



**THE CORPORATION OF THE CITY OF ST. THOMAS**

**COMMUNITY IMPROVEMENT PROGRAM EVALUATION COMMITTEE**

**November 2, 2021**

**9:00 A.M.**

**ZOOM MEETING**

1. Disclosure of Interest
2. Confirmation of Minutes: August 31, 2021
3. Project Applications
  - a) 15 Flora Street
4. Adjournment

**THE CORPORATION OF THE CITY OF ST. THOMAS**  
**CIP EVALUATION COMMITTEE**

**ZOOM**

**AUGUST 31, 2021**

The meeting convened at 2:00 p.m. with Harrison Cole, Chair, presiding.

**ATTENDANCE**

Members

Harrison Cole, MHC  
Councillor Jim Herbert  
Councillor Joan Rymal  
Russell Schnurr, DDB  
Susan Boldt, DDB  
Steven McLarty-Payson, MHC

Officials

Crystal Penney, Planning & Building Services Coordinator

**DISCLOSURES OF INTEREST**

Nil.

**MINUTES**

Moved by Councillor Herbert – Councillor Rymal:

THAT: The minutes of the meeting held on July 27, 2021 be confirmed. Carried.

**PROJECT APPLICATIONS**

**145 Ross Street – 519 Developments Ltd.**

Ms. Penney advised the committee that the applicant was asked to revise the façade and elevation drawing, materials be added to break up the look of the building and to clarify the building materials being proposed.

The committee was very pleased with the revisions and improvements made to the building from the initial meeting on July 27<sup>th</sup>, 2021.

Committee members agreed that this type of project does fit the requirements of the Community Improvement Program and there were no further concerns.

Moved by Councillor Rymal – Susan Boldt:

THAT: The Community Improvement Program application for 145 Ross Street be approved.

Carried.

**ADJOURNMENT**

Moved by Steven McLarty-Payson - Councillor Rymal:

THAT: The meeting be adjourned at 2:05 pm

Carried.

CONFIRMED \_\_\_\_\_ CHAIR

**FINANCIAL INCENTIVES PROGRAM  
ST. THOMAS COMMUNITY IMPROVEMENT PLAN  
APPLICATION FORM**

<b>OFFICE USE:</b>	Date Application Received: <u>OCT 05 2021</u>	File Number: <u>2021-117</u>
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**INSTRUCTIONS**

- If the space provided is insufficient to respond to the question, please provide additional information on a separate page, clearly marked as to the subject question, and attached to the application form.
- Please attach financial quotes, drawings or other required information as appropriate.
- We recommend that the applicant keep a copy of the application form for your own records.
- To ensure that the application is readable, please fill out online or print in ink.
- Please ensure that the application has been signed by the property owner or authorized agent and commissioned.

**OWNER/APPLICANT**

1. Property Owner  
 Name: Prespa Sales & Rentals Limited  
 Address: 8750 Centennial Road, St. Thomas, Ontario  
 Postal Code: N5P 3S6 Phone: 519-631-1739 Fax: 519-631-0111  
 Email: frank@prespahomes.ca

2. Agent/Applicant  
 Name: \_\_\_\_\_  
 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

**SUBJECT PROPERTY**

1. Municipal Address:  
15 Flora Street, St. Thomas

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2. Legal Description:  
Lot 6, Block C, Plan 121, Part of Lots 1 to 5, 7, Block C, Plan 121 as in E232016 and Subject to E232016, Part of Block D N/S Talbot Street, Plan 43  
as in E373579, Subject to E343579 and Together with Easement over Part 6, 11R6977 as in CT90111

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3. Brief Description of Current Use:  
vacant land

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- 4. Are property taxes for the subject property in arrears?  Yes  No
- 5. Are there any outstanding orders registered against the subject property?  Yes  No
- 6. Are there any outstanding violations under the Fire Code?  Yes  No
- 7. Have grants previously been received from the City for the subject property?  Yes  No

If yes, please describe, including total amounts of grants:

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**PROGRAM CHECKLIST**

**Please place a check next to the program(s) that you are applying for:**

- Heritage Design Grant Program
- Heritage Façade and Building Improvement Program
- Residential Program
- Development Charge Grant Program
- Tax Increment Grant Program
- Parkland Dedication Grant Program
- Planning and Building Fees Grant Program
- Heritage Tax Relief Grant Program
- Environmental Site Assessment Grant Program



**Please fill out the following sections with regards to the program(s) you are applying for. If additional space is required, please attach the information on a separate sheet.**

**DESCRIPTION OF PROPOSED RESIDENTIAL IMPROVEMENT PROJECT (IF APPLYING FOR RESIDENTIAL)**

New 3 storey residential building with 24 units and 25 parking spots as approved by Site Plan Application

**GENERAL APPLICATION QUESTIONS**

- 1. Is your property a designated heritage building?  Yes  No
- 2. Is your property listed by the local Municipal Heritage Committee as a building of historic or architectural value?  Yes  No
- 3. Is your property located with the Downtown St. Thomas Heritage Conservation District?  Yes  No
- 4. What is the current status of the building?  Vacant  
 Occupied  
 Underutilized

If other, please explain: vacant land

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- 5. Are you converting and/or rehabilitating this space?  Yes  No
  - If yes: a) are you creating new residential units?  Yes  No
  - b) are you rehabilitating vacant residential units?  Yes  No
  - c) are you bringing occupied residential units up to code?  Yes  No

- 6. Are you intensifying and/or redeveloping this space?  Yes  No
  - If yes: a) are you creating new residential units through the addition of new building space?  Yes  No
  - b) are you demolishing existing building(s) to create a new building with new residential units?  Yes  No

How many residential units are being added?

