



The Corporation of the City of Stratford
Planning and Heritage Sub-committee
Open Session
AGENDA

Date: Thursday, March 25, 2021
Time: 3:30 P.M.
Location: Electronic Meeting
Sub-committee Present: Councillor Ritsma - Vice Chair Presiding, Councillor Ingram - Chair, Councillor Bunting, Councillor Clifford, Councillor Vassilakos
Staff Present: Alyssa Bridge - Manager of Planning, Ed Dujlovic - Director of Infrastructure and Development Services, Jodi Akins - Council Clerk Secretary, Chris Bantock - Deputy Clerk

To watch the Sub-committee meeting live, please click the following link: <https://stratford-ca.zoom.us/j/83814773073?pwd=WHR3S2tIRDlub3k4bXFxTHJlYndKUT09>
A video recording will also be available on the City's website at <https://www.stratford.ca/en/index.aspx> following the meeting.

Pages

1. Call to Order

The Vice-Chair to call the meeting to Order.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

3. Delegations

3.1. Presentation by Robert Ritz

Mr. Ritz has requested to present to Sub-committee regarding the unsolicited proposal for development of the Erie Street parking lot by Zand Development Corporation.

Motion by _____

THAT the presentation by Robert Ritz be heard.

4. Report of the Director of Infrastructure and Development Services

4.1. Unsolicited Proposal for the Development of the Erie Street Parking Lot (PLA21-009)

3 - 24

Motion by _____

Staff Recommendation: THAT the proposal from R. Ritz Architect on behalf of Zand Development Corporation be received and filed.

5. Project Update

The Manager of Planning to provide a verbal update on ongoing projects in the City.

6. Advisory Committee/Outside Board Minutes

25 - 47

The following Advisory Committee/Outside Board minutes are provided for the information of Sub-committee:

- Heritage Stratford Advisory Committee minutes of January 14, February 11 and November 10, 2020 and January 12 and February 9, 2021

7. Next Sub-committee Meeting

The next Planning and Heritage Sub-committee meeting is Thursday, April 29, 2021 at 3:30 p.m.

8. Adjournment

Meeting Start Time:

Meeting End Time:

Motion by _____

Sub-committee Decision: THAT the Planning and Heritage Sub-committee meeting adjourn.



MANAGEMENT REPORT

Date: March 25, 2021
To: Planning and Heritage Sub-committee
From: Ed Dujlovic
Report#: PLA21-009
Attachments: Proposal Letter January 15, 2021, Proposal to Planning & Heritage, Erie St. parking Lot 2021-01-12 Booklet

Title: Unsolicited Proposal for the Development of the Erie Street Parking Lot

Objective: To provide information on an unsolicited proposal received by the City of Stratford for the development of a parking garage and residential/commercial condominium on the Erie Street parking lot.

Background: On January 15, 2021 an unsolicited proposal was received by R. Ritz Architect on behalf of Zand Development Corporation for a public/private partnership to develop an underground parking garage and residential/commercial condominium project on the Erie Street parking lot.

The proposal submitted included drawings, description, and objectives. The project would consist of a five level, 407 space underground parking garage, and a five storey level building with 4 floors of residential condominiums and a commercial ground floor. To manage the risk of the project the proposal contains several conditions that would need to be satisfied.

The conditions are as follows:

- The parking lot lands would be provided for the project at no cost to the developer,
- The City would purchase the underground parking garage at an estimated cost of \$26.7 million,
- The City would revise parking rates to direct/encourage use of the underground parking garage,
- The City would have to freeze any rezoning requests for Multi Unit Residential developments throughout the City.

Analysis: In 2016, the Downtown Stratford Parking Strategy was completed. At that time the report concluded that a parking structure was not required and that one would not be required in the short range. To support the construction and operation of a parking structure, rate increases would be required and that these increases would take into account the cost of building and operating a parking structure.

As indicated, the development proposal submitted also identified the need to increase the parking rates to support the proposed underground parking. The rate structure, for store front parking, presented was that the first 15 minutes would be free, first half hour \$0.25 and then \$0.25 for every 3 minutes (\$5.00/hour) after that.

There is a potential bonusing issue with the subject proposal as it indicates the land would be provided at no cost to the developer. This matter would have to be further reviewed by the City's solicitor.

In the past, the City has issued Requests for Proposals (RFP) for the development of the Erie Street parking lot. If the City is interested in pursuing the type of development that is contained in the proposal, it is recommended that an RFP be issued to determine if there is interest from other developers. Before such an RFP can be issued there are several access easements on the Erie Street parking lot for property's that front Wellington Street that would have to be addressed.

Financial Impact: As per the proposal, the City would be required to provide the Erie Street parking lot at no cost to the developer and then pay for the underground parking at a cost of approximately \$26.7 million. Funding for the underground parking would come from the parking budget/reserves and would require significant increases to the parking rates.

Alignment with Strategic Priorities

Mobility, Accessibility and Design Excellence

Improving ways to get around, to and from Stratford by public transit, active transportation, and private vehicle.

Developing our Resources

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

Staff Recommendation: THAT the proposal from R. Ritz Architect on behalf of Zand Development Corporation be received and filed.



Ed Dujlovic, Director of Infrastructure & Development Services



Joan Thomson, Chief Administrative Officer

January 15, 2021



The Corporation of the City of Stratford
Planning and Heritage Sub-Committee
PO Box 818
Stratford, Ontario
N5A 6W1

Attention: Danielle Ingram, Chair Planning and Heritage Sub-committee
dingram@stratford.ca
Project: Erie Street Parking Lot Development
Re: Condominium and Parking Proposal

Danielle,

On behalf of John Zimmer, President of the Zand Development Corporation, attached is our proposal for the public private development of the Erie Street Parking lot that also includes proposed adjustments to current city parking rates to encourage the use of the proposed parking garage.

The proposal includes some mathematical detail to determine budgets, expenses, property taxes and parking rates. To make it easier to read, I have highlighted the sections that describe the key points of the document.

After your review of this document and the related drawing please contact us to set up a meeting with your committee and the developer to discuss whether you are interested in participating in this project as described or have interest in participating but under different conditions.

If you have any questions, please call.

Sincerely,
R. RITZ ARCHITECT

Robert Ritz
B. Arch., O.A.A.



ROBERT J. RITZ B. Arch., O.A.A.
322 ONTARIO STREET
STRATFORD ONTARIO
N5A 3H8 (519)271-4603



Erie Street Parking Lot Development

January 15, 2021

Description and Objectives

1. 407 space 5 level underground parking garage with a net gain of 247 spaces on the site.
2. 5-storey building, 13,800 SF commercial ground floor and 56 residential units on 4 floors.
3. Double loaded cobble stone surface parking between the building and Wellington St. stores.
4. Covered 6' wide pedestrian access between Festival Square, Tir na nOg Gate & Allen's Alley.
5. Resolves the shortage of long-term parking in the core.
6. Provides low cost 24-hour public parking for existing and future developments in the core.
7. Reduces the cost of in front of store parking.
8. Encourages residential development on the upper floors of other buildings in the core.

As a public private partnership, it is proposed that the project be developed privately on public land, with portions sold as condominium ownership upon completion of construction. The developer will sell and/or rent the building portion with the City purchasing the parking garage portion at cost. To reduce the City's cost, the occupants of the building will purchase the parking spaces they require by zoning from the City. The City will rent the remaining spaces to the public on a monthly or hourly basis at rates to finance the City's remaining balance.

The purpose of this project is to provide low-cost public parking with no impact to the current tax base or parking fund. To determine the best scenario, the cost estimate to build and the cost to finance are required to determine the selling price of the building and parking portion. The selling price determines the value of the property taxes. This information is then used to determine the various scenarios of return of investment (ROI) to the City. Different scenarios of the application of the property tax generated from both the building and parking are explored herein. Also included are points of consideration required to provide a basis for each scenario and options are suggested to encourage users to park in the garage.

Building construction budget, Commercial 19,347 @ \$180 psf = \$3,482,460 plus Residential 19,347 @ \$300 psf x 4 floors = \$23,216,400 = **\$26.7 million**

Budgeted sale price of commercial space 13,500sf x \$345 psf = \$4.66 million

Budgeted sale price per residential unit \$550,000 x 56 units = \$30.8 million

Parking Garage construction budget, 3,517 sm or 37,860 sf per floor for total area of 189,300 sf served by 4 elevators and 2 stairwells with 407 parking spaces @ \$107.50 PSF or \$50K /space = **\$20.35 million**

Cost to finance project by the Developer - \$47.05 million

Cost to finance purchase of Parking Garage by the City - \$20.35 million @ 2.14% \$104,210/mo. for 20 yr. am. or \$87,550/mo. for 25 yr. am. or **\$76,550/mo. for 30 years.**

Parking Garage Monthly payment options per space \$256.04 (20 yr. am.) or \$215.11 (25 yr. am.) or **\$188.08 (30 yr. am.)** Financing cost per space options (a) Investment 50,000@6%=3000/yr./250 days \$12/day/8=1.50/hr. (b) Financed (25 yr. am.) 215/21days \$10.25/day/8=1.30/hr. (c) **Financed (30 yr. am.) \$188/21days \$9/day/8=1.15/hr.**



Erie Street Parking Lot Development

January 15, 2021

Consideration 1 – Property Tax based on sale price of the building portion is estimated at 3.6% for Commercial and 1.36% for Residential

Estimated Building Property Tax

Estimated commercial property tax \$4.66 million @ 3.6% = 167,760/yr. or \$13,980/mo.

Estimated residential property tax \$30.8 million @ 1.36% = 418,880/yr. or \$34,906/mo.

Total Estimated property tax \$586,640/yr. or \$48,886/mo.

