

AGENDA
THE ELEVENTH MEETING OF THE MUNICIPAL HERITAGE
COMMITTEE

VIA ZOOM

5:00 P.M.

SEPTEMBER 8TH, 2021

DISCLOSURES OF INTEREST

Special Meeting

MINUTES

Confirmation of the minutes of the meeting held on July 14, 2021.

NEW BUSINESS

Heritage Alteration Permit and Planning Report - HAP-09-21 - 664-668 Talbot Street
Pages 2-16

Trinity Anglican Church Windows

396 Talbot Street - Condition of Property

Listing of Properties on Heritage Register

NEXT MEETING

October 13, 2021

ADJOURNMENT

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

July 28, 2021

Destination Christian Reformed Church
(C/O Anthony Vander Laan)
668 Talbot Street
St. Thomas ON
N5P 1C8

**Re: Notice of Receipt
Heritage Alteration Permit**
File No.: HAP-09-21
Property: 664-668 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,



Kevin McClure, MCIP, RPP
Planner

cc: Jon Hindley, Corporate Administrative and Accessibility Clerk, City of St. Thomas

MEMO

DATE: July 28, 2021

ATTENTION: Jon Hindley, Secretary, Municipal Heritage Committee

SUBJECT: Heritage Alteration Permit
664-668 Talbot Street
HAP-09-21

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,



Kevin McClure, MCIP, RPP
Planner



Report No.
HCR-09.21

File No.
HAP-09-21

Directed to: Chair and Members of the Municipal Heritage Committee

Date Authored:
7/28/2021
Meeting Date:
8/11/2021

Department: Planning & Building Services Department

Attachments

Prepared by: Kevin McClure, Planner

· Application and supporting materials

Subject: Heritage Alteration Permit for 664-668 Talbot Street – Destination Christian Reformed Church

ORIGIN:

An application has been submitted by Anthony Vander Laan on behalf of the Destination Christian Reformed Church for a heritage alteration permit to allow for updates and repairs to the north facing façade of the building at 664-668 Talbot Street. Staff consulted with the applicant on June 24, 2021, respecting the proposed heritage alteration permit. A formal application was received on June 30, 2021 and deemed complete on July 28, 2021.

PROPOSED HERITAGE ALTERATION PERMIT SUMMARY:

The applicant is seeking to repair the existing stone pilasters, provide new parging at the base of the building and cover the existing yellow stuccoed parging with siding that would be more consistent with the existing façade that faces Ross Street. This has necessitated a heritage alteration permit application to update to allow for the changes to the building materials at 664-668 Talbot Street.

HERITAGE CONSERVATION DISTRICT PLAN:

The property at 664-668 Talbot Street has been identified as a non-contributing building within the Downtown St. Thomas Heritage Conservation District (HCD) Plan. Based on the proposed work, Materials (4.4.3.3), Paint (4.4.3.4), and Signage (4.4.3.6) section would apply.

4.4.3.3 – Materials

The guidelines of this section provide, *“Select materials that are complimentary of the character of the HCD when renovating facades of noncontributing buildings. It is recommended to use materials already commonly found in the HCD such as brick as a dominant material that help to transition the non-contributing building into its surroundings”*.

The existing north façade has been parged, painted, and covered by various materials since its construction. As noted by the applicant in their description of work, while the proposed material is not brick, they are proposing to repair the existing deteriorating north façade and create a more cohesive look to the building by installing similar vinyl and metal siding that has been used fronting on to Ross Street.

4.4.3.4 – Paint

While the applicant is not specifically looking to repaint the already painted surfaces of the building, they are looking to cover the existing parging on the walls as described above. The paint section provides that landowners should *“choose a paint scheme that compliments the existing colours of the contributing resources in the HCD, based on a historic colour palette or neutral shades that complement the historic character”*. The applicant is proposing beige siding that is consistent with the east façade and would be consistent with the direction on Paint in the HCD Plan.

The policies of this section of the HCD Plan provide that signage, “adhere to the City of St. Thomas Signage By-law, install signage in a manner that avoids covering windows or important elements of the building façade, and avoid internally illuminated signs”.

While the existing signage may need to be removed during alterations, the sign is proposed to be reinstalled in its existing location. What is being proposed would not be covering up any important elements of the building façade that has not previously been covered and, as noted by the applicant, will not contain any internal illumination.