- 7. Are you adding commercial space?  Yes  No
- If yes, please provide the square footage

8. Please specify the financial incentives you are interested in if applying for the following programs:

- a) Residential Program
  - Grant  Loan  Both

- b) Façade Improvement Program
  - Grant  Loan  Both

9. If you are applying for the Façade Improvement Program, please specify what part of the building you are making improvements on? (Note: side and rear façade improvements are eligible only if the public view of the building is significant)

Front Façade

Side Façade

Rear Facade

10. Please specify what CIP area your property is located within.

downtown and primary CIP areas

11. Estimated total construction cost for the residential project:

12. Estimated total construction cost for the façade improvement:

13. Estimated total design and other profession costs:

**(Note: You will be given estimates for funding on grants and loans based on the above estimates. The final calculations of grants and loans will be based on the building permit value for construction costs and actual receipts for design and professional costs.)**

14. Have you made an application for a Building Permit  Yes  No pertaining to the work being proposed?

**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, \_\_\_\_\_, am the owner of the subject lands, and I authorize \_\_\_\_\_, 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.

\_\_\_\_\_  
Date Signature of Owner

**AFFIDAVIT OR SWORN DECLARATION**

I, Frank Sherifi of St. Thomas in the province of Ontario,  
name of applicant City

make oath and say (or solemnly declare) that the information 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 05 day of October, 20 21.  
City Day Month Year

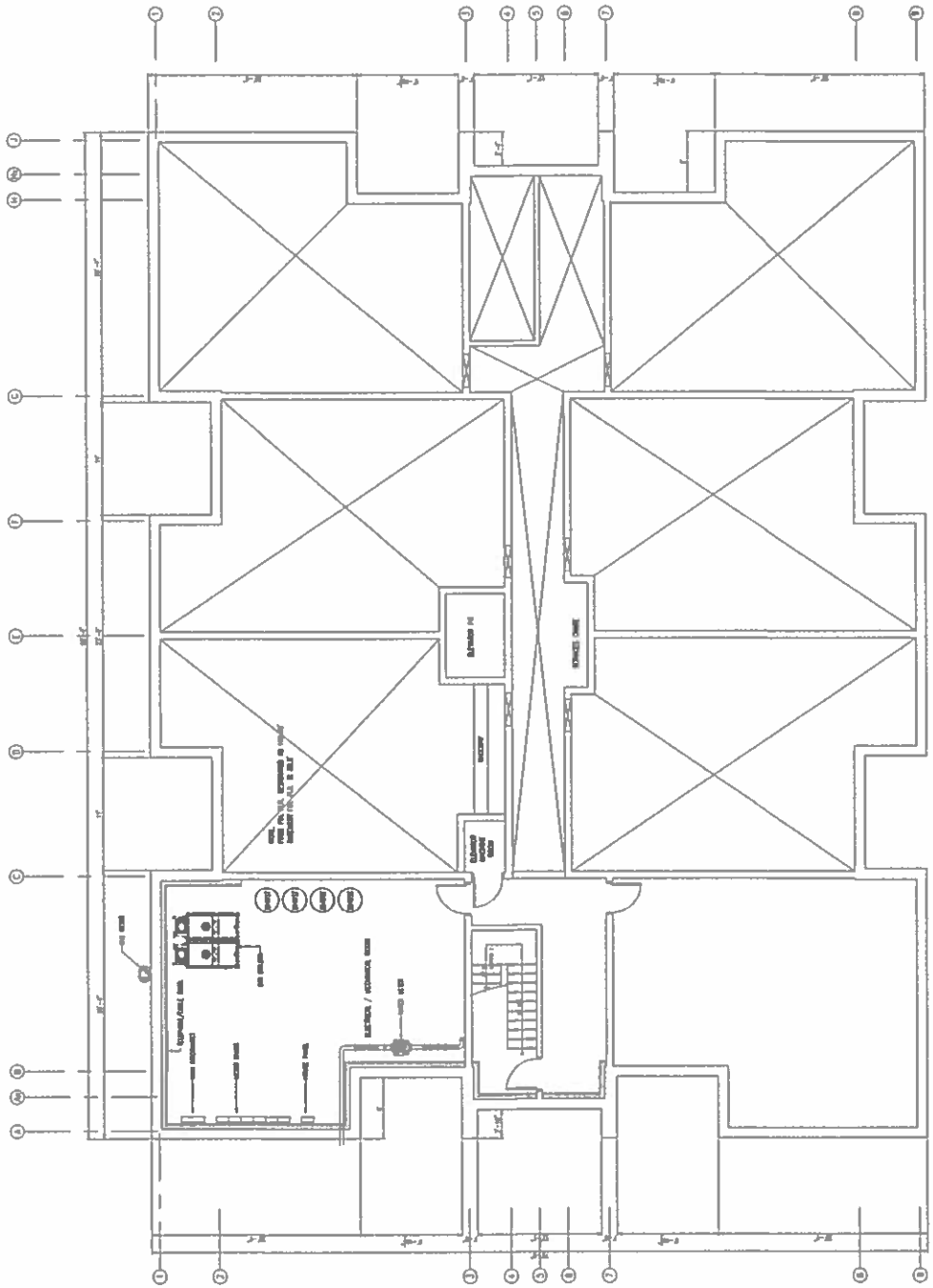
[Signature]  
Signature of Owner or Authorized Agent