Consideration 2 – Property Tax is applicable to the area of the parking space and not to the aisles leading to it. Similar to how property tax is based on the lot not on the street in front of it. The cost to build a 187 sf parking space x \$107.50 psf = \$21,102.50. Property tax for the residential uses of the building would be at residential rates and the commercial portion at commercial rates.

Consideration 3 – The required spaces for the condos would be 1 per condo not 1.5 current (1.25 future) zoning by-law since visitor parking is available in the building. With the development of this garage, this would also apply to all other developments in the core.

Estimated Parking Garage Property Tax – Based on Consideration 2, Residential 1.36% of 21,102.50 = \$287/yr. or \$24/month, Commercial 3.6% of 21,102.50 = \$760/yr. or \$64/mo.

As per Consideration 2, 56 condo spaces x 287 + 43 commercial spaces x 760 = \$48,752/yr. or 4,063/mo.

Proforma Scenario 1 - to lower parking cost, the garage parking does **not generate property tax**. All parking spaces are owned by the city and rented to the public at monthly or hourly rates including the required spaces for the occupants of the building.

Parking Garage Cost

Financing P&I (30 yr. am.) per space 188.08/mo.

Reserve fund 50,000/100 years = 500 per year or 42/mo.

R&M 500 per year or 42/mo.

Insurance 100/year or 9/mo.

Rate or total parking garage expense/cost for 24 hour/day parking is **\$282/mo.**

\$281.08/21 days = 13.39/day/8 = **1.70/hour**

ROI to the City

Total estimated property tax building = \$586,640/yr.

Total Parking Garage income 282x12x407 = \$1,479,852/yr.

Less Total Parking Garage expense/cost 282x12x407 = \$1,479,852/yr.

Total project income \$586,640/yr.

ROI 586,640/20,350,000 = 2.88%

Proforma Scenario 2 – 99 parking spaces required for the occupants of the building are sold to the occupants, with **property tax applicable** as per Consideration 2. All remaining spaces are owned by the City thus have no property tax. They are rented to the public at monthly or hourly rates.

Parking Garage Cost

Financing P&I (30 yr. am.) per space 188.08/mo.

Reserve fund 50,000/100 years = 500 per year or 42/mo.

R&M 500 per year or 42/mo.

Insurance 100/year or 9/mo.

Rate or total parking garage expense/cost for 24 hour/day parking is **\$282/month**



Erie Street Parking Lot Development

January 15, 2021

$$\$281.08/21 \text{ days} = 13.39/\text{day}/8 = \mathbf{1.70/\text{hour}}$$

ROI to the City Total estimated property tax building 586,640 + parking 48,752 = \$635,392/yr.
 Public Parking Garage income with no property tax 282x12x308 = \$1,042,272/yr.
 Less Public Parking Garage expense/cost with no property tax 282x12x308 = \$1,042,272/yr.

Total project income \$635,392/yr.

ROI 635,392/15,400,000 = 4.125%

Proforma Scenario 2A – Same as Scenario 2 but half of first floor public use with no property tax.

ROI to the City Total estimated property tax building 502,760 + parking 32,032 = \$534,792/yr.
 Public Parking Garage income with no property tax 282x12x330 = \$1,116,720/yr.
 Less Public Parking Garage expense/cost with no property tax 282x12x330 = \$1,116,720/yr.

Total project income \$534,792/yr.

ROI 534,792/15,400,000 = 3.47%

Proforma Scenario 2B – Same as Scenario 2 but all of first floor public use with no property tax.

ROI to the City Total estimated property tax building 418,880 + parking 21,102.50 = \$439,982/yr.
 Public Parking Garage income with no property tax 282x12x351 = \$1,187,784/yr.
 Less Public Parking Garage expense/cost with no property tax 282x12x351 = \$1,187,784/yr.

Total project income \$439,982/yr.

ROI 439,982/15,400,000 = 2.85%

The cost of \$282/mo. for parking in the garage is an issue when one considers the following:

- It is 2.5 times more than the current City monthly surface parking rate of \$113/month with no overnight parking. This amount, based on the hourly parking rate of \$1.50 /hr., is (75.33 hrs/month / 21 days 3.58 hrs./day) less than half price for an 8-hour day.
- The monthly rate is right when compared to the cost to buy land and build a surface space - Financing \$113/month or 112.85 @ 2.14% 30-year am. = \$30,000
- Currently 24hr parking not permitted – Mathematically (3x8) 24 hr. day would be (3x113) \$339/mo.
- Private Parking Rates - Stratford Place rents 24 hour parking for \$70/mo. commercial and \$50/mo. residential, questioning how this is financially viable.

Options to encourage public parking in the garage:

- Propose to increase in front of store parking rates where **4 hrs.** is 17.50 and apply that to a proposed monthly rate for a surface space to (17.50 x 21 days) \$367.50/month.
- City subsidizes the cost of parking garage rates using property tax generated from the project to lower the garage rate to breakeven with no profit or loss.**



Erie Street Parking Lot Development

January 15, 2021

Proforma Scenario 3A – Based on Option 2, the **City subsidizes public parking using property tax generated from the building** portion of the project to lower the garage parking rate to breakeven. The **99 parking spaces required for the occupants** of the building are sold to the occupants, with **property tax applicable** to those spaces. All remaining spaces are owned by the City thus have no property tax. They are rented to the public at monthly or hourly rates.

To determine the cost of public parking to break even, the \$282/space monthly parking garage cost is subtracted from the property tax income generated from the building and the required parking spaces, the remainder is divided by the number of spaces operated by the City over the 12 months of the year.

ROI to the City Total estimated property tax building 586,640 + parking 48,752 = \$635,392/yr.
 Less Public Parking Garage expense/cost with no property tax 282x12x308 = \$1,042,272/yr.
 Net Public Parking Garage expense/cost = \$406,880/yr.
 Public Parking Garage income required to break even = \$406,880/yr.

Total project income \$0/yr.

ROI 0/15,400,000 = 0%

Parking Garage Cost Prop. tax subsidized rate for 24 hour/day parking 406,880/308/12 = **\$110.09/mo.**

\$110.09/21 days = 5.25/day/8 = **0.66/hour**

Proforma Scenario 3B – Same as Scenario 3A but half of first floor City use with no property tax.

ROI to the City Total estimated property tax building 418,880 + parking 32,032 = \$534,792/yr.
 Less Public Parking Garage expense/cost with no property tax 282x12x330 = \$1,116,720/yr.
 Net Public Parking Garage expense/cost = \$581,928/yr.
 Public Parking Garage income required to break even = \$581,928/yr.

Total project income \$0/yr.

ROI 0/15,400,000 = 0%

Parking Garage Cost Prop. tax subsidized rate for 24 hour/day parking 581,928/331/12 = **\$146.51/mo.**

\$146.51/21 days = 6.97/day/8 = **0.88/hour**

Proforma Scenario 3C – Same as Scenario 3A but first floor all City use with no property tax.

ROI to the City Total estimated property tax building 502,760 + parking 16,072 = \$518,832/yr.
 Less Public Parking Garage expense/cost with no property tax 282x12x351 = \$1,187,784/yr.
 Net Public Parking Garage expense/cost = \$668,952/yr.
 Public Parking Garage income required to break even = \$668,952/yr.

Total project income \$0/yr.

ROI 0/15,400,000 = 0%

Parking Garage Cost Prop. tax subsidized rate for 24 hour/day parking 668,952/351/12 = **\$158.83/mo.**

\$158.83/21 days = 7.57/day/8 = **0.95/hour**



Erie Street Parking Lot Development

January 15, 2021

Summary - 24 hour climate controlled Public Parking Garage rate could be as low as the current day rate for a surface parking space, 30% more than the current day rate if half the ground floor was for public use with no property tax income or 41% more than the current day rate if all of the ground floor was for public use with no property tax income.

Consideration 4 - The developer's cost for the land is the premium paid to develop underground spaces.

Consideration 5 - This land cost is fair to anyone who is required or wants to buy a space as it would cost them the same to develop their own underground spaces but saves them the cost to purchase the land and finance the construction costs for the required ramps or lifts to access the parking space.

Consideration 6 - With the property tax subsidized rate for public parking garage spaces, there is no financial incentive for anyone to buy spaces unless the City requires developers, of buildings in the core, or within a block of the parking garage, that cannot provide spaces required for their own development, to purchase garage spaces at cost for the spaces required for the uses of their buildings.

Consideration 7 - The property values on properties adjacent or near the garage will increase as they can offer 24-hour parking for the uses developed on the upper floors. The increased value from such development will increase the property taxes of the adjacent properties developed.

Consideration 8 – The value of the development charges for this project is Residential $9,265 \times 56 = \$518,840$ plus Commercial $2.64 \times 13,500 = \$35,640$ for a total of \$554,480.

Consideration 9 - To encourage use of the garage for long term parking and encourage front of store spaces for short term parking, it is proposed to adjust front of store parking rates by using accelerated rates where the cost per hour to park in front of a store is twice as much as underground however the first 15 minutes is free and the first half hour only costs \$0.25. For front of store parking, it is proposed metering be set up so the longer one parks the more expensive it costs per minute to park, with the first 15 minutes free, first half hour \$0.25 and then \$0.25 for every 3 minutes after that.

Consideration 10 – To encourage the use of the parking garage, the monthly cost to park in surface lots, the spaces not in front of stores, should be more than the monthly cost of the parking garage. The following has a proposed rate for monthly surface parking that is 1.25 and 1.5 times the cost to park in the garage. The garage would also have a day and 24-hour rate for those seeking longer term parking.

Consideration 12 - Discounting the 12 and 24 hour rates is suggested to encourage visitors to park in the core for an extended period of time so they can stay to shop and dine before and after a play or spend the night.

Consideration 13 – Consider a trading spaces concept where the parking space in front of a store can be designated exclusively to that store, during store operating hours, if that store has rented a space in the parking garage that the City can rent to the Public.



