



TOWN OF AURORA HERITAGE ADVISORY COMMITTEE MEETING MINUTES

Date: Monday, July 13, 2015

Time and Location: 7 p.m., Holland Room, Aurora Town Hall

Committee Members: Councillor Jeff Thom (Chair), Councillor Wendy Gaertner (Vice Chair), Barry Bridgeford, Kathy Constable, Carol Gravelle, Bob McRoberts (Honorary Member), and Martin Paivio

Member(s) Absent: John McIntyre (Honorary Member), and Stan Rycombel

Other Attendees: Councillor Tom Mrakas, Marco Ramunno, Director of Planning and Development Services, Jeff Healey, Planner, and Samantha Kong, Council/Committee Secretary

The Chair called the meeting to order at 7 p.m.

1. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

2. APPROVAL OF THE AGENDA

Moved by Martin Paivio
Seconded by Bob McRoberts

THAT the agenda as circulated by Legal and Legislative Services, **with the following addition**, be approved:

- Delegation (b) Steve and Sandra Sinclair, property owners
Re: Item 2 – HAC15-005 – Request to remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest, 98 Mosley Street

CARRIED

3. RECEIPT OF THE MINUTES

Heritage Advisory Committee Meeting Minutes of April 13, 2015

**Moved by Kathy Constable
Seconded by Barry Bridgeford**

THAT the Heritage Advisory Committee meeting minutes of April 13, 2015, be received for information.

CARRIED

4. DELEGATIONS

- (a) **Greg Raspin, representing owner of 12 Ransom Street**
Re: Item 1 – Report No. HAC15-002 – Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest, 12 Ransom Street

Mr. Raspin presented a brief overview of the request and provided information and history regarding the subject property.

**Moved by Councillor Gaertner
Seconded by Kathy Constable**

THAT the comments of the delegation be received and referred to Item 1.

CARRIED

- (b) **Steve and Sandra Sinclair, property owners**
Re: Item 2 – Report No. HAC15-005 – Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest, 98 Mosley Street

Mr. and Mrs. Sinclair provided information and history regarding their property, and stated that the house required replacement of the roof, foundation, and electrical, heating, and plumbing systems. Mr. Sinclair indicated that they would like to build a basement as a part of their reconstruction.

**Moved by Martin Paivio
Seconded by Carol Gravelle**

THAT the comments of the delegation be received and referred to Item 2.

CARRIED

5. MATTERS FOR CONSIDERATION

1. HAC15-002 – Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest, 12 Ransom Street

Staff presented a brief overview of the request and provided information and history regarding the subject property. Staff advised that the *Ontario Heritage Act* provides criteria for determining cultural heritage value or interest and noted that the owner wishes to remove the property from the Register as a non-designated “listed” property. Staff explained that the owner proposes a two-storey building with a two-door garage.

The Committee expressed support of the request and inquired about the proposed lot coverage and height restrictions. Staff stated that the proposed lot coverage is 35% and the height restriction is 10 metres in accordance with the Zoning By-law. Staff further noted that the structure would be set back to be less imposing.

Moved by Bob McRoberts
Seconded by Martin Paivio

THAT Report No. HAC15-002 be received; and

THAT the Heritage Advisory Committee recommend to Council:

THAT the property located at 12 Ransom Street be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest subsequent to demolition.

CARRIED

2. HAC15-005 – Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest, 98 Mosley Street

The Committee inquired about the additional height as a result of the proposed raised basement. Staff indicated that the proposed dwelling meets the maximum height of ten metres. The Committee also inquired whether staff considered the evaluations of the reports created from 1981 within their current process of evaluations, and inquired about the Canadian Inventory of Historic Buildings. Staff stated that the report from 1981 is kept as a historic record and is not used in the current process of evaluation as the criteria has changed. Staff further noted that they would follow up with John McIntyre or Jacqueline Stuart regarding the Canadian Inventory of Historic Buildings.

Moved by Carol Gravelle
Seconded by Martin Paivio

THAT Report No. HAC15-005 be received; and

THAT the Heritage Advisory Committee recommend to Council:

THAT the property located at 98 Mosley Street be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest; and

THAT the proposed elevations are subject to approval of Planning Staff to ensure the proposed new dwelling will maintain the heritage character of the area.

CARRIED

6. INFORMATIONAL ITEMS

3. HAC15-003 – Distinction between Designated and Listed Properties within the Town of Aurora

Staff reviewed the distinction between designated and listed properties and explained that designated properties fall under two parts; “Part IV” or “Part V”. Part IV indicates that the structure is specifically designated for its unique architectural design or was in possession of a recognized resident. Part V applies to a neighbourhood that possesses a unique character identity that should be preserved.

The Committee inquired if the Town maintains information about heritage properties in hard copy form and if reports and resources about each property are still available online. Staff stated that the Aurora Register of Properties of Cultural Heritage Value or Interest lists designated properties on the Town’s website. Staff further noted that complete detailed files are no longer available on the website, however interested persons may view these files at the Planning and Development department.