Oct. 5/21  
Date

[Signature]  
Signature of Commissioner of Oaths, etc.

Oct 5/21  
Date

Crystal Marie Penney, a Commissioner, etc.,  
Province of Ontario, for the  
Corporation of the City of St. Thomas.  
Expires September 18, 2022.

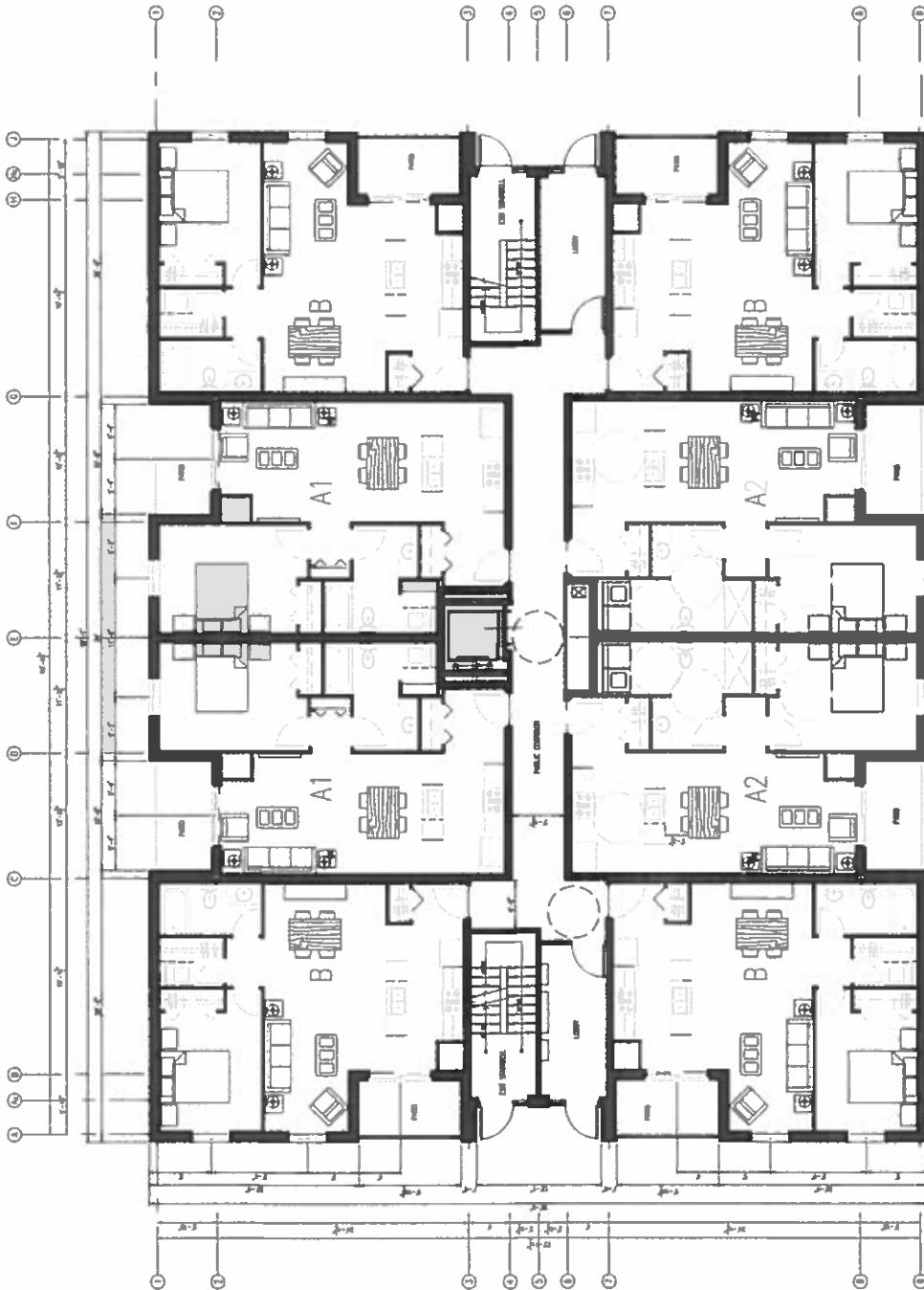


SCALE 1/8" = 1'-0"

