applicant City

make oath and say (or solemnly declare) that the information required under the authority of Section 33(2) and Section 42(2.1) of the Ontario Heritage Act and provided by the applicant in this application is accurate, and that the information contained in the documents that accompany this application is accurate.

Sworn (or declared) before me at the ST-THOMAS on this 12 day of NOV, 20 19.
City Day Month Year



Signature of Owner or Authorized Agent


Signature of Commissioner of Oaths, etc.
JR HUBER

NOV 12 / 2019
Date
NOV 12 2019
Date

APPENDIX A - AUTHORIZATION OF OWNER

If the applicant is not the owner of the subject lands, please complete the owner authorization concerning personal information as set out below.

I, DIANNE BELTRAMS, am the owner of the subject lands, and I authorize ROBERT FAIRFIELD, to act on our behalf as the agent for the submissions required for all matters relating to the subject lands, and to provide any of my personal information that will be included in this application or collected during the planning process.

NOV 12 / 2019
Date

dianne beltrams
Signature of Owner

APPENDIX B – ACKNOWLEDGEMENT OF LEGAL AND PLANNING FEES

In addition to the application fees listed in this application package, please note that where the City requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all fees incurred by the City.

***Please note, Appendix B must be completed by the owner, not the authorized agent.**

I, DIANNE BELTRAMO, am the **owner** of the subject lands, and I understand that further fees may be incurred by the City throughout the planning process and that I am responsible for reimbursing all fees.

NOV 12 / 2019
Date

diannepaltramo
Signature of Owner

Почт - 810



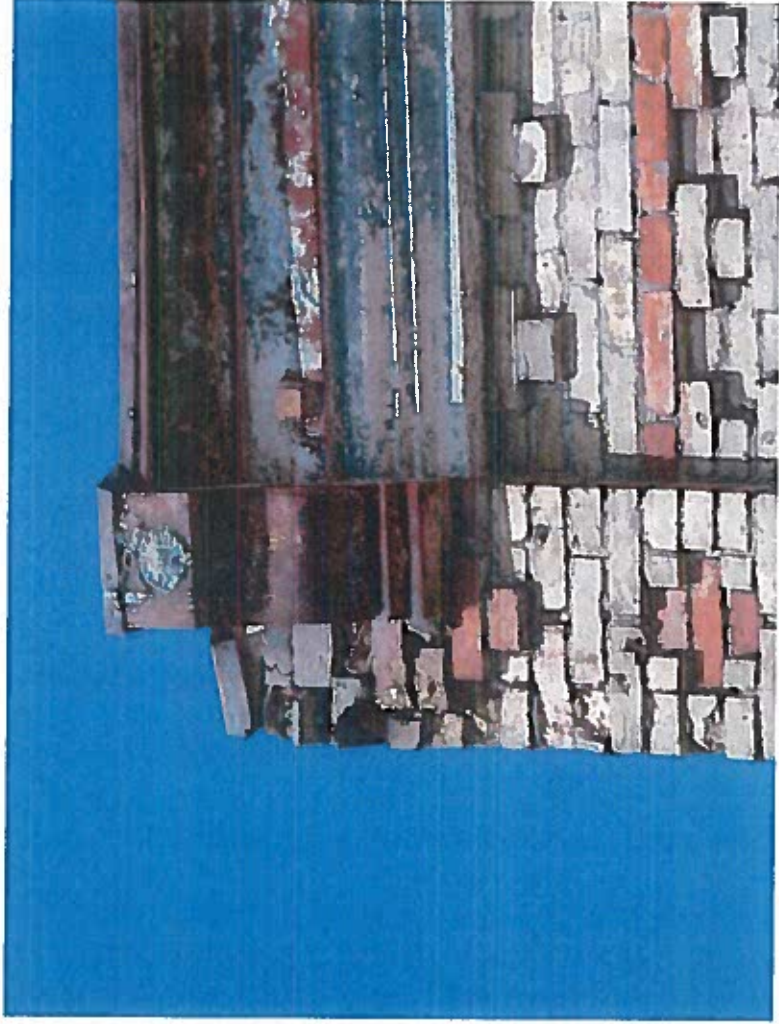


Doc 2 pic





Doc 3 Pic



Doc 4 Pic

MEMO

City of St. Thomas
Received

DEC 05 2019

City Clerks Dept.

DATE: December 4th, 2019

ATTENTION: Melanie Knapp, Secretary, Municipal Heritage Committee

SUBJECT: Heritage Alteration Permit
625 Talbot Street
HAP-10-19

Please find attached a notice of receipt for Heritage Alteration Permit within the City of St. Thomas. The applicant has consulted with Planning & Building Services Department Staff and the application has been deemed complete.

As per the Heritage Alteration Permit process, the attached material is being provided for your circulation to the Municipal Heritage Committee for consideration and recommendation to Council. In scheduling a meeting with the Municipal Heritage Committee and the applicant, please copy the Planning & Building Services Department for our records.

Through the consultation process, Planning & Building Staff have attached a report for the Municipal Heritage Committee's consideration.

If you have any questions, please contact the Planning & Building Services Department.

Regards,



Crystal Penney
Planning & Building Services Coordinator



Directed to: Chair and Members of the Municipal Heritage Committee

Date Authored:
12/03/2019
Meeting Date:
12/11/2019

Department: Planning & Building Services Department

Attachments
· Application and photographs

Prepared by: Kevin McClure, Planner

Subject: Heritage Alteration Permit for 625 Talbot Street – 10008281 Canada Inc.

ORIGIN:

An application has been submitted by 10008281 Canada Inc. for a heritage alteration permit to allow for window repairs at 427 Talbot Street. City staff consulted with the applicant on November 28th, 2019 respecting the proposed heritage alteration permit. A formal application was received and deemed complete on November 29th, 2019.

PROPOSED HERITAGE ALTERATION PERMIT SUMMARY:

The applicant approached the City of St. Thomas Staff to address repairs to the property at 625 Talbot Street. Specifically, the applicant is seeking to repair three broken windows on the second floor of the building. This request is highlighted in the supporting material.

HERITAGE CONSERVATION DISTRICT PLAN:

The property at 625 Talbot Street has been identified as a contributing building within the Downtown St. Thomas Heritage Conservation District (HCD) Plan. As such, policies in Section 4.3 as they relate to contributing resources would apply for the review of a heritage alteration permit. Based on the proposed work, the policies relating to Maintenance (4.3.2.1) and Windows (4.3.2.9) would apply.

The Maintenance policies and guidelines of the HCD Plan provide direction to ensure that buildings within the heritage conservation district are adequately preserved. The windows on the second floor were broken by a tenant who was living in the building. The applicant is looking to repair the windows and has provided necessary measures to block the openings until the repairs are completed.

The HCD Plan provides direction with respect to windows in subsection 4.3.2.9. The policies speak to the conservation, repair and maintenance of windows, and that original windows can be replaced when they cannot be repaired, however, that the proportions and glazing configuration should be kept the same. As it was previously indicated, the windows were broken by a previous tenant of the building. The nature of the demolition has required the owners to replace the entire window units. Through the consultation, it was indicated that the windows would be replaced with similar units.

STAFF COMMENT:

The applicant is seeking to replace windows that were broken as a result of a previous tenant's activity. In my opinion, the proposed heritage alteration permit would be in keeping with the policies of the Downtown St. Thomas Heritage Conservation District Plan as they relate to contributing buildings.

Respectfully submitted,



Kevin McClure, MCIP, RPP
Planner

Reviewed By:



Jim McCoomb, MCIP, RPP
Manager of Planning Services

NOTICE OF RECEIPT FOR HERITAGE ALTERATION PERMIT
(Section 42(3) of the Ontario Heritage Act, R.S.O. 1990, c. O.18, as amended)

December 4th, 2019

10008281 Canada Inc.
Attn: Hina Fatima Sheikh
7285 Lantern Fly Hollow
Mississauga, ON
L5W 1K2

Re: Notice of Receipt
Heritage Alteration Permit
File No.: HAP-10-19
Property: 625 Talbot Street

Pursuant to Section 42(3) of the Ontario Heritage Act, as amended, this letter is notice that the information and material required through the City of St. Thomas' Application for Heritage Alteration Permit has been provided and the application is thereby considered complete.

Council of the City of St. Thomas has 90 days from the issue of receipt of this notice to make a decision to grant or refuse this application.

The Secretary of the Municipal Heritage Committee has been circulated this notice and application for inclusion on the next available meeting agenda date. You will receive a separate notice of confirmation of your Municipal Heritage Committee meeting date and time. It is advisable for you or a representative to attend this meeting to present and respond to questions on your Heritage Alteration Permit application.

Please contact the Planning & Building Services Department at 519-633-2560 if you have any questions.

Yours truly,



Crystal Penney
Planning & Building Services Coordinator

cc: Melanie Knapp, Corporate Administrative and Accessibility Clerk, City of St. Thomas

Corporation of the City of St. Thomas

APPLICATION FOR A HERITAGE ALTERATION PERMIT

Pursuant to Section 33(2) and Section 42(2.1) of the Ontario Heritage Act

OFFICE USE:	Date Application Received: <u>NOV 28 2019</u>	Consultation Date: <u>NOV 28 2019</u>
	Date Application Deemed Complete: <u>NOV 28 2019</u>	File Number: <u>HAP 10-19</u>

OWNER/APPLICANT

1. Property Owner
 Name: Sofia Sheikh / 10008281 Canada Inc.
 Address: 7285 Lantern fly Hollow, Mississauga, ONT.
 Postal Code: L5W 1K2 Phone: (647) 991-8410 Fax: _____
 Email: rashi_sofia_sheikh@gmail.com

2. Agent/Applicant
 Name: Hina Fatima Sheikh
 Company: 10008281 Canada Inc.
 Address: 7285 Lantern fly Hollow, Mississauga, ONT.
 Postal Code: L5W 1K2 Phone: (647) 991-8410 Fax: _____
 Email: hina.fatima.29@gmail.com

Who is the primary contact?

Registered Owner Applicant/Agent

*Note: Unless otherwise requested all communications will be sent to the Applicant.

*Please indicate the method of communication you would like to be contacted by.

Phone Email Fax Mail

PROPERTY INFORMATION

1. Municipal Address: 625 Talbot Street, St. Thomas, ON, N5P 1C6

2. Legal Description: Lot 7 & 8, Plan 62

SUMMARY OF WORK PROPOSED

1. What kind of permit is required?

Alteration to Building/Property New Construction Demolition

2. Check all types of work that would happen in your proposed project:

- demolition of a building or part of a building, such as a building façade
- removal of a building to a different location on site or to another site
- erection of a new building, a new façade, a new storefront, an addition to an existing building, a new garage or a new fence or wall
- structural intervention that affects the external appearance of a building
- repointing and repairing masonry, cleaning masonry of paint or grime, or painting or staining
- removal of parging, External Insulation and Finish System, siding or façade screen from walls or installation of new wall material to replace or cover existing wall material
- alteration of doors and windows, their heads and their surrounds, or cutting of new door and window openings in walls
- alteration of roofline or skyline by changes to cornices, overhangs, eaves, parapets, chimneys, domers, rooftop equipment, towers and roof shape, or alteration of historic roof coverings such as slate
- removal or addition of architectural detail, such as storefront cornices, decorative brickwork, stone trim, brackets, window shutters, awnings, porches and balconies
- erection of a sign
- alteration of streets and their boulevards, squares, parking lots

3. Please list below, any documents included with this submission (drawings, site plan, specifications, photographs and other documents as needed to illustrate the project). Requirements will depend on the scale of the project.