Erie Street Parking Lot Development

January 15, 2021

Proposed Parking Rates

Scenerio	Location	15 min.	30 min.	1 hour	Add'l hr.	12 Hour	24 Hour	Month
		Free				Month / 21	12 x 1 hour	
1,2,3A,3b, 3C	Front of Store	\$0.00	\$0.25	\$2.50	\$5.00	N/A	N/A	N/A
1,2	Surface	\$0.00	\$0.58	\$2.15	\$3.40	\$16.79	N/A	\$352.50
1,2	Garage	\$0.00	\$0.90	\$1.80	\$1.80	\$13.43	\$21.60	\$282.00
						6 x 1 hour		
3A	Surface	\$0.00	\$0.38	\$1.75	\$3.00	\$10.50	\$21.00	\$137.61
3A	Garage	\$0.00	\$0.50	\$1.00	\$1.00	\$6.00	\$12.00	\$110.09
Rates proportional to monthly rates								
3B	Surface	\$0.00	\$0.51	\$2.33	\$3.99	\$13.97	\$27.95	\$183.14
3B	Garage	\$0.00	\$0.67	\$1.33	\$1.33	\$7.98	\$15.97	\$146.51
3C	Surface	\$0.00	\$0.55	\$2.52	\$4.33	\$15.15	\$30.30	\$198.54
3C	Garage	\$0.00	\$0.72	\$1.44	\$1.44	\$8.66	\$17.31	\$158.83

Conclusion - The key for the success of this project to provide affordable long-term 24-hour parking is:

1. to have the costs of the parking garage subsidized by the property tax generated by the building and
2. to adjust cost for parking in other areas to encourage use of the parking garage.

The risk for this project, and to the developer, is securing a commercial tenant(s). Further, to ensure there is a market for this and other Multi Use Residential (MUR) development in the core, zoning cannot be amended to permit MUR development in other areas of the City where it is currently not permitted.

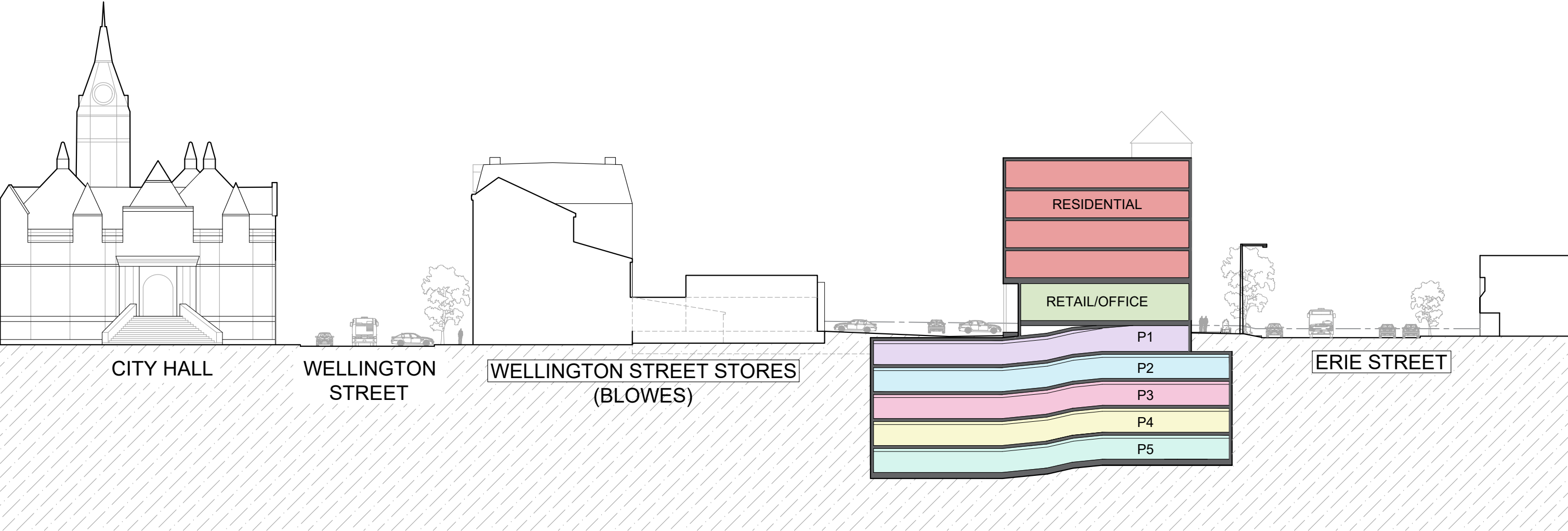
To prevent a surplus of retail space it is preferred that offices occupy the commercial space, however, with the advent of COVID 19 the shift to working at home is becoming more popular reducing the need for office space. The commercial strength of this development is that it is a desirable location for offices that serve the public as it is centrally located and has low-cost parking. Except for a scatter of small restaurants on the west side, the principal use along this section of Erie Street is office space.

Since there is no attraction for pedestrians seeking a shopping experience to proceed south on Erie, pedestrians are attracted east to the Tir na nOg Gate. Pedestrian traffic is generated by those who park and enter the rear of the Wellington Street buildings. Access to the proposed building is from a covered 6' wide walkway extending from the Gate to Allen's Alley along the west side of the pedestrian friendly, double loaded, cobble stone surface parking between the building and Wellington Street stores.

Prepared for John Zimmer, President, Zand Development Corporation by,

R. RITZ ARCHITECT

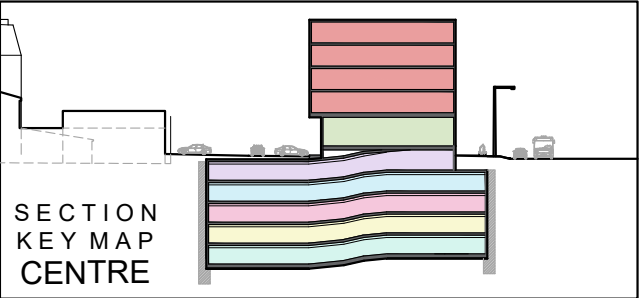
Robert Ritz, B.Arch. O.A.A.

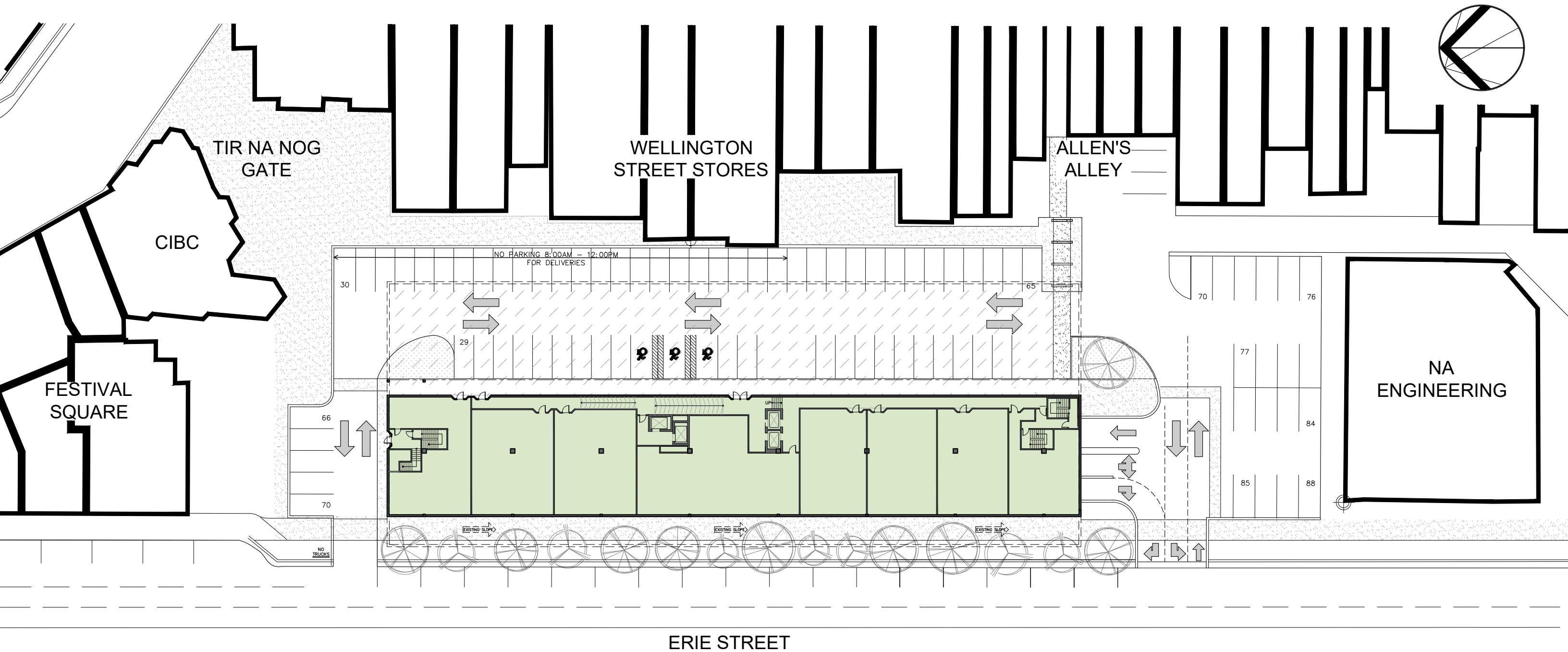


ERIE STREET PARKING STATISTICS:

EXISTING SURFACE PARKING	141 SPACES (BASED ON 2001 PARKING STUDY)
SURFACE PARKING	88 SPACES [70 (PROPOSED) + 18 (REMAINING)]
ACCESSIBLE SURFACE PARKING	4 SPACES [3 (PROPOSED) + 1 (REMAINING)]
GARAGE PARKING	399 SPACES
ACCESSIBLE GARAGE PARKING	8 SPACES
TOTAL ERIE STREET PARKING	487 SPACES