SCALE 1/8" = 1'-0"



<p><b>RYLETT ENGINEERING</b>          10 ANDERSON AVE. SUITE 100          CHARLOTTE, NC 28204          PHONE: 704.375.1234          FAX: 704.375.1235          WWW: WWW.RYLETTENGINEERING.COM</p>		<p><b>PROJECT'S SCOPE</b>          10-10 PARKWAY APARTMENT          10-10 PARKWAY DRIVE          CHARLOTTE, NC</p>		<p><b>DATE</b> 08/24/2011  <b>DRW</b> A1  <b>CHECK</b> JTB  <b>DATE</b> 08/24/2011</p>	
<p><b>BASEMENT PLAN</b></p>					
<p>THESE PLANS ARE PREPARED BY RYLETT ENGINEERING, INC. AND ARE TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. NO PART OF THESE PLANS ARE TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF RYLETT ENGINEERING, INC.</p>					
<p>CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL LOCAL AND STATE CODES AND REGULATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE EXISTING CONDITIONS AND UTILITIES BEFORE CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ACCESS TO ALL ADJACENT PROPERTIES AND PUBLIC UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR RESTORING ALL AREAS TO ORIGINAL OR BETTER CONDITION AFTER CONSTRUCTION IS COMPLETE.</p>					