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4. Explain the reasons for undertaking the alterations and describe how the proposal conforms to the Part IV individual designation by-law or Part V Heritage Conservation District Plan design guidelines. Attach additional page(s) if needed.

<p>Previous tenants broke the glass on the windows. The "three" windows face the front of the building.</p> <p>We are looking for authorization to put remove the broken window & replace with new windows of the exact same size.</p> <p>There will be no alteration or change to the facade of the building.</p>

APPLICANT DECLARATION

By making this application, permission is hereby granted to any Municipal staff members and Municipal Planning Consultant to enter upon the premises described in this application at a reasonable time for the purpose of inspecting the property in relation to the proposed application and for distributing information concerning the same. This information is being collected pursuant to the Ontario Heritage Act, Municipal Act, and Freedom of Information Act. The information contained herein will be distributed to bodies and agencies prescribed by legislation and regulation and also to interested parties.

If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application (Appendix A). If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Application information is collected under the authority of Section 33(2) and Section 42(2.1) of the Ontario Heritage Act. In accordance with the Act, it is the policy of the City of St. Thomas to provide public access to all Planning Act applications and supporting documentation submitted to the City.

I H. Fatima Sheikh, the Owner or Authorized Agent, hereby agree and acknowledge that the
(Print name of Owner or Authorized Agent)

information contained in this application and any documentation, including reports, studies and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M. 56, I hereby consent to the City of St. Thomas making this application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.

Collection of Personal Information:

Personal information on this form is collected under the authority of Section 33(2) and Section 42(2.1) of the Ontario Heritage Act. The information will be used for the purposes of administering the heritage permit application and ensuring appropriate service of notice of receipt under Section 33(3) and Section 42(3) of the Ontario Heritage Act. Questions about this collection should be directed to the Director of Planning and Building Services, 9 Mondamin Street, St. Thomas, Ontario, N5P 2T9, (519) 633-2560.

AFFIDAVIT OR SWORN DECLARATION

I, Hina Fatima Sheikh of Mississauga in the province of Ontario.
name of applicant City

make oath and say (or solemnly declare) that the information required under the authority of Section 33(2) and Section 42(2.1) of the Ontario Heritage Act and provided by the applicant in this application is accurate, and that the information contained in the documents that accompany this application is accurate.

Sworn (or declared) before me at the City of St Thomas on this 28th day of November, 2019.
City Day Month Year

H. Fatima
Signature of Owner or Authorized Agent

Nov 28, 2019
Date

[Signature]
Signature of Commissioner of Oaths, etc.

Nov 28, 2019
Date

APPENDIX A - AUTHORIZATION OF OWNER

If the applicant is not the owner of the subject lands, please complete the owner authorization concerning personal information as set out below.

I, Sofia Sheikh, am the owner of the subject lands, and I authorize Hina Fatima Sheikh to act on our behalf as the agent for the submissions required for all matters relating to the subject lands, and to provide any of my personal information that will be included in this application or collected during the planning process.

Nov 20, 2019.
Date

[Signature]
Signature of Owner

APPENDIX B – ACKNOWLEDGEMENT OF LEGAL AND PLANNING FEES

In addition to the application fees listed in this application package, please note that where the City requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all fees incurred by the City.

***Please note, Appendix B must be completed by the owner, not the authorized agent.**

I, Sofia Sheikh, am the owner of the subject lands, and I understand that further fees may be incurred by the City throughout the planning process and that I am responsible for reimbursing all fees.

Nov 20, 2019
Date

Sofia Sheikh
Signature of Owner

TOLKO
7PLY
SHEATHING

APA
SHEATHING
EXTERIOR
S41
CSA 0111 077

FOR MORE INFORMATION
CONTACT THE MANUFACTURER
OR THE DISTRIBUTOR
FOR THE MOST CURRENT
VERSION OF THIS
SPECIFICATION
SEE THE
LATEST EDITION
OF THE
NATIONAL
WOOD
PRODUCT
MANUAL
FOR
CONSTRUCTION
SPECIFICATIONS
AND
DETAILS
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AND
WOOD
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SEE
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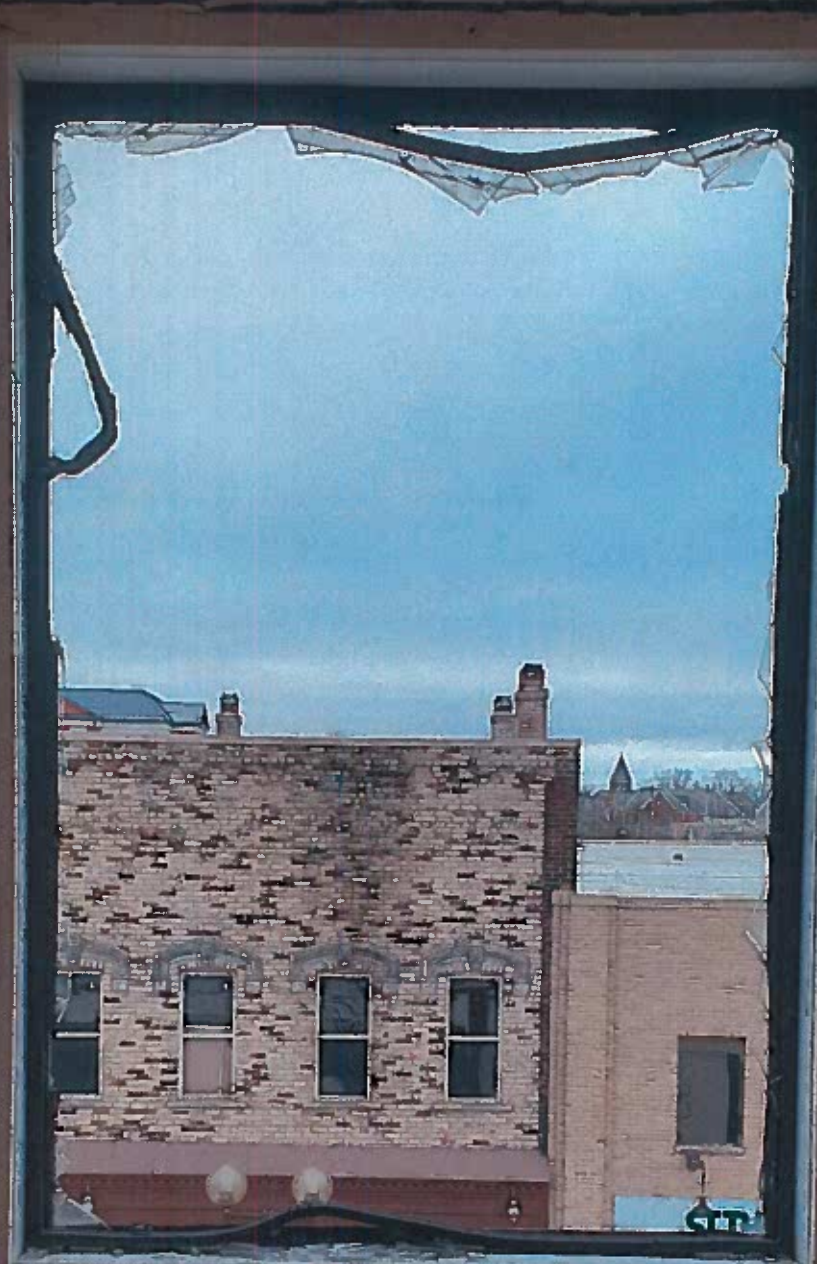
TOLKO
TPLY
SHEATHING

APA
SHEATHING
EXTERIOR
541

ATTENTION:
This product is for use as sheathing only. It is not intended for use as structural sheathing. For more information, contact the APA Engineered Wood Association, 1000 West 10th Street, Tacoma, WA 98401, USA. Tel: 206-871-2000. Fax: 206-871-2001. Email: info@apa.org. Website: www.apa.org.

10

-24-



MEMO

City of St. Thomas
Received

DEC 06 2019

City Clerks Dept.

DATE: December 5th, 2019

ATTENTION: Melanie Knapp, Secretary, Municipal Heritage Committee

SUBJECT: Heritage Alteration Permit
12 East Street
HAP-11-19

Please find attached a notice of receipt for Heritage Alteration Permit within the City of St. Thomas. The applicant has consulted with Planning & Building Services Department Staff and the application has been deemed complete.

As per the Heritage Alteration Permit process, the attached material is being provided for your circulation to the Municipal Heritage Committee for consideration and recommendation to Council. In scheduling a meeting with the Municipal Heritage Committee and the applicant, please copy the Planning & Building Services Department for our records.

Through the consultation process, Planning & Building Staff have attached a report for the Municipal Heritage Committee's consideration.

If you have any questions, please contact the Planning & Building Services Department.

Regards,



Crystal Penney
Planning & Building Services Coordinator



Directed to: Chair and Members of the Municipal Heritage Committee

Date Authored:
12/04/2019
Meeting Date:
12/11/2019

Department: Planning & Building Services Department

Attachments
· Application and submitted materials

Prepared by: Kevin McClure, Planner

Subject: Heritage Alteration Permit for 12 East Street - Ashraf El Khodeir & George Qubty

ORIGIN:

An application has been submitted by Ashraf El Khodeir & George Qubty for a heritage alteration permit to allow for the construction of a three-storey, eight-unit apartment building at 12 East Street. City staff consulted with the applicant on November 26th, 2019 respecting the proposed heritage alteration permit. A formal application was received and deemed complete on November 29th, 2019.

PROPOSED HERITAGE ALTERATION PERMIT SUMMARY:

The applicant applied for Site Plan approval for a residential development on vacant lands at 12 East Street at the beginning of November 2019. Through that review process, it was identified that the lands were within the City's Heritage Conservation District boundary and would require a heritage alteration permit. Specifically, the applicant is seeking to construct a three-storey, eight-unit apartment building. This proposal is outlined and justified by the applicant in the supporting material.

HERITAGE CONSERVATION DISTRICT PLAN:

The property at 12 East Street is a vacant parcel of land that is currently being used as an area for private parking. As such, policies in Section 4.6 in the Downtown St. Thomas Heritage Conservation District (HCD) Plan as they relate to new development would apply for the review of a heritage alteration permit.

4.6.1 Window Design

The policies for window design allow for contemporary materials and a desire to incorporate similar dimensions and shapes to historic development. Positioning of the windows on upper stories should be evenly spaced with an appropriate vertical alignment that is compatible with the surrounding properties.

Based on the materials that were submitted, and through the consultation process, it was suggested that the window design be revised to provide more architectural detail that is consistent with what is currently on the streetscape. While the style of the windows themselves would be in keeping with the policies of the HCD Plan, a soldier course or segmented arch of brickwork above the window opening would be consistent with the style of window openings of the adjacent properties.

4.6.2 Building Height

The policies related to building height primarily relate to new buildings within the Talbot Street corridor and provide a maximum height of four-stories with a preference of two and three-storeys. While the policies are directed toward development on Talbot Street, there is reference to transitioning taller buildings adjacent to lower density buildings.

