AGENDA

THE SEVENTH MEETING OF THE MUNICIPAL HERITAGE COMMITTEE

ROOM 304 & ZOOM **5:00 P.M.** **August 12, 2026**

DISCLOSURES OF INTEREST

MINUTES

Confirmation of the minutes of the meeting held on July 8th, 2026.

NEW BUSINESS

Heritage Alteration Permit 429-431 Talbot Street **Pages 2-15**

Heritage Alteration Permit 52 Moore Street **Pages 16-31**

57 Walnut Street Committee of Adjustment application **Pages 32-64**

- Received as information

UNFINISHED BUSINESS Heritage

Property Tax Relief **Page 65**

- Report PD-39-26 relating to Heritage Property Tax Relief was received as information at Councils July 13, 2026, meeting

Ontario Provincial Plaque Program **Page 66**

Unfinished Business Tracking

Unfinished Business Tracking			
ITEM	**MEETING DATE**	**Referred to**	**Origin**
St.Thomas Cemetery Company - summer student project /re-visiting designation in the fall under a new Council.			
Home Insurance - creating package for distribution includes letter from a local insurance provider			

NEXT MEETING

September 9, 2026

ADJOURNMENT

PLANNING & BUILDING SERVICES DEPARTMENT
t. (519) 633.2560 f. (519) 633.6581
9 Mondamin Street
St. Thomas, Ontario, N5P 2T9

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 31, 2026

1001058507 Ontario Inc
1000 Pond Mills Road
London, ON
N6N 1A2

Re:	**Notice of Receipt** **Heritage Alteration Permit**
File No.:	**HAP-19-26**
Property:	**429-431 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
Senior Planner

cc: Sherry Steadman, Legislative Services Coordinator, City of St. Thomas

PLANNING & BUILDING SERVICES DEPARTMENT
t. (519) 633.2560 f. (519) 633.6581
9 Mondamin Street
St. Thomas, Ontario, N5P 2T9

MEMO

DATE: **July 31, 2026**

ATTENTION: **Sherry Steadman, Legislative Services Coordinator**

SUBJECT: **Heritage Alteration Permit**
429-431 Talbot Street
HAP-19-26

Please find attached a Heritage Alteration Permit Application for 429-431 Talbot Street. The attached materials are provided for consideration for the Municipal Heritage Committee and provision of recommendations to Council. A draft Heritage Alteration Permit is also attached should the Committee wish to include any specific conditions as part of that recommendation.

The property is identified as a "Contributing Resource" within the Downtown St. Thomas Heritage Conservation District Plan (HCD Plan), and the policies and guidelines in Section 4.3 of the HCD Plan would apply.

This is a follow-up to a previously approved Heritage Alteration Permit Application (HAP-18-26). The applicant is looking to install several new roof vents in the rear of the building at 429-431 Talbot Street. However, from the time of approval of Permit #18-26 in July for 431 Talbot Street, additional vents were determined to be required to be installed for the proposed interior work at 429-431 Talbot Street. While these changes would be minor in nature from what was originally requested, this would still trigger the need for a Heritage Alteration Permit.

As noted in the submission materials, the vents are intended to be less than 42-inches in height and the mechanical drawings that are submitted provide a height of 64-inches (6-feet) and a minimum setback of 12-feet from the rear building wall. The required vents have been highlighted in "red" in the materials for easier identification by the Committee.

Noting the information above, the following is for the Municipal Heritage Committee's consideration based on the policies and guidelines in the HCD Plan.

<u>4.3.2.10 - Roofs and Parapets</u>

This section of the HCD Plan provides that roofs and parapets make up an important part of character defining elements and they are most important when visible from street level. Further, the policies of this section provide to, *"set features such as mechanical equipment, penthouses and*

PLANNING & BUILDING SERVICES DEPARTMENT
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9 Mondamin Street
St. Thomas, Ontario, N5P 2T9

other rooftop elements back from the façade line so that the new features are not visible from street level".

As noted in the application materials, the vents are proposed on the rear of the building and should not be visible from the street as the building backs onto a laneway with residential development behind it. Further, the equipment is to be set back from the rear building wall to mitigate the potential visibility of the vents.

4.3.2.11 - Side and Rear Elevations

Similar to the Roofs and Parapets section of the HCD Plan, Section 4.3.2.11 recognizes that many rear and side elevations are visible from side streets and parking areas. As such, guidelines have been prepared to address these elevations.

While the policies of this section do not speak to mechanical equipment, there is a guideline that provides that, *"Consider rear elevations not on corners for delivery access facilities, utility services, parking, outbuildings, satellite dishes, required roof vents, skylights, solar panels, and metal chimneys"*. The applicant would be adhering to this guideline.

Noting the information above, Staff have reviewed the application in relation to the policies and guidelines of Section 4.3 and do not have concerns regarding the proposal from a Heritage Alteration Permit perspective. Notwithstanding the information provided, the Municipal Heritage Committee should determine whether it is satisfied with the proposal as submitted.

Regards,

Kevin McClure, MCIP, RPP
Senior Planner

PLANNING & BUILDING SERVICES DEPARTMENT
t. (519) 633.2560 **f.** (519) 633.6581
9 Mondamin Street
St. Thomas, Ontario, N5P 2T9

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: 1001058507 Ontario Inc
   Address: 1000 Pondmills Rd, London
   Postal Code: N6N 1A2 Phone: 5198088715 Fax: _____
   Email: asl_brad@yahooca

2. Agent/Applicant
   Name: Brad Beausoleil
   Company: 1001058507 Ontario Inc
   Address: 1000 Pondmills Rd, London
   Postal Code: N6N 1A2 Phone: 5198088715 Fax: _____
   Email: asl_brad@yahooca

   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: 429-431 Talbot St. St Thomas, On

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 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.

2 Pictures showing the max distance from the front and back of the builds, showing that you can not see the proposed vents. Picture with back to CIBC and back to fence in rear alley. Mechanical drawings showing locations of vents. This drawing is an updated version of the one previous submitted and approved, adding 2 washrooms.

Previously approved HAP #18-26 Dated July 13, 2026

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.

We have several vents penetrating the roof of the building to accomodate the new tenant. These will be 12' back from the front and back facade's and will not be seen. Pictures show a 6' person standing 12' back and can not be seen. Vents range in height BUT are all less than 6'.

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 Bradley Beausoleil, 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, Brad Beausoleil (name of applicant) of St Thomas (City) in the province of Ontario,

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 (City) on this 24 (Day) day of July (Month), 20 26 (Year).

Signature of Owner or Authorized Agent — July 24, 2026 (Date)

Signature of Commissioner of Oaths, etc. — July 24, 2026 (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, 1001058507 Ontario Inc, am the owner of the subject lands, and I authorize Brad Beausoleil, 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.

July 26, 2026
Date

Bradley Beausoleil
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.**

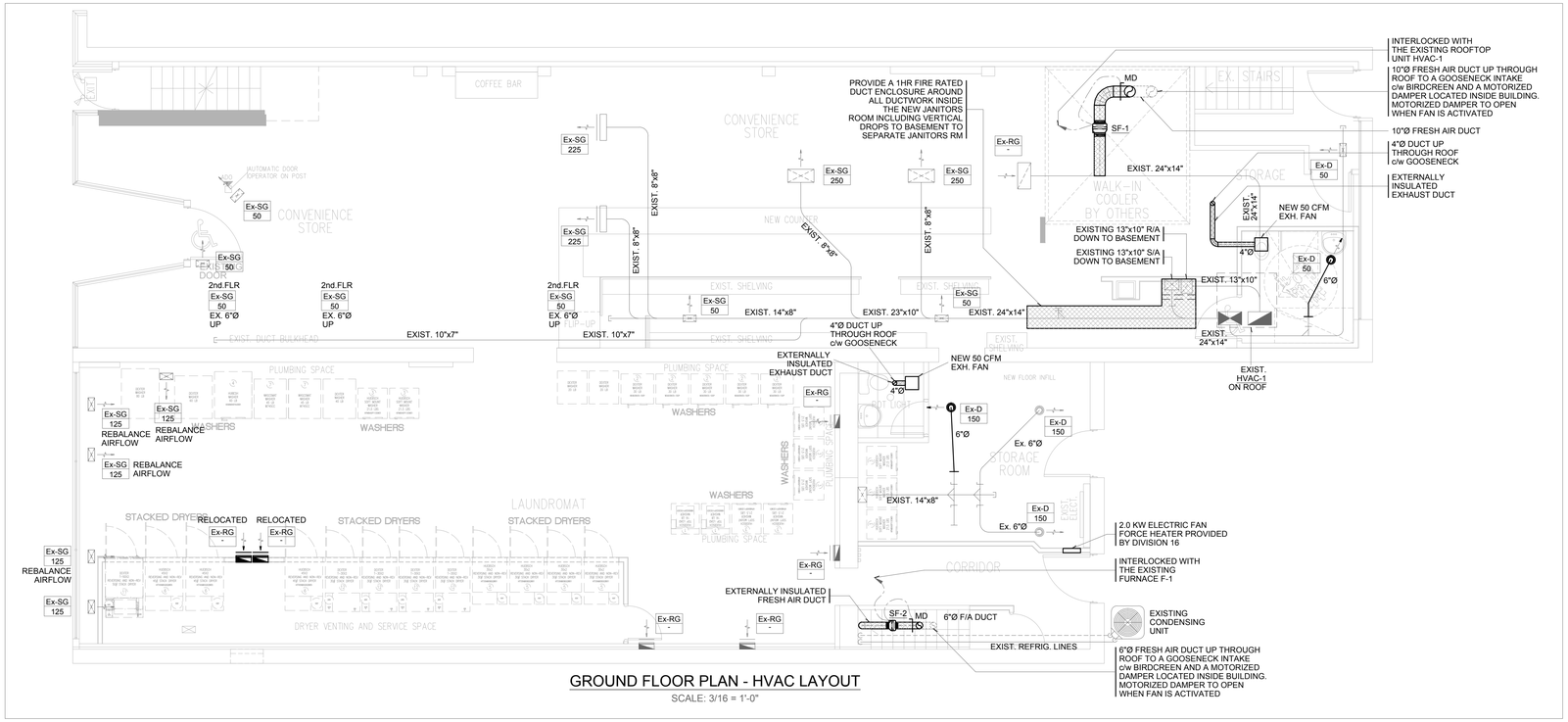
I, 1001058507 Ontario Inc, am the **owner** of the subject lands, and I understand that further fees may be incurred by the City throughout the planning process and that I am responsible for reimbursing all fees.

July 26, 2026
Date

Bradley Beausoleil
Signature of Owner

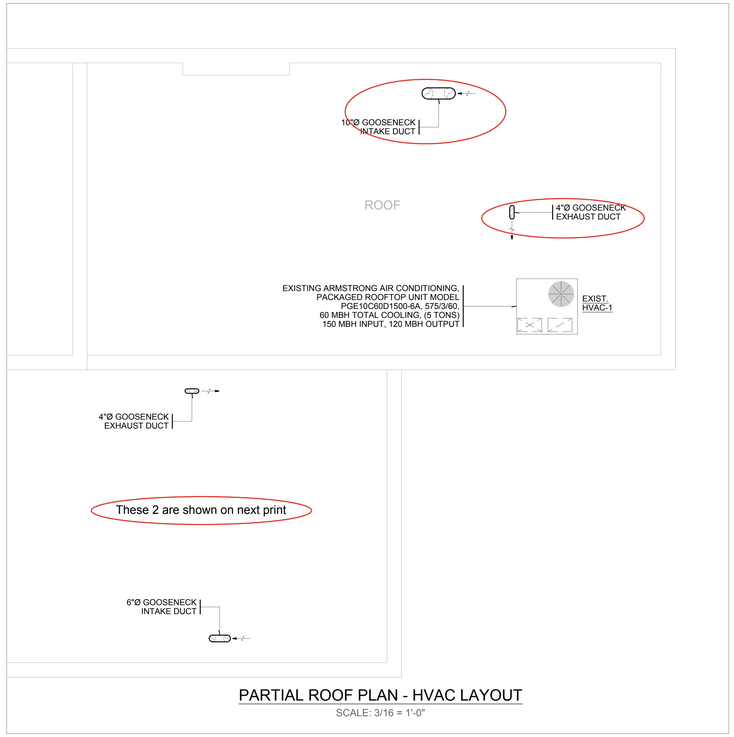



GOLDEN CLOVER
TATTOO



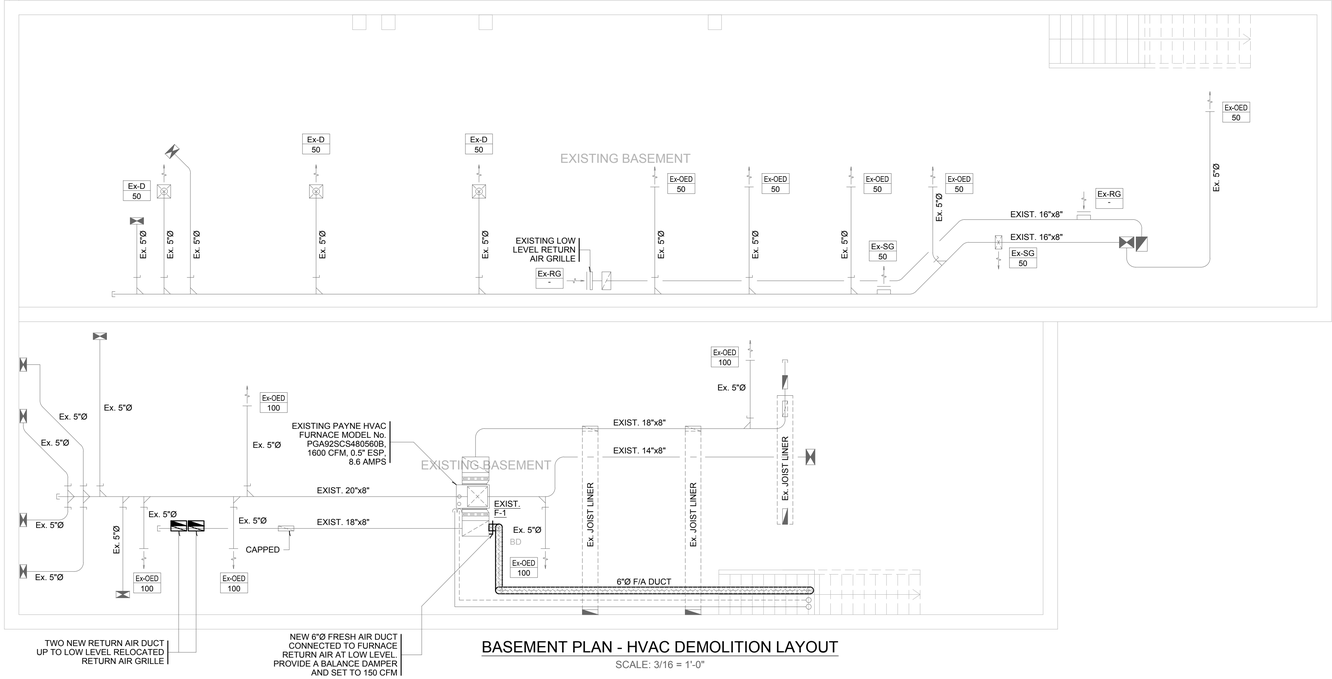
GROUND FLOOR PLAN - HVAC LAYOUT

SCALE: 3/16 = 1'-0"



