



City of
Peterborough

To: Members of the Peterborough Architectural Conservation Advisory Committee (PACAC)

From: Erik Hanson, Heritage Resources Coordinator

Meeting Date: September 17, 2020

Subject: Report PACAC20-025
Heritage Register Requirements for Inclusion

Purpose

A report to provide the PACAC with a list of requirements to be requested by Council when a Listed property requests the issuance of a demolition permit.

Recommendations

That the PACAC approves the recommendations outlined in Report PACAC20-025, dated September 17, 2020 of the Heritage Resources Coordinator, as follows:

- a) That the proposed list of documents required by the City of Peterborough when considering applications for the demolition of properties Listed on the City's Heritage Register be endorsed by the PACAC, and;
- b) That staff be requested to forward this endorsement to Council for its consideration.

Budget and Financial Implications

There are no budgetary or financial implications associated with this recommendation.

Background

A Listed Property is one which has been identified by City Council as potentially having cultural heritage value or interest but have not been formally designated under the Ontario Heritage Act (OHA). Properties listed on the Register are subject to Section 27(3) of the OHA which states that the owner of the property shall not demolish or remove a building or structure on the property or permit the demolition or removal of the building or structure unless the owner gives the council of the municipality at least 60 days notice in writing of their intention to seek a demolition permit. The 60-day waiting period provides Council time to seek input from its heritage committee and, if desired, begin the designation process to protect a property. This provision in the Act also allows Council to require the submission of plans, if it wishes, as well as other information about how the property will be redeveloped.

While the OHA does not specifically identify what the documents are, and not everything on the list will be required in each case, neither can they be arbitrarily required on an ad hoc basis. The material requested for review must be from a list of documents formally identified by Council. Staff has canvassed other municipalities and has developed a list of material of value when reviewing applications to demolish a Listed property.

The list is included as Appendix A of this report. When approved by the PACAC it will be submitted to Council as a draft By-law for its consideration. An application package will then be developed for distribution to owners.

Submitted by,

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Attachment:

Appendix A: Inclusions to be Requested by Council for Listed Properties Seeking a Demolition Permit