REQUIRED PARKING FOR CONDO	56 SPACES	* SUBJECT TO BE ADJUSTED)
REQUIRED PARKING FOR RETAIL/OFFICES	43 SPACES	(RETAIL / OFFICE 1282 SQ.M. = 43 SPACES
PUBLIC PARKING	388 SPACES	
NET GAIN SPACES	247 SPACES	





R·RITZ
ARCHITECT

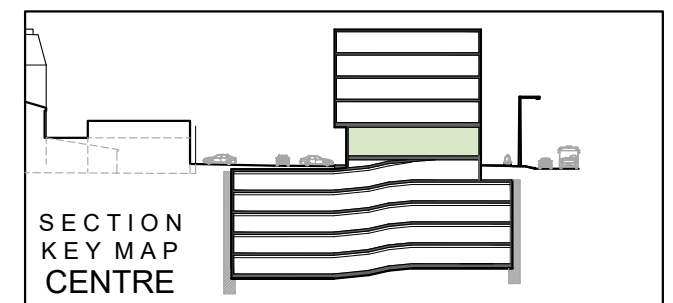
322 ONTARIO STREET
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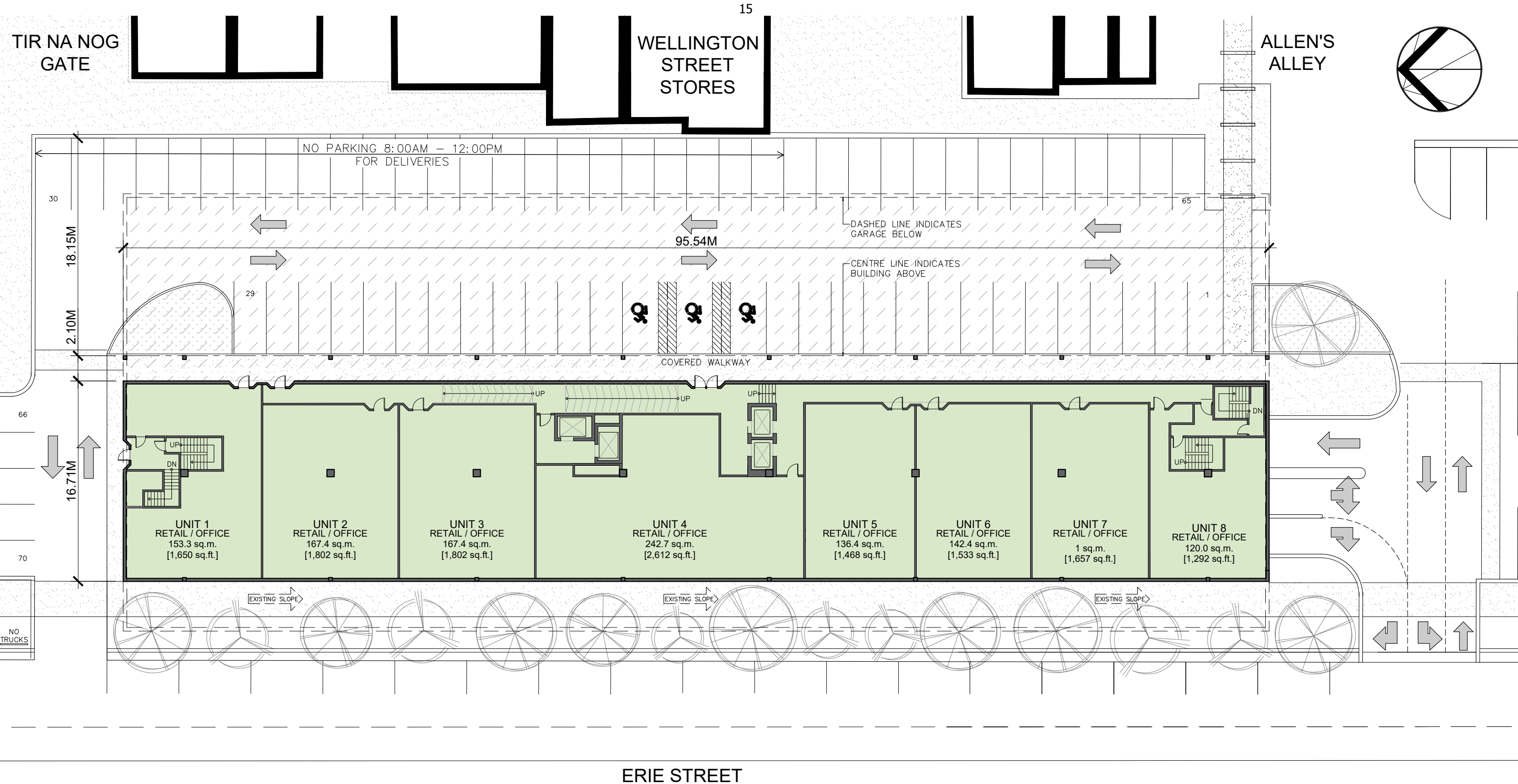
ERIE STREET PARKING GARAGE
PROPOSED PLAN - FULL SITE

JANUARY 12, 2021

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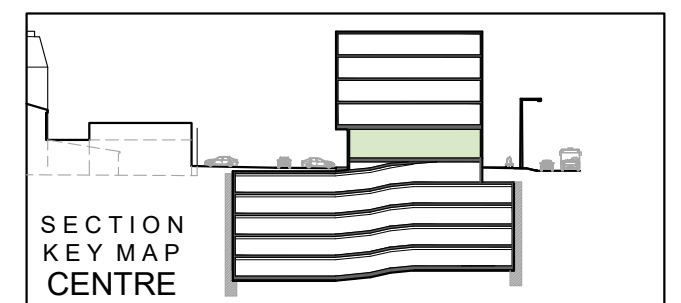
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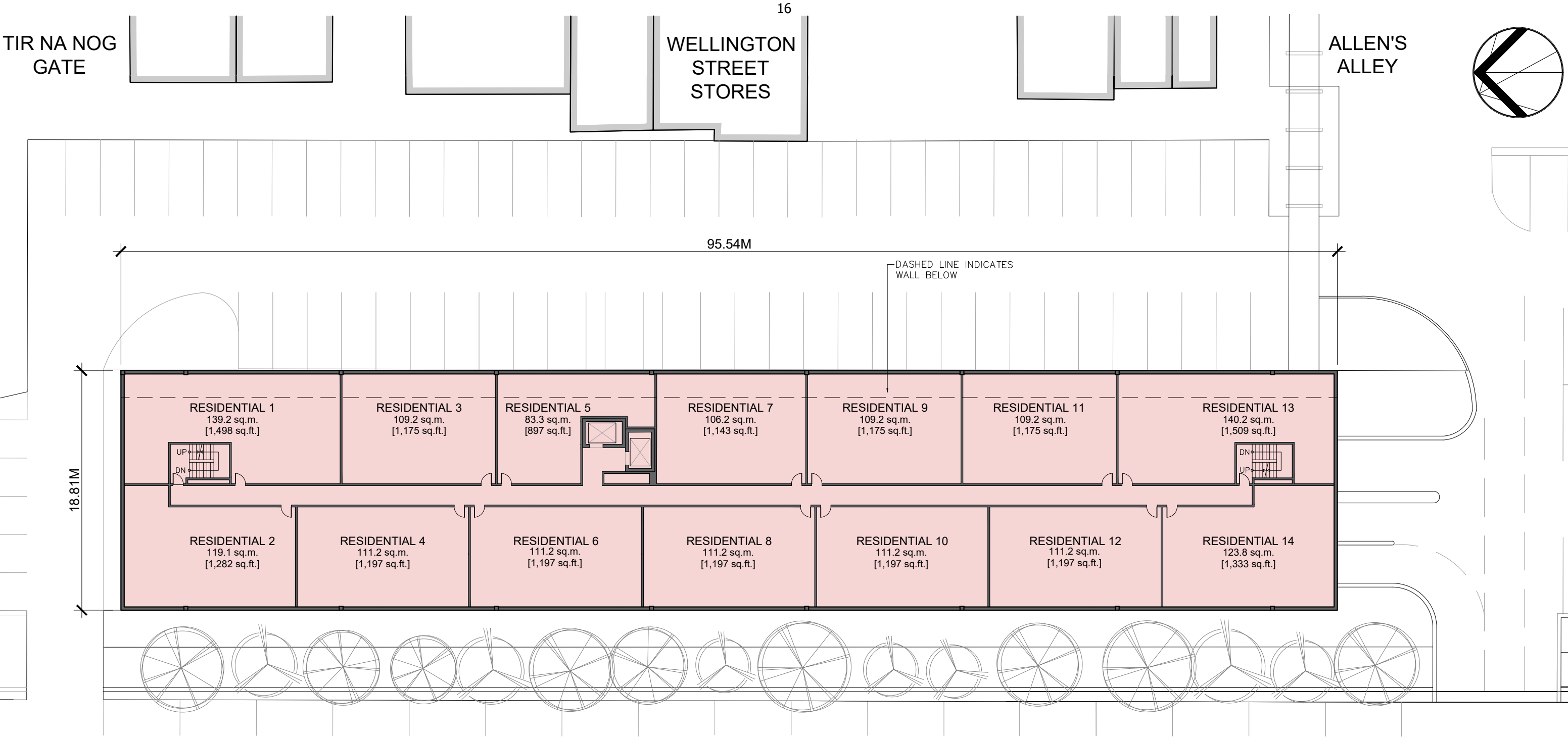
ERIE STREET PARKING GARAGE
PROPOSED PLAN - MAIN FLOOR

322 ONTARIO STREET
STRATFORD · ONTARIO
N5A 3H8 (519) 271-4603

JANUARY 12, 2021

1:300 (11 X 17)