The existing buildings along Talbot Street that are adjacent to the subject lands are three-storeys in height with East Street transitioning to a two-storey residential neighborhood. The proposed three-storey building would be in keeping with the policies of the HCD Plan.

4.6.3 Roofing

The guidelines in this subsection of the HCD Plan allow for contemporary roofing materials and select colour palettes, however, the policies speak to flat roofs or very low-pitched roofs. It is important to note that these roofing preferences are directed toward buildings that front on to Talbot Street and the policies do allow for other roof types within the railway lands on a case by case basis.

While there are no policies in this section of the Plan that speak to roofing for properties in this specific development location, there is allowance for deviation from the preferred flat and very low-pitched roofs in other areas outside of Talbot Street.

4.6.4 Storefront Design

This policy is directed to storefront design within the HCD area. What is proposed is outside of the traditional storefront area of Talbot Street and is not applicable.

-27-

4.6.5 Building Materials

The policies of this section direct the reader to incorporate brick into the building façade given that the dominant façade composition of the HCD is brick. However, there is the allowance for the use of other historic building materials on new construction and provision of the blending of traditional and contemporary building materials to reflect the historic precedents of the HCD but also distinguish between old and new design.

The design of the building as submitted does propose to use buff brick for the façade. While this would be in keeping with the policies of the HCD, there is little architectural detail in what was illustrated. It was suggested that horizontal red brick lines similar to what exists at 341 Talbot Street would be beneficial to help break up the blank brick walls on the exterior of the building and incorporate some of the historical brickwork in the area.

4.6.6 Signage

The signage policies of this section of the Plan appear to more directed to the commercial nature of the Talbot Street corridor and the Plan's general goals and objectives to protect that corridor, however, it would be expected that any signage for the building would not be internally luminated or neon.

4.6.7 Entrance Doors

This subsection also appears to be directed toward commercial retail buildings and storefronts within the HCD that front Talbot Street. While the majority of the policies speak to those commercial storefronts, there is a policy that speaks to door materials. The door, as shown in the rendering submitted with the application, would be in keeping with traditional styles along East Street.

4.6.8 Paint or Cladding Colours

The guidelines in this section suggest the selection of neutral paint or cladding colours. The cladding colour as provided in the submission are neutral and consistent with what is in the area.

4.6.9 Architectural Details/Style

Policies in this subsection provide that new buildings should be designed that are contemporary and representative of current design trends while being sympathetic to the heritage character of the district. There is further direction that new buildings should not attempt to recreate heritage characteristics through reproduction of those historic designs and styles.

As it was indicated previously in the report, through consultation with the applicant, it was suggested that the proposed building incorporate architectural elements in its design to reflect styles in the area. While it is not suggested that the applicant provide an exact replication of those styles, providing more architectural detail would assist in breaking up the blank walls as currently illustrated in the design.

4.6.10 Setback

The policies of direct that the setback of buildings is consistent with existing buildings in the streetscape and that new development shall match the setback of adjacent buildings. Where proposed development is adjacent to buildings where there is not consistent setback, an average distance should be used.

The preliminary plans for building location would be consistent with this direction.

4.6.11 Façade Composition

As with other subsections for new construction, the policies provided for façade composition generally pertain to new development along Talbot Street to ensure that new buildings complement the existing commercial development. As such, the policy direction of this subsection does not particularly apply to this application.

4.6.12 Rear and Side Elevations

The policies of this subsection are intended to provide direction to ensure that these elevations complement the character of the HCD. As has already been spoken to previously, there are recommendations to provide additional architectural details through brickwork design and colour to eliminate the large blank walls as currently proposed that would complement the character of the HCD when viewed down East Street from Talbot Street.

STAFF COMMENT:

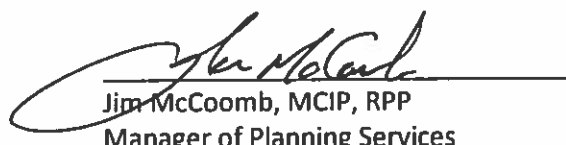
The applicant is seeking to construct a three-storey residential apartment on a vacant parcel of lands at 12 East Street. Subject to minor revisions outlined in the report related to brickwork design and window openings, in my opinion, a heritage alteration permit to allow for the development would be in keeping with the policies of the Downtown St. Thomas Heritage Conservation District Plan as they relate to new development.

Respectfully submitted,

Reviewed By:



Kevin McClure, MCIP, RPP
Planner



Jim McCoomb, MCIP, RPP
Manager of Planning Services

-28-

NOTICE OF RECEIPT FOR HERITAGE ALTERATION PERMIT
(Section 42(3) of the Ontario Heritage Act, R.S.O. 1990, c. O.18, as amended)

December 5th, 2019

Heather Garrett
Zelinka Priamo Ltd.
318 Wellington Road
London, ON
N6C 4P4

Re: Notice of Receipt
Heritage Alteration Permit
File No.: HAP-11-19
Property: 12 East Street

Pursuant to Section 42(3) of the Ontario Heritage Act, as amended, this letter is notice that the information and material required through the City of St. Thomas' Application for Heritage Alteration Permit has been provided and the application is thereby considered complete.

Council of the City of St. Thomas has 90 days from the issue of receipt of this notice to make a decision to grant or refuse this application.

The Secretary of the Municipal Heritage Committee has been circulated this notice and application for inclusion on the next available meeting agenda date. You will receive a separate notice of confirmation of your Municipal Heritage Committee meeting date and time. It is advisable for you or a representative to attend this meeting to present and respond to questions on your Heritage Alteration Permit application.

Please contact the Planning & Building Services Department at 519-633-2560 if you have any questions.

Yours truly,



Crystal Penney
Planning & Building Services Coordinator

cc: Melanie Knapp, Corporate Administrative and Accessibility Clerk, City of St. Thomas
Ashraf El Khodeir & George Qubty



November 28, 2019

Corporation of the City of St. Thomas
St. Thomas Planning & Building Services
9 Mondamin Street
St. Thomas, ON
N5P 2T9

NOV 29 2019

ATTN: Mr. Kevin McClure

Dear Kevin:

Re: Heritage Alteration Permit
12 East Street
St. Thomas, Ontario
Our File: QUB/STH/19-01

On behalf of Tira Homes Limited, Zelinka Priamo Ltd, is pleased to submit a Heritage Alteration Permit for the above noted lands (the 'subject lands').

BACKGROUND

The subject lands are located on the west side of East Street, approximately halfway between Talbot Street to the south (approximately 26 m away) and Curtis Street to the north. The lands have an area of approximately 343 m² (3,692 ft²), a frontage of approximately 17.1 m (56.0 ft), and a depth of approximately 20.1 m (66.0 ft). The lands currently consist of a private surface parking area. Surrounding land consists of a commercial building abutting the lands to the south (Animal Aide, Tabby's Treasures Gift Shop); two single-detached dwellings adjacent to the lands (north); and vacant lands abutting to the west. Additional commercial buildings line the Talbot Street frontage and additional residential development is located along Curtis Street.

The subject lands are within the Downtown St. Thomas Heritage Conservation District.

PROPOSED DEVELOPMENT

The proposed development is a low-rise (3-storey) apartment building with eight (8) 2-bedroom units. Associated landscaping is provided on the periphery of the property, as well as at the front of the building, which addresses East Street in order to provide appropriate pedestrian connectivity to the public street. Private covered front balconies are provided for each unit.

Parking for residents and visitors will be provided via the surrounding streets and municipal lots.

An enclosed garbage storage area is located at the rear of the property. The proposed development will utilize existing municipal services.

The design of the proposed development complements the prevailing residential character of East Street and is in-keeping with the intent of the heritage conservation district plan. However, after discussions with Staff we feel more architectural details from the surrounding commercial buildings could be incorporated into the proposed building. These potential architectural treatments could include the introduction of a horizontal line of red bricks, similar to the adjacent building at 341 Talbot Street, and more brick detailing especially above windows and doors.

Rather than making these revisions to the elevations as this time, our client would like to wait in order to receive additional feedback from the St. Thomas Heritage Committee.

SUBMISSION PACKAGE

In support of the application, please find enclosed the following materials:

- Three (3) copies of the completed application form, including authorizations;
- Three (3) copies of the Heritage Impact Statement; and,
- One (1) USB with electronic copies of all documents (PDF format)

If you have any questions, or require further information, please do not hesitate to contact our office.

Yours very truly,

ZELINKA PRIAMO LTD.



Heather Garrett
Heritage Planner

cc: Tira Homes Ltd. (Via Email)

Corporation of the City of St. Thomas

APPLICATION FOR A HERITAGE ALTERATION PERMIT

Pursuant to Section 33(2) and Section 42(2.1) of the Ontario Heritage Act

OFFICE USE:	Date Application Received: <u>NOV 29 2019</u>	Consultation Date: <u>NOV 26/19</u>
	Date Application Deemed Complete: _____	File Number: <u>HAP-11-19</u>

OWNER/APPLICANT

1. Property Owner
Name: Ashraf El Khodeir & George Qubty
Address: 14 Kristina Crescent, London & 635 Commissioners Road West, London
Postal Code: N6E 3V3/N6K 1B6 Phone: 519-697-4510 519-619-2006 Fax: _____
Email: ashraf@akpcaccoutning.com & gqubty1@gmail.com

2. Agent/Applicant
Name: Heather Garrett
Company: Zelinka Priamo Ltd.
Address: 318 Wellington Road, London Ontario
Postal Code: N6C 4P4 Phone: 519-474-7137 Fax: _____
Email: heather.g@zpplan.com

Who is the primary contact?

Registered Owner Applicant/Agent

*Note: Unless otherwise requested all communications will be sent to the Applicant.

*Please indicate the method of communication you would like to be contacted by.

Phone Email Fax Mail

PROPERTY INFORMATION

1. Municipal Address: 12 East Street, St. Thomas, Ontario

2. Legal Description: PLAN 15 PT LOTS 9 AND 10 W/S East N/S Talbot

SUMMARY OF WORK PROPOSED

1. What kind of permit is required?

Alteration to Building/Property New Construction Demolition

2. Check all types of work that would happen in your proposed project:

- demolition of a building or part of a building, such as a building façade
- removal of a building to a different location on site or to another site
- erection of a new building, a new façade, a new storefront, an addition to an existing building, a new garage or a new fence or wall
- structural intervention that affects the external appearance of a building
- repointing and repairing masonry, cleaning masonry of paint or grime, or painting or staining
- removal of parging, External Insulation and Finish System, siding or façade screen from walls or installation of new wall material to replace or cover existing wall material
- alteration of doors and windows, their heads and their surrounds, or cutting of new door and window openings in walls
- alteration of roofline or skyline by changes to cornices, overhangs, eaves, parapets, chimneys, domers, rooftop equipment, towers and roof shape, or alteration of historic roof coverings such as slate
- removal or addition of architectural detail, such as storefront cornices, decorative brickwork, stone trim, brackets, window shutters, awnings, porches and balconies
- erection of a sign
- alteration of streets and their boulevards, squares, parking lots

3. Please list below, any documents included with this submission (drawings, site plan, specifications, photographs and other documents as needed to illustrate the project). Requirements will depend on the scale of the project.

Heritage Impact Statement
Site Plan/Elevations/Rendering

4. Explain the reasons for undertaking the alterations and describe how the proposal conforms to the Part IV individual designation by-law or Part V Heritage Conservation District Plan design guidelines. Attach additional page(s) if needed.

