



AGENDA
Heritage Advisory Committee

March 9, 2019

9:00 am

Council Chambers, Town Hall
175 Queen Street East, St. Marys

Pages

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. AMENDMENTS AND APPROVAL OF AGENDA

RECOMMENDATION

THAT the March 9, 2019 meeting agenda of the Heritage Committee be accepted as presented.

4. DELEGATIONS

5. CORRESPONDENCE

5.1 Mary Smith - Heritage Award

4

6. AMENDMENT AND ACCEPTANCE OF MINUTES

5

RECOMMENDATION

THAT the Minutes of the February 9, 2019 Heritage Committee be approved as presented.

7. BUSINESS ARISING FROM MINUTES

7.1 Review of Heritage Conservation District Plan

7.2 Terms of Reference Discussion

8. REGULAR BUSINESS

8.1 Heritage Conservation District Update

8.1.1 Heritage Permits

8.1.2 Sign Applications

8.1.2.1 161 Queen Street E.

11

RECOMMENDATION

THAT DEV 19-2019 Sign Permit Application – 161 Queen Street East be received; and

THAT ...the Heritage Committee support a heritage permit for the installation of a façade sign and a hanging sign at 161 Queen Street East.

8.1.3 Heritage Grant Applications

8.2 Municipal Register, Part 1 - Designations/designated property matters

8.2.1 Heritage Permits

8.2.2 Municipal Register, Part 1 Staff Report - March

21

RECOMMENDATION

THAT the March Municipal Register, Part 1 Staff Report be received as information.

8.2.3 Ontario Heritage Trust Registry

8.3 Municipal Register, Part 2 - List of Significant properties

8.4 Properties of interest or at risk (not necessarily designated)

8.5 CHO Report

8.6 Homeowner/Property owner letters

9. COUNCIL REPORT

10. OTHER BUSINESS

10.1 Monthly Meeting - Date, Time and Location

11. UPCOMING MEETINGS

12. ADJOURNMENT

RECOMMENDATION

THAT the meeting of the Heritage Committee adjourn at _____ a.m.

Post Office Box 98
St. Marys ON N4X 1A9

Stephen Habermehl
Chair, Heritage St. Marys
c/o Corporate Services
Town of St. Marys

February 23, 2019

Dear Stephen,

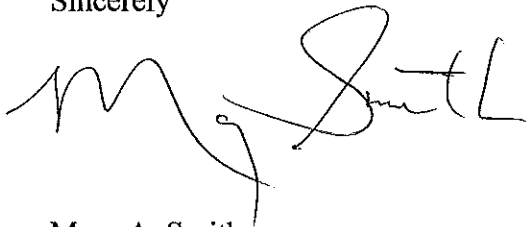
I would like to thank all the members of Heritage St. Marys for selecting me as a co-winner of the Heritage Award last Friday evening at the annual Heritage Fair. Mayor Strathdee made some very gracious remarks and presented me with a certificate and a beautiful bouquet of flowers. It was a pleasant evening all round.

I very much enjoyed my years working with this committee first as staff liaison and subsequently as a committee member. Committee meetings were certainly never boring. The full agenda kept everyone challenged and the exchange of ideas was always stimulating.

I hope that you will allow me to remain involved in a volunteer capacity with some Heritage Committee projects, such as property research for designations and preparation of historic plaques. I enjoy doing this background work and would be happy to help out if needed.

In the meantime, my very best wishes to committee members for a great four years of successful "advising."

Sincerely

A handwritten signature in black ink, appearing to read "Mary A. Smith". The signature is fluid and cursive, with the first name "Mary" written in a large, stylized 'M' and the last name "Smith" written in a similar cursive style.

Mary A. Smith



MINUTES

Heritage Advisory Committee

February 9, 2019

9:00 a.m.

Municipal Operations Centre

408 James Street South, St. Marys

Members Present: Barb Tuer
Clive Slade
Sherri Gropp
Stephen Habermehl
Janis Fread
Dan Schneider
Michelle Stemmler
Mike Bolton
Paul King
Councillor Fern Pridham

Members Absent: Larry Pfaff
Al Strathdee

Staff Present: Amy Cubberley
Jason Silcox

1. CALL TO ORDER

Stephen Habermehl called the meeting to order at 9:02am

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Paul King suggested that the agenda be amended to include 10.2: Ontario Heritage Trust registry of designated properties and 10.3: 2019 Work Plan for the Committee.

Moved By Clive Slade

Seconded By Councillor Pridham

THAT the February 9, 2019 regular Heritage Committee agenda be accepted as presented and amended.

CARRIED

4. DELEGATIONS

None.