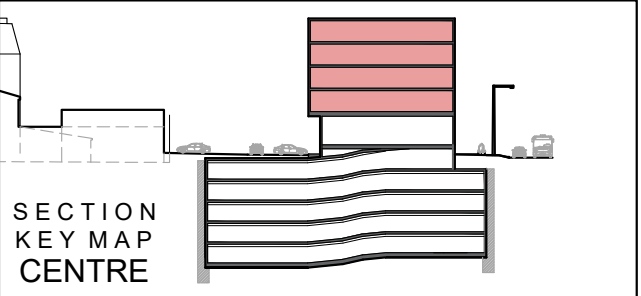


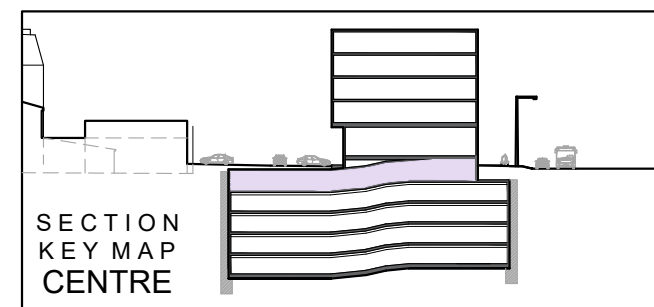
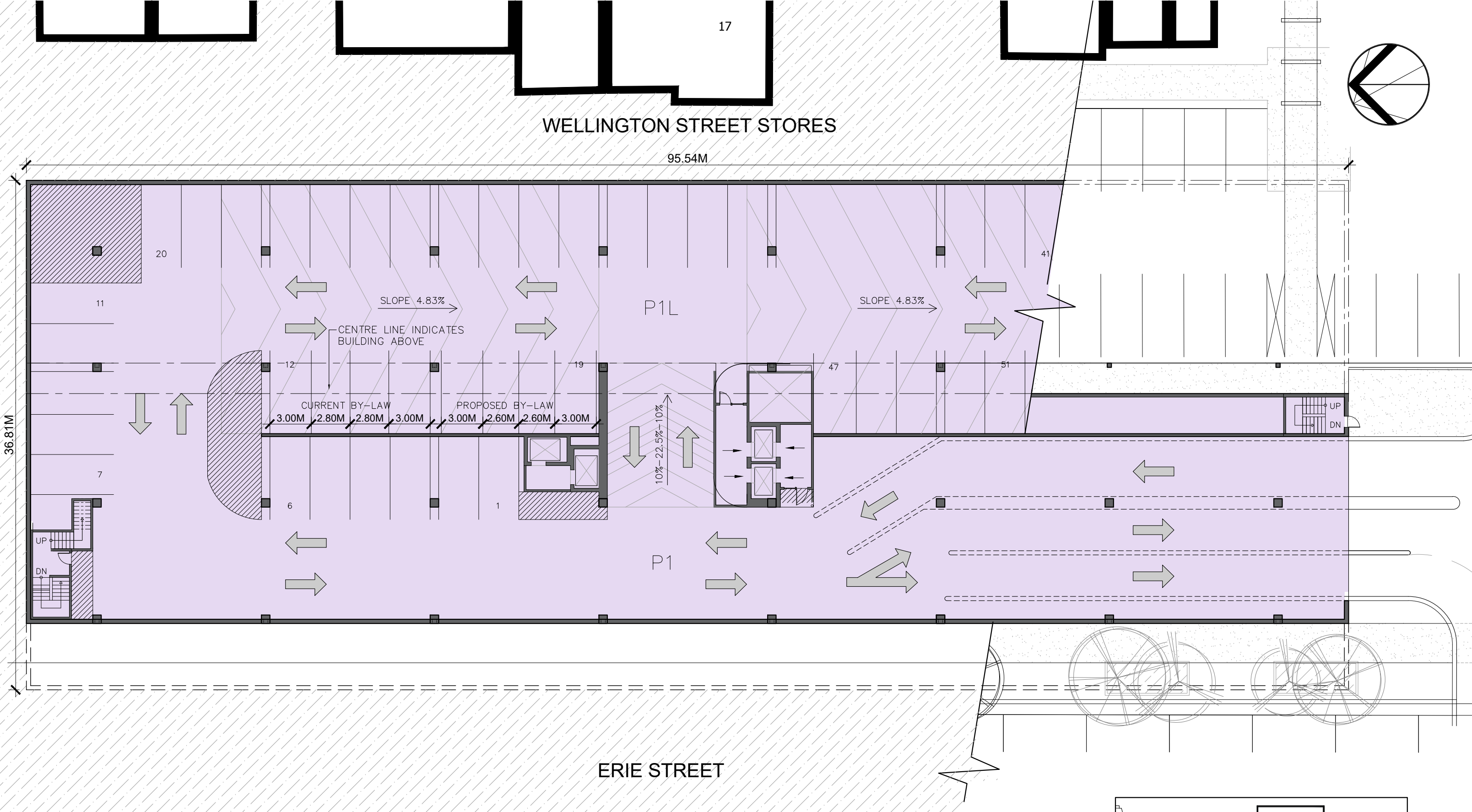
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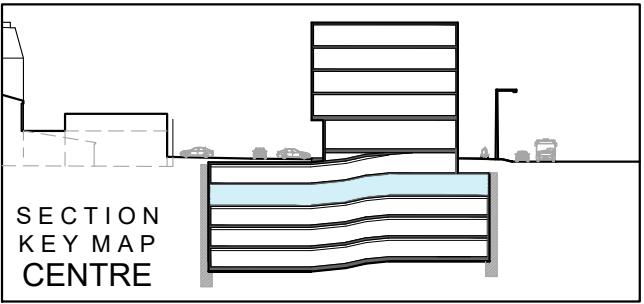
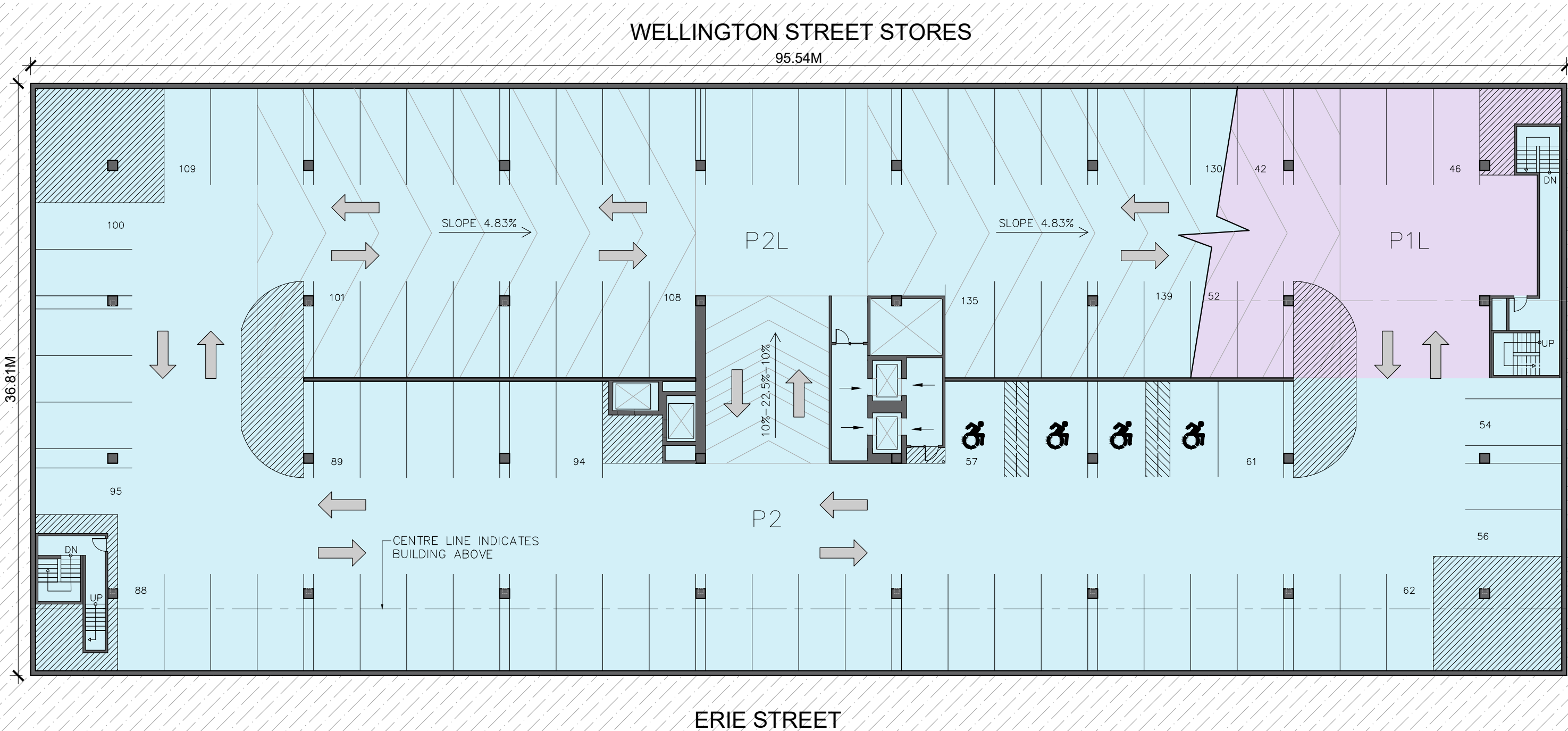
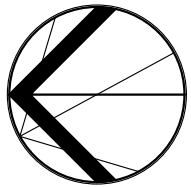
ERIE STREET PARKING GARAGE
PROPOSED PLAN - CONDOS (FL. 2 - 5)