STAFF COMMENT:

A heritage alteration permit application has been applied for on behalf of the Destination Christian Reformed Church to allow for repairs and updates to the north facing building façade at 664-668 Talbot Street. The building is identified as a non-contributing building within the HCD Plan. The materials and paint sections of the HCD Plan only provide guidance on Heritage Alteration Permit applications and not policy. While other materials and colours may be a preferred choice, the applicant is looking to use materials and colours that exist on the east facing façade of the building to create a more cohesive look to the building and address its deteriorating condition.

Based on the work that is being proposed and the guidance provided within the Non-Contributing Resources section of the Plan, it would be Staff’s opinion that the proposed alterations would be in keeping with the direction provided in the Downtown St. Thomas Heritage Conservation District Plan.

Respectfully submitted,



Kevin McClure, MCIP, RPP
Planner

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: _____	Consultation Date: _____
	Date Application Deemed Complete: _____	File Number: _____

OWNER/APPLICANT

1. Property Owner
 Name: Destination Christian Reformed Church
 Address: 668 Talbot Street
 Postal Code: N5P 1C8 Phone: 519-207-2676 Fax: _____
 Email: anthony@destinationchurch.ca

2. Agent/Applicant
 Name: Anthony Vander Laan
 Company: Destination Church
 Address: 668 Talbot Street
 Postal Code: N5P 1C8 Phone: 519-207-2676 Fax: _____
 Email: anthony@destinationchurch.ca

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: 668 Talbot Street, St. Thomas, ON N5P 1C8

2. Legal Description: Church

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 comices, 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 comices, 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.

- North Elevation drawing
 - North Elevation picture of current facade

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 attached pages

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 Anthony Vander Loan, 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, Anthony Vander Loan 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 28th day of June, 2021.
City Day Month Year

Anthony Vander Loan
Signature of Owner or Authorized Agent

June 28, 2021
Date

Signature of Commissioner of Oaths, etc.

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, Jane Schalk, am the owner of the subject lands, and I authorize Anthony Vander Laan, 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.

June 29, 2021
Date


Signature of Owner

APPENDIX B – ACKNOWLEDGEMENT OF LEGAL AND PLANNING FEES

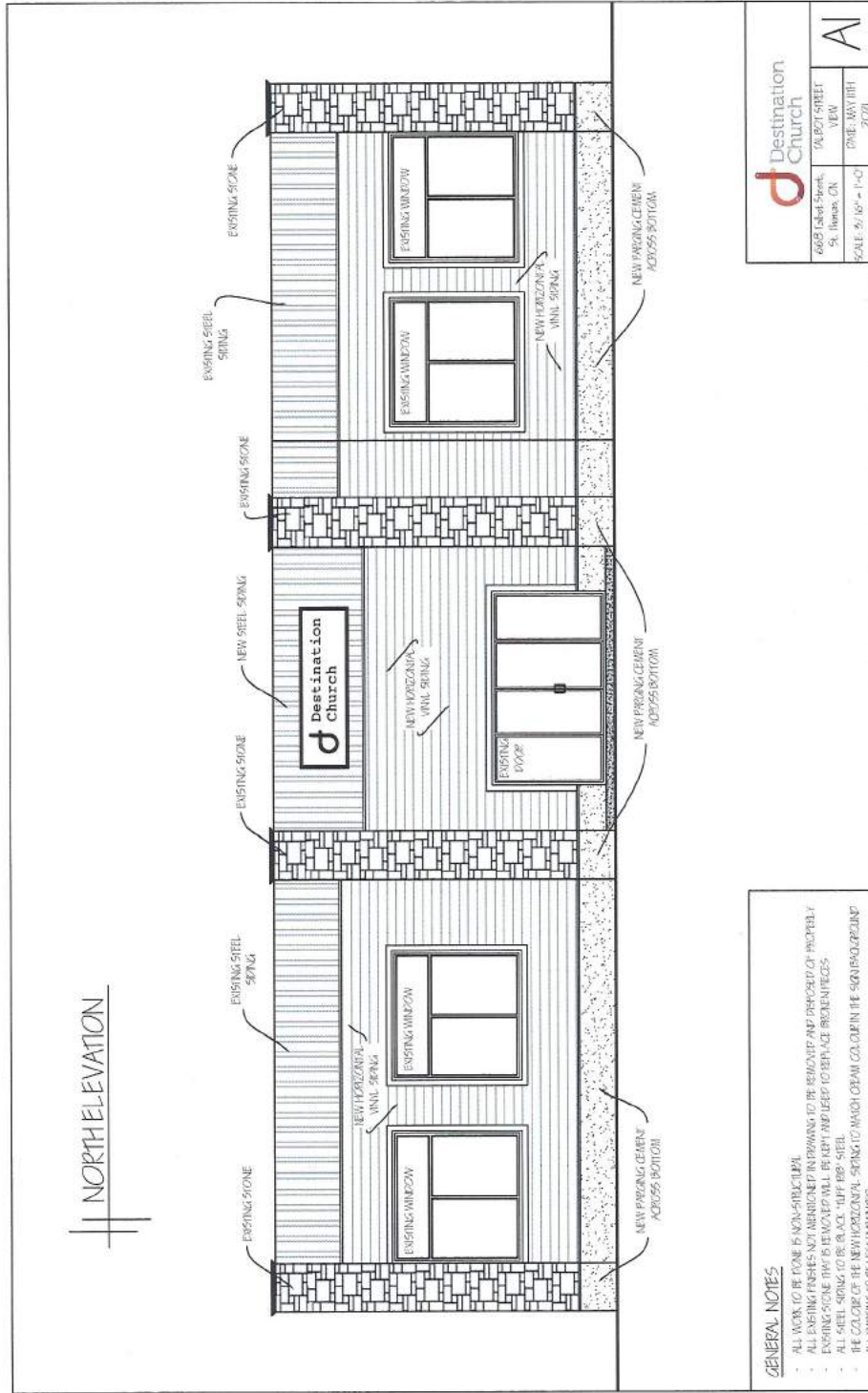
In addition to the application fees listed in this application package, please note that where the City requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all fees incurred by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