Please see Heritage Impact Statement

APPLICANT DECLARATION

By making this application, permission is hereby granted to any Municipal staff members and Municipal Planning Consultant to enter upon the premises described in this application at a reasonable time for the purpose of inspecting the property in relation to the proposed application and for distributing information concerning the same. This information is being collected pursuant to the Ontario Heritage Act, Municipal Act, and Freedom of Information Act. The information contained herein will be distributed to bodies and agencies prescribed by legislation and regulation and also to interested parties.

If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application (**Appendix A**). If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Application information is collected under the authority of Section 33(2) and Section 42(2.1) of the Ontario Heritage Act. In accordance with the Act, it is the policy of the City of St. Thomas to provide public access to all Planning Act applications and supporting documentation submitted to the City.

I Heather Garrett, the Owner or Authorized Agent, hereby agree and acknowledge that the
(Print name of Owner or Authorized Agent)

information contained in this application and any documentation, including reports, studies and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M. 56, I hereby consent to the City of St. Thomas making this application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.

Collection of Personal Information:

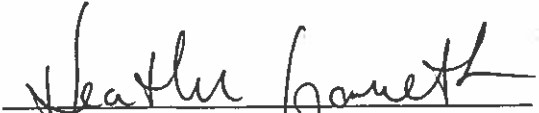
Personal information on this form is collected under the authority of Section 33(2) and Section 42(2.1) of the Ontario Heritage Act. The information will be used for the purposes of administering the heritage permit application and ensuring appropriate service of notice of receipt under Section 33(3) and Section 42(3) of the Ontario Heritage Act. Questions about this collection should be directed to the Director of Planning and Building Services, 9 Mondamin Street, St. Thomas, Ontario, N5P 2T9, (519) 633-2560.

AFFIDAVIT OR SWORN DECLARATION

I, Heather Garrett of London in the province of Ontario,
name of applicant City

make oath and say (or solemnly declare) that the information required under the authority of Section 33(2) and Section 42(2.1) of the Ontario Heritage Act and provided by the applicant in this application is accurate, and that the information contained in the documents that accompany this application is accurate.

Sworn (or declared) before me at the London on this 28 day of 11, 2019.
City Day Month Year


Signature of Owner or Authorized Agent

Nov. 28/19
Date


Signature of Commissioner of Oaths, etc.

Nov. 28/19
Date

GREGORY ANDREW PRIAMO, a Commissioner, etc.,
Province of Ontario, for Zelinka Priamo Ltd.
Expires October 30, 2022.

Application Revised: September 2018

APPENDIX A – AUTHORIZATION OF OWNER

If the applicant is not the owner of the subject lands, please complete the owner authorization concerning personal information as set out below.

I, GEORGE QUBSY, am the owner of the subject lands, and I authorize ZALINKA PRIMO Ltd, to act on our behalf as the agent for the submissions required for all matters relating to the subject lands, and to provide any of my personal information that will be included in this application or collected during the planning process.

NOV. 14, 2019

Date


Signature of Owner

APPENDIX B – ACKNOWLEDGEMENT OF LEGAL AND PLANNING FEES

In addition to the application fees listed in this application package, please note that where the City requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all fees incurred by the City.

***Please note, Appendix B must be completed by the owner, not the authorized agent.**

I, GEORGE QUJBY, am the owner of the subject lands, and I understand that further fees may be incurred by the City throughout the planning process and that I am responsible for reimbursing all fees.

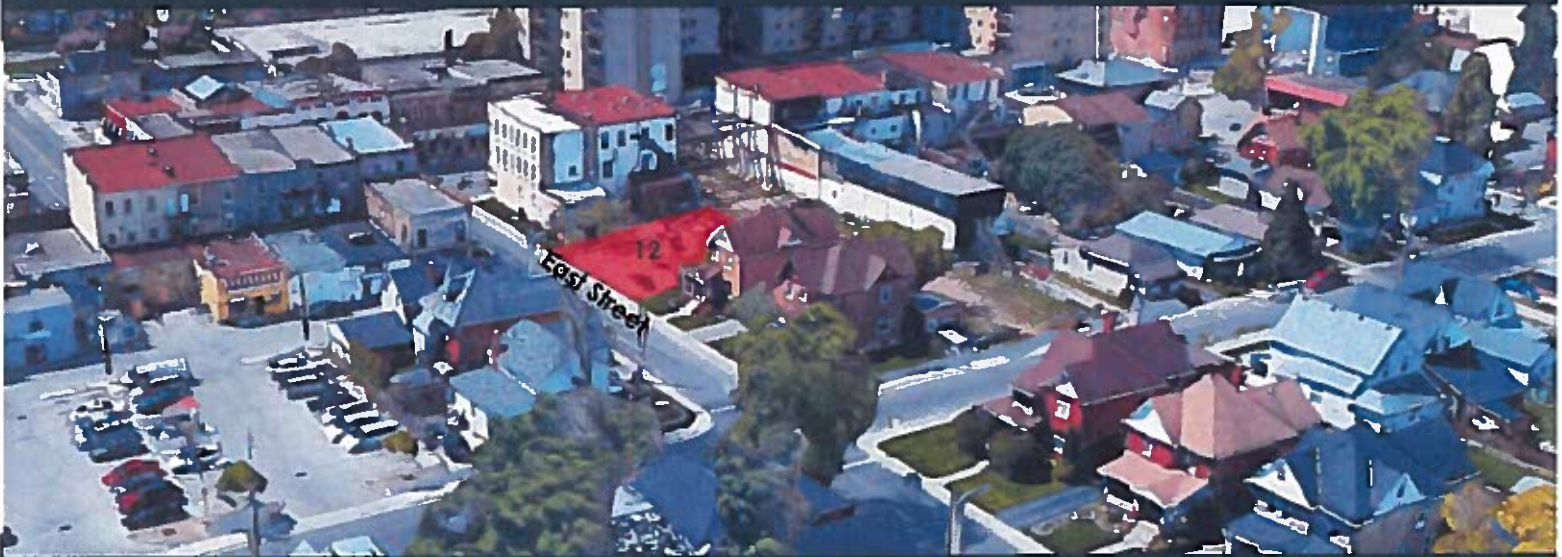
NOV. 14, 2019
Date

My CTF-QUBM
Signature of Owner

Heritage Impact Statement

12 East Street

City of St. Thomas



October 29, 2019



TABLE OF CONTENTS

SECTION 1 – INTRODUCTION

SECTION 2 – SITE DETAILS

- 2.1 The Subject Lands
- 2.2 The Neighbouring Properties
- 2.3 The Proposal

SECTION 3 – POLICY REVIEW & ANALYSIS

- 3.1 Provincial Policy Statement 2014
- 3.2 The St. Thomas Official Plan
- 3.3 Downtown St. Thomas Heritage Conservation District Plan
- 3.4 Ontario Heritage Tool Kit

SECTION 4 – CONCLUSION

SECTION 5 – SOURCES

ATTACHMENTS:

- Adjacent Properties
- Site Plan, Elevations, Renderings
- Authors Curricula Vitae

SECTION 1 - INTRODUCTION

On behalf of Tira Homes Limited, Zelinka Priamo Ltd., has prepared a Heritage Impact Statement in support of the proposed development at 12 East Street, City of St. Thomas Ontario.

A Heritage Impact Statement is required as the subject lands are designated under Part V of the Ontario Heritage Act.

SECTION 2 – SITE DETAILS

2.1 The Subject Lands

The subject lands are located within the Downtown St. Thomas Heritage Conservation District as per By-law No. 100 - 2018 (see Figure 1).



The subject lands are currently vacant and have an area of approximately 343 m² (3,692 ft²), a frontage of approximately 17.1 m (56.0 ft), and a depth of approximately 20.1 m (66.0 ft).

The inclusion of the subject lands within the Heritage Conservation District is not clear considering it was identified as a non-contributing property within the Heritage Conservation District Study (May 2017). The inventories methodology, within Appendix E – Built Heritage Inventories of the study, states non-contributing properties (include vacant lots) do not directly support the Statement of Cultural Heritage Value or Interest and heritage attributes of the Heritage Conservation District.

All other properties on East Street within the study area were considered non-contributing properties as well; however, were not included in the final district boundary.

2.2 The Neighbouring Properties

The subject lands are adjacent to the following properties within the Heritage Conservation District:

- 327 Talbot Street – vacant lot - non-contributing property;
- 333/335 Talbot Street - a contributing late 19th century mixed use commercial property; and,
- 337/339 Talbot Street - a contributing late 19th century mixed use commercial property.

The subject lands are adjacent to the following non-designated properties that were within the study area for the Heritage Conservation District; however, were considered non-contributing properties and were not included in the final district boundary:

- 18 East Street – 1870-1900 Queen Anne residential dwelling; and
- 15 East Street - 1870-1900 Vernacular residential dwelling.

Please see attached for photos of adjacent properties.

2.3 The Proposal

A low-rise residential apartment building is being proposed on the subject lands. Please see attached site plan, elevations and rendering for more details.

SECTION 3 – POLICY REVIEW & ANALYSIS

3.1 Provincial Policy Statement 2014 (PPS)

The Provincial Policy Statement (PPS), issued under the authority of Section 3 of the Planning Act “provides policy direction on matters of provincial interest related to land use planning” in order to ensure efficient, cost-efficient development and the protection of resources. All planning applications are required to be consistent with these policies.

The proposal is consistent with the policies of the 2014 Provincial Policy Statement. The subject lands are vacant and contain no significant built heritage resources (Section 2.6.1). The significant built heritage resources and the protected heritage properties of the surrounding and adjacent lands will be conserved (Section 2.6.3).

3.2 The St. Thomas Official Plan

The St. Thomas Official Plan sets out Heritage Resources policies that are applicable to the city as a whole, and to specific heritage conservation districts (Section 4.6). The subject lands are within the Downtown St. Thomas Heritage Conservation District.

The design of the proposed development complements the prevailing residential character of East Street and will be in-keeping with the intent of the heritage conservation district plan.

3.3 Downtown St. Thomas Heritage Conservation District Plan

The policies and guidelines contained in the Downtown St. Thomas Heritage Conversation District Plan state new development can be introduced into the heritage district without impacting the existing character of the built heritage resources. New development should be recognizable, a product of its own time, and not attempt to mimic historical architectural styles.

The proposed development is consistent with the Downtown St. Thomas Heritage Conservation District Plan.

The following polices and guidelines applies to this particular property:

- The proposed building will have rectangular windows, in a contemporary material and are consistent with the surrounding residential properties (4.6.1);
- The proposed building is not on the Talbot Street frontage and is less than four storeys in height (4.6.2);
- The proposed residential building is located at the rear of the properties fronting Talbot Street; however, the roof line is consistent with the adjacent and nearby residential buildings on East Street (4.6.3);
- The proposed building material is yellow brick with stone and metal accents (4.6.5);
- Any signage will conform to the City of St. Thomas Signage by-law (4.6.6);
- The proposed is a residential building that will have the main entrance onto East Street, similar to other residential uses on the streetscape (4.6.7);
- Any paint or cladding colours on the proposed building will be neutral that is complimentary to the existing streetscape (4.6.8);
- The proposed building is of a contemporary design and is sympathetic to the residential uses on the existing streetscape (4.6.9); and
- The proposed setback of the residential building is consistent with the existing buildings along the streetscape (4.6.10).