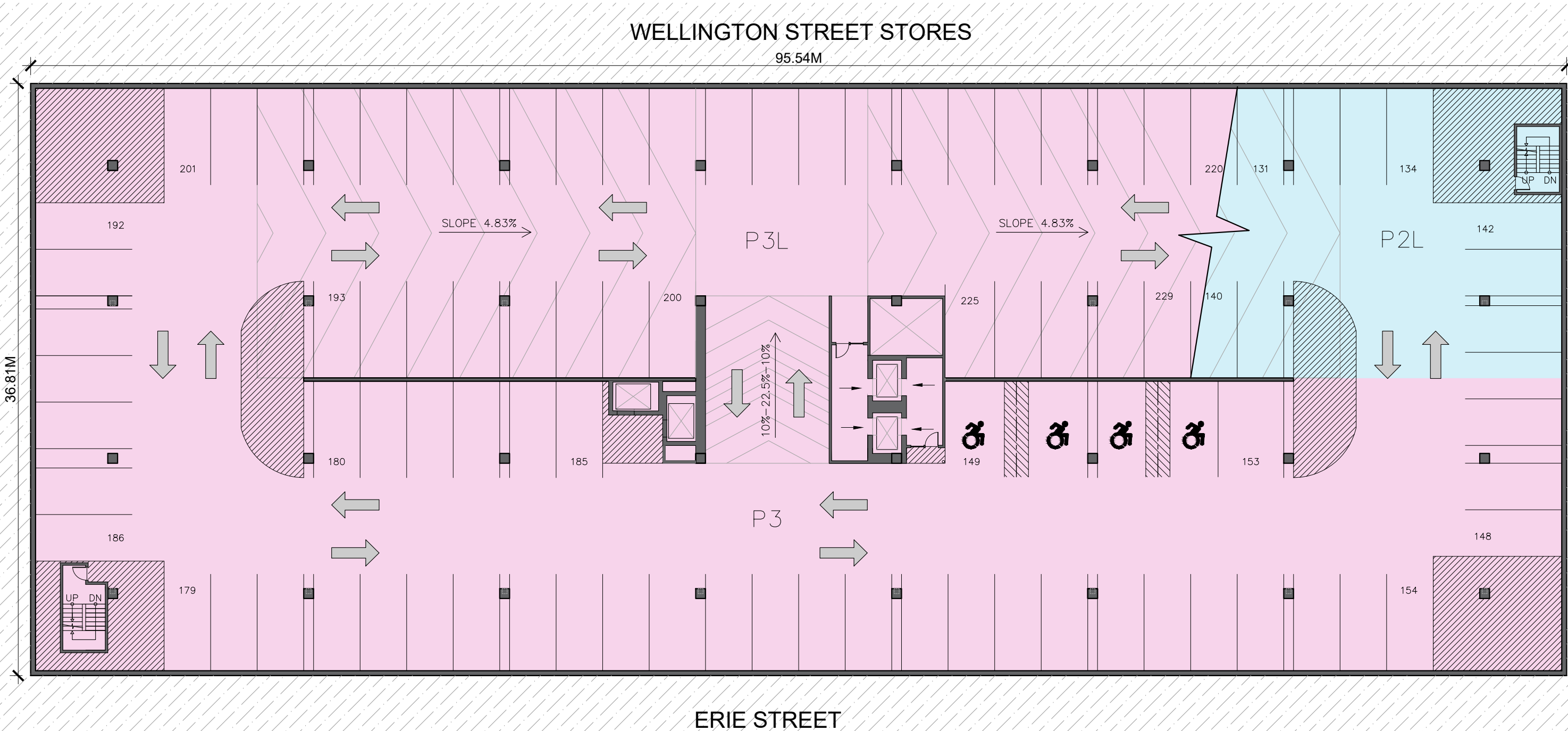
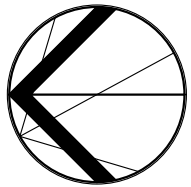
JANUARY 12, 2021

1:300 (11 X 17)







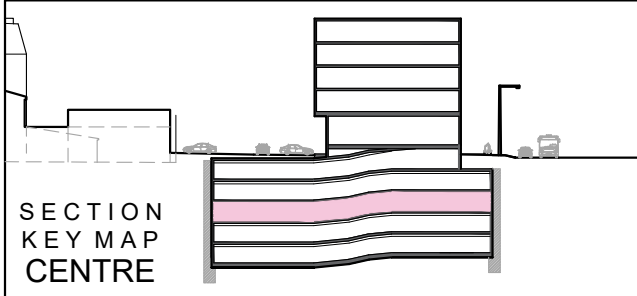


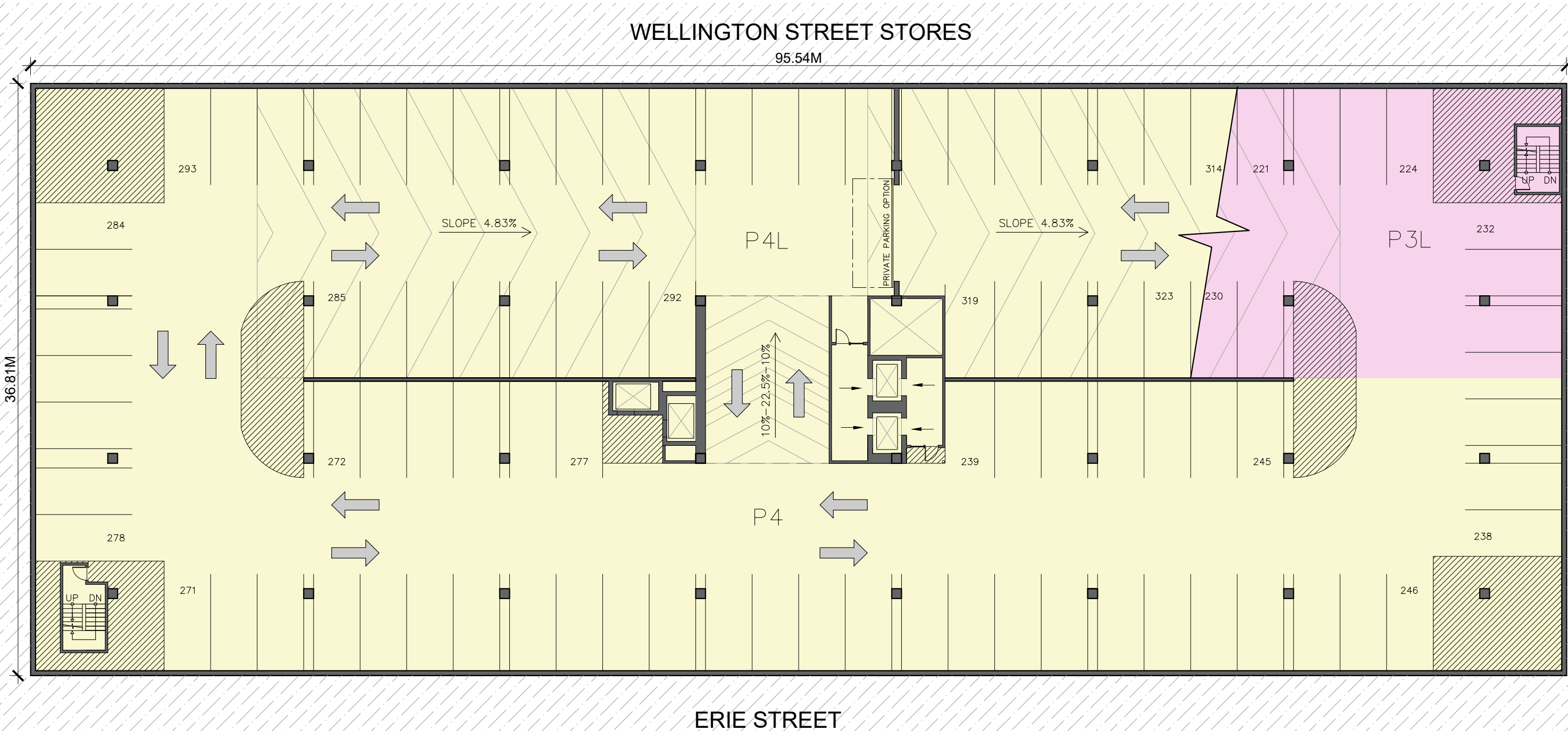
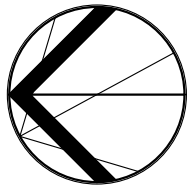
R·RITZ
ARCHITECT
322 ONTARIO STREET
STRATFORD · ONTARIO
N5A·3H8 (519) 271·4603

ERIE STREET PARKING GARAGE
PROPOSED PLAN - P3

JANUARY 12, 2021

1:250 (11 X 17)