PARTIAL ROOF PLAN - HVAC LAYOUT

SCALE: 3/16 = 1'-0"



BASEMENT PLAN - HVAC DEMOLITION LAYOUT

SCALE: 3/16 = 1'-0"

REVISIONS	No.	DATE	DESCRIPTION	No.	DATE	DESCRIPTION
	00	25/05/28	ISSUED FOR PERMIT			
	01	28/05/26	GENERAL REVISIONS			
	02	04/06/26	ISSUED FOR PERMIT			
	03	19/07/26	GENERAL REVISIONS			
	04	23/07/26	GENERAL REVISIONS			

CONTRACTOR

STAMP

ENGINEER

enerth consulting
Enerth Consulting Ltd.
111 Waterloo Street, Suite 210
London, ON N6B 2M4
T: 519.707.2653
www.enerthconsulting.com

PROJECT

PROPOSED RENOVATIONS
429-431 TALBOT ST.
ST THOMAS, ONTARIO

DRAWING

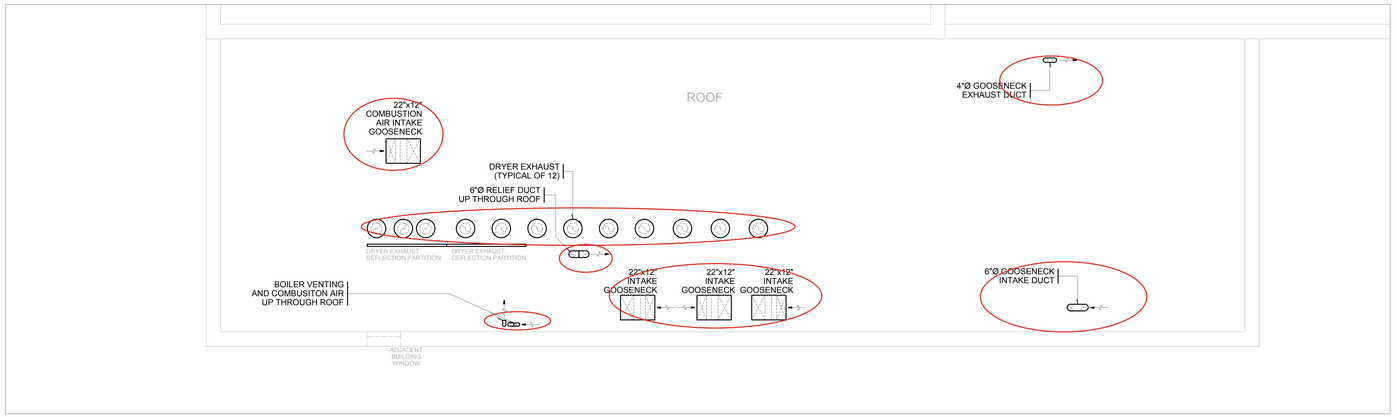
BASEMENT AND GROUND FLOOR HVAC LAYOUT

DESIGNED BY: CR	SCALE: AS NOTED
DRAWN BY: CR	PROJECT No.: 2609
REVIEWED BY: -	DRAWING FILE No.: 2609-M2
APPROVED BY: -	SHEET No.: M2
DATE: JAN'26	

M2

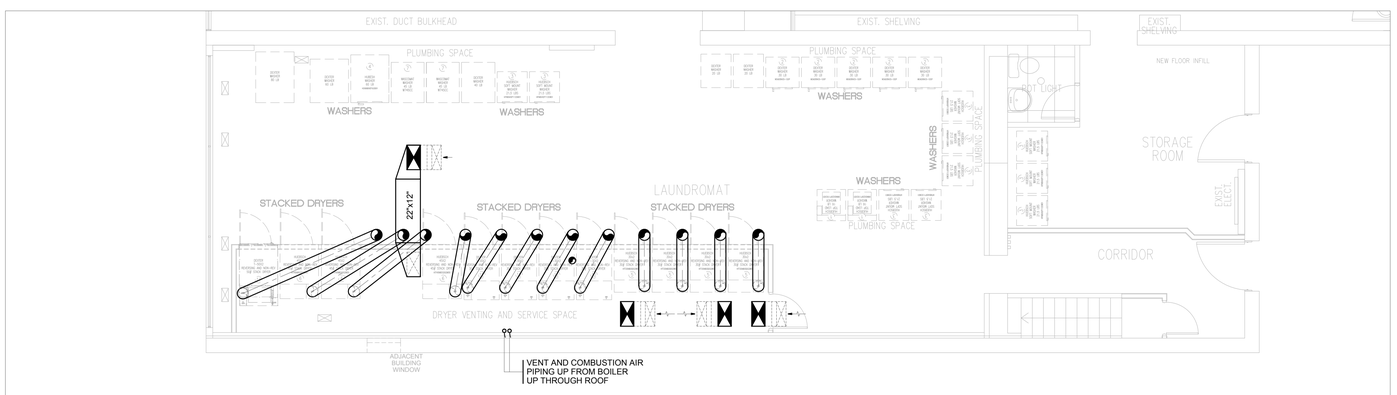
429-431 TALBOT STREET- ST THOMAS

MECHANICAL



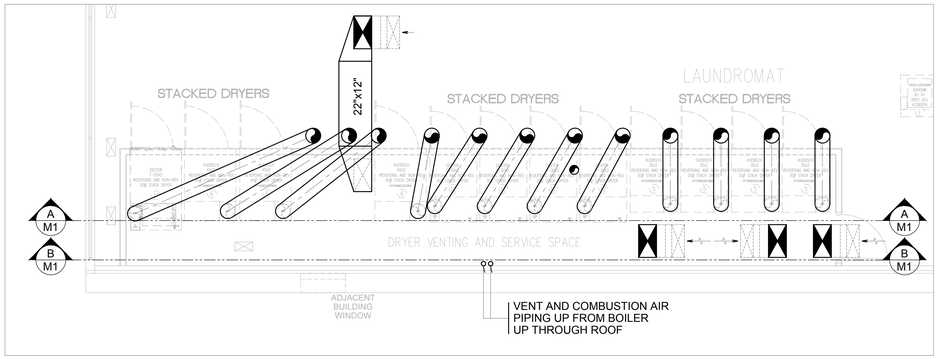
PARTIAL ROOF PLAN- HVAC LAYOUT

SCALE: 3/16 = 1'-0"



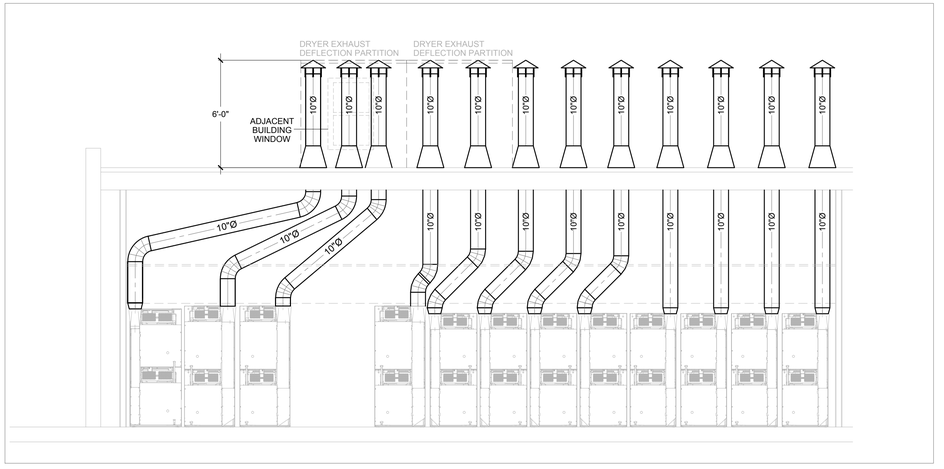
PARTIAL GROUND FLOOR PLAN- HVAC LAYOUT

SCALE: 3/16 = 1'-0"



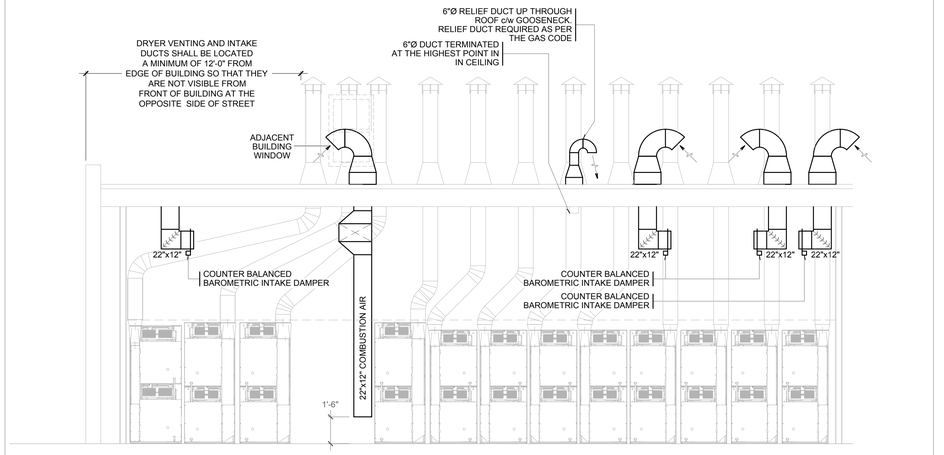
PARTIAL GROUND FLOOR PLAN - DRYER VENTING LAYOUT

SCALE: 1/4 = 1'-0"



SECTION A-A - DRYER VENTING LAYOUT

SCALE: 1/4 = 1'-0"



SECTION B-B - DRYER VENTING LAYOUT

SCALE: 1/4 = 1'-0"

REVISIONS

No.	DATE	DESCRIPTION	No.	DATE	DESCRIPTION
00	25/03/26	ISSUED FOR CLIENT REVIEW	06	04/06/26	GENERAL REVISIONS
01	09/04/26	GENERAL REVISIONS	07	23/07/26	GENERAL REVISIONS
02	22/04/26	GENERAL REVISIONS			
03	23/04/26	GENERAL REVISIONS			
04	28/05/26	GENERAL REVISIONS			
05	04/06/26	ISSUED FOR PERMIT			

CONTRACTOR

STAMP

ENGINEER

enerth consulting
Enerth Consulting Ltd.
111 Waterloo Street, Suite 210
London, ON N6B 2M4
T: 519.707.2653
www.enerthconsulting.com

PROJECT

PROPOSED RENOVATIONS 429-431 TALBOT ST.
ST THOMAS, ONTARIO

DRAWING

LAUNDRY EXHAUST & MUA LAYOUTS

DESIGNED BY: CR	SCALE: AS NOTED
DRAWN BY: CR	PROJECT No.: 2609
REVIEWED BY: -	DRAWING FILE No.: 2609-M3
APPROVED BY: -	SHEET No.: M3
DATE: JAN'26	

M3

429-431 TALBOT STREET- ST THOMAS

MECHANICAL

Total Vents 23, max height 6', min distance to front or back facade 12':

1 – 10” diameter gooseneck – (from SF-1)

1 – 6” diameter gooseneck – (from SF-2)

1 – 4” diameter gooseneck – (WR Exh Fan)

1 – 4” diameter gooseneck – (WR Exh Fan)

3 – 22”x12” goosenecks – (Dryer Make-up Air)

1 – 22”x12” gooseneck – (Dryer combustion Air)

12 – 10” diameter to hood caps –(Dryer Exhaust)

1 – 6” diameter gooseneck – (Heat relief. As per gas code, 10% of CA)

2 – 3” or 4” diameter Boiler combustion air and vent. (Size to be confirmed with manufacturer based on length and elbows)

PERMIT# 19-26

HERITAGE ALTERATION PERMIT

THE COUNCIL OF THE CITY OF ST. THOMAS
HEREBY ISSUES THIS PERMIT:

To:	1001058507 Ontario Inc 1000 Pond Mills Road, London, ON, N6N 1A2
For:	Installation of several mechanical roof vents at the rear of the building of 429-431 Talbot Street, as per File No. HAP-19-26.

SUBJECT TO THE FOLLOWING CONDITIONS:

Dated on this ___ day of _____, 2026

THIS PERMIT EXPIRES TWO YEARS FROM THE DATE OF ISSUANCE

Clerk

Mayor

DRAFT

PLANNING & BUILDING SERVICES DEPARTMENT
t. (519) 633.2560 f. (519) 633.6581
9 Mondamin Street
St. Thomas, Ontario, N5P 2T9

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 31, 2026

One Zero Zero Property Inc.
1 Silver Street, Suite 120
St. Thomas, ON
N5p 4L8

Re:	**Notice of Receipt** **Heritage Alteration Permit**
File No.:	**HAP-20-26**
Property:	**52 Moore 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
Senior Planner

cc: Sherry Steadman, Legislative Services Coordinator, City of St. Thomas

PLANNING & BUILDING SERVICES DEPARTMENT
t. (519) 633.2560 f. (519) 633.6581
9 Mondamin Street
St. Thomas, Ontario, N5P 2T9

MEMO

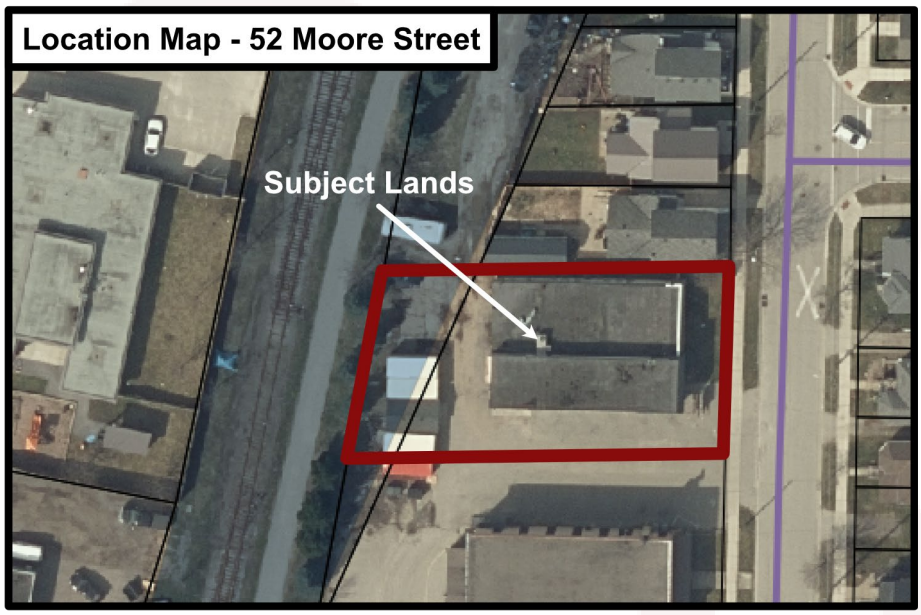
DATE: **July 31, 2026**

ATTENTION: **Sherry Steadman, Legislative Services Coordinator**

SUBJECT: **Heritage Alteration Permit**
52 Moore Street
HAP-20-26

Please find attached a Heritage Alteration Permit Application for 52 Moore Street. The attached materials are provided for consideration for the Municipal Heritage Committee and provision of recommendations to Council. A draft Heritage Alteration Permit is also attached should the Committee wish to include any specific conditions as part of that recommendation.

