

AGENDA
THE SIXTH MEETING OF THE MUNICIPAL HERITAGE COMMITTEE

ROOM #304 / VIA ZOOM

5:00 P.M.

August 9, 2023

DISCLOSURES OF INTEREST

MINUTES

Confirmation of the minutes of the meeting held on July 5th, 2023.

NEW BUSINESS

Heritage Alteration Permit - HAP-11-23 - 345-347 Talbot Street Pages 2-12

Listed Properties on Heritage Register- Update Page 13

A letter has been received from Nancy Irvine and David Irvine regarding their interest in designating their property at 114 Metcalfe Street.

NEXT MEETING

To be determined.

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)

June 29, 2023

Rick Leeson and Karen Sealy
345-347 Talbot Street
St. Thomas, ON
N5P 1B7

**Re: Notice of Receipt
Heritage Alteration Permit**
File No.: HAP-11-23
Property: 345-347 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: Basit Abdul, Legislative Services Coordinator, City of St. Thomas

MEMO

DATE: June 29, 2023

ATTENTION: Basit Abdul, Secretary, Municipal Heritage Committee

SUBJECT: Heritage Alteration Permit
345-347 Talbot Street
HAP-11-23

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-11-23
	File No. HAP-11-23
Directed to: Chair and Members of the Municipal Heritage Committee	Date Authored: 06/29/2023 Meeting Date: 07/12/2023
Department: Planning & Building Services Department	Attachments · Application and supporting photos
Prepared by: Kevin McClure, Planner	
Subject: Heritage Alteration Permit for 345-347 Talbot Street – Rick Leeson and Karen Sealy	
<p>ORIGIN: An application has been submitted by Rick Leeson and Karen Sealy for a heritage alteration permit to allow for alterations to the second and third storey windows, painting of the architectural details about the second storey windows and alterations of the parapet at 345-347 Talbot Street. City staff consulted with the applicant on June 28, 2023 respecting the proposed heritage alteration permit. A formal application was received on June 28, 2023 and deemed complete on June 29, 2023.</p> <p>PROPOSED HERITAGE ALTERATION PERMIT SUMMARY: The applicant is proposing to cap the existing wood window frames on second and third storey windows with black aluminum. Further the decorative detailing above the second storey windows is proposed to be reattached and painted black. Due to the deteriorating nature of the wooden parapet, the applicant is proposing to install black coping over the existing detailing similar to the adjacent property to the west.</p> <p>HERITAGE CONSERVATION DISTRICT PLAN: The property at 345-347 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 Materials (4.3.2.4), Paint (4.3.2.5), Overcladding (4.3.2.6), Windows (4.3.2.9), and Roofs and Parapets (4.3.2.10) subsections would apply.</p> <p><u>4.3.2.4 Materials</u> 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 metal and woodwork policies and guidelines would appear to apply.</p> <p>In seeking to revitalize the façade of the building, the applicant intended to repaint the wood parapet detailing black to be consistent with the existing storefront and other updates that they are proposing. However, given the state of the wood, the applicant is seeking to cover it with black coping similar to the property to the west. The policies and guideline of this section speak to <i>“Retaining sound and repairable wood that contributes to the character of the building or HCD”, “Stabilize deteriorated wood by providing reinforcement and weather protection”, and “Replace decayed or damaged wood and find cause of deterioration where possible to avoid future damage”.</i></p> <p>In addition, there are metal decorative panels above the second-floor windows that are proposed to be secured to the building and painted black. The policies in this section speak to, <i>“Conserve historic metal features on front facades, Retain sound and repairable metals, Re-apply appropriate paint or coating to decrease corrosion rate, Stabilize deteriorated metals by reinforcement and weather protection”.</i></p> <p><u>4.3.2.5 Paint</u> No previously unpainted brick surfaces are proposed to be painted in the proposal. The only policy within this subsection states, <i>“avoid painting masonry surfaces including brick as it prevents the proper drying of the brick and ultimately damages the masonry”.</i> However, there are guidelines that speak to colour selection within the HCD area and choosing colours that complement the character of the HCD. The applicant proposing to paint the metal decorative panels black to be consistent with the storefront façade.</p> <p><u>4.3.2.6 Overcladding</u> There is a policy within subsection 4.3.2.6 that speaks to the avoidance of <i>“covering up original facades and elements with materials that do not compliment the HCD, drastically change the look of the building, damage the original materials and create “blank walls”.</i> The applicant is not proposing overcladding over the entirety of the façade and would not be creating a “blank wall”, however, they are proposing to cover the existing architectural detailing of the parapet due to its deterioration. Further, the existing wood window casing is proposed to be capped with black aluminum, including the upper portion of the second storey window opening that is currently wood to update the look of the building.</p>	