The Committee inquired whether every house within a declared Heritage District is automatically designated or listed under the Aurora Register. Staff indicated that only specific properties that meet the criteria are designated or listed.

Main motion
Moved by Martin Paivio
Seconded by Carol Gravelle

THAT Report No. HAC15-003 be received for information.

Amendment
Moved by Councillor Gaertner
Seconded by Barry Bridgeford

THAT the following clause be added to the main motion:

“THAT the Heritage Advisory Committee recommend to staff:

THAT it be noted on the Town’s website that detailed information regarding properties listed on the Aurora Register of Properties of Cultural Heritage Value or Interest, is available in hard copy and may be accessed at the Planning and Development Services department.”

Main motion as amended
Moved by Martin Paivio
Seconded by Carol Gravelle

THAT Report No. HAC15-003 be received; *and*

THAT the Heritage Advisory Committee recommend to staff:

THAT it be noted on the Town’s website that detailed information regarding properties listed on the Aurora Register of Properties of Cultural Heritage Value or Interest, is available in hard copy and may be accessed at the Planning and Development Services department.

CARRIED

4. Memorandum from Planner
Re: 81 Catherine Avenue, Heritage Review

Staff provided a brief history of the property and stated that the permit application to allow the property to be demolished was approved by the Heritage Advisory Committee in 2013, and the proposal for a new design of the property was approved by staff in 2014, as the Committee was not populated at this time due to Elections. Staff further noted that this two-storey building occupies a two door garage that is recessed from the main façade, and complies with the Heritage Conservation District Plan guidelines.

The Committee expressed concerns regarding the approved design as many of the houses on Catherine Avenue have a single detached garage. The Committee suggested that during Election years, consideration should be given to having members carried over between terms to ensure comments are provided regarding the suitability of proposed designs within a heritage neighbourhood.

Moved by Kathy Constable
Seconded by Martin Paivio

THAT the memorandum regarding 81 Catherine Avenue, Heritage Review be received for information.

CARRIED

5. Extract from Council Meeting of April 28, 2015
Re: Heritage Advisory Committee Meeting Minutes of April 13, 2015

Moved by Bob McRoberts
Seconded by Kathy Constable

THAT the Extract from Council Meeting of April 28, 2015, regarding the Heritage Advisory Committee meeting minutes of April 13, 2015, be received for information.

CARRIED

6. HAC15-006 – Heritage Permits Approved Under Delegated Authority

Staff presented an overview of two heritage permits for 65 Wellington Street East and 77 Centre Street, which were approved under delegated authority. The property located at 65 Wellington Street East submitted an application to remove an access point and mud room to allow a new access point and deck at the rear of building. The property at 77 Centre Street submitted an application to allow the removal of a small wooden addition and construction of a rear addition with vinyl siding that would continue to the wrap around porch.

The Committee inquired if a tenant was moving into the property located at 65 Wellington Street East, and expressed concerns about compliance with the fire code. Staff stated that the owner of 65 Wellington Street East currently runs a business on the first storey of the building and resides in the second storey. Staff indicated that a building permit has not been issued and that concerns regarding compliance to the fire code would be raised at that time.

The Committee inquired if there was a delay in the process of issuing building permits to property owners as a result of a cancelled Committee meeting. Staff indicated that minor changes that did not alter the front façade of the property would typically be approved by staff under delegated authority, and if the matter was significant it would be postponed until the next available Committee meeting.

Moved by Bob McRoberts
Seconded by Councillor Gaertner

THAT Report No. HAC15-006 be received for information.

CARRIED

7. NEW BUSINESS

The Committee inquired about the Town's interest in promoting heritage through online resources such as the University of Waterloo's Heritage Resource Centre specifically on their "Building Stories" website, which is an interactive inventory and mobile application that identifies important community heritage assets. The Committee further suggested that the Town identify plaque properties of high significance and obtain owner participation in order to add them to the website inventory. Staff stated that they would report back regarding the promotion of Aurora heritage properties on external online resources, and indicated that there is a plaque program in place.

The Committee inquired about meetings in the summer months. Staff indicated that the Committee does not meet in the summer months, unless there is a significant time sensitive matter.

Staff extended a reminder regarding Doors Open which would be held on August 15, 2015, from 10 a.m. to 4 p.m., and that there would be a Doors Open meeting on July 29, 2015, from 6 p.m. to 8 p.m. in the Holland Room at Town Hall for interested volunteers and those involved with the 16 sites. Staff further noted that the Auroran newspaper has been provided with five articles leading up to Doors Open to promote the event.

The Chair extended a reminder to members regarding the procedures and protocols of the Committee following delegations.

8. ADJOURNMENT

**Moved by Councillor Gaertner
Seconded by Kathy Constable**

THAT the meeting be adjourned at 8:55 p.m.

CARRIED

COMMITTEE RECOMMENDATIONS ARE NOT BINDING ON THE TOWN UNLESS OTHERWISE ADOPTED BY COUNCIL AT A LATER MEETING.