Of note is that the property at 52 Moore Street is outside of the Downtown St. Thomas Heritage Conservation District, however, the City divested a portion of its abutting lands in 2025 to allow for the reconfiguration of the newly shaped lot as shown in the Location Plan. As such, the policies of the Heritage Conservation District Plan (HCD Plan) would apply to portions of the property.



The applicant has applied for exterior alterations to the existing building that are shown in the attached application materials. No additional works are currently proposed for the property other than resurfacing of the parking area and rear portion of the property that has been historically used for parking purposes.

PLANNING & BUILDING SERVICES DEPARTMENT
t. (519) 633.2560 f. (519) 633.6581
9 Mondamin Street
St. Thomas, Ontario, N5P 2T9

Noting the information above, the following is for the Municipal Heritage Committee's consideration based on the policies and guidelines in the HCD Plan.

4.7 – Railway Lands

The policies and guidelines of Section 4.7 provide direction to support and preserve the important heritage and unique character aspects that the railway lands bring to the HCD. While there is a desire to facilitate public uses within these lands, to retain remnant tracks and to protect view corridors and open space areas, the portion of the lands that the City divested in 2025 have historically operated as private parking areas for the adjacent property. Further, the City has established a trail connection between the property and the railway tracks that are to be protected as per the HCD Plan.

As provided in the application, the extent of what is being proposed within the HCD is the resurfacing of the existing parking area. These proposed changes would not have any significant impact on the policies or guidelines that are provided within this section.

4.13 – Adjacent Properties

Properties outside of the HCD boundary are not subject to the policies and guidelines of the HCD plan and not required to obtain heritage alteration permits. The materials that are attached to the application provide a rendering of the proposed exterior changes and have been attached for information purposes. While not subject to heritage approval, the proposed exterior would be an improvement to the overall façade compared to what currently exists.

Noting the information above, Staff have reviewed the application in relation to the policies and guidelines of the HCD Plan and do not have concerns regarding the proposal from a Heritage Alteration Permit perspective. Notwithstanding the information provided, the Municipal Heritage Committee should determine whether it is satisfied with the proposal as submitted.

Regards,

Kevin McClure, MCIP, RPP
Senior Planner

ST. THOMAS
THE RAILWAY CITY

PLANNING & BUILDING SERVICES DEPARTMENT
t. (519) 633.2560 f. (519) 633.6581
9 Mondamin Street
St. Thomas, Ontario, N5P 2T9

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: One Zero Zero Property Inc.
   Address: 1 Silver Street, Suite 120, St. Thomas
   Postal Code: N5P 4L8 Phone: 519-631-4724 Fax: 519-631-0557
   Email: david.dryburgh@actionfinancialgroup.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: 52 Moore Street, St. Thomas ON
2. Legal Description: PART OF LOTS 85 AND 86, PLAN 19, DESIGNATED AS PART 1 ON REFERENCE PLAN 11R-11488; ST. THOMAS; PART OF LOTS 85 AND 86, PLAN 19, DESIGNATED AS PART 2 ON REFERENCE PLAN 11R-11488; ST. THOMAS

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 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

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.

I have included a current facade picture as well as a rendering of what the front, back and sides will look like once we have completed construction. I have also included a reference plan that was updated.

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.

Although we will be changing the facade of the building, we aim to bring it up to date with materials that will withstand the test of time and make the building overall more visually appealing on not just the front facade but the sides and the back as well. The property has received a variance to allow commercial use and as such we will be including a sign on the building. The building, also not being on Talbot Street, does not have any historical windows, doors or exterior features that would be of benefit to keep. We will be restructuring some of the roof to provide better drainage and appropriate supports for the exterior upgrades that we have planned. The bulk of the exterior building will remain with upgraded siding over the existing cement block exterior. A new access door will be cut into the back, along with some windows to provide better lighting and access for staff from the newly obtained land that will house our parking lot.

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 David Dryburgh, 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, David Dryburgh (name of applicant) of Ailsa Craig (City) in the province of Ontario,

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 (City) on this 30th (Day) day of July (Month), 20 26 (Year).

Signature of Owner or Authorized Agent — July 30, 2026 (Date)

Signature of Commissioner of Oaths, etc. — July 30/26 (Date)

Crystal Marie Penney, a Commissioner, etc.,
Province of Ontario, for the
Corporation of the City of St. Thomas.
Expires September 22, 2028.

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, _____, 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

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.

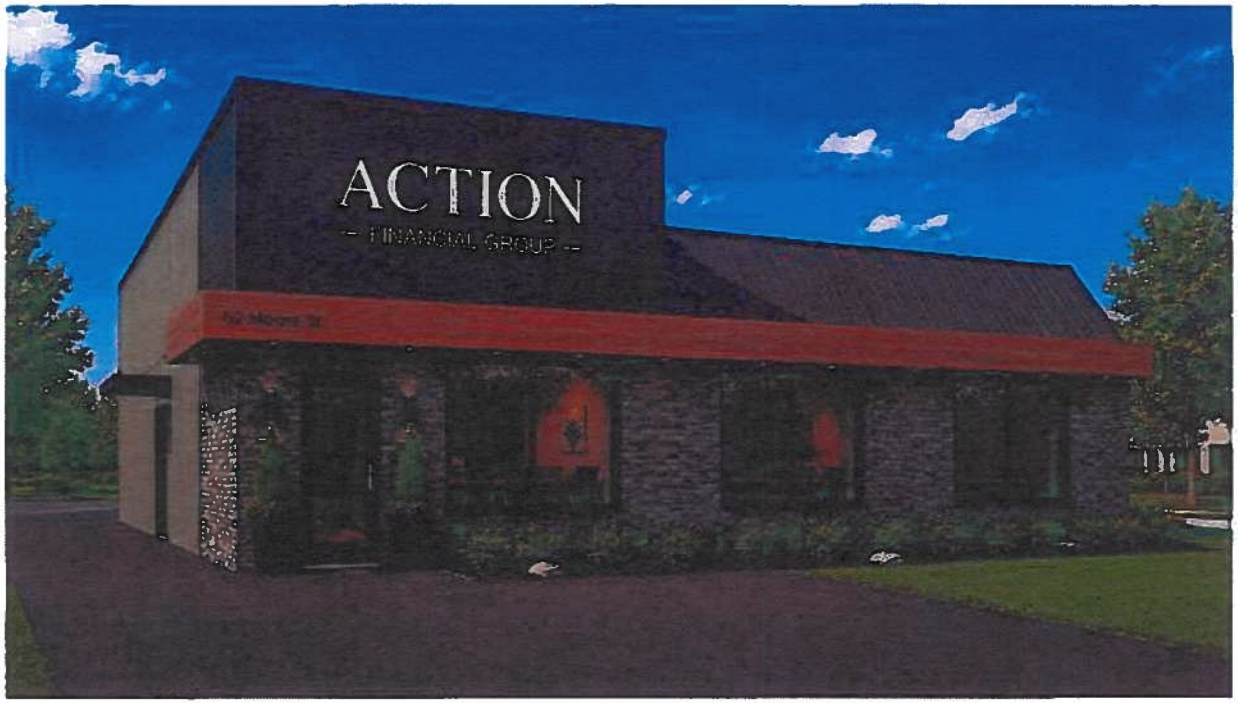
***Please note, Appendix B must be completed by the owner, not the authorized agent.**

I, David Dryburgh, 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.

July 30, 2026
Date

Signature of Owner


NAPA
AUTO PARTS
OPEN
7
DAYS



DUB NORTH
DESIGN & DRAFTING INC.

NOTES:

CONCEPTUAL ONLY

REVISIONS

NO.		DATE

ACTION FINANCIAL
RENOVATION

3D VIEW

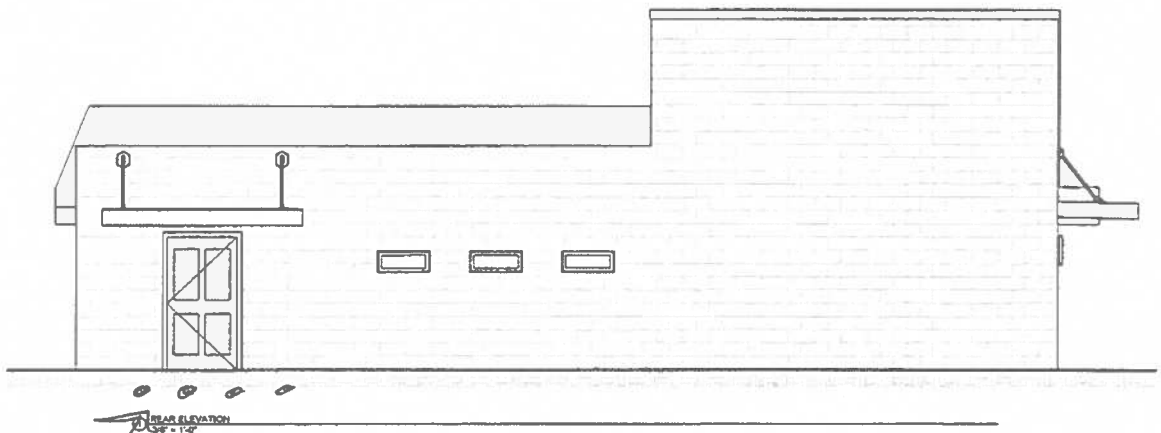
Address	62 MOORE ST ST THOMAS, ONTARIO
Project Number	20-33
Date	May 8, 2020
Drawn By	RM

A0

Scale: | REV: 1

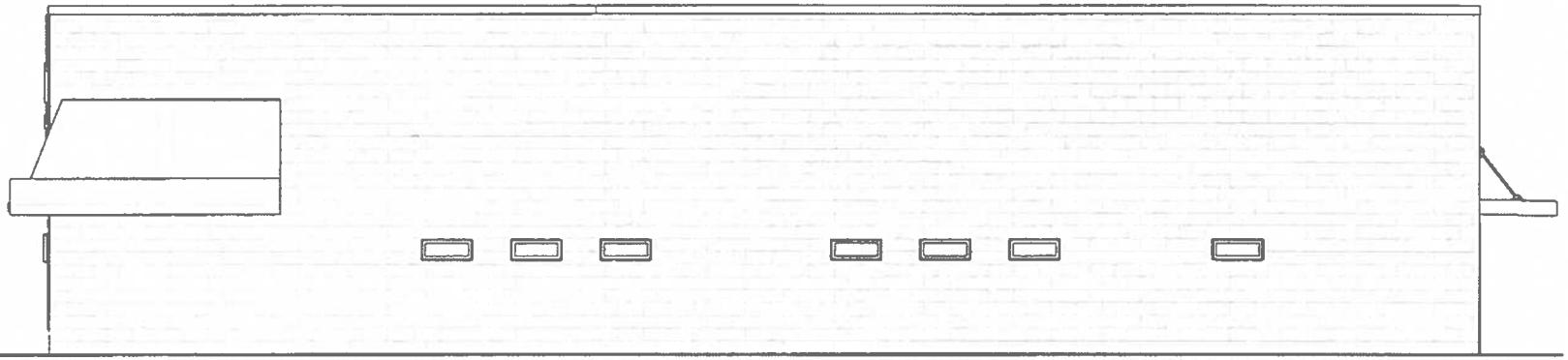


may be safety posts put into ground to protect against a car going through the door -> to be finalized once grade engineering for parking lot completed



REAR ELEVATION
3/8" = 1'-0"

see note from side of building



RIGHT ELEVATION
3/8" = 1'-0"

DUE NORTH
DESIGN & DRAFTING INC.

NOTES:

PRELIMINARY ONLY

NOT FOR PERMIT

REVISIONS

NO.	DESCRIPTION	DATE

ACTION FINANCIAL
RENOVATION

ELEVATIONS

Address: 52 MOORE ST ST THOMAS ONTARIO
Project number: 26-33
Date: May 8, 2026
Drawn By: NM

A3

Scale: 3/8" = 1'-0" | REV: 1

David Dryburgh

From: jim@walltowallconstruction.ca
Sent: July 6, 2026 12:59 PM
To: David Dryburgh
Subject: RE: Estimated Costs for Grant Purposes

Good afternoon, David

My apologies for the delay, but I was trying to ensure I would end up somewhat close pertaining to cost on the front of the building. The windows are something I am unfamiliar with, so I didn't know how to estimate those. It is a bit difficult to break down the quotes I have to just the front of the building, but I think this is close.
Front façade includes
3 new windows
2 new doors, front entry and side entry (they don't break down the quote for me)
Veneer stone as per concept drawing
Wood grain siding as per concept drawing
Framed soffit overhang as per concept drawing
Roll down security shutters for the front windows, door, and side door
Comes to $86,130.00 + HST
Sq/ft of the front is approx. 650 sq/ft of wall surface including glass
The front of the building is 50' wide, 9' tall
The 2 storey portion 20' wide, 10' tall. (this is above the main level)

Design fees etc.
Lot grade plan and storm water management system from AGM $10,000.00 + HST
Structural Engineering for the building - $5000.00 + HST
Drafting for permit ready drawings - $10,000.00 + HST
Management fees for the entire project $75,000.00 +HST
This does not include the fees already paid for the 2 reference plans AGM did prior to purchase, or any fees associated to the minor variances completed.