3.4 Ontario Heritage Tool Kit

The Ontario Ministry of Tourism, Culture and Sport developed the Ontario Heritage Tool Kit as a guide to help understand the heritage conservation process in Ontario.

The tool kit provides guidelines for the preparation of heritage studies, such as Heritage Impact Statements and provides a list of possible negative impacts on a cultural heritage resource. These include, but are not limited to, the following impacts:

Possible Impacts	Proposed Development
Destruction of any, part of any, significant heritage attributes or features;	The subject lands are vacant and do not contain any significant heritage attributes or features. It was deemed a non-contributing property in the Heritage Conservation District study because it did not directly support the Statement of Cultural Heritage Value or Interest and heritage attributes of the HCD. The proposed will not affect the heritage attributes of adjacent or neighbouring heritage properties.
Alteration that is not sympathetic, or is incompatible, with the historic fabric and appearance;	The massing, setback and height of the residential building will be sympathetic to the existing streetscape.
Shadows created that alter the appearance of a heritage attribute or change the visibility of an associated natural feature, plantings, such as a garden;	The proposed residential building will not produce shadows that will negatively affect the heritage attributes of the adjacent properties.
Isolation of a heritage attribute from its surrounding environment, context or a significant relationship;	The proposed does not isolate heritage attributes of adjacent or neighbouring heritage properties. It is located on a side street at the rear of the properties on Talbot Street.
Direct or indirect obstruction of significant views or vistas within, from, or of built and natural features;	The proposed residential building is at the rear of the properties that front Talbot Street. It will not obstruct any views along the Talbot streetscape.
A change in land use where the change in use negates the property's cultural heritage value;	The proposed use is residential which is consistent with the surrounding land uses along East Street.
Land disturbances such as change in grade that alters soils, and drainage patterns that adversely affect cultural heritage resources.	N/A at this time.

SECTION 4 – CONCLUSION

The proposed low-rise residential apartment building is consistent with the Provincial Policy Statement and is in conformity with the St. Thomas Official Plan and is in-keeping with the direction of the Downtown St. Thomas Heritage Conversation District Plan.

SECTION 5 – SOURCES

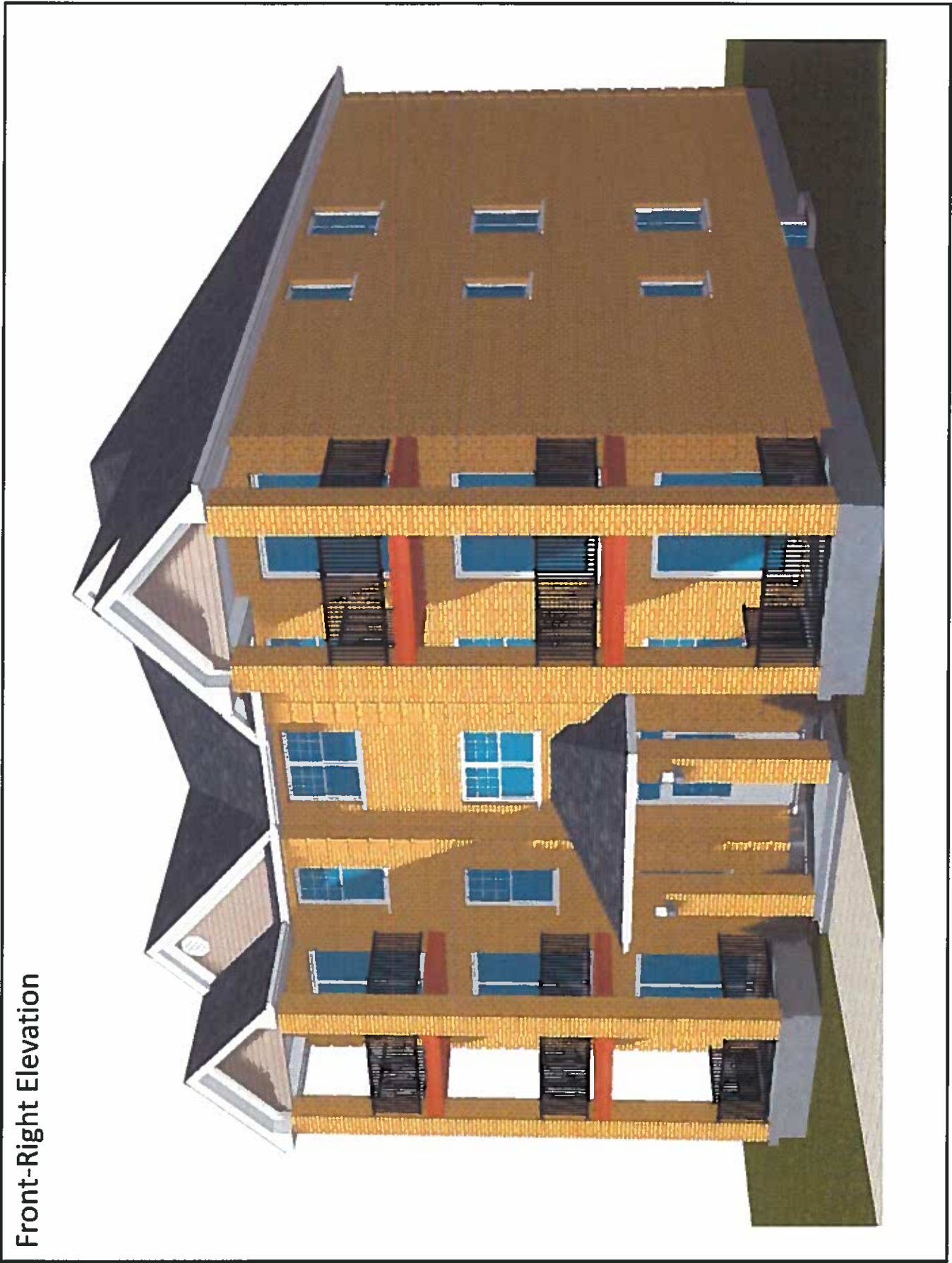
Downtown St. Thomas Heritage Conservation District Plan. April 5, 2018.