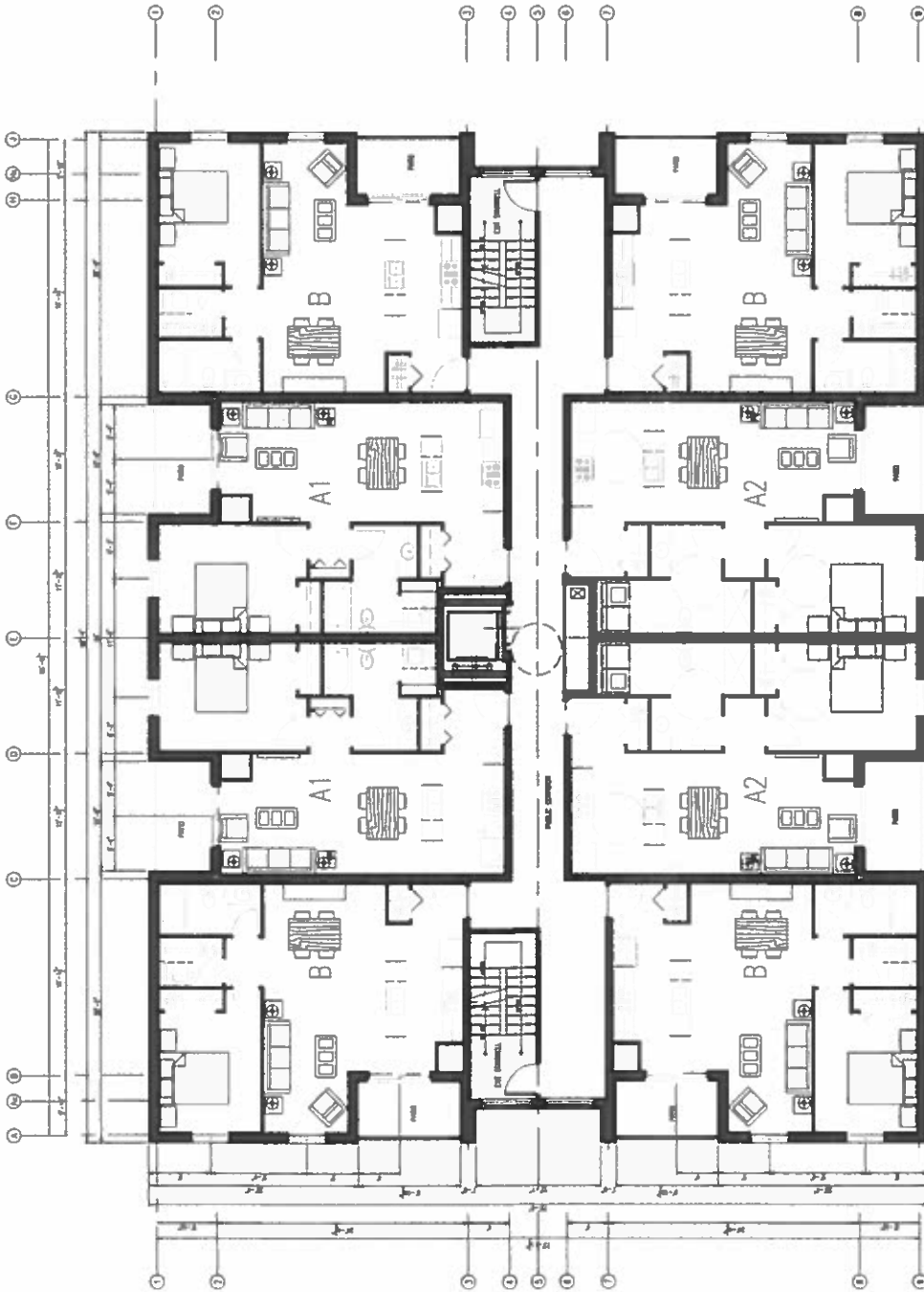


SCALE 1:100  
SCALE 1:100

FIRST FLOOR PLAN

FIRST FLOOR  
635.67sm  
SUITE 1A 1 BEDROOM  
QUANTITY 2  
FLOOR AREA 60.75sm  
SUITE 1B 1 BEDROOM  
QUANTITY 2  
FLOOR AREA 62.33sm  
BARRIER FREE UNIT  
SUITE B 1 BEDROOM  
QUANTITY 4  
FLOOR AREA 61.05sm

<p>DATE: 08/24/2011 DRAWN: JON A2 CHECK: TYS JTB 2010049</p>		<p>PROJECT: PROJECT A 1A-1B PUBLIC STREET 22 FERRIS BL</p>		<p>FIRST FLOOR PLAN</p>	
<p>RYLETT ENGINEERING 14 ANDERSON AVE OTTAWA, CANADA K1M 1Y4 TEL: 613-735-1111 FAX: 613-735-1112 WWW.RYLETTENGINEERING.COM</p>					
<p>NOTES: 1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. 2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. 3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. 4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. 5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. 6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. 7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. 8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. 9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED. 10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.</p>					



TYPICAL FLOOR  
SECOND, AND THIRD  
FLOOR AREA 635.67sqm

SUITE 1A 1 BEDROOM  
QUANTITY 2  
FLOOR AREA 60.75sqm

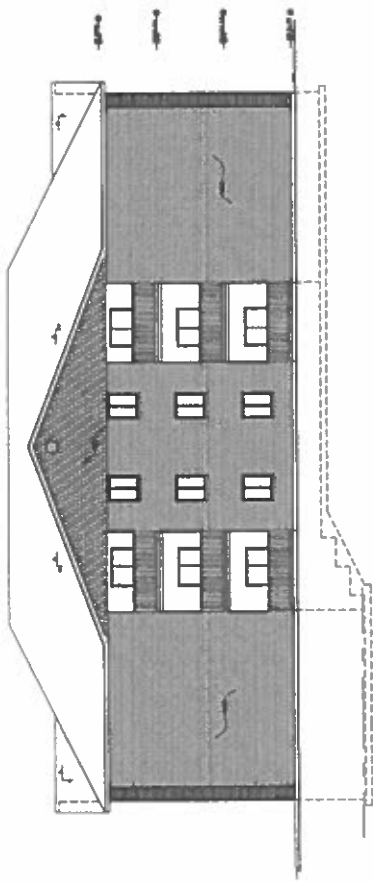
SUITE 1B 1 BEDROOM  
QUANTITY 2  
FLOOR AREA 62.33sqm  
BARRIER FREE UNIT

SUITE 8 1 BEDROOM  
QUANTITY 4  
FLOOR AREA 61.05sqm

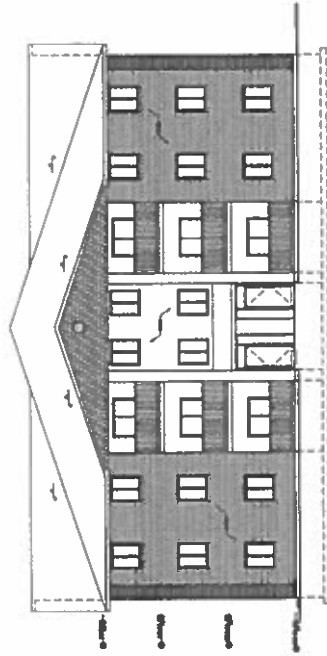


TYPICAL FLOOR PLAN

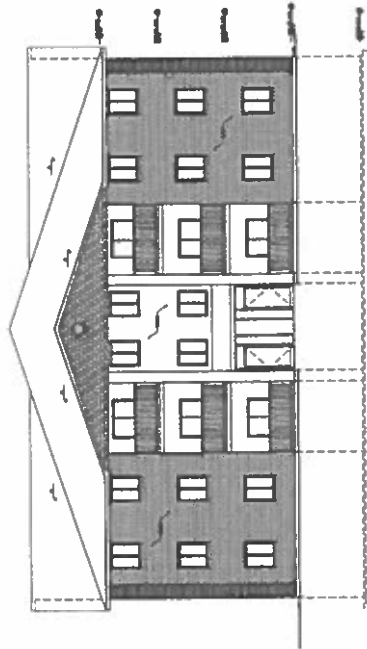
<p><b>RYLETT ENGINEERING</b> 10 ANDERSON AVE CANTON, CALIFORNIA 95621 TEL: 916 485 1000 FAX: 916 485 1001</p>		<p><b>PROJECT ADDRESS</b> 18-18 PAVAN STREET ST. LOUIS MO</p>		<p><b>TYPICAL FLOOR PLAN</b></p>	
DATE	06/02/2016	BY	MS	NO	A3
DRAWN		CHECK	SP	APR	04/04/16



