

# St. Catharines Heritage Permit Advisory Committee

## Minutes

Thursday, November 26, 2015

Burgoyne Woods Room at 4:30pm

### Attendance:

Dr John Bacher  
Peter Connolly  
Brian Narhi  
David Webb  
Edward Smith  
Dr David Bergen

### Absent:

Robin McPherson

### Staff Liaison:

Kevin Blozowski, Planning and Building Services  
Charlotte McEwan, Planning and Building Services

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- 1. Call meeting to order (Chair)**  
David Webb took the chair and the meeting was called to order at 4:30pm
  - 2. Additions/Deletions to the Agenda**  
There were no additions or deletions to the agenda.
  - 3. Motion to approve the agenda**  
Moved by: Ed Smith  
  
“That the agenda for the meeting of November 26, 2015, be approved as amended.”

**CARRIED**

- 4. Motion to adopt the minutes of the previous meeting**

Moved by: Peter Connolly

"That the Minutes from the SChPAC meeting of October 29, 2015, be approved."

**CARRIED**

5. **Presentations (invited guests)**

There were no presentations.

6. **Business arising from the minutes**

David Webb made some procedural statements and suggestions based on the City's Handbook for Advisory Committees. The emphasis was on maintaining procedure and protocol at meetings.

7. **Business**

7.1 Heritage Demolition Rating Guide discussion

The Rating System for Demolitions in the Port Dalhousie Heritage District was created in 2006 to guide consideration of heritage permit applications for demolitions. While the guide has been useful in this regard over the years, the SChPAC believes it prudent to review the Rating System with the intention of improving it. On November 18, 2015, an ad-hoc sub-committee of members met to form some preliminary thoughts and recommendations. Notes from the meeting, prepared by David Webb, were provided and are attached to the Minutes.

Based on that discussion, the following matters were brought forward for consideration:

- The score for streetscape/compatibility should be increased to reflect the nature of the heritage district.
- Potential for adaptive reuse should be removed or a new category, Potential for Rehabilitation, added.
- Person or Group category could also be a bonus score (e.g. Known Architect)
- Age: The good, fair, and poor categories should be revised.

David Bergen also provided suggestions regarding the scoring and point range totals. David Webb will revise the rating system and staff will then revise the draft document for further review by the committee.

7.2 Heritage Permit Application Form discussion

The SChPAC also discussed the Heritage Permit application form. The consensus was that the applicant should be required to describe how their project will add to the conservation intent of the district or individual building designation by-law. Staff is in the process of revising the form and will incorporate the SChPAC's comments, as appropriate.

8. **Information/Correspondence**

There was no information or correspondence.

9. **Date of next meeting**

Thursday, December 17, 2015, if required.

10. **Adjournment**

The meeting adjourned 6:00pm.