Adjacent Properties



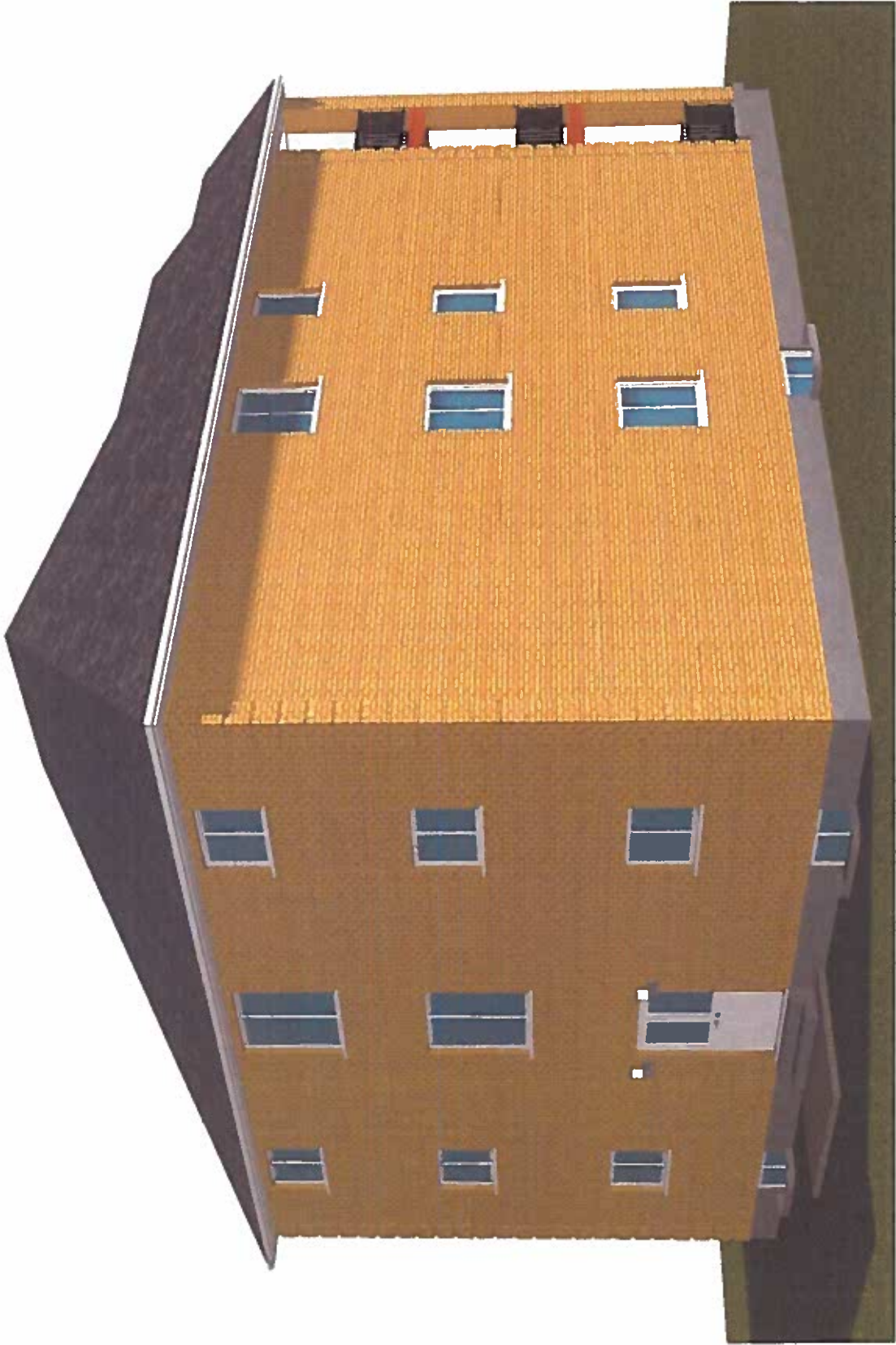


Front Elevation



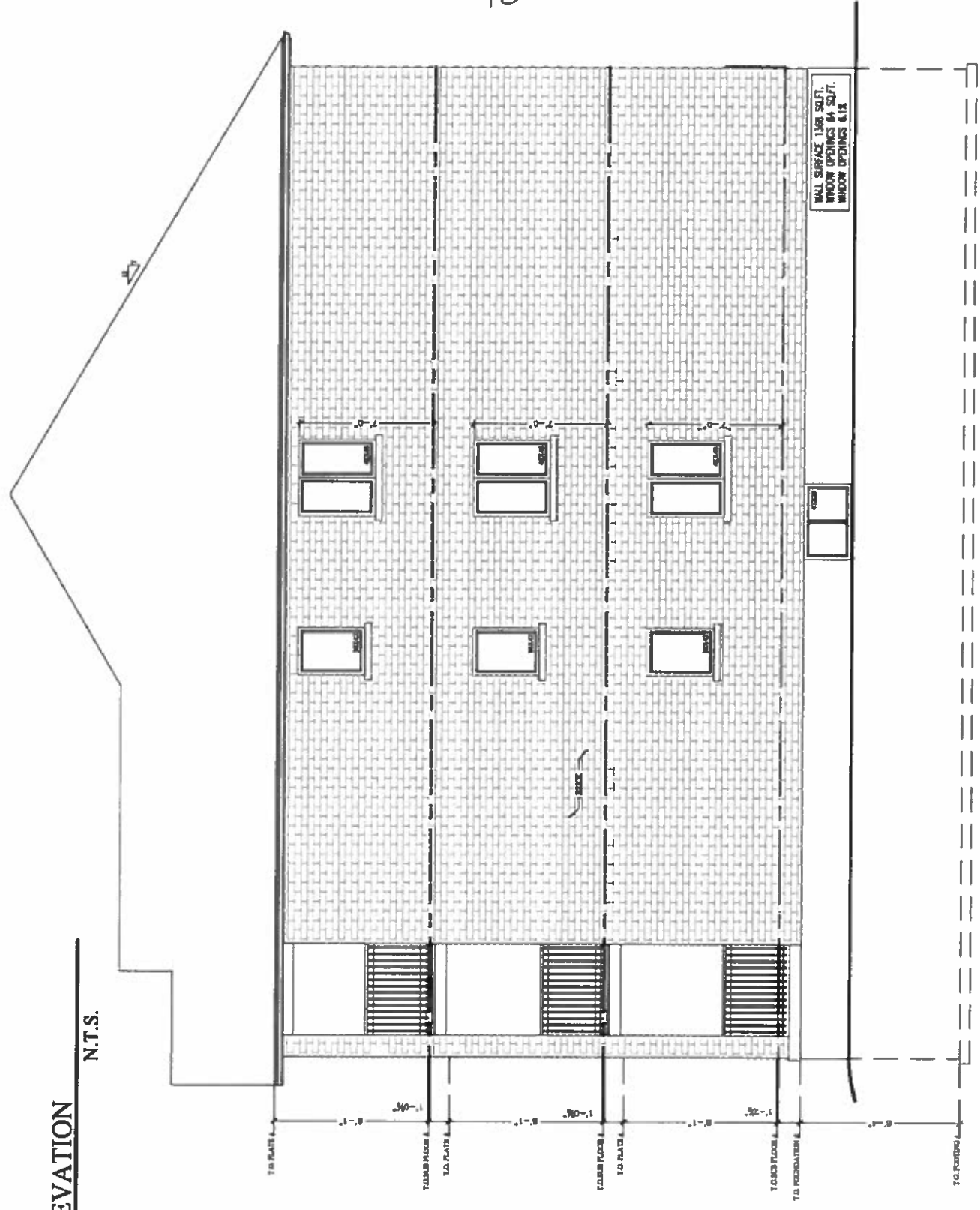
Front-Right Elevation

Rear-Left Elevation



RIGHT ELEVATION
REV#3

N.T.S.

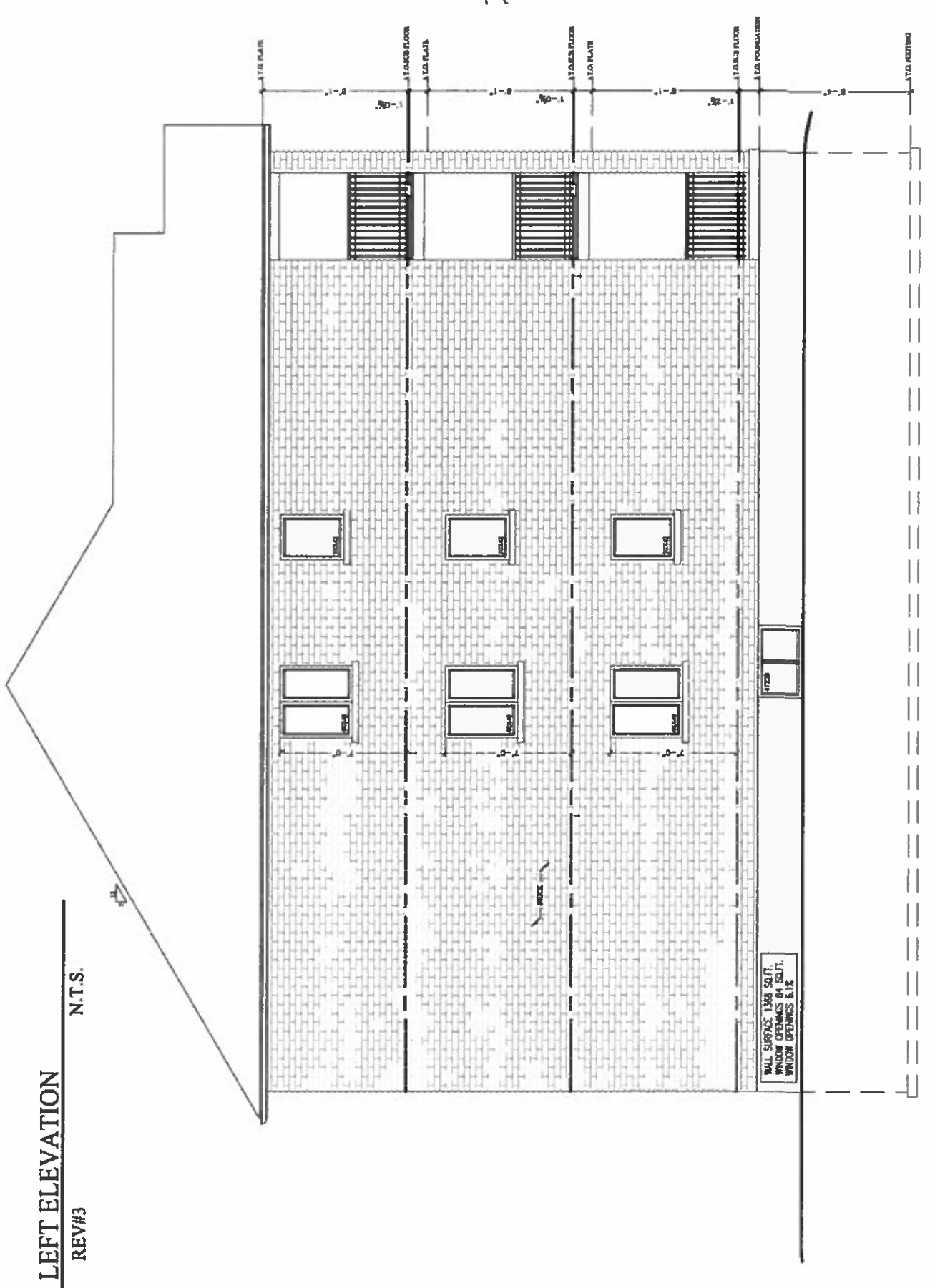


WALL SURFACE 1/2" SOFT.
WINDOW OPENINGS 64 SOFT.
WINDOW OPENINGS 61X

LEFT ELEVATION

REV#3

N.T.S.



49-



HEATHER GARRETT, *Dipl. Urban Design, B.A., CPT*

PROFESSIONAL ASSOCIATIONS

Member, Canadian Association of Certified Planning Technicians (CACPT)

EDUCATION

Bachelor of Arts, Urban Planning, University of Windsor, 2000;
Diploma Urban Design, Fanshawe College of Applied Arts and Technology, 1998.

PROFESSIONAL EXPERIENCE

September 2003 to Present: - Zelinka Priamo Ltd. London, Ontario – Senior/Heritage Planner
May 2000 to September 2003 - Prince and Associates Ltd., Kingsville, Ontario – Assistant Planner

SELECT PROJECT EXPERIENCE

Municipal Planning

Consulting Planner for the Township of Pelee

- reporting to the office of the Chief Administrative Officer (CAO) with duties including: responding to inquiries from the public; providing advice and opinion on a range of planning topics to the CAO's Office; providing pre-consultation opinion on planning applications; preparing planning reports with recommendations on applications predominantly for consents, for amendments to the Zoning By-law, for applications to the Committee of Adjustment and for site plans; preparing By-laws; attending Council meetings and make presentations as required.

Preparation of new Official Plan and new Zoning By-law for the Township of Pelee

- preparation of documentation in support of the Official Plan and the Zoning By-law; attend public consultation meetings and respond to questions from Council, staff and the public; negotiate with the Ministry of Municipal Affairs and Housing and other Ministries in preparing modifications to the Official Plan and concurrent amendments to the Zoning By-law.

Community Master Plans & Urban Design Guidelines

Town of Amherstburg Urban Design Guidelines

Land Use Planner for Commercial Development

Loblaw Properties Limited Seasonal Garden Centre program for Ontario – Obtain municipal approvals for approximately 300 sites across Ontario;
Cara Operations Limited – Due Diligence Reports for various properties across British Columbia, Alberta, and Ontario.

Development Planning

Provide consulting services and prepare planning applications for private sector clients for:

- Official Plan Amendments
-

- Zoning By-Law Amendments
- Minor Variance
- Site Plan Approval
- Land Use Planning Analyses

Appeals to the Ontario Municipal Board (OMB)

Expert Witness – Minor Variance Application, 297 Eramosa Road, City of Guelph

Expert Witness – Conditions of Minor Variance Application, 487 Queens Street South, Town of Caledon

Appeals to the Ontario Municipal Board – Heritage (OMB)

Researcher – Non-designated property on Registry – 265 St. David Street, Town of Stratford;

Researcher – Heritage Conservation District – City of Windsor.

Appeal(s) to Ontario Superior Court of Justice

Preparation of Affidavit to Ontario Superior Court of Justice – 769 Borden Avenue, City of Peterborough

Heritage Impact Statements (HIS)

Heritage Impact Statement – Redevelopment Part IV Property

- 13305 Coleraine Drive, Town of Caledon;
- 1040 Waterloo Street (St. Peter's Seminary), City of London;
- 1656 Hyde Park Road, City of London.

Heritage Impact Statement – Removal of a Heritage Attribute - Part IV Property

- 2722 County Road 42 (Saint Joachim Church) Town of Lakeshore.

Heritage Impact Statement – Redevelopment Part V Property

- 764/754 Waterloo Street, City of London;
- 195 Dundas Street, City of London.

Heritage Impact Statement – Adjacent to Part IV Property

- 809 Dundas Street, City of London.

Heritage Impact Statement – Adjacent to Heritage Conservation District;

- 515 Richmond Street, City of London.

Heritage Impact Statement – Non-designated property on Local Register and/or adjacent to non-designated properties on Local Register

- 651 Talbot Street, City of London;
- 83 Sandwich Street, Town of Amherstburg;
- 653 Talbot Street, City of London;
- 147 Wellington Street, City of London;
- 100 Kellogg Lane, City of London;
- 3270 Colonel Talbot Road, City of London;
- 1018 Gainsborough Road, City of London.

Heritage Impact Statement – Alteration to non-designated property on Local Register

- 493 Springbank Drive (Woodland Cemetery), City of London;
- 1635 & 1629 Bradley Avenue, City of London;
- 1076 Gainsborough Road, City of London;
- 462-472 Springbank Drive, City of London;
- 124 St. James Street, City of London.

Cultural Heritage Evaluation Report (CHERs)

- 875 St. David Street, Fergus.

Due Diligence Reports - Heritage

Due Diligence Report – Redevelopment Opportunities – Part IV Property:

- 1180 Western Road, City of London;
- 83 Rolph Street, Town of Tillsonburg;
- 497 Richmond Street West, City of Toronto;
- Boblo Island, Town of Amherstburg.