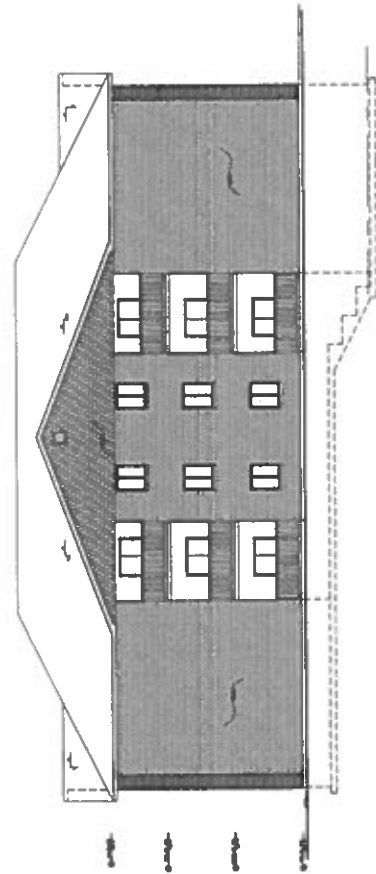
2 SOUTH ELEVATION



3 EAST ELEVATION



1 WEST ELEVATION



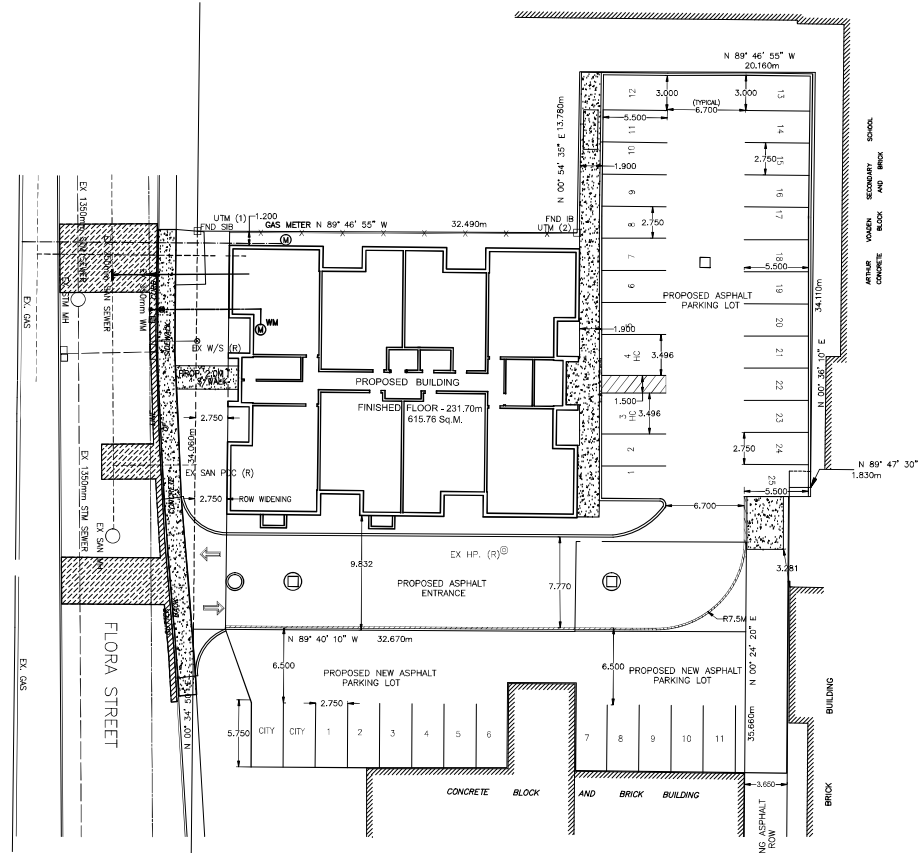
4 NORTH ELEVATION

<p><b>RYLETT ENGINEERING</b>          18 ALEXANDER AVE. ST. THOMAS, ONTARIO, CANADA          TEL: 519-576-1111 FAX: 519-576-1112</p>		<p><b>PROJECT NUMBER</b>          18-01 PLEASANT STREET          ST. THOMAS, ON</p>		<p><b>BUILDING ELEVATIONS</b></p>		<p>DATE: 07/26/2017          DRAWN: A4          CHECK: TYS ADJ 2016/04/08</p>
<p>THIS DRAWING IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF RYLETT ENGINEERING. ANY REPRODUCTION OR TRANSMISSION OF THIS DRAWING WITHOUT THE WRITTEN PERMISSION OF RYLETT ENGINEERING IS PROHIBITED.</p>		<p>THIS DRAWING IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF RYLETT ENGINEERING. ANY REPRODUCTION OR TRANSMISSION OF THIS DRAWING WITHOUT THE WRITTEN PERMISSION OF RYLETT ENGINEERING IS PROHIBITED.</p>		<p>THIS DRAWING IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF RYLETT ENGINEERING. ANY REPRODUCTION OR TRANSMISSION OF THIS DRAWING WITHOUT THE WRITTEN PERMISSION OF RYLETT ENGINEERING IS PROHIBITED.</p>		<p>DATE: 07/26/2017          DRAWN: A4          CHECK: TYS ADJ 2016/04/08</p>