5. CORRESPONDENCE

5.1 Letter of resignation - Larry Pfaff

Stephen Habermehl verbally shared Larry Pfaff's letter of resignation.

Moved By Dan Schneider

Seconded By Michael Bolton

That the St. Marys Heritage Advisory Committee receive, with regret, the resignation letter from Larry Pfaff.

CARRIED

5.2 Notice of Passing of Bylaw

Moved By Clive Slade

Seconded By Sherri Gropp

THAT the Notice of Passing of By-law No. Z131-2019 be received.

CARRIED

6. AMENDMENT AND ACCEPTANCE OF MINUTES

Clive Slade noted that there is a discrepancy in the November meeting date and request the amendment of the minutes to reflect the correct meeting date of Saturday, November 10, 2018.

Moved By Councillor Pridham

Seconded By Michelle Stemmler

THAT the Minutes of the January 12, 2019 meeting of the St. Marys Heritage Committee be accepted as presented and amended.

CARRIED

7. BUSINESS ARISING FROM MINUTES

Committee members requested that the minutes of the previous meeting be included in the agenda package moving forward.

8. REGULAR BUSINESS

8.1 Heritage Conservation District Update

8.1.1 Heritage Permits

None to review.

8.1.2 Sign Applications

Jason Silcox spoke to the Sign Application for 190 Queen Street East and answered questions from the Committee.

Moved By Barbara Tuer

Seconded By Sherri Gropp

THAT DEV 13-2019 Sign Permit Application – 190 Queen Street E. be received; and

THAT the Heritage Committee support the façade sign permit.

CARRIED

8.1.3 Heritage Grant Applications

None to review.

8.2 Municipal Register, Part 1 - Designations/designated property matters

8.2.1 Heritage Permits

None to review.

8.2.2 Municipal Register, Part 1 Staff Report - February

Councillor Pridham spoke to Resolution 2019-01-29-07 That Council direct staff to report back on the selling of Junction Station.

Moved By Dan Schneider

Seconded By Michael Bolton

THAT the February Municipal Register, Part 1 Staff Report be received as information.

8.3 Municipal Register, Part 2 - List of Significant properties

Staff reported that Corporate Services staff are currently reviewing the Register to ensure that all property owner information is up to date.

8.4 Properties of interest or at risk (not necessarily designated)

Paul King reported that the vacant lot on Water Street South has sold. The adjacent properties at 84 Water Street South and 136 Water Street South are both designated properties.

8.5 CHO Report

Paul King reported that the Ontario Heritage Conference will be held in Goderich, May 30-June 1. Committee members are encouraged to attend.

Paul King encouraged all Committee members to complete the CHO news survey regarding education and training for new committee members.

8.6 Homeowner/Property owner letters

There was consensus from the Committee that Paul King send a letter to the new owners of 254 Water Street South.

9. COUNCIL REPORT

Councillor Pridham spoke to updates on the Junction Station and McDonald House.

10. OTHER BUSINESS

10.1 Heritage Fair Award - February 22, 2019 7:00 pm

Clive Slade and Mike Bolton requested to be added to the St. Marys Museum's email list.

Moved By Janis Fread

Seconded By Sherri Gropp

That Mary Smith and Larry Pfaff be the recipients of the 2019 St. Marys Heritage Awards in recognition of their decades of dedicated service on the St. Marys Heritage Committee.

CARRIED

10.2 Ontario Heritage Trust Listing of Designated Properties

Moved By Dan Schneider

Seconded By Paul King

That Paul King contact Ontario Heritage Trust staff to investigate protocol for including non-designated properties of heritage significance on the Ontario Heritage Trust website.

CARRIED

10.3 2019 Heritage Advisory Committee Work Plan

Committee members determined that 2019 priorities could include updating designation statements, developing a walking tour app, assisting with Doors Open, seeking out new heritage designations and presenting an annual report to Council. The most pressing priority is reviewing the current Mandate and Terms of Reference of the Heritage Advisory Committee.

Moved By Clive Slade

Seconded By Michelle Stemmler

That Mandate and Terms of Reference Discussion be included on the March 9, 2019 Heritage Advisory Committee agenda.

CARRIED

11. UPCOMING MEETINGS

Saturday, March 9, 2019 at 9:00am at the Municipal Operations Centre.

Committee members requested that the date, time and location of the Heritage Advisory Committee be revisited at this meeting.

12. ADJOURNMENT

Moved By Dan Schneider

Seconded By Sherri Gropp

THAT this meeting of the Heritage Committee adjourn at 10:09 a.m.