Due Diligence Report - Redevelopment Opportunities – Part V Property, 723 Lorne Avenue, City of London:

- 272 Queen Street West, City of Toronto.

Due Diligence Report - Redevelopment Opportunities – Non-designated property on Local Register:

- 20 Balaclava Street, City of St. Thomas;
- 43 Myrtle Street, City of St. Thomas;
- 4402 Colonel Talbot Road, City of London;
- 255 Delacourt Road, City of London.

Other Heritage Consulting Services

Supervised the review of heritage status of LCBO properties and adjacent properties – LCBO, Ontario.

Monitor the Transit Project Assessment Process (London Bus Rapid Transit) for impact on cultural heritage resources – Various Clients.

Advisor – Development of former London Psychiatric Hospital Lands, City of London.

Advisor – Redevelopment of Part V Property - 556 Wellington Street, City of London.

PROFESSIONAL DEVELOPMENT

Workshop, Walking Tour Stratford Heritage Conservation District, Ontario Professional Planners Institute (OPPI), October 2016;

Lecture, International Archeology Day, City of London, Archaeology Master Plan presentation, October, 2016;

Workshop, Walking Tour Downtown Detroit, Michigan, Ontario Professional Planners Institute (OPPI), November 2014;

Workshop, Heritage Conservation District, Old East Industrial Area, City of London, October, 2014;

Workshop, Heritage Conservation, Archaeology and Land Use Planning, Ministry of Tourism, Culture and Sport, November 2012;

Workshop, Provincial Policy Review, Ministry of Municipal Affairs and Housing, October 2012;
Certificate, Heritage Conservation District Workshop, The Heritage Resources Centre, University of Waterloo, March 2012;

Urban Design Charrette, Woodstock's Hospital Site, Ontario Professional Planners Institute, Woodstock, September 2009;

Conference, Preserving Our Past, Canadian Association of Certified Planning Technicians, October 2009;

Course Work, Statement of Significant Heritage Writing Workshop, Province of Ontario, 2007;

Course Work, Past Perfect: The Standards and Guidelines for the Conservation of Historic Places in Canada, Parks Canada, 2006;

Certificate, Heritage Planning, Urban and Regional Planning, University of Waterloo, January – April 2002.

COMMITTEES AND VOLUNTEER WORK

London Area Planning Consultants (LAPC) - Member - January 2011 to Present;

London Advisory Committee on Heritage (LACH) - Committee Member - October 2012 to May 2019.

- Vice Chair – December 2015 – December 2016,
- Education sub-committee – Past Chair,
- Planning and Policy sub-committee – Past Chair,
- Archaeology sub-committee – Past member.

Archaeology Master Plan Steering Committee, City of London - Committee Member - 2016 and 2017;

Municipality of Chatham-Kent Municipal Heritage Committee - Committee Member – 2005 to 2007;

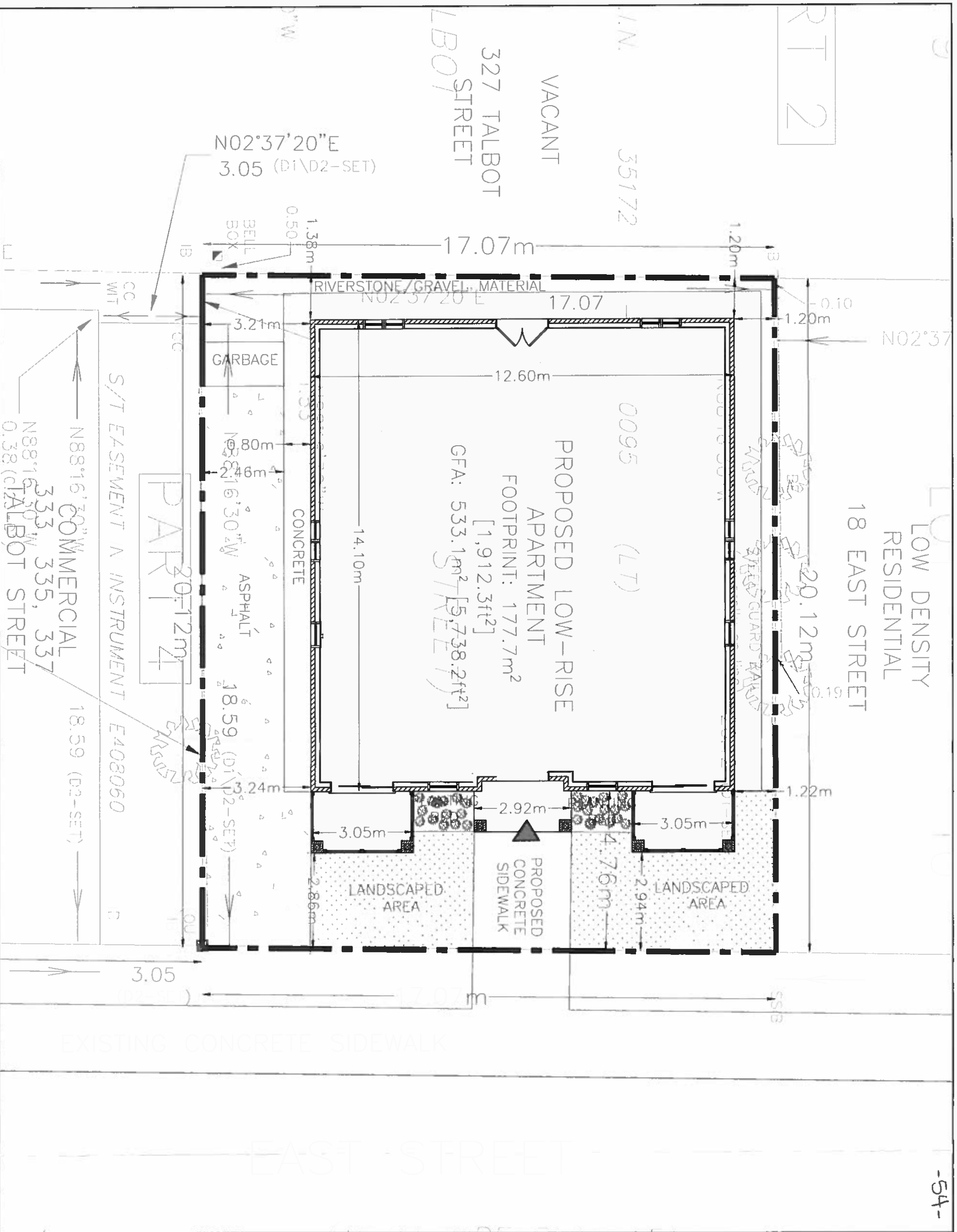
Amherstburg Architectural Conservation Advisory Committee - Committee Member - 2000 to 2003;

Amherstburg Revitalization Committee (A.R.C.), Amherstburg Chamber of Commerce - Member - 2000 to 2003;

Mayor's Task Force, Redevelopment of Olde East London, Ontario - Member – 1999;

The Park House Museum, Amherstburg Ontario - Assistant to the Curator/Volunteer - 1994 to 2005.

PT 2



-54-



SITE PLAN
PLAN 15 PT LOTS 9 AND 10
W/S EAST N/S TALBOT

12 EAST STREET
ST. THOMAS

DATE: OCTOBER 2019

NO.	REVISION	DATE	INITIAL

ZELINKA PRUANO LTD
 A Professional Planning Practice
 318 Midway Road, London, Ontario N6C 4P4
 Tel: (519) 474-1137 Fax: (519) 474-2244 email: info@zpl.com

GEORGE QURBY & ASHRAF EL-KHODEIR
 12 EAST STREET
 ST. THOMAS

Drawn by: KC
 Product no: QUB/STH/19-01
 Date: OCTOBER 2019
 Scale: 1:50

FRONT ELEVATION

REV#3

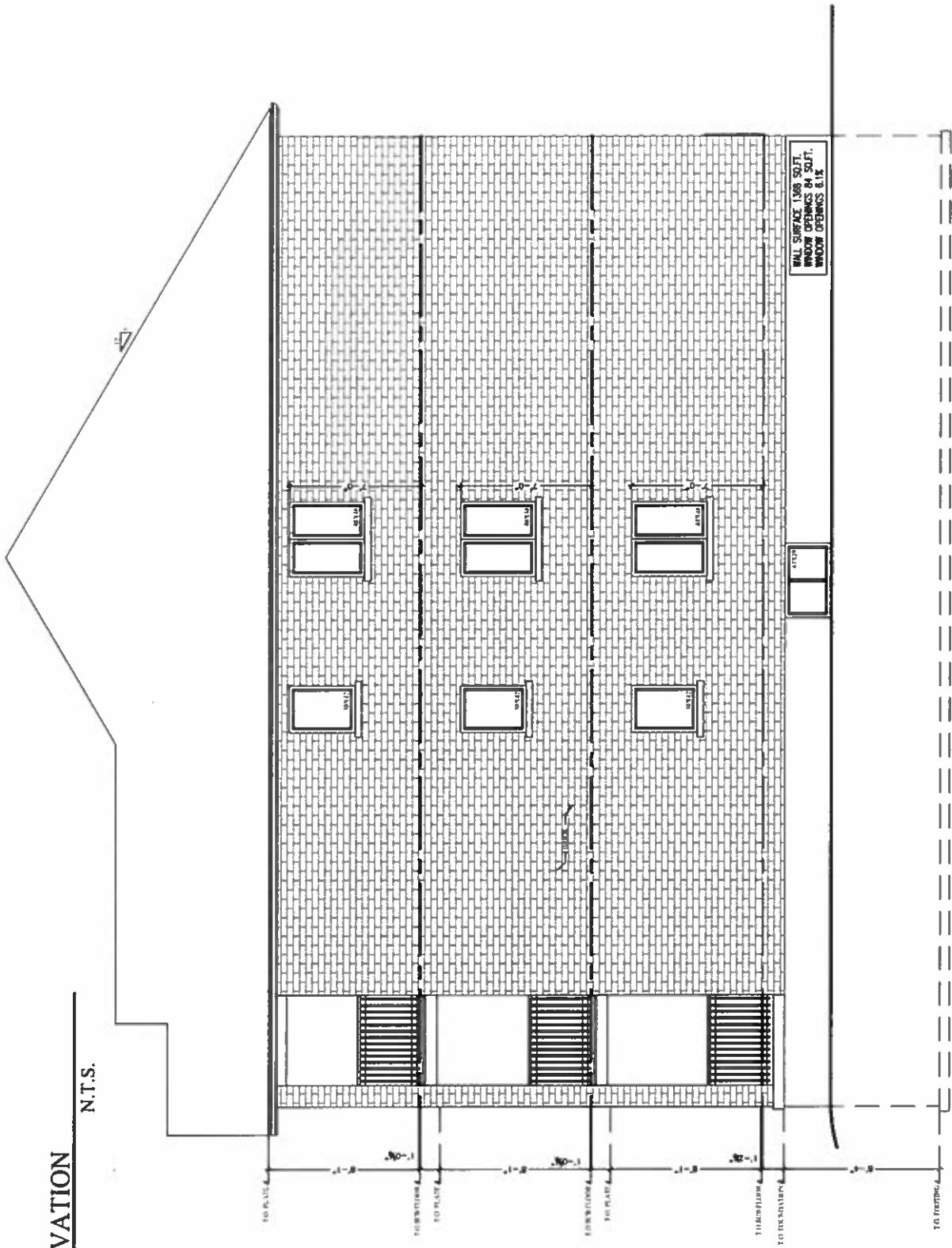
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RIGHT ELEVATION