SITE LOCATION



DATA TABLE		
ZONING	EXISTING	PROPOSED
BUILDING AREA	COMMERCIAL	APARTMENTS
BUILDING AREA	N/A	615.76 m <sup>2</sup>
PARKING REQ'D		8
PARKING PRV'D		25
CLASSIFICATION		COMMERCIAL
LOT AREA		2,467.77 m <sup>2</sup>
PARKING AREA (ASPHLT)		1,589.5

BEARINGS ARE UTM GRID IN NAD83 (ORIGINAL) DERIVED FROM G.P.S. OBSERVATIONS AND THE CAN-NET BASE STATION NETWORK AND ARE REFERRED TO THE CENTRAL MERIDIAN 8100' WEST LONGITUDE, ZONE 17

UTM ZONE 17, NAD83 (ORIGINAL) GRID COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF OREG. 216/10

POINT ID	NORTHING	EASTING
UTM 1	4736351.417	484552.516
UTM 2	4736351.239	484555.151

DISTANCES SHOWN ON THIS PLAN ARE GROUND LEVEL DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.99999462

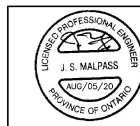
LEGEND

								<b>EXISTING ELEVATIONS</b> 	<b>PROPOSED GRADES</b> 	<b>OVERLAND FLOW</b> 	
EXISTING EP	EXISTING GRAVEL SHOULDER	EXISTING SIDEWALK	EXISTING FENCE	PROPOSED DRIVEWAY REMOVALS	PROPOSED CONCRETE	PROPOSED TRAFFIC FLOW	PROPOSED GRASS AREA	EXISTING ELEVATIONS	PROPOSED GRADES	OVERLAND FLOW	Ⓞ EX HP, (R) - DENOTES REMOVE (TYP)

CONSULTANT

J.S. MALPASS AND ASSOCIATES  
ENGINEERS AND PLANNERS  
ST. THOMAS, ONTARIO

STAMP



REVISION

NO.	DESCRIPTION	DATE	BY
1	FIRST SUBMISSION TO CITY OF ST. THOMAS	JAN 2017	J.S.M.
2	SECOND SUBMISSION TO CITY OF ST. THOMAS	FEB 2019	J.S.M.
3	ADD ORP DATA & REVISE PARKING ALIGNMENT	FEB 2019	J.S.M.
4	ADD ELECTRICAL & LANDSCAPE DRAWINGS	MARCH 2019	J.S.M.
5	AS PER THE CITY OF ST THOMAS COMMENTS	MAY 14 2019	J.S.M.
6	AS PER THE CITY OF ST THOMAS COMMENTS	JUNE 04 2019	J.S.M.
7	AS PER THE CITY OF ST THOMAS COMMENTS	JAN 21 2020	J.S.M.
8	AS PER ST THOMAS PARKS DEPT. COMMENTS	AUG 05 2020	J.S.M.

PRESA CONSTRUCTION

SITE PLAN  
15-19 FLORA STREET  
ST. THOMAS, ONTARIO

SCALE: HOR, 1:250  
VER, N/A  
DRAWING #: SP-1









# Heritage Impact Statement

15 Flora Street

City of St. Thomas



January 17, 2020



**ZELINKA PRIAMO LTD**  
*A Professional Planning Practice*

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- 2.2 The Neighbouring Properties
- 2.3 The Proposal

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- 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 Prespa Construction, Zelinka Priamo Ltd., has prepared a Heritage Impact Statement in support of the proposed development at 15 Flora Street, City of St. Thomas Ontario.

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

## SECTION 2 – SITE DETAILS

### 2.1 The Subject Lands

The subject lands currently vacant and are located adjacent to the Downtown St. Thomas Heritage Conservation District (see Figure 1).



### 2.2 The Neighbouring Properties

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

- 669 Talbot Street – non-contributing property.
- 679, 681, 685, 687 Talbot Street (Idsardie Block):
  - contributing mixed use commercial residential properties, 1870-1900.
- 689 & 691 Talbot Street:
  - contributing mixed use commercial residential properties, 1870-1900.

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 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 *adjacent protected heritage properties* 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).

This section does not have policies for development on properties adjacent to protected heritage properties.

### 3.3 Downtown St. Thomas Heritage Conservation District Plan (HDC)

Policy 4.13 in the Downtown St. Thomas Heritage Conservation District Plan states new development adjacent to the district is permitted if it is demonstrated that the heritage attributes of the adjacent HCD are conserved.