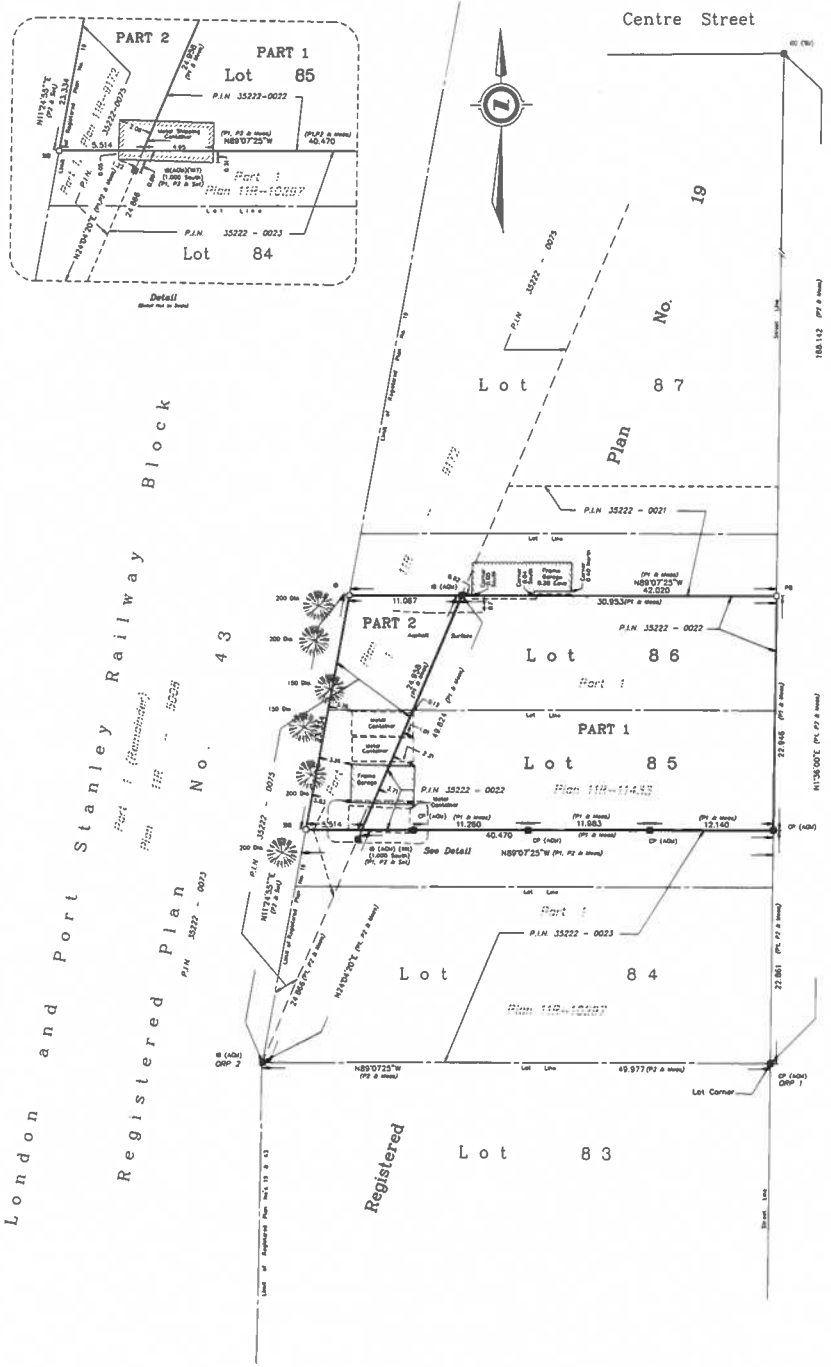
Let me know if you have any further questions I can help with

Take care

Jim Wall
Wall to Wall Construction
jim@walltowallconstruction.ca
519-902-8138

WALL to WALL CONSTRUCTION

From: David Dryburgh <david.dryburgh@actionfinancialgroup.com>
Sent: June 10, 2026 2:24 PM



PART SCHEDULE			
PART	LOT	REG'D PLAN	P.I.N.
1	PART OF LOTS 85 AND 86	19	ALL OF 35222-0022
2			PART OF 35222-0075

PART 1 COMPRISES ALL OF PIN 35222-0022
PART 2 COMPRISES PART OF PIN 35222-0075

PLAN 11R-11488

Received and deposited

March 11th, 2026

George Decum

Representative for the Land Registrar for the Land Titles Division of Elgin (No.11)

PLAN OF SURVEY

OF PART OF
LOTS 85 AND 86
REGISTERED PLAN No. 19
IN THE
CITY OF ST. THOMAS
COUNTY OF ELGIN

SCALE 1:250

5 4 3 2 1 0 5 10 15
SCALE IN METRES

THE INTENDED PLOT SIZE OF THIS PLAN IS 813mm IN WIDTH BY 610mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:250

ARCHIBALD, GRAY & McKAY LTD.
ONTARIO LAND SURVEYORS
2026

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY'S ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.

2) THE SURVEY WAS COMPLETED ON THE 4th DAY OF FEBRUARY, 2026.

March 10, 2026
DATE

THOMAS J. GRATRIX
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER V128492

UTM GRID NOTES

BEARINGS ARE U.T.M. GRID NAD83 (CSRS) (2010.0), DERIVED FROM G.P.S. OBSERVATIONS AND THE CAN-NET BASE STATION NETWORK AND ARE REFERRED TO THE CENTRAL MERIDIAN 81°00' WEST LONGITUDE, ZONE 17.

DISTANCES SHOWN ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999572283.

OBSERVED REFERENCE POINTS (ORPs) DERIVED FROM GPS OBSERVATIONS USING REAL TIME NETWORK (RTN). U.T.M. ZONE 17, NAD83 (CSRS) (2010.0). COORDINATES TO URBAN ACCURACY PER SEC. 14(2) OF O.REG. 216/10

POINT ID	NORTHING	EASTING
ORP 1	4735947.921	484383.513
ORP 2	4735948.685	484333.563

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

NOTES & LEGEND

- ■ DENOTES MONUMENT FOUND
- □ DENOTES MONUMENT PLANTED
- WIT DENOTES WITNESS
- SIB DENOTES STANDARD IRON BAR
- IB DENOTES IRON BAR
- PB DENOTES PLASTIC BAR
- CP DENOTES CONCRETE PIN
- CC DENOTES CUT CROSS ON CONCRETE
- AGM DENOTES ARCHIBALD, GRAY & McKAY LTD., O.L.S.'s
- P1 DENOTES PLAN 11R-11433
- P2 DENOTES PLAN 11R-10297
- SU DENOTES SOUCE UNKNOWN
- DENOTES CONIFEROUS TREE
- DIA DENOTES DIAMETER IN mm

AGM
PLAN • SURVEY • ENGINEER
ARCHIBALD, GRAY & McKAY LTD.
114 WHITE OAK ROAD LONDON ON N6E 2Z8
PHONE 519-668-6300
FAX 519-668-6301
MAIL info@agmltd.ca
WEB www.agmltd.ca

DRAWN BY: JGH	DIGITAL FILE: ST2513RP2WS.DWG	PLAN No:
CHECKED BY: Robt		4-Z-8879
Plot date: Feb. 11, 2026	F.B.C. No: ST-0019-01-S	

C:\PROJECTS\S\STTHOMAS\ST\ST-0019\ST-0019-01\ST-0019-01-S\CAD\ST2513RP2WS.DWG

PERMIT# 20-26

HERITAGE ALTERATION PERMIT

THE COUNCIL OF THE CITY OF ST. THOMAS
HEREBY ISSUES THIS PERMIT:

To:	One Zero Zero Property Inc. 1 Silver Street, Suite 120, St. Thomas ON
For:	Resurfacing and formalizing the existing parking area at the rear of the building at 52 Moore Street, as per File No. HAP-20-26.

SUBJECT TO THE FOLLOWING CONDITIONS:

Dated on this ___ day of _____, 2026

THIS PERMIT EXPIRES TWO YEARS FROM THE DATE OF ISSUANCE

Clerk

Mayor

DRAFT

PLANNING & BUILDING SERVICES DEPARTMENT
t. (519) 633.2560 f. (519) 633.6581
545 Talbot Street
St. Thomas, Ontario, N5P 3V7

CONFIRMATION OF AN APPLICATION FOR MINOR VARIANCE

July 29, 2026

Secretary-Treasurer, Committee of Adjustment
Attention: Sherry Steadman

Pursuant to By-Law 30-2015, a consultation meeting was held on June 16, 2026, with City staff and the applicant.

An application for a minor variance, regarding 57 Walnut Street was filed on July 29, 2026, and the required fee under Section 69 of the Planning Act has been provided.

Please contact the Planning & Building Services Department if you have any questions.

Regards,

Michelle Knieriem, MCIP, RPP
Manager of Planning Services

Docusign Envelope ID: D11DA2FA-B0F1-8E8D-83C0-B6093D2B7664

Clear Form

CORPORATION OF THE CITY OF ST THOMAS

COMMITTEE OF ADJUSTMENT

APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION

(Section 45 of the Planning Act, RSO, 1990, as amended)

OFFICE USE: Date Application Received: July 29 2026 Consultation Date: June 16 2026

Date Application Deemed Complete: July 29 2026

Application #: A13-2026

APPLICATION IS HEREBY MADE TO:

City of St. Thomas
545 Talbot Street
St. Thomas ON N5P 3V7
Tel: (519) 631-1680 ext 4138 Fax: (519) 633-9019
Email: ssteadman@stthomas.ca

Committee of Adjustment August 27 2026

Please note that in accordance with By-Law 30-2015, consultation with the Planning and Building Services Department must take place prior to the submission of an application. After consultation, the application will be filed with the Assistant Secretary-Treasurer, together with the sketch referred to in Note 1 and $900 made payable to the City of St. Thomas. All information and materials submitted for the application shall be made available to the public, as indicated by Section 1.0.1 of the Planning Act, R.S.O. 1990.

Personal information contained on this form is collected under the authority of the Planning Act, R.S.O. 1990, as amended, and Ontario Regulation 200/96 and will be used for the purpose of processing this application.

1. Name of Owner(s) Walnut Park Inc.

   Address 200 Village Walk Blvd., London, ON

   Postal Code N5X 0A6 Tel: 519-438-0881 e-mail: mmescia@domusdev.com

2. Name of Authorized Agent (if any) Stephen Cornwell, Cyril. J. Demeyere Limited (CJDL)

   Address 261 Broadway Street, P.O. Box 460, Tillsonburg, ON

   Postal Code N4G 4H8 Tel: 519-688-1000 e-mail: scornwell@cjdleng.com, admin@cjdleng.com

Note: Please specify to whom all communications should be sent: Owner ☑ Agent ☑

3. Nature and extent of relief from the Zoning By-law applied for:

   See attached planning letter.

4. Reason why the proposed use cannot comply with the provisions of the Zoning By-law:

   See attached planning letter.

5. Location of Land:

Concession No. _____ Lot(s) _____ Registered Plan No. 192 Lot(s) 13 Part 11, 14, 15

Reference Plan No. 11R-11476 Part(s) 2-4

Docusign Envelope ID: D11DA2FA-B0F1-8E8D-83C0-B6093D2B7664

Geographic/Former Township _____

Name of Street Walnut Street Street No. 57

6. Dimensions of land affected: See attached plans.

Frontage_____Depth _____

Area _____Width of Street _____

7. Access to the subject land is by:

- ☐ a Regional Road
- ☐ a private road
- ☑ a Municipal road that is maintained all year
- ☐ a Municipal road that is maintained seasonally

8. Particulars of all buildings and structures on or proposed for the subject land (Specify ground floor area, gross floor area, number of storeys, width, length, height). Please specify use of existing structures.

Existing:

one 5-storey apartment dwelling (currently under construction)

USE rental residential units

Proposed:

one 3-storey apartment dwelling

9. Location of all buildings and structures on or proposed for the subject land (Specify distance from side, rear and front lot lines). Please specify use of proposed structure.

Existing:

Refer to attached site plan for existing 5-storey apartment dwelling location

Proposed:

Refer to attached site plan for proposed 3-storey apartment dwelling building location

USE rental residential units

10. Date of acquisition of subject land: 2025

11. Date of construction of all buildings and structures on subject land:_____

construction of 5-storey apartment dwelling commenced in 2026 and is currently ongoing

12. Existing uses of the subject land:

rental residential

Docusign Envelope ID: D11DA2FA-B0F1-8E8D-83C0-B6093D2B7664

13. Existing uses of abutting lands:

North: single detached residential East: single detached residential, residential apartment dwelling

South: Ravine lands West: Old St. Thomas Church

14. Length of time the existing uses of the subject land have continued:

since purchase by Domus Developments, owner previous to Walnut Park Inc.

15. Services available (check appropriate space or spaces):

Water:

☑ Municipally owned and operated piped water system Other (Specify) _____

Sewage Disposal:

☑ Municipally owned and operated sanitary sewer system Other (Specify)_____

Storm Drainage

☑ Storm sewers Other (Specify)_____

16. Present Official Plan designation of the subject land:

Residential, Natural Heritage, Natural Hazard

17. Present Zoning of the subject land:

Residential (R5-44), Open Space, Natural Heritage

18. Has the owner previously applied for relief (minor variance) under Section 45 of the Act in respect of the subject property?

yes ☑ no ☐

If the answer is yes, describe briefly (and if known, quote Application #)

A15/25 to permit rooftop mechanical penthouse and amenity area above the 5-storey apartment building

19. Is the subject property the subject of a current application for a consent under Section 53 or a plan of subdivision under Section 51 of the Planning Act, 1990?

yes ☑ no ☐ If so, state Application # and status B04/26 - conditionally approved

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 Planning 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 the Planning Act, R.S.O. 1990, c.P.13. In accordance with that 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 Stephen Cornwell, the Owner or Authorized Agent, hereby agree and acknowledge
(Print name of Owner or Authorized Agent)
that the 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 41 of the *Planning Act,* R.S.O. 1990 and Sections 8 (1) and 10 of the *Municipal Act,* 2001, as amended, and will be used to contact the owner, applicant and/or agent regarding the Committee of Adjustment Application. Questions about this collection should be directed to the City Clerk, 545 Talbot Street, St. Thomas, Ontario, N5P 2T9 (519) 631-1680.