4.3.2.9 Windows

The policies of this section speak to the conservation or repair of original windows, discouraging the replacement of original windows with contemporary windows that are radically different than the original, and the retention of original wood framed windows wherever possible. While there is a policy to allow for the replacement of contemporary windows with other contemporary windows, the original shape and opening of the window is to be maintained.

Based on the direction of this section, the maintenance and repair of the existing wood windows would be preferred compared to the covering of the wood with aluminum capping as proposed.

4.3.2.10 Roofs and Parapets

The roofs and parapets subsection of the HCD Plan recognizes how these elements provide an important part of the character of the streetscape. A policy of this subsection provides, "*conserve, maintain and restore character defining roof and parapet features and original historic roofing materials*". As noted in the permit summary, the applicant is proposing to cap the parapet with black coping to address the deterioration of the wood.

STAFF COMMENT:

Through the consultation process, Staff raised concerns with respect to the work that was being proposed and noted that the Municipal Heritage Committee may have similar concerns should an application proceed as submitted. It was provided by the applicant that similar works have occurred along Talbot Street in the past and they would be seeking similar permissions. As such, the owners have submitted the attached application and are requesting consideration from the Committee.

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: <u>JUN 28 2023</u>	Consultation Date: <u>JUN 28 2023</u>
	Date Application Deemed Complete: <u>JUN 28 2023</u>	File Number: _____

OWNER/APPLICANT

1. Property Owner
 Name: RICK LEESON + Karen Sealy
 Address: 347 Talbot St
 Postal Code: N5P 1B7 Phone: 519 495 7332 Fax: _____
 Email: randreno@hotmail.com

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

PROPERTY INFORMATION

1. Municipal Address: 347-345 TALBOT ST ST. THOMAS RECORDS AND RELICS

 2. Legal Description: _____

SUMMARY OF WORK PROPOSED

1. What kind of permit is required?
 Alteration to Building/Property New Construction Demolition

2. How is the property designated?

- Individually Designated Property Part of the Heritage Conservation District Both

3. 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 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

4. 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.

5. 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.

THE WINDOWS WERE INSTALLED BEFORE WE BOUGHT THE BUILDING
 THE WOOD AROUND THEM WE WERE GOING TO CAP WITH BLACK ALUMINUM
 THE 2ND STORY WINDOWS WERE SHORTENED AND TOPPED WITH PLYWOOD
 2ND STORY WINDOWS ALSO HAVE DECORATIVE TOPS WHICH WILL BE
 REATTACHED & PAINTED BLACK
 THE TOP DECORATIVE TRIM WOULD LIKE TO PUT BLACK CAPPING ON LIKE
 SMITTY'S CONVENTION NEXT DOOR. THANK YOU OR LOOK FORWARD TO
 YOUR INPUT

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 RICK LEESON
KAREN SEALY, 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, RICK LEESON
KAREN SEALY of ST. THOMAS 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 28 day of JUN, 20 23.
City Day Month Year

[Signature]
Signature of Owner or Authorized Agent

28 JUNE 23
Date

[Signature]
Signature of Commissioner of Oaths, etc.