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

Mitigative measures were made through massing, setback, height and use of material that are sympathetic to the surrounding area.

Further minor architectural details, such as, adding soldier courses for decorative effects over door and window openings could be made to the proposed structure.

This is a simple feature that is reflective of many buildings within the HCD and can help with the visual transition from the heritage properties on Talbot Street to the proposed development.

### 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;	<p>The subject lands are vacant and do not contain any significant heritage attributes or features.</p> <p>The proposed will not affect the heritage attributes of adjacent heritage properties.</p>
Alteration that is not sympathetic, or is incompatible, with the historic fabric and appearance;	<p>The massing, setback and height of the residential building will be sympathetic to the adjacent streetscape.</p> <p>The proposed exterior material includes red brick, which is in-keeping with the material used in the surrounding area.</p>
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;	<p>The proposed does not isolate heritage attributes of adjacent heritage properties.</p> <p>It is located on a side street at the rear of the properties on Talbot Street.</p>
Direct or indirect obstruction of significant views or vistas within, from, or of built and natural features;	<p>The proposed residential building is at the rear of the properties that front Talbot Street.</p> <p>However, the subject lands can be seen from the intersection of Flora and Talbot Streets but the District Plan does not identify views or vistas for this specific area.</p>

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A change in land use where the change in use negates the property's cultural heritage value;      The proposed use is residential which is generally consistent with the surrounding land uses in the immediate area.

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.

Mitigative measures were made through massing, setback, height and use of material that are sympathetic to the surrounding area.

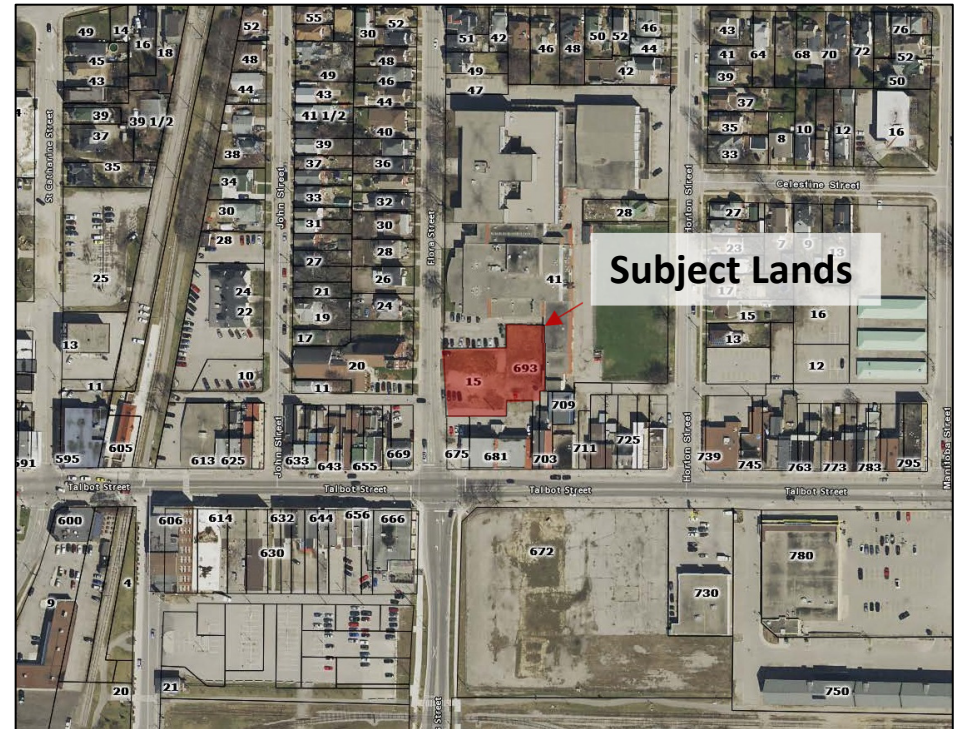
Further minor architectural details could be made to the proposed structure such as adding soldier courses for decorative effects over door and window openings.



**SECTION 5 – SOURCES**

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

# Subject lands and Adjacent Properties



## Subject Lands – 15 Flora Street

Note: 669 Talbot Street is not shown as it is a non-contributing property



679 Talbot Street



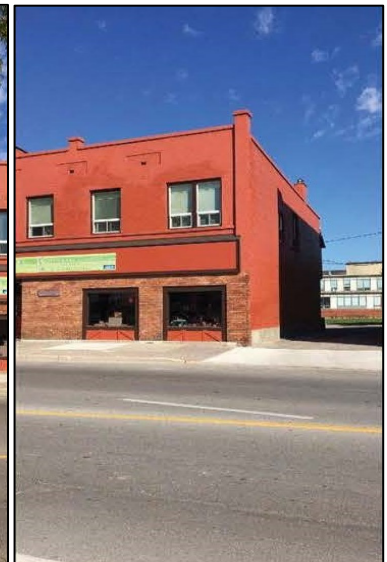
681 Talbot Street



685/687 Talbot Street



689 Talbot Street



691 Talbot Street















**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.