AFFIDAVIT OR SWORN DECLARATION

I, Stephen Cornwell (name of applicant) of Woodstock (City) in the province of Ontario,
make oath and say (or solemnly declare) that the information required under Schedule 1 of Ontario Regulation 545/06 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 Town of Tillsonburg (City) on this 28 (Day) day of July (Month), 2026 (Year).

Signature of Owner or Authorized Agent — July 28 2026 (Date)

Signature of Commissioner of Oaths, etc. — 28 July 2026 (Date)

Karla Suzanne Cyr, a Commissioner, etc.,
Province of Ontario,
for Cyril J. Demeyere Limited.
Expires March 21, 2028.

Docusign Envelope ID: D11DA2FA-B0F1-8E8D-83C0-B6093D2B7664

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, michael mescia, am the owner of the subject lands, and I authorize Cyril J. Demeyere Limited, 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.

7/28/2026	Signed by: 93CFE54182E7486...
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, michael mescia, 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.

7/28/2026	Signed by: 93CFE54182E7486...
Date	Signature of Owner

Docusign Envelope ID: D11DA2FA-B0F1-8E8D-83C0-B6093D2B7664

NOTES:

1. Each copy of this application must be accompanied by a Sketch. The Sketch need not necessarily be to scale, but dimensions must be accurate, and showing the following:

   (a) The boundaries and dimensions of the subject land;

   (b) The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines;

   (c) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, driveways, swimming pools, roads, railways, drainage ditches, wells, septic tank and tile bed, and trees;

   (d) The current uses on land that is adjacent to the subject land;

   (e) The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way;

   (f) If access to the subject land is by water only, the location of the parking and docking facilities to be used;

   (g) The location and nature of any restrictive covenant or easement affecting the subject land;

2. The Committee of Adjustment may require that a preliminary drawing be prepared, signed and dated by an Ontario Land Surveyor.

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

CJDL Consulting Engineers

CYRIL J. DEMEYERE LIMITED
Peter J. Penner, P. Eng. | Deren Lyle, P. Eng.
Alex Muirhead, P. Eng.

261 Broadway, P.O. Box 460, Tillsonburg, ON N4G 4H8 T: 519-688-1000 www.cjdleng.com

28 July 2026 22004

City of St. Thomas
c/o Sherry Steadman
Planning Department
545 Talbot Street
St. Thomas, Ontario
N5P 3V7

RE: PLANNING LETTER
APPLICATION FOR MINOR VARIANCE
WALNUT PARK INC
57 WALNUT STREET
ST. THOMAS

Dear Planning Staff,

On behalf of Walnut Park inc., we are pleased to submit the enclosed application for Minor Variance for the land municipally known as 57 Walnut Street in the City of St. Thomas. The lands are legally described as, Lot 13, Part Lot 11, 14, 15, Plan 192 and Parts 2-4, Plan 11R-11476, in the City of St. Thomas. The proposed Minor Variance would support the construction of a carport in the southern portion of a parking lot on subject property.

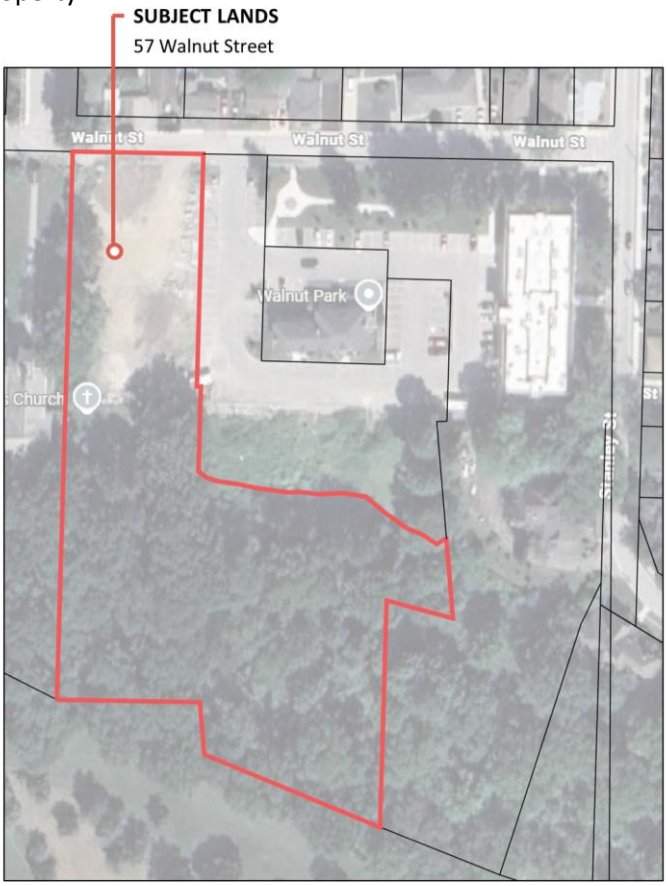
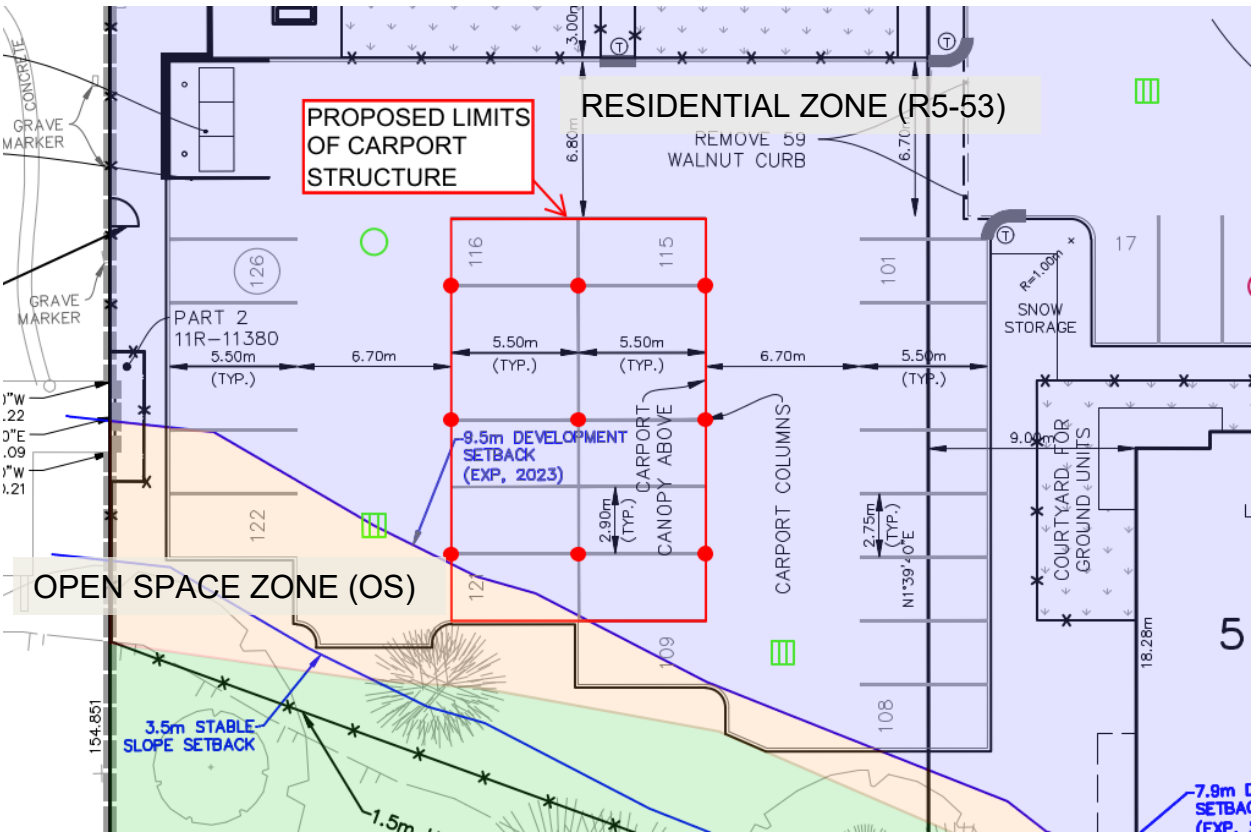


Figure 1: General Location of the Subject Lands

This proposed minor variance would permit a 11.0m x 14.5m carport to be located 0 m from the limit between the Residential 5-53 (R5-53 Zone) and the Open Space (OS) zone, whereas Subsection 23.3.1.2 of the City of St. Thomas Zoning By-law states:

> *"(1) Subject to the provisions of (2), no building or structure shall be erected within 10 metres of any lot line or part of a lot line within this zone and where the boundary between this zone and any other zone passes through a lot, no building or structure shall be erected on any part of such a lot that is within this zone and within 10 metres of such boundary."*



Carport Structure Location

Section 45(1) of the *Planning Act* (R.S.O. 1990) empowers the Committee of Adjustment to authorize minor variances to the provisions of the Zoning By-law under circumstances that have come to be known as the 'four tests'. The following analysis provides an assessment of how the proposed variances meet the four tests:

1. **Is the variance minor?**

In this case, the use directly adjacent to the setback variance is a parking area. The proposed carport supports this adjacent use.

The proposed carport is located in proximity to woodlands zoned Natural Heritage (NH). The carport will have no negative impacts on these natural features or their functions, as specified in the Natural Heritage Letter of Opinion prepared by Vroom and Associates. This letter is included with this application.

A church building designated by City of St. Thomas By-law No. 100-82 under the *Ontario Heritage Act* as being of historic and architectural value is located in proximity to the proposed carport. The carport will have no negative impacts on this heritage building, as specified in the Scoped Heritage Impact Assessment prepared by Stantec. This letter is included with this application.

While the proposed development of the lot will have a different configuration than provided for by the City of St. Thomas Zoning By-law, the changes will have no impact on the surrounding uses. For this reason, the proposed variance is minor.

2. Is the variance desirable for the appropriate use of the land, building, or structure?

The proposed garage is intended to protect vehicles from the elements, providing benefits to apartment residents at 57 Walnut Street. This supports the residential use, with no negative impacts to adjacent land uses. The variance contributes to the appropriate use of land.

3. Is the general intent and purpose of the Official Plan maintained?

The part of the subject lands where the variance is requested is designated Residential and is within the Settlement Area of the City of St. Thomas per Schedule 'A' to the Official Plan of the City of St. Thomas. The proposed carport supports the residential use of the lands.

Part of the subject land is designated Natural Heritage per Schedule 'E' to the City of St. Thomas Official Plan. It is a goal of the Plan to protect the natural heritage system from the negative effects of development. As specified in the Natural Heritage Letter of Opinion prepared by Vroom and Associates, the proposed carport will have no negative effects on the natural features.

Part of the subject land contains a Natural Hazard per Schedule 'A' to the Official Plan of the City of St. Thomas. This natural hazard contains steep slopes that may be susceptible to erosion. The proposed development will be adequately setback from the erosion hazard limit, which was established through a Geotechnical Investigation conducted by EXP in 2023. This development setback limit is depicted on the Site Plan prepared by CJDL, which is included with this application. While the carport canopy shades one of the parking spaces that is permitted with the development setback, all structural elements on the ground are outside of this area.

The proposed minor variance will facilitate the development of a carport that supports the existing residential use of the subject property, does not impact the Natural Heritage features, and maintains an appropriate setback from Natural Hazards. For this reason, the proposed variance maintains the general intent and purpose of the Official Plan.

4. Is the general intent and purpose of the Zoning By-law maintained?

The subject land is zoned Residential 5-53 (R 5-53), Open Space (OS), and Natural Heritage (NH). The R 5-53 Zone provides for residential uses. The proposed carport is in the R 5-53 zone and is accessory to the permitted residential use of the subject property.

The proposed carport canopy is partially within land zoned Open Space and Parkland (OS). The purpose of setbacks from the OS zone is to ensure that development has no negative impacts on adjacent uses in the Open Space zone. The use in the OS zone adjacent to the limit between zones is a parking area. The proposed carport supports this use of land.

There are also lands in proximity of the proposed carport zoned Natural Heritage (NH). The intent of this zone is to protect the natural features from negative impacts of development. The carport will have no negative impacts on these natural features or their functions.

In these ways, the proposed Minor Variance maintains the general intent and purpose of the Zoning By-law.

In support of the application for Minor Variance, in addition to this letter, the following material has been submitted:

- Minor Variance Application form;
- Application fee ($900.00);
- Site Plan prepared by CJDL.
- Natural Heritage Letter of Opinion prepared by Vroom & Associates, July 27, 2026.
- Scoped Heritage Impact Assessment prepared by Stantec, July 27, 2026.

If you have any questions or concerns, please do not hesitate to contact the undersigned.

** ** **

All of which is respectfully submitted by,



Claire Koops, Junior Planner
Cyril J. Demeyere Ltd.

V R O O M + A S S O C I A T E S
BIOLOGISTS & LANDSCAPE ARCHITECTS

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SIMCOE, ON
N3Y 4K6

paigevroom@gmail.com
519.909.9872

To: Walnut Park Inc. and Cyril J. Demeyere Limited (CJDL)

From: Paige Vroom (Vroom + Associates)

Date: 2027 07 27

SUBJECT: 57 WALNUT STREET, ST THOMAS – PROPOSED COVERED PARKING STRUCTURE NATURAL HERITAGE LETTER OF OPINION

Vroom + Associates previously prepared a Natural Heritage Letter of Opinion dated November 13, 2025, in support of the proposed development at 57 Walnut Street, St. Thomas. That assessment concluded that, subject to the identified mitigation measures, the proposed development would not result in negative impacts to the adjacent Natural Heritage feature or its ecological functions.

We have reviewed the revised site plan illustrating the proposed covered parking structure (carport) over twelve existing parking spaces located within the central portion of the approved parking area. The proposed structure is an open-sided canopy approximately 9 ft (2.7 m) in height. It does not expand the approved development footprint, create additional impervious surface, alter the limits of disturbance, require additional vegetation removal or grading, or result in any additional encroachment toward the adjacent Natural Heritage feature beyond that previously assessed. The structure remains within the previously approved development envelope and outside the confirmed Natural Heritage feature.

Based on the information provided, it is our professional opinion that the proposed covered parking structure will not result in any additional negative impacts to the adjacent Natural Heritage feature or its ecological functions beyond those previously assessed. Accordingly, the conclusions of our November 13, 2025 Natural Heritage Letter of Opinion remain unchanged, and no additional natural heritage assessment is considered necessary to support the proposed Minor Variance application.