CARRIED

Chair

Committee Secretary

FORMAL REPORT

To:	Choose an item.
Prepared by:	Jason Silcox, Building Inspector
Date of Meeting:	9 March 2019
Subject:	DEV 19-2019 Sign Permit Application 161 Queen Street East

PURPOSE

To provide information to the Heritage Committee for their consideration in review of an application for a sign permit for 161 Queen Street East.

RECOMMENDATION

THAT DEV 19-2019 Sign Permit Application – 161 Queen Street East be received; and

THAT ...the Heritage Committee support a heritage permit for the installation of a façade sign and a hanging sign at 161 Queen Street East.

BACKGROUND

161 Queen Street East is located within the Heritage Conservation District (HCD) and as such is a Part V property under the Ontario Heritage Act. The building does not have a Part IV designation under the Ontario Heritage Act.

REPORT

The sign application proposes a 16"x170" (40x432 cm) sign to be installed in the existing sign board of the building. The sign consist of a rough cut pine board fastened directly to the sign board with raised metal letters approximately 5" (10 cm) off the pine board (spelling Harris Electric). The hanging sign that is proposed measures 29.4"x 36.5" (63x93 cm) directly over the front entrance. The proposed sign is made out of aluminum and the logo will be laser cut through the aluminum. Existing goose neck lighting will remain to illuminate the new proposed sign. All sign dimensions meet the restrictions of the Town of St. Marys Sign By-Law 86-2018

FINANCIAL IMPLICATIONS

None

SUMMARY

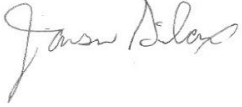
THAT staff recommend the Heritage Committee support the sign permit application for the installation of the proposed façade and hanging sign.

ATTACHMENTS

1. Sign Permit Application
2. Pictures of the proposed signs in street view.

REVIEWED BY

Recommended by the Department



Jason Silcox
Building Inspector



Town of St. Marys
PO Box 998
408 James Street South
St. Marys ON N4X 1B6
Tel: 519-284-2340 ext 243
Fax: 519-284-0902

I hereby make application for a Heritage Permit under the provisions of the Town of St. Marys Heritage Conservation By-law, being By-law No. 62-2012 pursuant to Section 33/34 and 42 of the *Ontario Heritage Act*, RSO 1990, c.18 for alteration or demolition as described in this application.

APPLICANT INFORMATION

Name: SOPHAN CARR & NATALIE CRITTENDEN
Mailing Address: 161 Queen St. E Box 625
Phone Number: Day (~~647~~) 931-9314 Alternate (~~647~~) 202-3885
Fax () _____ E-mail: HarrisElectronics@gmail.com

PRESENT OWNER (IF DIFFERENT FROM APPLICANT)

Name: _____
Mailing Address: _____
Phone Number: Day () _____ Alternate () _____
Fax () _____ E-mail: _____

SUBJECT PROPERTY

Street No: 159 Street Name: Queen St. E.

PURPOSE OF APPLICATION

☐ Building Alteration ☐ Building Addition ☐ New Construction
☐ Building Demolition ☒ Other

Description of Proposed Work Putting up new restaurant sign
to cover same area as previous sign.

RECEIVED

FEB 27 2019

**ST. MARYS
BUILDING DEPT.**



Town of St. Marys
PO Box 998
408 James Street South
St. Marys ON N4X 1B6
Tel: 519-284-2340 ext 243
Fax: 519-284-0902

ATTACHMENTS

- ☐ Signed letter authorizing applicant/agent to act on behalf of property owner
- ☒ Digital photographs of structure from the street(s) showing existing front and side elevations
- ☐ Drawings showing proposed alterations, addition or new construction
- ☐ Survey or site plan showing addition, new construction or building removal
- ☐ Manufacturer's brochures and/or product sample

DECLARATION

I, the undersigned Jordan Carr, am the authorized (owner/agent of owner) named in the above application and I certify the truth of all the statements or representations contained herein.

I understand that the issuance of a permit shall not be deemed a waiver of any of the provisions of any requirements of the Town of St. Marys Heritage Conservation District By-law or regulations made hereunder, notwithstanding anything included in or omitted from the plans or other material filed in support of, or in connection with the above application.

I acknowledge that in the event a permit is issued, any departure from plans, specifications or locations proposed in the above application is prohibited and such could result in the permit being revoked.

I further acknowledge that in the event the permit is revoked for any cause or irregularity or non-conformity with the requirements of the Town of St. Marys Heritage Conservation District Bylaw, or regulations made thereunder, there shall be no right of claim whatsoever against the municipal corporation or any official thereof and any such claim is hereby expressly waived.