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

I, Jane Schalk, 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.

June 29, 2021
Date

JASW
Signature of Owner



Destination Church

6661 Laurel Street,
St. Thomas, ON

SCALE: 3/8" = 1'-0"

DATE: MAY 18TH
2021

VIEW: NORTH SHEET

AI

- GENERAL NOTES**
- ALL WORK TO BE DONE IS NON-STRUCTURAL
 - ALL EXISTING FINISHES NOT MENTIONED ARE REMAINING TO BE REMOVED AND REPLICATED ON PROPOSED
 - EXISTING STONE FINISHES NOT MENTIONED WILL BE LEFT AND LEFT TO REPLACE BROKEN PIECES
 - ALL STEEL SING TO BE A 10" x 10" TYP. RIB STEEL
 - THE COLOR OF THE NEW HORIZONTAL SING TO MATCH EXISTING COLOR IN THE SIGNAGE/LOGO
 - ALL PARKING TO BE LEFT UNPAVED



North Elevation (photo) of Destination Church Facade - Photo Taken June 29, 2021



Example of missing parging along facade of Destination Church - Photo Taken June 29, 2021



Further example of facade deterioration at Destination Church - Photo Taken June 29, 2021

4. Reasons for Undertaking Alterations

Ultimately, the reason for repair to the facade of Destination Church is to increase the uniformity and cohesion of the building. Currently, our facade is in desperate need of repair. This is evidenced by the attached photos of the current building facade. As is evidenced there, parging is missing, holes are present in the “stone” columns, the exterior paint is fading or in a general state of disrepair, and, quite truthfully, its overall appearance is drab, dingy, and does not, as is, contribute to the overall culture of downtown St. Thomas. Given that Destination Church occupies such a prominent corner within the downtown core, it is our desire to repair the facade so as to contribute to the character, culture, and heritage of St. Thomas.

Our proposed repairs can be found in the attached “North Elevation” drawing. Additionally, they are briefly described on that drawing. However, I will draw attention to a few of the repairs as they pertain to the Heritage Conservation District Plan (HCDP).

4.4.3.3 Materials

The HCDP specifies brick as preferred building material. However, upon consultation with several masons it was determined that brick is not a viable option. As such, our proposed material is vinyl siding. While not brick, this material will increase the overall cohesiveness of Destination Church as it is the material along our East-facing wall. In addition, it is a material used on other buildings within the St. Thomas Heritage District.

In addition, we will be using vertical steel siding to repair the upper-portion of our facade. This will be in alignment with existing materials.

4.4.3.4 Paint

The HDCP suggests avoiding overly bright or neon colours. Our proposed choice of a neutrally-coloured, beige siding will complement the neutral, earthy characteristics of contributing buildings within the Heritage District.

4.4.3.6 Signage

While our sign will be taken down during construction, the exact same sign will be placed in its original spot upon completion of the project. As such, it ought: 1) already adhere to the City of St. Thomas Signage By-law; 2) be installed in such a fashion as to avoid covering important elements of the building facade; and, 3) will not contain any internal illumination.

In conclusion, all of our intended repairs are designed to meet the Guidelines and Policies as set out in the HCDP. Furthermore, none of these changes are structural in nature; however, they are proposed and undertaken with a spirit of community pride.