Stantec

Memo

To:	Walnut Park Inc. 401-200 Villagewalk Boulevard, London, Ontario, N6G 0W8	From:	Lashia Jones, MA, CAHP 400-1305 Riverbend Road London, Ontario, N6K 0J5
Project/File:	160941221	Date:	July 28, 2026

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

1 Introduction

Stantec Consulting Ltd. (Stantec) was retained by Walnut Park Inc. (the Client) to prepare a Scoped Heritage Impact Assessment (HIA) for 57 Walnut Street, in the City of St. Thomas, Ontario. The Client is proposing to construct a covered parking structure to support the parking needs for a proposed three-storey apartment building.

The property at 57 Walnut Street has no municipal heritage recognition but is situated directly adjacent to the Pioneer St. Thomas Church located at 55 Walnut Street, which is designated under Part IV of the *Ontario Heritage Act* (OHA) and is subject to an Ontario Heritage Trust (OHT) Easement. In conformance with the Provincial Planning Statement (PPS) an HIA is required to evaluate the impacts of the development on the adjacent designated property. An HIA was previously prepared for the remainder of the development proposal in 2025 (Stantec 2025). The impact assessment in this Scoped HIA is based on the Statement of Significance and identified heritage attributes in the designation by-law for 55 Walnut Street and the information contained within the OHT Easement.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

The Scoped HIA follows the Ministry of Citizenship and Multiculturalism's (MCM) Info Sheet #5 in *Heritage Resources in the Land Use Planning Process, Cultural Heritage and Archaeology Policies of the Ontario Provincial Policy Statement, 2005* (Government of Ontario 2006).

The objectives of the Scoped HIA are as follows:

- Outline the cultural heritage value or interest (CHVI) of the cultural heritage resource
- Identify potential direct and indirect impacts to the cultural heritage resource
- Identify potential mitigation measures where impacts to the cultural heritage resource is anticipated

To meet these objectives, this Scoped HIA contains the following content:

- Summary of the CHVI of the cultural heritage resource
- Description of the proposed undertaking
- Assessment of impacts of the proposed site alterations on cultural heritage resources, where applicable
- Review of development alternatives or mitigation measures where impacts are anticipated
- Recommendations for the preferred mitigation measures, where applicable

For the purpose of this Scoped HIA, the Project Location Area comprises the municipal property boundary of 57 Walnut Street (Figure 1). The Study Area includes the Project Location at 57 Walnut Street and the municipal property boundaries of the adjacent designated property at 55 Walnut Street (Figure 2).

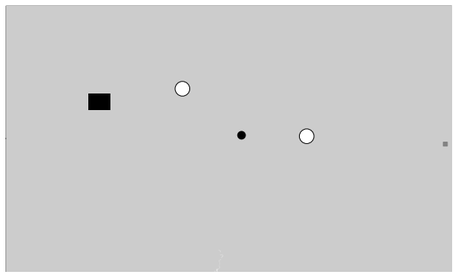


Stantec

Legend
- Project Location
- Study Area (Approx.)

0 50 100 m
1:2,000 (At original document size of 11x17)

Notes
1. Coordinate System: NAD 1983 UTM Zone 17N
2. Base features produced under license with the Ontario Ministry of Natural Resources and Forestry © Queen's Printer for Ontario, 2023.
3. Orthoimagery © 2025 Microsoft Corporation © 2025 Maxar ©CNES (2025) Distribution Airbus DS



Project Location
St. Thomas, ON

160941221 REVA
Prepared by BF on 2025-08-12

Client/Project
WALNUT PARK INC.
57 WALNUT STREET, ST. THOMAS, ONTARIO
HERITGE IMPACT ASSESSMENT

Figure No.
2

Title
Location of Study Area

Disclaimer: Stantec assumes no responsibility for data supplied in electronic format. The recipient accepts full responsibility for verifying the accuracy and completeness of the data. The recipient releases Stantec, its officers, employees, consultants and agents, from any and all claims arising in any way from the content or provision of the data.

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2 Statement of Cultural Heritage Value or Interest

The Study Area is adjacent to 55 Walnut Street, the St. Thomas Pioneer Church, which is designated under Part IV of the OHA and is subject to an OHT Easement. The statements of CHVI are contained below in their entirety and unedited. Copies of the Bylaw and Easement are contained in Appendix A.

2.1 City of St. Thomas By-Law 100-82

2.1.1 Historical and Architectural Value or Interest Reasons

The Church was built in 1823 and was used for regular worship of area pioneers from 1824 to 1877.

It is a frame construction typical of early pioneers, with Lancete [sic] windows and a castellated tower on which sits a spire. The building continues to be used for public worship during the summer months; also, there is the occasional wedding performed there.

The church building is surrounded by the pioneer cemetery where most of the early settlers and their descendants are buried (City of St Thomas 1982).

2.2 OHT Easement

2.2.1 Description of Historic Place

The building at 55 Walnut Street, known as St. Thomas Pioneer Church, is situated in the City of St. Thomas. The brick and stucco building was designed in the Gothic Revival style and was constructed in 1824. The exterior, selected elements of the interior and the scenic character of the property are protected by an Ontario Heritage Trust conservation easement registered in 1988. A plaque commemorating the church was unveiled in 1959.

The property is also designated by the Town of St. Thomas under Part IV of the *Ontario Heritage Act* (By-law 100-82).

2.2.2 Heritage Value

St. Thomas Pioneer Church is historically significant for its association with Col. Thomas Talbot, Capt. Daniel Rapelje, Bishop Charles Stewart and the establishment of the Anglican Church in St. Thomas. The area around St. Thomas was originally part of a grant received by Col. Thomas Talbot (1771-1853) in 1803. Talbot, an Irish aristocrat, arrived in Quebec in 1790 and amassed a fortune selling land to settlers while opening Elgin County to settlement. Daniel Rapelje (1774-1828), an American who came to Upper Canada in 1802, became a captain of the 1st Middlesex Militia after serving in the War of 1812. Following the war, Capt. Rapelje built a grist-mill which attracted new settlers to the area. In 1821, Rapelje donated two acres of his original land grant to be used for a church building and a burial ground for Anglican adherents in the area. Rapelje had already buried two sons on the site in 1819. The church was constructed in 1824 and a tower, steeple and chancel added in 1825, financed by a donation from Col. Thomas Talbot. As one of the earliest churches in area, the congregation had to rely on visiting missionary ministers until a permanent rector could be secured. The most important visiting minister was Rev. Charles James Stewart, who spent much of his career helping to establish the Anglican church in southwestern Ontario. Rev. Stewart (1775-1837) arranged for the first Holy Communion at the church on June 19, 1825. Though Stewart became the Bishop of Quebec in 1826, he would return to St. Thomas often. The church's first incumbent was the Rev. Alexander Mackintosh, a missionary deacon who served from 1824-1829. The church was consecrated in 1833 and would serve the congregation continuously until 1877 when Trinity Church opened. The 1824 church building then served as a Sunday school, losing its bell to Trinity Church. A new bell was donated to St. Thomas Church in the 1950s and is used to call worshippers to the church every June 19th in commemoration of the first Holy Communion.

2.2.3 Architectural Value

St. Thomas Pioneer Church is architecturally significant as an early example of vernacular Gothic Revival architecture in Ontario. The church has a basilica plan with modest transepts and a tower and steeple over the entrance. The nave has four bays characterized by lancet windows with finely crafted intersecting tracery in the arch. The east entrance, with its crenellated tower and gable end, also features a double door enclosed within a lancet arch with intersecting tracery. In the 1840s the church was extended to the south and transept galleries and a vestry were added. The pulpit was also relocated to the junction of the nave and transept at that time. The interior is characterized by simple white walls and box pews, called ‘family pews’. The galleries have simple wainscoting panels of dark wood. The transept and sanctuary walls have ogee-arch windows with simple wood muntins of intersecting tracery and small quatrefoils. The exterior walls of the nave are rendered with white stucco over brick. The tower is wood-frame with white clapboard and contains a pair of lancet louvered vents on the façade, and single lancet louvered vents on the sides. The crenellation of the tower is replicated along the slope of the gable roof of the façade. The very tall and slender octagonal needle spire rises from above the crenellated tower and is clad with metal shingles.

2.2.4 Contextual Value

Located on Walnut Street in the City of St. Thomas, St. Thomas Pioneer Church’s heritage value is greatly enhanced by its contextual setting. Surrounded by a graveyard dating back to 1819, the church yard is the final resting place of many generations of Anglicans in St. Thomas. The lych-gate and many trees in the cemetery also enhance the park-like surroundings of the church.

2.2.5 Character Defining Elements

Items that contribute to the historical value of the St. Thomas Pioneer Church include:

- Its association with Col. Thomas Talbot
- Its association with Capt. Daniel Rapelje
- Its association with Rev. Charles James Stewart (later Bishop of Quebec)
- Its association with the Anglican church in St. Thomas.

Exterior features that contribute to the architectural value of the St. Thomas Pioneer Church include:

- The basilica plan with modest transepts
- The wood-frame tower with clapboard siding
- The stucco-clad nave and façade walls
- The brick transept walls
- The octagonal needle spire clad in metal
- The lancet louvered vents in the tower
- The lancet windows in the nave walls with intersecting tracery
- The ogee-arch windows in the transept and sanctuary
- The intersecting tracery with quatrefoils in the ogee-arch windows
- The crenellation of the tower
- The crenellation of the gable roof of the façade

Interior features that contribute to the architectural value of the St. Thomas Pioneer Church include:

- The wood pulpit located on the east side of the church
- The arrangement and use of box pews
- The simple wood-panelled galleries

Characteristics that contribute to the contextual value of the St. Thomas Pioneer Church include:

- Its location at the edge of the historic boundary of the City of St. Thomas
- Its proximity to many of the oldest gravesites in St. Thomas
- Its entrance through a lych-gate
- Its park-like setting with many mature deciduous trees

(Ontario Heritage Trust 1988)

3 Impact Assessment

3.1 Description of Proposed Undertaking

In 2025, Walnut Park Inc. retained Stantec to complete a Heritage Impact Assessment for a proposed development at 57 Walnut Street, St. Thomas, Ontario. This development proposed the construction of a three-storey, 21-unit apartment building. The proposed apartment building included access from 59 Walnut Street (subject to site plan approval) and includes a rear parking area also accessed from 5.9 Walnut Street. The building is proposed to be set back 9.8 metres from the municipal road right-of-way, 12.8 metres from the property at 55 Walnut Street, and 4.5 metres from the property line of 59 Walnut Street (Stantec 2025).

This Scoped HIA has been prepared to assist in the approvals process for the addition of a covered parking structure within the rear parking area. The structure is intended to cover 12 parking spaces located within the central portion of the parking area, south of the proposed three-storey apartment building and will be approximately 2.75 metres tall. Renderings for the proposed development are included in Appendix B, along with a site plan of the proposed development.

3.2 Assessment of Impacts to Identified Heritage Attributes

An assessment of impacts of the proposed development at 57 Walnut Street to the heritage attributes of 55 Walnut Street is provided in Table 1 and Table 2. Impacts are defined by InfoSheet #5 (see Section 4.1).

Table 1 Evaluation of Potential Direct Impacts

Direct Impact	Impact Anticipated	Relevance to 55 Walnut Street
Destruction of any, or part of any, *significant heritage attributes* or features.	No	The proposed undertaking is adjacent to 55 Walnut Street and will not result in the destruction of the church or heritage attributes. **Therefore, no mitigation measures are required.**
Alteration that is not sympathetic, or is incompatible, with the historic fabric and appearance.	No	The proposed undertaking is adjacent to 55 Walnut Street and will not result in the alteration of the church or heritage attributes. **Therefore, no mitigation measures are required.**

Table 2 Evaluation of Potential Indirect Impacts

Indirect Impact	Impact Anticipated	Relevance to 55 Walnut Street
Shadows created that alter the appearance of a *heritage attribute* or change the viability of a natural feature or plantings, such as a garden	No	The proposed undertaking is a 2.75 metre tall parking structure intended to cover 12 parking spaces. This parking structure will be located within the central portion of the parking area. The parking structure will be set back approximately 15 metres from the property line of 55 Walnut Street.

Indirect Impact	Impact Anticipated	Relevance to 55 Walnut Street
		As a result, the proposed undertaking is unlikely to create shadows that would alter the appearance or viability of heritage attributes of 55 Walnut Street. **Therefore, no mitigation measures are required.**
Isolation of a *heritage attribute* from its surrounding environment, context, or a *significant* relationship	No	The proposed undertaking is located adjacent to the protected property at 55 Walnut Street and will not result in the isolation of heritage attributes from their surroundings, context, or environment. **Therefore, no mitigation measures are required.**
Direct or indirect obstruction of *significant* views or vistas within, from, or of built and natural features	No	Views are not identified as heritage attributes in the designating bylaw or statement of significance for the property at 55 Walnut Street. **Therefore, no mitigation measures are required.**
A change in land use such as rezoning a battlefield from open space to residential use, allowing new *development* or *site alteration* to fill in the formerly open spaces	No	The proposed undertaking will not result in a change in land use of the property at 55 Walnut Street. **Therefore, no mitigation measures are required.**
Land disturbances such as a change in grade that alters soil, and drainage patterns that adversely affect an *archaeological resource*	Yes	The proposed undertaking and construction (grading, parking lot paving, etc.) will occur within the property parcel of 57 Walnut Street. There is the potential for indirect land disturbances related to adjacent project activities and vibration activities as the church and grave markers are within 50 metres of the proposed undertaking. Impacts on archaeological resources are beyond the scope of this HIA. **Accordingly, mitigation measures must be prepared.**

3.3 Summary of Impacts to 55 Walnut Street

Direct impacts were not identified for 55 Walnut Street, as the proposed undertaking will be contained within the property parcel of 57 Walnut Street and will not encroach on the adjacent property.

Indirect impacts to 55 Walnut Street are not anticipated related to shadows, obstruction of views, isolation of a heritage resource, and changes in land use. The shadows from the proposed undertaking will not alter the appearance of the identified heritage attributes of the church or cemetery. No significant views or contextual attributes were identified in the designation by-laws or statement of significance. A change in land use is not proposed for 55 Walnut Street.

There is potential for indirect impacts to the church and grave markers at 55 Walnut Street related to land disturbances from construction activities. While impacts of vibration on heritage buildings are not well understood, vibrations may be perceptible in buildings with a setback of less than 40 metres. Given the direct adjacency of proposed development activities, mitigation measures are required to conserve the identified heritage resources due to these indirect impacts.