[Signature]
Signature of Property Owner/Applicant

Feb 26th/19.
Date

FOR OFFICE USE ONLY

Date Received (Complete) _____	Received By (Signature): _____
<u>Review and Approval/Denial</u>	
Planning Staff: _____	Date: _____
HCDA Committee: _____	Date: _____
Council: _____	Date: _____



Town of St. Marys
PO Box 998
408 James Street South
St. Marys ON N4X 1B6
Tel: 519-284-2340 ext 243
Fax: 519-284-0902

SIGN PERMIT APPLICATION

I/we hereby make application for a Sign Permit under the provisions of the Town of St. Marys Sign By-law, being By-law No. 33-2005 in accordance with the plans and supporting information submitted herewith and which form a part of this application.

APPLICANT INFORMATION

Name: Jordan Carr + Natalie Crittenden
Mailing Address: 161 Queen St. E St. Marys Box 625 N4X1B6
Phone Number: Day (647) 831-9314 Alternate (416) 202-3583
Fax () _____ E-mail: harrisselectriccenter@gmail.com

PRESENT OWNER (IF DIFFERENT FROM APPLICANT)

Name: _____
Mailing Address: _____
Phone Number: Day () _____ Alternate () _____
Fax () _____ E-mail: _____

SUBJECT PROPERTY

Street No: 159 Street Name: Queen St E
Registered Plan No.: 225 Lot(s)/Block(s): Lot 9 North Queen

SIGN TO BE ERRECTED

☐ Portable ☒ Fascia ☐ Projecting ☐ Banner ☐ Other
☐ Temporary (please specify dates, times & location): _____
☐ Illuminated Sign Dimensions: _____

Location of Proposed Sign: SAME LOCATION AS LITTLE REDS / ABOVE WINDOWS

Sign Wording: HARRIS ELECTRIC

Sign Material: WOOD & STEEL

Estimated Cost: _____

Purpose of Sign: To identify Business

RECEIVED

FEB 27 2019

ST. MARYS
BUILDING DEPT.



Town of St. Marys
PO Box 998
408 James Street South
St. Marys ON N4X 1B6
Tel: 519-284-2340 ext 243
Fax: 519-284-0902

Declaration

I, the undersigned Natalie Crittenden am the authorized (owner/agent of owner) named in the above application and I certify the truth of all the statements or representations contained herein.

I understand that the issuance of a permit shall not be deemed a waiver of any of the provisions of any requirements of the Town of St. Marys Sign By-law or regulations made hereunder, notwithstanding anything included in or omitted from the plans or other material filed in support of or in connection with the above application.

I acknowledge that in the event a permit is issued, any departure from plans, specifications or locations proposed in the above application is prohibited and such could result in the permit being revoked.

I further acknowledge that in the event the permit is revoked for any cause or irregularity or non-conformity with the requirements of the Town of St. Marys sign BY-law, or regulations made thereunder, there shall be no right of claim whatsoever against the municipal corporation or any official thereof and any such claim is hereby expressly waived.


Signature of Property Owner/Applicant

Feb 27, 2019
Date

The Following Must Accompany this Application Form

☐ Signed letter authorizing applicant/agent to act on behalf of property owner

☒ An accurate drawing indicating scale, showing:

☒ Location of the sign(s) in relation to existing building

☒ The overall dimensions of the sign(s)

☒ The size of the letter(s) to be displayed on the sign(s)

☒ The amount of projection of the sign(s) from the face(s) of building(s)

☒ Manner of illuminating the sign(s)

☒ Installation information

FOR OFFICE USE ONLY

Date Received (Complete) _____ Received By (Signature): _____

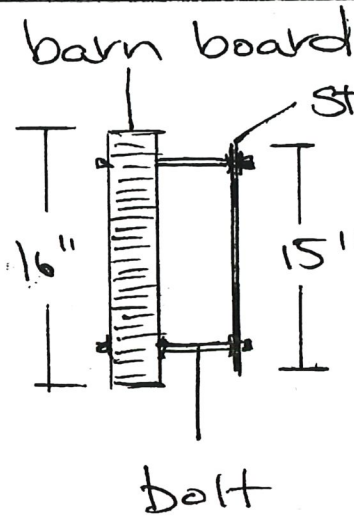
Date Received by Heritage Committee: _____

Date Review Completed: _____ Heritage Committee Signature: _____

Date Application Approved: _____ Staff Signature: _____



overall dimension 170" x 16"



* Laser cut steel letters to be mounted to barn board using bolts approximately 10 cm from board
* 13 cm overall projection depth.