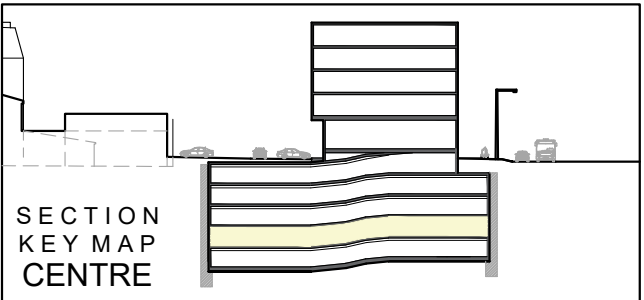
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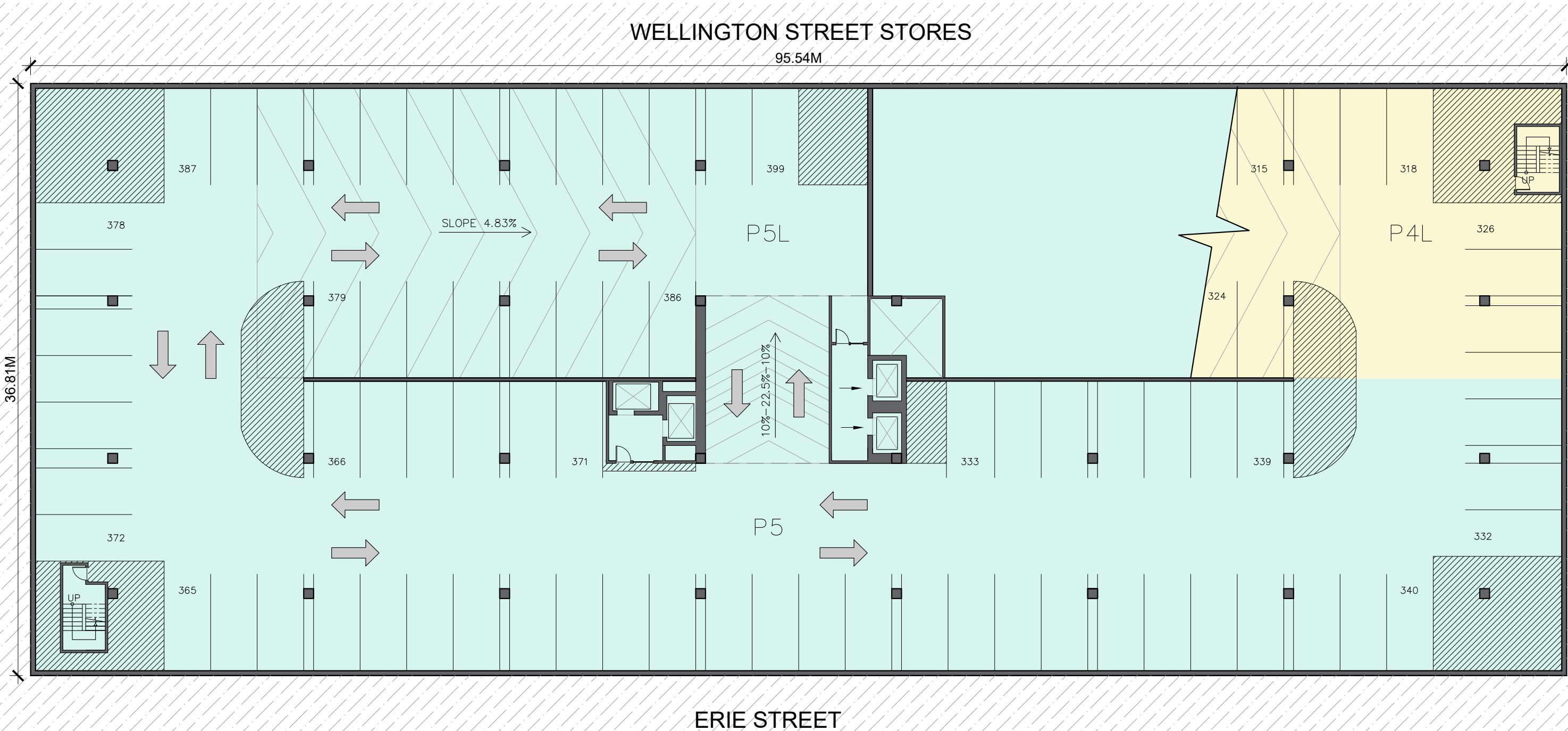
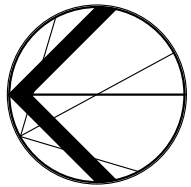
**ERIE STREET PARKING GARAGE
PROPOSED PLAN - P4**

322 ONTARIO STREET
STRATFORD · ONTARIO
N5A·3H8 (519) 271·4603

JANUARY 12, 2021

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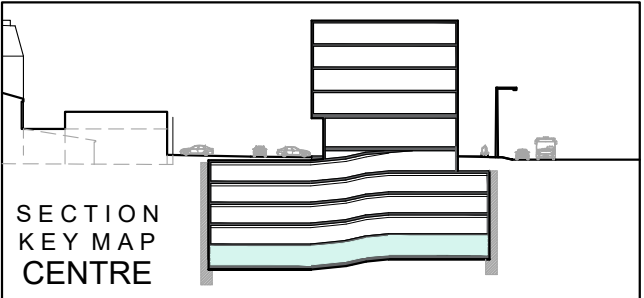
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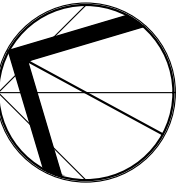
ERIE STREET PARKING GARAGE
PROPOSED PLAN - P5

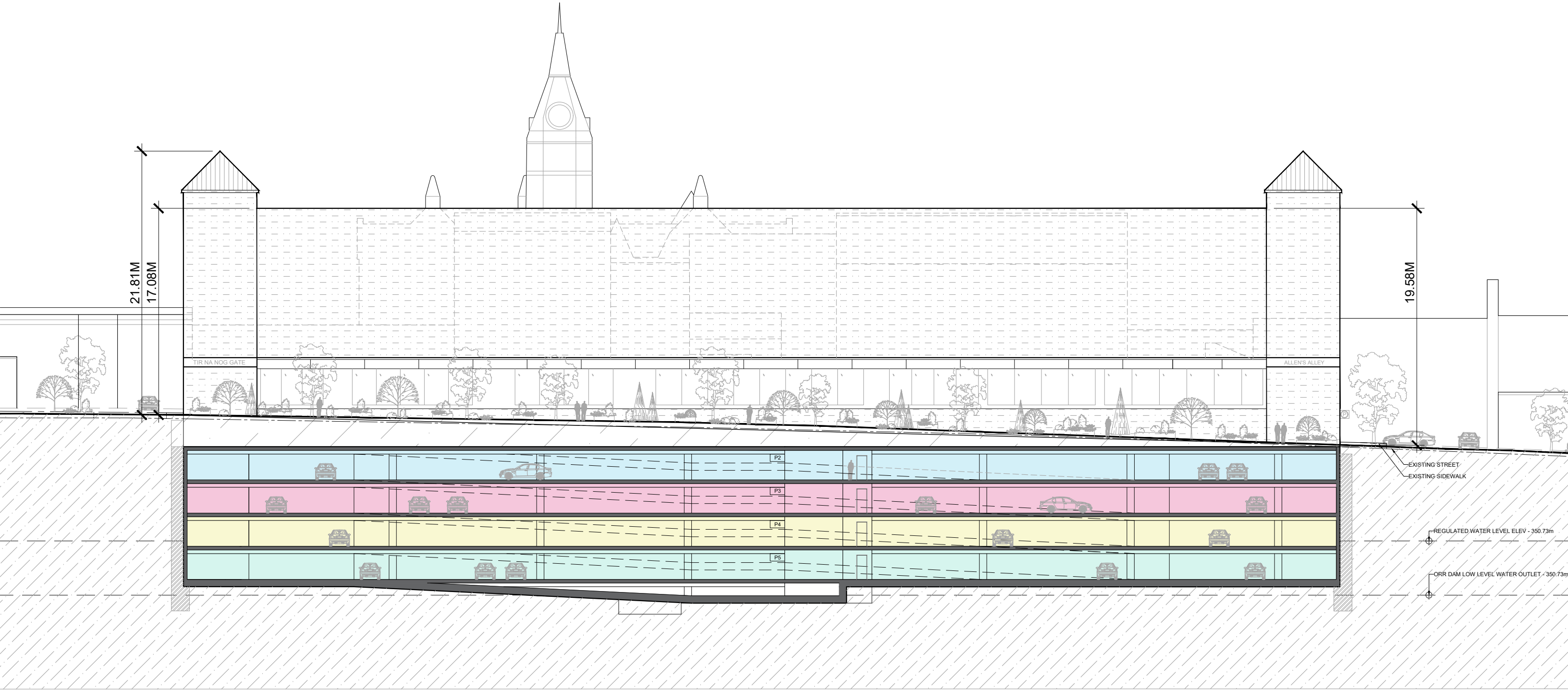
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JANUARY 12, 2021