4 Mitigation

4.1 InfoSheet #5 Mitigation Options

Alternative Development Approaches: The proposed undertaking is located within the property parcel at 57 Walnut Street and does not result in the development of any part of 55 Walnut Street. Therefore, alternative development is not considered a necessary mitigation measure for this project.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

Isolating Development and Site Alteration from Significant Built and Natural Features and Vistas: The proposed undertaking is located on a separate property parcel from the protected property at 55 Walnut Street and is isolated from the identified heritage attributes of the property due to its proposed setbacks of more than six metres from the property line. Therefore, isolating development is a mitigation measure that has already been implemented in the proposed design.

Design Guidelines that Harmonize Mass, Setback, Setting, and Materials: The proposed undertaking does not result in an impact on the heritage attributes of 55 Walnut Street, and the properties are not located in a heritage conservation district (HCD) where policies and guidelines would apply to new development.

Limiting Height and Density: The proposed undertaking is a 2.75 metres tall, covered parking structure located within the central portion of the parking area, south of the proposed three-storey apartment building. The property is not located within an HCD that has policies or guidelines for height and density. The proposed structure's height of 2.75 metres is not anticipated to cause shadowing that would affect the heritage attributes of the adjacent property at 55 Walnut Street. Therefore, limiting height and density is not considered necessary for this undertaking.

Allowing Only Compatible Infill: Redevelopment of the property is residential in nature and includes a low-density residential structure. The proposed undertaking is compatible to the adjacent property through attention to setbacks, materials, and massing, as noted in previous mitigation measures. Therefore, this mitigation alternative is not applicable.

Reversible Alterations: Given the proposed development will occur on the property at 57 Walnut Street and alterations will not occur to the property at 55 Walnut Street, this alternative is not applicable within the scope of the proposed undertaking.

Buffer Zones, Site Plan Control, and Other Planning Mechanisms: The potential for land disturbance to the adjacent heritage resource has been identified. Additional information as it relates to buffer zones, site plan controls, and other planning mechanisms is included in Section 4.2.

As per InfoSheet #5, the above mitigation measures are not meant to be exhaustive. Alternative mitigation measures are discussed in the following sections.

4.2 Buffer Zones, Site Plan Control, and Other Planning Mechanisms

As the development is planned directly adjacent to a designated property, site plan controls will serve to protect the adjacent property from construction activities. This includes stabilization measures and protective barriers for the adjacent building and gravestones to indicate where construction activities should be limited. An effective approach typically includes identification of heritage structures on all construction plans to provide for sensitive treatment throughout construction activities.

As identified in Section 3.3, there is the potential for indirect impacts to the designated property resulting from construction-related ground vibration. To mitigate this risk, a strategy to carry out a pre-condition survey, vibration monitoring, and post-condition survey is typically employed. These plans are most often developed by a licensed Geotechnical Engineer with heritage experience.

The pre-construction condition survey typically includes screening the adjacent property to establish the existing conditions and vulnerability of the structure. Following the pre-construction condition survey, acceptable vibration limits for the structure are established prior to construction based on existing conditions, soil conditions, and type of construction vibration. Should the need for monitoring be identified, monitoring the ground-borne vibration levels in peak particle velocity (PPV) while construction activities take place

provide for the safeguarding of the structure in line with acceptable limits. The vibration monitoring program may include the installation of vibration monitoring equipment in the building. Where acceptable levels are exceeded, construction activities may need to be paused as directed by the Geotechnical Engineer to determine a less invasive method for construction. This could range from an adjustment in equipment to avoidance of a certain portion of the property given ground conditions. Only after vibration levels have decreased does construction resume. A post-construction condition survey would assist in documenting damage associated with construction activities.

Pre-construction surveys have been carried out for the church at 55 Walnut street by a qualified engineer. Vibration monitoring and post-construction condition surveys were recommended as a mitigation measure in the 2025 HIA (Stantec 2025) and will be carried out by a qualified professional during and following construction activities.

5 Recommendations

The scoped HIA has considered the designating bylaw and statement of significance for the property at 55 Walnut Street. Following review, an impact assessment was carried out to identify the potential impacts of the proposed undertaking at 57 Walnut Street. The impact assessment determined that the proposed undertaking may result in the potential for indirect impacts to 55 Walnut Street based on its proximity to the proposed development. To mitigate these impacts, measures are recommended in the following section.

5.1 Site Plan Controls and Vibration Monitoring

To limit negative indirect impacts on the adjacent church and grave markers, the adjacent property should be isolated from construction-related activities. These controls should be indicated on all construction mapping, flagged in the field onsite, and communicated to

construction team leads. Site plan controls should also include stabilization measures and protective barriers for the adjacent designated property to indicate where construction activities should be limited, this should include at minimum the installation of temporary fencing around heritage features. In addition, vibration studies for the designated property should be completed under the direction of a qualified geotechnical engineer or vibration specialist. A recommended approach to vibration assessment is as follows, consistent with the recommendations of the 2025 HIA (Stantec 2025):

1. Pre-condition survey should be prepared by a qualified engineer to determine the maximum acceptable vibration levels, or PPV levels and the appropriate buffer distance between construction activities and the adjacent heritage resource.
2. Vibration monitoring should be carried out and consist of monitoring the ground-borne vibration levels, in PPV while construction activities take place.
3. Post-construction condition survey should be carried out as determined by the Geotechnical Engineer. Post-construction condition survey shall be conducted after completion of construction for comparison purposes.

6 Limitations and Use

The conclusions in the Memo titled Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario are Stantec's professional opinion, as of the time of the Memo, and concerning the scope described in the Memo. The opinions in the document are based on conditions and information existing at the time the scope of work was conducted and do not take into account any subsequent changes. The Memo relates solely to the specific project for which Stantec was retained and the stated purpose for which the Memo was prepared. The Memo is not to be used or relied on for any variation or extension of the project, or for any other project or purpose, and any unauthorized use or reliance is at the recipient's own risk.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

Stantec has assumed all information received from Walnut Park Inc. (the "Client") and third parties in the preparation of the Memo to be correct. While Stantec has exercised a customary level of judgment or due diligence in the use of such information, Stantec assumes no responsibility for the consequences of any error or omission contained therein.

This Memo is intended solely for use by the Client in accordance with Stantec's contract with the Client. While the Memo may be provided by the Client to applicable authorities having jurisdiction and to other third parties in connection with the project, Stantec disclaims any legal duty based upon warranty, reliance or any other theory to any third party, and will not be liable to such third party for any damages or losses of any kind that may result.

Respectfully,

Stantec Consulting Ltd.

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Attachment(s):
Appendix A Designating Bylaw and Easement Documents
Appendix B Proposed Site Plan and Renderings

7 References

City of St. Thomas. 1982. *By-law No. 100-82.* On file at Stantec.

Government of Ontario. 2006. InfoSheet #5 in *Heritage Resources in the Land Use Planning Process, Cultural Heritage and Archaeology Policies of the Ontario Provincial Policy Statement, 2005.* Ministry of Heritage, Sport, Tourism, and Culture Industries Toronto: Queen's Printer for Ontario.

Ontario Heritage Trust. 1988. *Heritage Easement Agreement*. On file at Stantec.

Stantec Consulting Ltd. 2025. *Heritage Impact Assessment – 57 Walnut Street, St. Thomas, Ontario*. On file at Stantec.

ONTARIO HERITAGE TRUST
BRINGING OUR STORY TO LIFE

Statement of Significance
St. Thomas Pioneer Church

Description of Historic Place

The building at 55 Walnut Street, known as St. Thomas Pioneer Church, is situated in the City of St. Thomas. The brick and stucco building was designed in the Gothic Revival style and was constructed in 1824. The exterior, selected elements of the interior and the scenic character of the property are protected by an Ontario Heritage Trust conservation easement registered in 1988. A plaque commemorating the church was unveiled in 1959.The property is also designated by the Town of St. Thomas under Part IV of the *Ontario Heritage Act* (Bylaw 100-82).



Heritage Value

Historic Value:

St. Thomas Pioneer Church is historically significant for its association with Col. Thomas Talbot, Capt. Daniel Rapelje, Bishop Chalres Stewart and the establishment of the Anglican Church in St. Thomas. The area around St. Thomas was originally part of a grant received by Col. Thomas Talbot (1771-1853) in 1803. Talbot, an Irish aristocrat, arrived in Quebec in 1790 and amassed a fortune selling land to settlers while opening Elgin County to settlement. Daniel Rapelje (1774-1828), an American who came to Upper Canada in 1802, became a captain of the 1st Middlesex Militia after serving in the War of 1812. Following the war, Capt. Rapelje built a grist-mill which attracted new settlers to the area. In 1821, Rapelje donated two acres of his original land grant to be used for a church building and a burial ground for Anglican adherents in the area. Rapelje had already buried two sons on the site in 1819. The church was constructed in 1824 and a tower, steeple and chancel added in 1825, financed by a donation from Col. Thomas Talbot. As one of the earliest churches in area, the congregation had to rely on visiting missionary ministers until a permanent rector could be secured. The most important visiting minister was Rev. Charles James Stewart, who spent much of his career helping to establish the Anglican church in southwestern Ontario. Rev. Stewart (1775-1837) arranged for the first Holy Communion at the church on June, 19, 1825. Though Stewart became the Bishop of Quebec in 1826, he would return to St. Thomas often. The church's first incumbent was the Rev. Alexander Mackintosh, a missionary deacon who served from 1824-1829. The church was consecrated in 1833 and would

serve the congregation continuously until 1877 when Trinity Church opened. The 1824 church building then served as a Sunday school, losing its bell to Trinity Church. A new bell was donated to St. Thomas Church in the 1950s and is used to call worshippers to the church every June 19th in commemoration of the first Holy Communion.

Architectural Value:

St. Thomas Pioneer Church is architecturally significant as an early example of vernacular Gothic Revival architecture in Ontario. The church has a basilica plan with modest transepts and a tower and steeple over the entrance. The nave has four bays characterized by lancet windows with finely crafted intersecting tracery in the arch. The east entrance with its crenellated tower and gable end also features a double door enclosed within a lancet arch with intersecting tracery. In the 1840s the church was extended to the south and transept galleries and a vestry were added. The pulpit was also relocated to the junction of the nave and transept at that time. The interior is characterized by simple white walls and box pews, called 'family pews'. The galleries have simple wainscoting panels of dark wood. The transept and sanctuary walls have ogee-arch windows with simple wood muntins of intersecting tracery and small quatrefoils. The exterior walls of the nave are rendered with white stucco over brick. The tower is wood-frame with white clapboard and contains a pair of lancet louvered vents on the façade, and single lancet louvered vents on the sides. The crenellation of the tower is replicated along the slope of the gable roof of the façade. The very tall and slender octagonal needle spire rises from above the crenellated tower and is clad with metal shingles.

Contextual Value:

Located on Walnut Street in the City of St. Thomas, St. Thomas Pioneer Church's heritage value is greatly enhanced by its contextual setting. Surrounded by a graveyard dating back to 1819, the church yard is the final resting place of many generations of Anglicans in St. Thomas. The lych-gate and many trees in the cemetery also enhance the park-like surroundings of the church.

Source: OHT Easement Files

Character Defining Elements

Items that contribute to the historical value of the St. Thomas Pioneer Church include:

- Its association with Col. Thomas Talbot;
- Its association with Capt. Daniel Rapelje;
- Its association with Rev. Charles James Stewart (later Bishop of Quebec);
- Its association with the Anglican church in St. Thomas.

Exterior features that contribute to the architectural value of the St. Thomas Pioneer Church include:

- The basilica plan with modest transepts;
- The wood-frame tower with clapboard siding;
- The stucco-clad nave and façade walls;
- The brick transept walls;
- The octagonal needle spire clad in metal;
- The lancet louvered vents in the tower;
- The lancet windows in the nave walls with intersecting tracery;
- The ogee-arch windows in the transept and sanctuary;
- The intersecting tracery with quatrefoils in the ogee-arch windows;
- The crenellation of the tower;
- The crenellation of the gable roof of the façade.

Interior features that contribute to the architectural value of the St. Thomas Pioneer Church include:

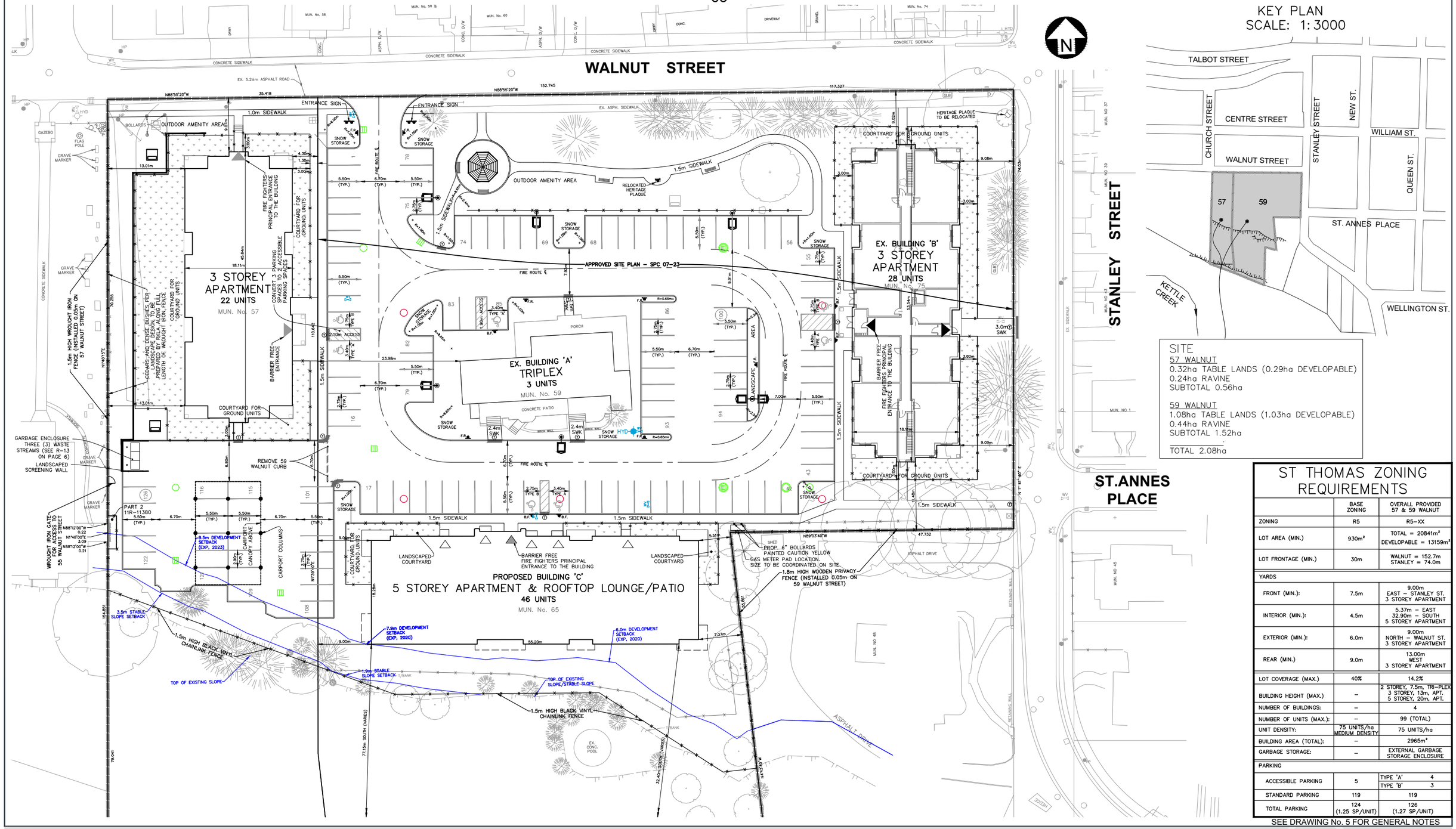
- The wood pulpit located on the east side of the church;
- The arrangement and use of box pews;
- The simple wood-panelled galleries.