REV#3

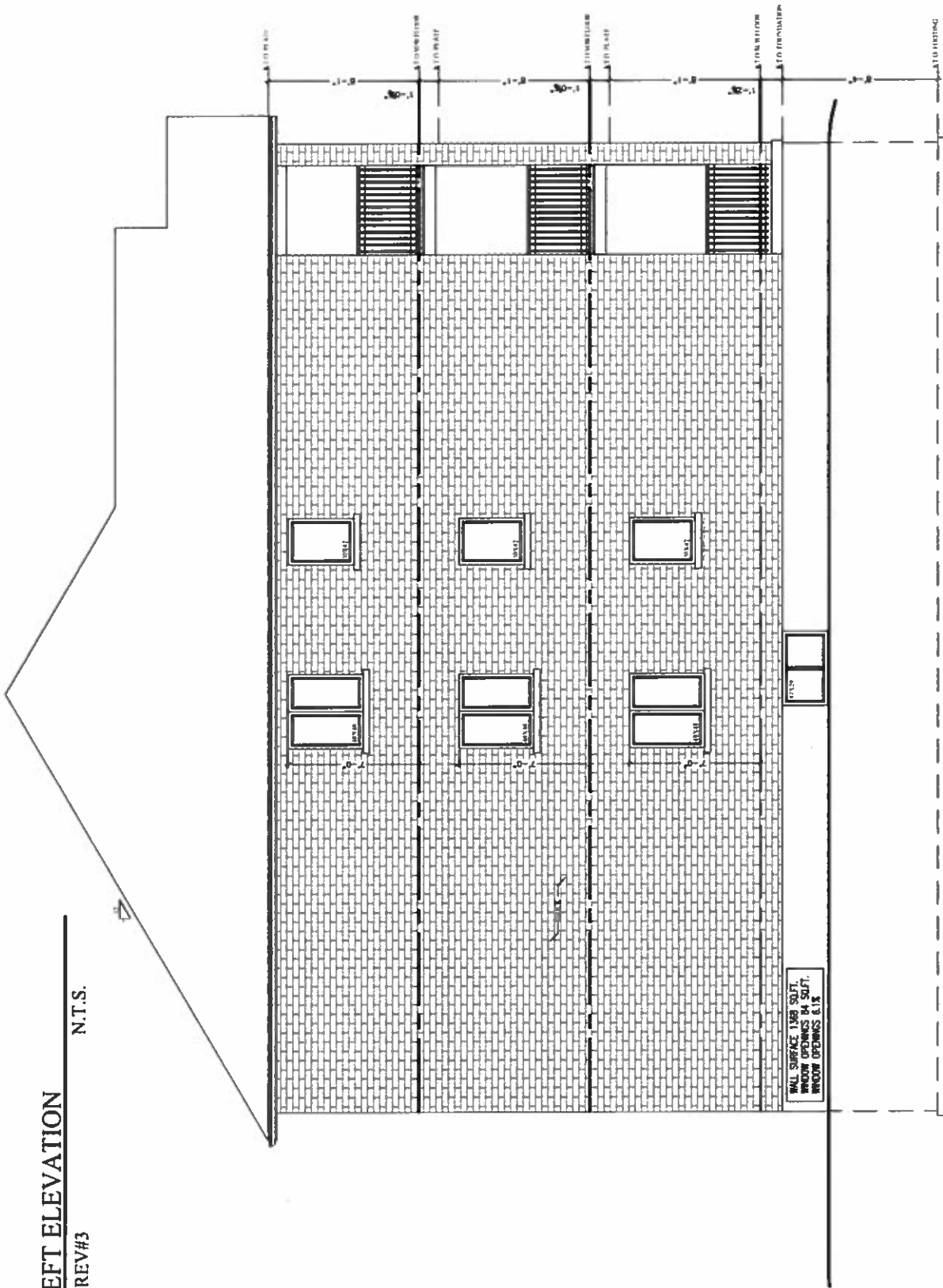
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LEFT ELEVATION

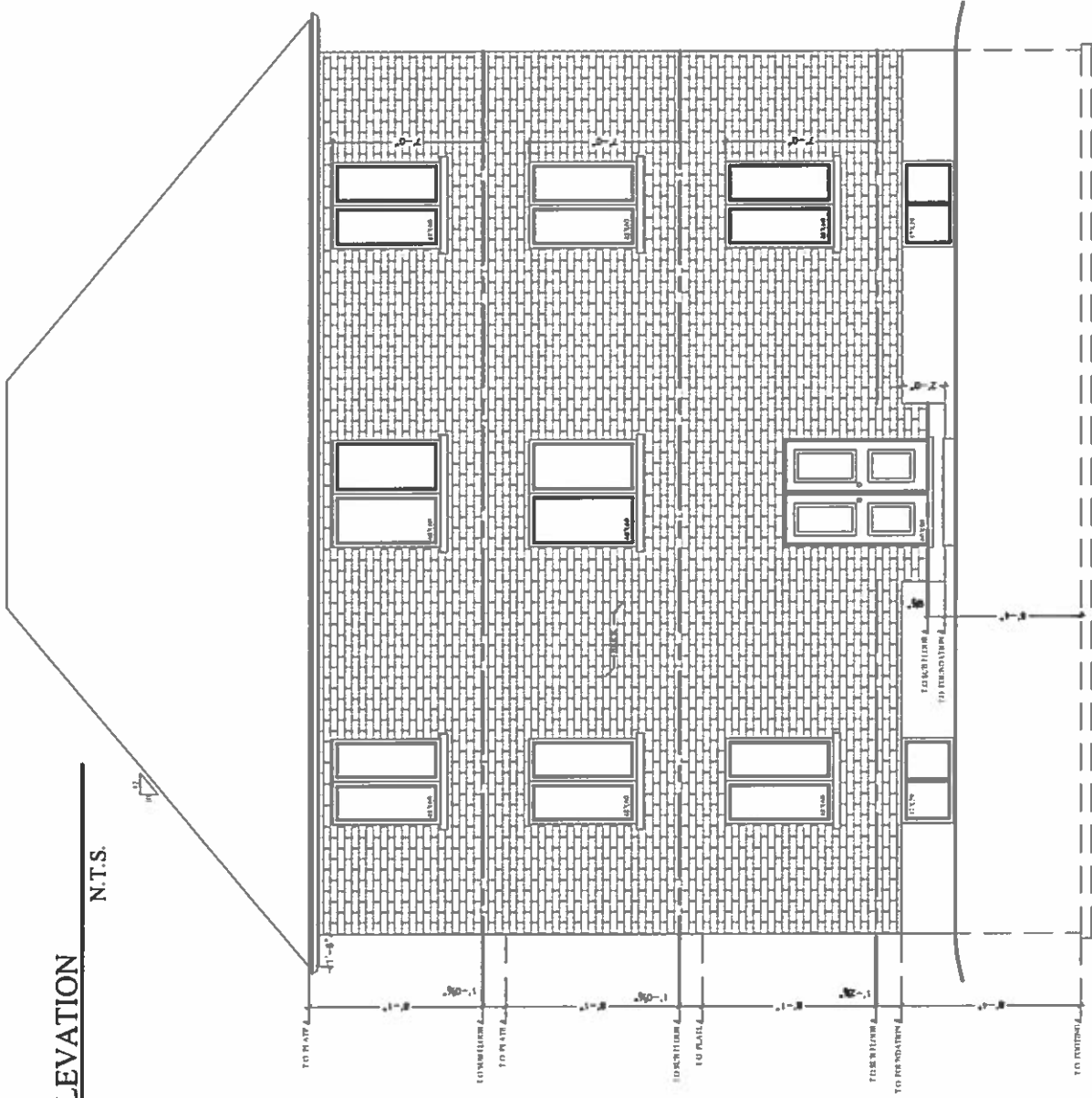
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BACK ELEVATION
REV#3

N.T.S.



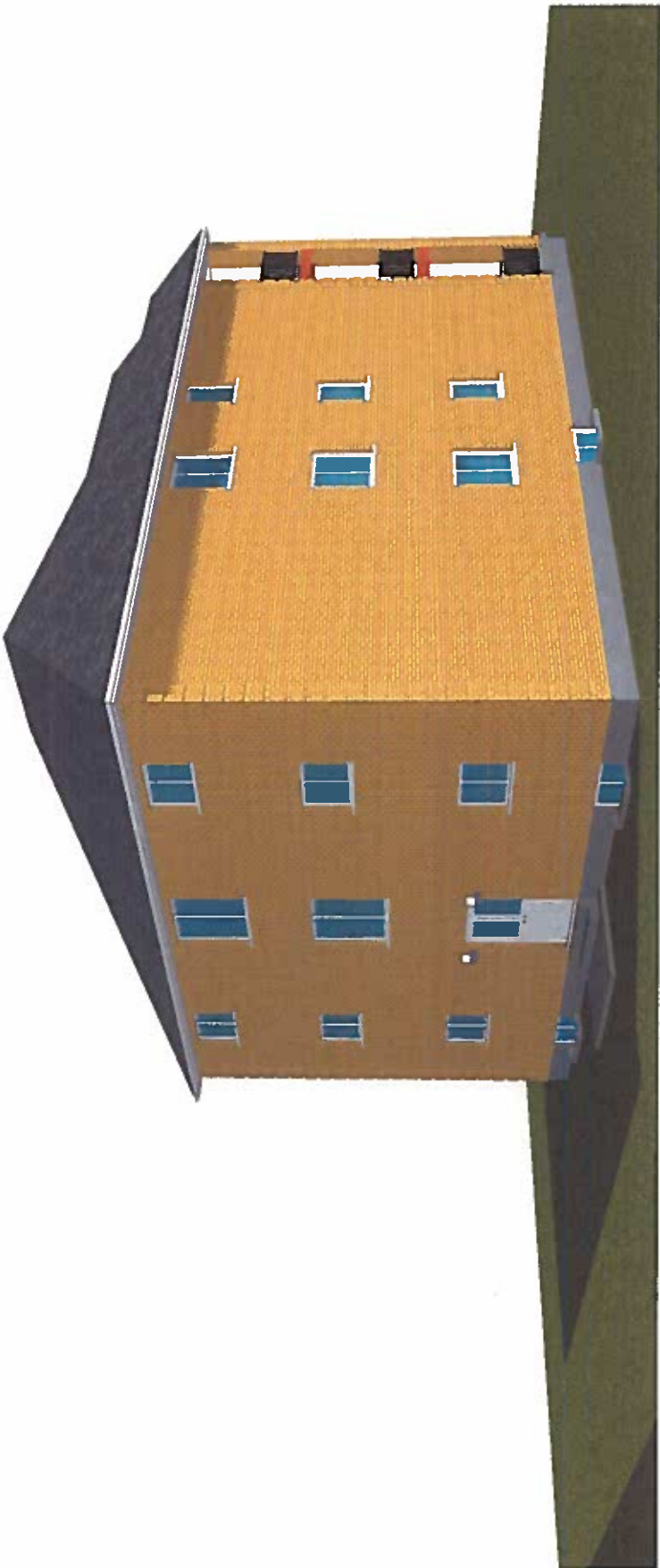


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-61-





-63-