* Laser cut aluminum oval

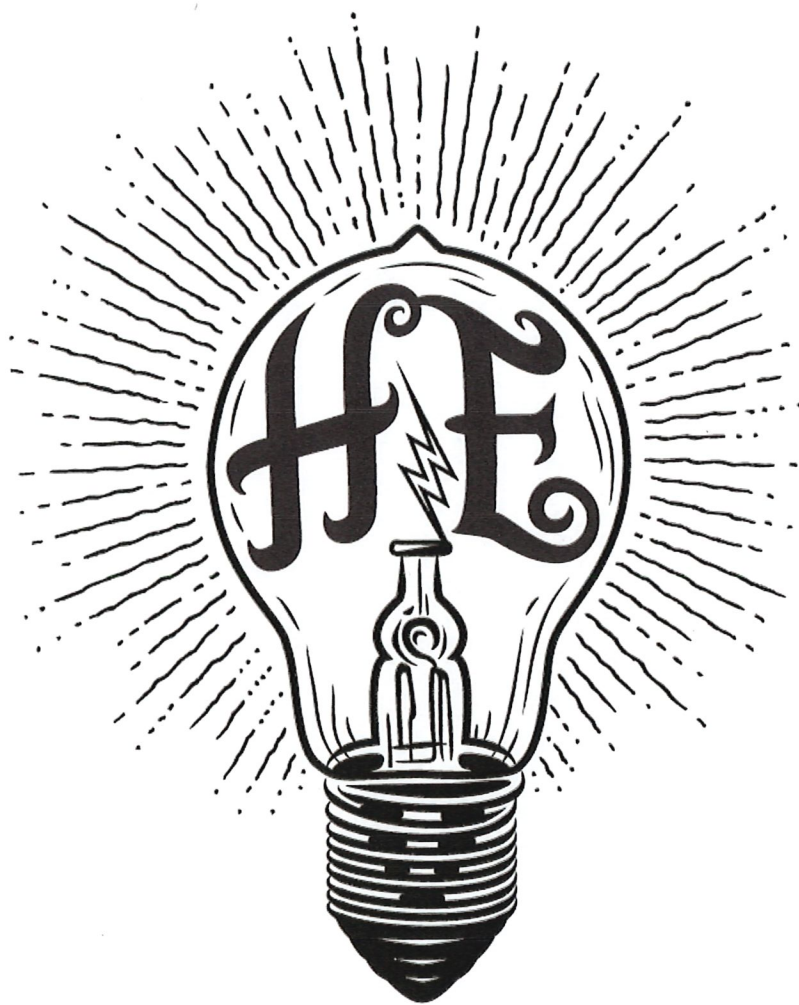
Hanging Sign in location of Little Red's cameo.



36.5" Fastened using steel brackets.

Existing lighting on building will be used to illuminate to sign of fascia of building.

We will install the sign, and direct pedestrian traffic around the work area on day of installation.
Barn board will be screwed into the wood on the fascia where Little Red's sign was.



HARRIS

Electric Eatery

Staff Report – March 2019

Municipal Register, Part 1 -Designations/designated property matters					
	Project Location	Project	Start Date	Est end date	Areas effected
1	Old Water Tower	Structural Upgrades	2-Jul-18		Robertson Restoration have been painting the tiles of the tank and the supporting metal brackets. Weather permitting. Grouting is to take place in the spring
2	Library/Town Hall	Library & Town Hall Window Replacement	17-Dec-18	08-Feb-19	Complete
3	Town Hall	Town Hall Eaves replacement		March 30, 2019	Copperworks has begun installing the copper eaves on the east and north side of Town Hall. On Monday (March 4), they will be on the east and north side of the building. This will mean that the Queen Street entrance to the Library will be closed until Wednesday (March 6) night.

3	Junction Station	Junction Station proposed sale of land			A staff report will be presented to Council at the March 19, 2019 budget meeting regarding information on the proposed sale of the Junction Station.
4	McDonald House	Sale of Land	1-Jan-19		<p>At the February 26, 2019 Council meeting Council approved the Official Plan and Zoning Bylaw Amendment Application regarding the McDonald House.</p> <p>Resolution 2019-02-26-04</p> <p>Moved By Councillor Hainer Seconded By Councillor Luna</p> <p>THAT DEV 15-2019 OPA (OP01-2019) and ZBA (Z01-2019) for 481 Water Street South be received;</p> <p>THAT Council approve the Official Plan and Zoning By-law Amendment Applications for 481 Water Street South given that no significant concerns are raised by the public or members of Council at the statutory public meeting;</p> <p>THAT Council enact By-law 27-2019 to adopt Official Plan Amendment No. 33; and,</p> <p>THAT Council enact Zoning By-law Z132-2019 for 481 Water Street South.</p> <p>Carried</p>