Characteristics that contribute to the contextual value of the St. Thomas Pioneer Church include:

- Its location at the edge of the historic boundary of the City of St. Thomas;
- Its proximity to many of the oldest gravesites in St. Thomas;
- Its entrance through a lych-gate;
- Its park-like setting with many mature deciduous trees.







SITE

57 WALNUT
0.32ha TABLE LANDS (0.29ha DEVELOPABLE)
0.24ha RAVINE
SUBTOTAL 0.56ha

59 WALNUT
1.08ha TABLE LANDS (1.03ha DEVELOPABLE)
0.44ha RAVINE
SUBTOTAL 1.52ha

TOTAL 2.08ha

ST THOMAS ZONING REQUIREMENTS

	BASE ZONING	OVERALL PROVIDED 57 & 59 WALNUT
ZONING	R5	R5–XX
LOT AREA (MIN.)	930m²	TOTAL = 20841m² DEVELOPABLE = 13159m²
LOT FRONTAGE (MIN.)	30m	WALNUT = 152.7m STANLEY = 74.0m
YARDS		
FRONT (MIN.):	7.5m	9.00m EAST – STANLEY ST. 3 STOREY APARTMENT
INTERIOR (MIN.):	4.5m	5.37m – EAST 32.90m – SOUTH 5 STOREY APARTMENT
EXTERIOR (MIN.):	6.0m	9.00m NORTH – WALNUT ST. 3 STOREY APARTMENT
REAR (MIN.)	9.0m	13.00m WEST 3 STOREY APARTMENT
LOT COVERAGE (MAX.)	40%	14.2%
BUILDING HEIGHT (MAX.)	–	2 STOREY, 7.5m, TRI-PLEX 3 STOREY, 13m, APT. 5 STOREY, 20m, APT.
NUMBER OF BUILDINGS:	–	4
NUMBER OF UNITS (MAX.):	–	99 (TOTAL)
UNIT DENSITY:	75 UNITS/ha MEDIUM DENSITY	75 UNITS/ha
BUILDING AREA (TOTAL):	–	2965m²
GARBAGE STORAGE:	–	EXTERNAL GARBAGE STORAGE ENCLOSURE
PARKING		
ACCESSIBLE PARKING	5	TYPE 'A' 4 TYPE 'B' 3
STANDARD PARKING	119	119
TOTAL PARKING	124 (1.25 SP/UNIT)	126 (1.27 SP/UNIT)

SEE DRAWING No. 5 FOR GENERAL NOTES

LEGEND

- PROPOSED SANITARY SEWER
- EXISTING SANITARY SEWER
- FUTURE SANITARY SEWER
- PROPOSED STORM SEWER
- EXISTING STORM SEWER
- FUTURE STORM SEWER
- PROPOSED SUBDRAIN
- PROPOSED WATERMAIN
- EXISTING WATERMAIN
- FUTURE WATERMAIN
- PROJECT LIMITS
- PROPOSED FENCE
- PROPOSED LIMITS OF CONSENT
- MAINTENANCE HOLE
- CATCH BASIN
- WATER VALVE
- WATER SERVICE CURB STOP
- HYDRANT
- BARRIER FREE PARKING SIGN
- FIRE ROUTE SIGN
- CLEAN OUT
- PROPOSED CURB CUT
- PROPOSED STREET LIGHT

CONSULTANT:
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cjd@cjdeng.com

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PRELIMINARY ONLY JULY 2026

REVISION

#	DESCRIPTION	DD/MM/YYYY	BY
12	ISSUED FOR MINOR VARIANCE - 57 WALNUT ST	XX/07/2026	DJL
11	REVISED PER SPC COMMENTS - 57 WALNUT ST	04/06/2026	DJL
10	ISSUED FOR SITE PLAN AMENDMENT-57 WALNUT ST IFC-65 WALNUT ST-ADDITION OF GAS METER PAD	25/02/2026	DJL
9	ISSUED FOR CONSTRUCTION-65 WALNUT ST	20/01/2026	DJL
8	ISSUED FOR TENDER-65 WALNUT ST	23/09/2025	DJL

SITE PLAN

CONTRACT #: 19004/22004 **SCALE:** 1:300

PROJECT NAME: 57, 59, 65 & 75 WALNUT STREET WALNUT PARK INC.

DRAWING #: 1

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WALNUT STREET

EX. 5.2±m ASPHALT ROAD

N88°55'20"W 35.418 | N88°55'20"W 152.745 | 117.327

ENTRANCE SIGN | ENTRANCE SIGN

1.0m SIDEWALK

OUTDOOR AMENITY AREA

GAZEBO | FLAG POLE | GRAVE MARKER | BOLLARDS

3 STOREY APARTMENT
22 UNITS
MUN. No. 57

FIRE FIGHTERS PRINCIPAL ENTRANCE TO THE BUILDING

COURTYARD FOR GROUND UNITS

CONVERT 3 PARKING SPACES TO 2 ACCESSIBLE PARKING SPACES

BARRIER FREE ENTRANCE

1.5m HIGH WROUGHT IRON FENCE (INSTALLED 0.05m ON 57 WALNUT STREET)

CEDARS AND DENSE BUSHES PER LANDSCAPE DESIGN TO BE PLANTED AT REAR OF BUILDING. LENGTH OF WROUGHT IRON FENCE

COURTYARD FOR GROUND UNITS

1.5m SIDEWALK

GARBAGE ENCLOSURE THREE (3) WASTE STREAMS (SEE R-13 ON PAGE 6)

LANDSCAPED SCREENING WALL

PROPOSED LIMITS OF CARPORT STRUCTURE

REMOVE 59 WALNUT CURB

WROUGHT IRON GATE FOR ACCESS TO 55 WALNUT STREET

PART 2 11R-11380

N88°12'00"W 0.22 | N1°48'00"E 3.09 | N88°12'00"W 0.21

9.5m DEVELOPMENT SETBACK (EXP, 2023)

CARPORT CANOPY ABOVE

CARPORT COLUMNS

SNOW STORAGE

FIRE ROUTE E

OUTDOOR AMENITY AREA

RELOCATED HERITAGE PLAQUE

1.5m SIDEWALK

1.5m SIDEWALK

EX. ASPH. SIDEWALK

APPROVED SITE PLAN – SPC 07-23

EX. BUILDING 'A'
TRIPLEX
3 UNITS
MUN. No. 59

CONCRETE PATIO

PORCH

SITE STORAGE AREA

LANDSCAPE AREA

2.10m ACCESS

1.80m ACCESS

3.40m TYPE 'A'

2.75m TYPE 'B'

5.50m (TYP.)

6.70m (TYP.)

B.F. BARRIER FREE

F.R. FIRE ROUTE

2.4m SWK

HYD

EX. BUILDING 'B'
3 STOREY APARTMENT
28 UNITS
MUN. No. 75

COURTYARD FOR GROUND UNITS

HERITAGE PLAQUE TO BE RELOCATED

BARRIER FREE FIRE FIGHTERS PRINCIPAL ENTRANCE TO THE BUILDING

3.0m SWK

1.5m SIDEWALK

PROPOSED BUILDING 'C'
5 STOREY APARTMENT & ROOFTOP LOUNGE/PATIO
46 UNITS
MUN. No. 65

LANDSCAPED COURTYARD | BARRIER FREE FIRE FIGHTERS PRINCIPAL ENTRANCE TO THE BUILDING | LANDSCAPED COURTYARD

COURTYARD FOR GROUND UNITS

SHED PROPR. 6" BOLLARDS PAINTED CAUTION YELLOW

GAS METER PAD LOCATION. SIZE TO BE COORDINATED ON SITE.

1.8m HIGH WOODEN PRIVACY FENCE (INSTALLED 0.05m ON 59 WALNUT STREET)

N89°03'40"W 47.732

ASPHALT DRIVE

3.5m STABLE SLOPE SETBACK

1.5m HIGH BLACK VINYL CHAINLINK FENCE

TOP OF EXISTING SLOPE

7.9m DEVELOPMENT SETBACK (EXP, 2020)

6.0m DEVELOPMENT SETBACK (EXP, 2020)

1.9m STABLE SLOPE SETBACK T/BANK

TOP OF EXISTING SLOPE/STABLE SLOPE

1.5m HIGH BLACK VINYL CHAINLINK FENCE

T/BANK

EX. CONC. POOL

77.15m SOUTH (VARIES)

32.40m SOUTH (VARIES)

N1°54'30"W 79.041

154.851

ASPHALT DRIVE

CURRENT ZONING DESIGNATION

- RESIDENTIAL ZONING (R5-53)
- OPEN SPACE ZONING (OS)
- NATURAL HERITAGE ZONING (NH)

KEY PLAN
SCALE: 1:3000



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57 WALNUT
0.32ha TABLE LANDS (0.29ha DEVELOPABLE)
0.24ha RAVINE
SUBTOTAL 0.56ha

59 WALNUT
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0.44ha RAVINE
SUBTOTAL 1.52ha

TOTAL 2.08ha

ST.ANNES PLACE

STANLEY STREET

ST THOMAS ZONING REQUIREMENTS

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SEE DRAWING No. 5 FOR GENERAL NOTES

LEGEND

- SAN — PROPOSED SANITARY SEWER
- SAN — EXISTING SANITARY SEWER
- SAN — FUTURE SANITARY SEWER
- ST — PROPOSED STORM SEWER
- ST — EXISTING STORM SEWER
- ST — FUTURE STORM SEWER
- PROPOSED SUBDRAIN
- W — PROPOSED WATERMAIN
- W — EXISTING WATERMAIN
- W — FUTURE WATERMAIN
- PROJECT LIMITS
- PROPOSED FENCE
- PROPOSED LIMITS OF CONSENT
- MH — MAINTENANCE HOLE
- CB — CATCH BASIN
- WV — WATER VALVE
- WSCS — WATER SERVICE CURB STOP
- HYD — HYDRANT
- B.F. — BARRIER FREE PARKING SIGN
- F.R. — FIRE ROUTE SIGN
- C.O. — CLEAN OUT
- PROPOSED CURB CUT
- PROPOSED STREET LIGHT

CONSULTANT:
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REVISION

#	DESCRIPTION	DD/MM/YYYY	BY
11	REVISED PER SPC COMMENTS - 57 WALNUT ST	04/06/2026	DJL
10	ISSUED FOR SITE PLAN AMENDMENT-57 WALNUT ST IFC-65 WALNUT ST-ADDITION OF GAS METER PAD	25/02/2026	DJL
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8	ISSUED FOR TENDER-65 WALNUT ST	23/09/2025	DJL
7	ISSUED FOR BUILDING PERMIT - 65 WALNUT ST	29/08/2025	DJL

SITE PLAN

CONTRACT #: 19004/22004
PROJECT NAME: 57, 59, 65 & 75 WALNUT STREET WALNUT PARK INC.
SCALE: 1:300
DRAWING #: 1

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ST. THOMAS THE RAILWAY CITY	**Report No.** PD-39-26
	File No.
Directed to: Mayor Joe Preston and Members of City Council	**Meeting Date:** July 13, 2026
Department: Planning & Building Services	**Attachment**
Authored By: Michelle Knieriem, Manager of Planning Services	
Subject: Heritage Property Tax Relief	

Recommendation:

THAT: Report PD-39-26 relating to Heritage Property Tax Relief be received for information.

Background:

At its meeting of April 22, 2025, Council considered a report from the Chair of the Municipal Heritage Committee on the Ontario Heritage Property Tax Relief Program (Report MHC-01-25) and requested administration, in collaboration with the Municipal Heritage Committee, prepare a report for Council's consideration about the development of a local heritage property tax relief program.

Staff have reviewed Section 365.2 of the Municipal Act, which allows Municipalities to establish a program to provide property tax reduction or refund with respect to eligible heritage properties. Staff have determined that the City already has a heritage property tax reduction program in effect under Section 365.2 of the Municipal Act through the Community Improvement Plan (CIP). The Heritage Tax Relief Grant Program provides an annual grant equal to a 40% reduction in the City portion of the post-restoration property taxes for five years on a heritage restoration project that has been successfully completed on eligible properties. Properties must be designated Part IV or Part V under the Ontario Heritage Act and must be located within the Primary Community Improvement Plan Area.

Staff will review opportunities for improvement to the existing Heritage Property Tax Relief program as part of the broader review staff are currently undertaking of the CIP program and will consult with the Municipal Heritage Committee on any proposed changes.

Strategic Priority:

Strategic Pillar: Excellence in All We Do - Priority #2: Thoughtful, Strategic, and Sustainable Community Growth

Financial Impact:

There are no direct financial impacts associated with this report.

Report Approval:

This report has been reviewed and approved by: Director of Planning and Building Services, and Director of Financial Services/City Treasurer.

All reports are reviewed and approved by the City Manager.

St. Thomas MHC - Ontario Provincial Plaque Shortlist			
	Historical Event/Person/Place	Plaque Location	Notes
1	Pinafore Park Swan Boat Disaster	Pinafore Lake	
2	Constable Colin McGregor Murder	17 Queen Street	
3	Bob Emslie	Emslie Field	
4	Railway Intersection Collision of 1887	Centre & Moore Street	
5			
6			
7			