JUNE 28, 2023
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, RICK LOESON, am the owner of the subject lands, and I authorize
RICK LOESON, 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 28 2023
Date

RICK LOESON RA L
Karen Bealy
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.**

RICK LERSON

I, *KAREN SEELY*, 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 28, 23
Date

[Signature]
Signature of Owner

Google Maps 349 Talbot St

St Thomas, Ontario

Google Street View

Jun 2023

See more dates

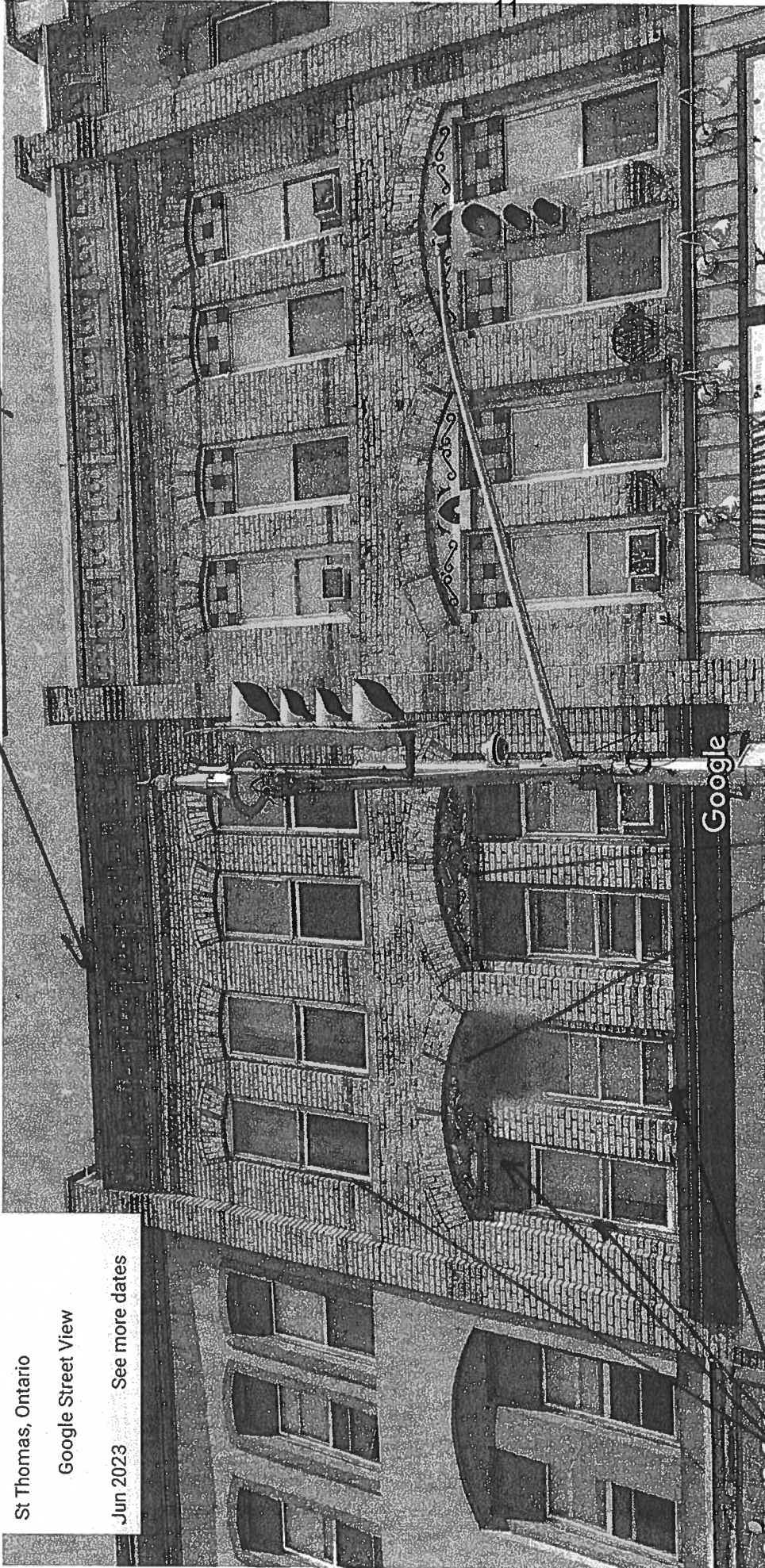


