

Brooklyn and College Hill Heritage Conservation District

Phase 2 Newsletter: June 2014

Community Meeting Heritage Conservation District Plan and Guidelines

You are invited to a Community Meeting on the draft **Brooklyn and College Hill Heritage Conservation District (HCD) Plan and Guidelines**.

Learn more about how heritage district designation works and what the designation of a heritage district means for you. You are invited to attend to provide your comments and have your questions about the district designation answered.

Tuesday, June 24
6:30 pm – 8:30 pm
Meeting Room C, City Hall
1 Carden Street, Guelph



The draft **Brooklyn and College Hill HCD Plan and Guidelines** are available now for public review and comment (posted on the City website guelph.ca and in hard copy at the Planning Services office).

The HCD Plan and Guidelines provide guidance to the management, care and protection of the heritage character of the Brooklyn and College Hill District, notably the Speed and Eramosa riverscapes and associated open space, the Gordon Street corridor and buildings fronting onto Gordon Street, and the residential areas of Brooklyn and College Hill.

The Plan and Guidelines are intended to provide an objective minimum level of appropriateness for physical change of both private and public properties in the area over the coming years.

What information is contained in the HCD Plan and Guidelines?

Part A provides the plan and guidelines for managing change to properties within the District including: information about the heritage permit process; design guidelines for alterations and additions to existing buildings and new construction and demolitions; landscape conservation guidelines; guidelines for changes within the public realm; and indicates what is exempt from the heritage permit process.



Part B provides recommendations for implementation of the Plan and Guidelines including: considerations for updates to the Official Plan and Zoning By-law; property standards; tree preservation; financial incentives; the heritage permit process; heritage tourism; and streetscape management plans.

The Brooklyn and College Hill Heritage Conservation District would be the first of its kind to be designated in the City of Guelph. City Council approved the HCD boundary on December 10, 2012.

What is a Heritage Conservation District?

A Heritage Conservation District (HCD) is an area that is protected by a municipal designation by-law passed by City Council, under Part V of the Ontario Heritage Act (OHA). District designation enables Council to manage and guide future change in the district, through adoption of a district plan with policies and guidelines for conservation, protection and enhancement of the area's special character.

Does the HCD apply to my property?

The HCD Plan and Guidelines applies to all properties, both private and public, within the district boundary. Properties are classified as Heritage or Non-Heritage which is reflective of whether or not the properties contain heritage building fabric. Heritage buildings contribute to the cultural heritage value of the district. See **Appendix A** of the HCD Plan and Guidelines for a map and description of properties within the district boundary.

What is a heritage permit?

Property owners within the HCD boundary would be required to apply for and obtain approval of a heritage permit for: proposed alterations to property (that are not exempt); the erection of buildings or structures; and the demolition or removal of buildings or structures.

Heritage Planning staff would review heritage permit applications to determine if the application meets the intent of the HCD guidelines. Applications for heritage permits would be approved by Council or their delegated approval authority (e.g., City staff). The Heritage Act requires decisions to be made on a permit application within 90 days of receipt. No fee is proposed for heritage permits.

The HCD plan sets out clear policies and guidelines to ensure that decision-making is based on objective criteria. For more information about the permit process and guidelines see **Section 4** of the HCD Plan and Guidelines.

Are trees covered by the heritage permit process?

Yes, the removal and cutting of trees larger than 20 cm in diameter (at 1.4 m above the ground) which contribute to the heritage value or visual character of the HCD (e.g., contributes to the tree canopy that overarches the public realm) is proposed to be subject to a heritage permit.

What is exempt from a heritage permit?

Examples of alterations that may be completed without a heritage permit include: replacement of non-original roof cladding materials; installation of solar panels out of sight from street view; security or amenity lighting; removal or installation of non-original eavestroughs and downspouts; some landscaping and fences; decks in rear yards; painting and minor maintenance. Full details are contained within **Section 5** of the HCD Plan and Guidelines.

How does the HCD apply to adjacent properties?

Properties identified as adjacent to the HCD boundary are not subject to the heritage permit process. However, if they apply for a building permit or for a development application, that application would be screened by Heritage Planning staff to ensure that there are no negative impacts on the cultural heritage resources of the HCD.

NEXT STEPS

Public comments are welcome on the HCD Plan and guidelines. Please provide your **written comments** on or before **July 4, 2014** in order for them to be considered as revisions are made to the draft HCD Plan and Guidelines. Staff anticipate bringing a report forward to Council for approval of the Brooklyn and College Hill HCD in September 2014. Notice of the Council meeting will be provided to those on our mailing list and in the City News pages of the Guelph Tribune.

When would the HCD designation come into effect?

If Council approves the by-law to designate the area as an HCD, the designation would come into effect if no appeals to the Ontario Municipal Board are received during the appeal period.

For more information and to provide comments:

A copy of the draft HCD Plan and Guidelines, maps, meeting notices, and background/reference materials are posted on the City website guelph.ca (search "HCD").

The HCD Plan and Guidelines are also available for viewing in the Planning Services Office, 3rd Floor, City Hall during regular office hours.

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