Image capture: Jun 2023 © 2023 Google

CAP BLACK ASSMITTYS other Page

CAP Black Alum & windows

RETTNER Conventys Paint Block

See: /

Google Maps

349 Talbot St

347 Talbot St

ALUM CAPRINO SMITTY'S

St Thomas, Ontario

Google Street View

Jun 2023

See more dates

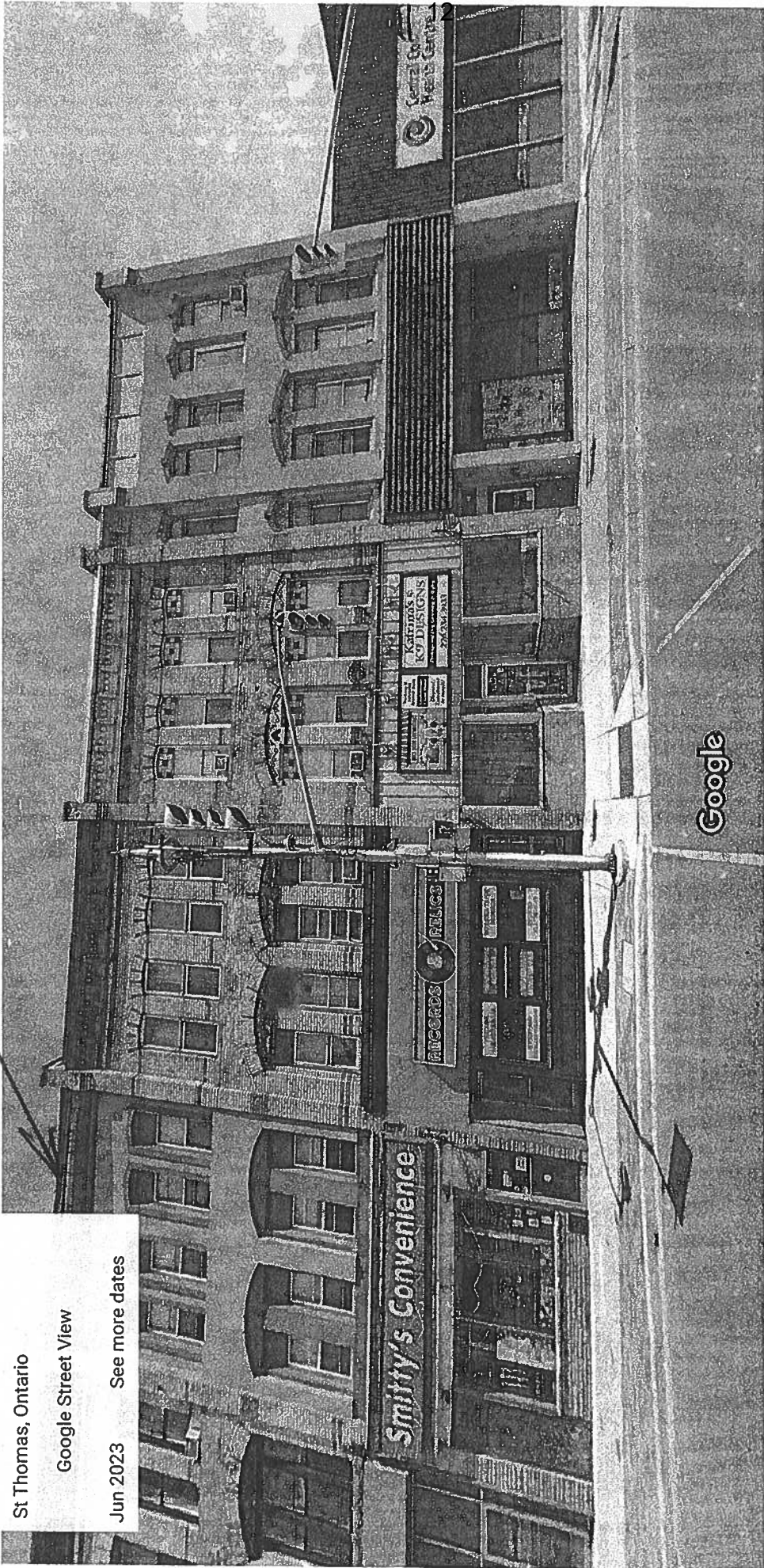


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NANCY & KINGSLEY, 114¹³ METCALFE ST.

ST. THOMAS, ONT.

IN RESPONSE TO A LETTER DATED. JUNE 30, 2023,
AGREE TO & WISH TO PROCEED WITH THE
HERITAGE DESIGNATION OF OUR PROPERTY



Nancy Aroni

12/07/23