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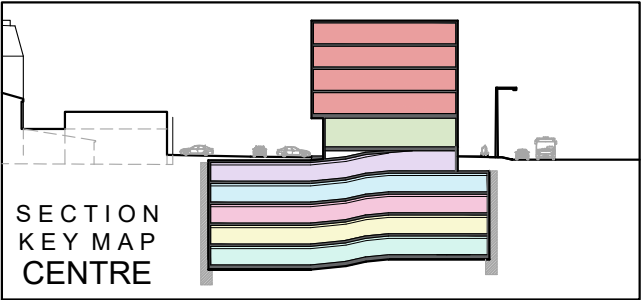
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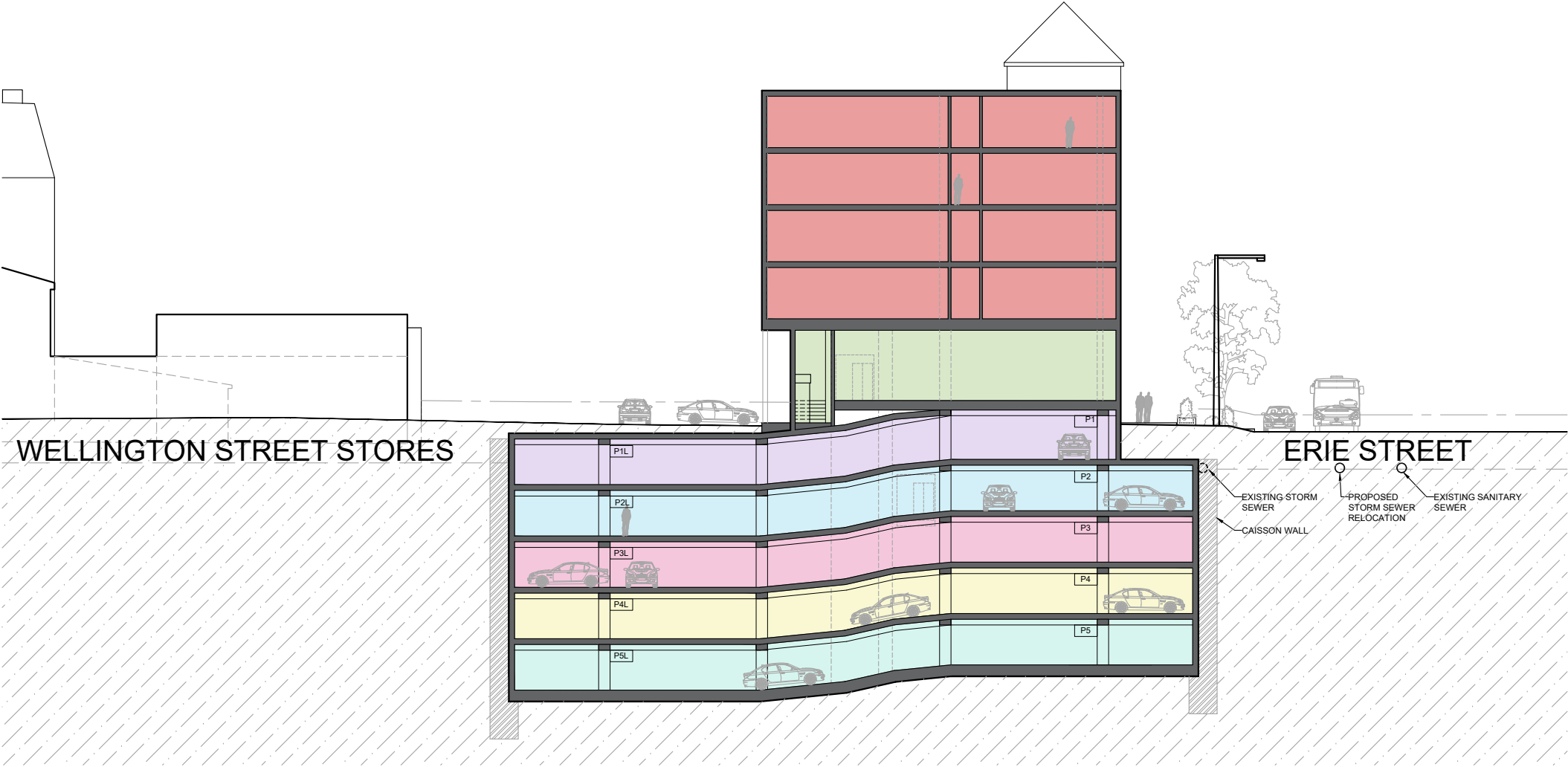
322 ONTARIO STREET
STRATFORD · ONTARIO
N5A·3H8 (519) 271·4603

ERIE STREET PARKING GARAGE
CONTEXT SECTION - NORTH SOUTH AT SIDEWALK

JANUARY 12, 2021

1:300 (11 X 17)





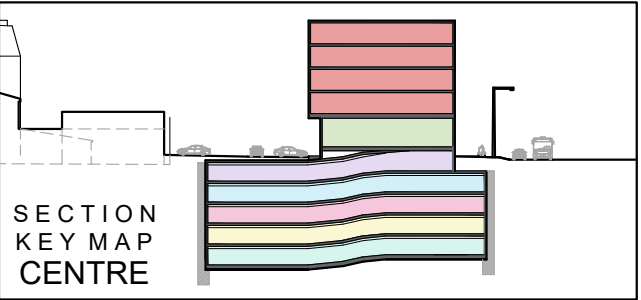
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322 ONTARIO STREET
STRATFORD · ONTARIO
N5A·3H8 (519) 271·4603

ERIE STREET PARKING GARAGE
CONTEXT SECTION - EAST WEST AT CENTRE OF BUILDING

JANUARY 12, 2021

1:300 (11 X 17)





A meeting of the **Heritage Stratford Committee** was held on January 14, 2020 at 7:00 p.m., City Hall Annex (Avon Room), 82 Erie Street, Stratford ON.

Members Present: Patrick O'Rourke – Chair Presiding, Robin Thornrose, Howard Shubert, Cambria Ravenhill, Councillor Danielle Ingram, Brian Johnson

Staff Present: Jeff Leunissen – Manager of Development Services, Rachel Bossie – Planner, Casey Riehl–Recording Secretary

Also Present: *Andrew Williams – CAO, Huron Perth Healthcare Alliance,
*Francesco Sabatini – Manager, Facilities Management Projects HPHA

Absent: Jacob Vankooten, Jayne Trachsel

M I N U T E S

1.0 Call to Order

Patrick O'Rourke called the meeting to order at 7:00 p.m.

2.0 Disclosure of Pecuniary Interest

None declared.

3.0 Introduction of Members

New and current members of the Committee introduced themselves.

4.0 Delegates: **Andrew Williams and Francesco Sabatini – HPHA – Avoncrest**

Andrew Williams addressed the Committee and explained the history of Avoncrest and its uses over the past decades. They have gradually moved services out of the Avoncrest campus to the main hospital campus. The Avoncrest facility was getting to a point where maintenance was difficult, the environment was not conducive to staff and there were massive infrastructure investments required to continue using the building. The exit plan was completed approximately three years ago, with all tenants out of the facility.

The HPHA is currently exploring the idea of redeveloping the property in a way that will strengthen local health care and the community. Members of the HPHA wanted to

bring this development plan for the information of Heritage Stratford and will keep them up to date with the project. The development plans are in the very early stages. The HPHA is currently working on sending out requests for solutions from organizations or developers. Ideally, the project will begin in 2021. The plan is for the developer to finance the project and the HPHA will maintain ownership of the land.

Updating parking with a new parking garage facility located on the current main hospital campus will also be a consideration in the development.

Cambria Ravenhill inquired if the existing building is structurally sound. Mr. Sabatini explained the building is sound; however there are challenges with the existing roof and abatement required. It will be up to a developer to decide if they want to financially take on renovating the old building.

Councillor Ingram inquired if the tunnel connecting the main hospital to the Avoncrest site is still operational. Mr. Williams noted it is still used and staff uses it to access laundry facilities in Avoncrest. The use of the tunnel could still be part of the new development, as it would connect cafeteria facilities and allow for utility sharing with existing generators.

*Andrew Williams and Francesco Sabatini no longer present (7:30 p.m.)

5.0 Election of 2020 Chair and Vice-Chair

Staff declared nominations for the 2020 Chair of the Heritage Stratford Advisory Committee Open.

Robin Thornrose nominated Patrick O'Rourke.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Councillor Ingram, seconded by Howard Shubert to close nominations for the 2020 Chair of the Heritage Stratford Advisory Committee. Carried.

Patrick O'Rourke indicated that he would allow his nomination to stand.

Motion by Cambria Ravenhill, seconded by Councillor Ingram to elect Patrick O'Rourke as the 2020 Chair of the Heritage Stratford Advisory Committee. Carried.

Staff declared nominations for the 2020 Vice-Chair of the Heritage Stratford Advisory Committee Open.

Robin Thornrose nominated Cambria Ravenhill.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Councillor Ingram, seconded by Howard Shubert to close nominations for the 2020 Heritage Stratford Advisory Committee Vice-Chair. Carried.

Cambria Ravenhill indicated that she would allow her nomination to stand.

Motion by Howard Shubert, seconded by Councillor Ingram to elect Cambria Ravenhill as the 2020 Vice-Chair of the Heritage Stratford Advisory Committee. Carried.

6.0 Adoption of Previous Minutes – December 10, 2019

Motion by Robin Thornrose, seconded by Howard Shubert to adopt the minutes dated December 10, 2019 as printed. Carried.

7.0 Business Arising from Previous Minutes

(a) Heritage Inventory – Designation Sub-committee

Patrick O'Rourke suggested that members reach out to any property owners they know on the list of 36 properties of interest to encourage them to consider designating their property. Members would like to aim for 2-4 properties per year to designate. They will work on updating the designation information on the website.

(b) Heritage Alteration Permit Application/Permit Review Sub-Committee Evaluation Form – Rachel Bossie

Rachel Bossie reported that staff has finalized the heritage alteration permit. They will update the guidelines and attach them to the permit. They have added a flowchart and tried to answer some preliminary questions to clarify the process.

(c) Update on Heritage Conservation District Standards – Jeff Leunissen

Jeff Leunissen reported to the Committee that updating the standards was not included in the 2020 budget. Staff provided some preliminary figures for the update, ranging from \$25,000.00 to \$50,000.00.

(d) Update on Sign By-law Review – Jeff Leunissen

Jeff Leunissen reported that staff held the open house on the Sign By-law review. It was not well attended, however they were able to gather some feedback. If Heritage Stratford members have any concerns specific to the HCD, please forward to Mr. Leunissen to incorporate into his report. He will be reporting back to the Planning and Heritage Sub-committee. Mr. Leunissen will

circulate the original report for Heritage Stratford's information.

Staff has recently reviewed the sign permit process to streamline it. If the sign falls within the HCD, it is circulated to the Permit Review & Heritage Sign Sub-committee.

(e) SABA – Alternate Rep Position on Heritage Stratford

The alternate SABA rep position on Heritage Stratford was approved at Council Monday night. This position is currently being advertised until January 27, 2020 and interested SABA members can apply to be appointed by Council.

(f) 2019 James Anderson Award

The Committee has not received any nominations to date for the 2019 award. Staff asked Mike Beitz to post the information on social media a few more times until the deadline of January 31st. Staff will also update the website with the 2018 winners' names. Councillor Ingram will contact the local radio station to set up an on-air radio interview.

(g) Update on 2020 Budget Approval

The 2020 budget for Heritage Stratford was approved for \$11,730.00. The Committee had originally requested \$12,925.00.

8.0 Designation Updates

Stratford Fairgrounds

Patrick O'Rourke will follow-up with Councillor Gaffney regarding the designation plaque at the fairgrounds. Mr. O'Rourke noted the current plaque located on the gates was unveiled on opening day of the September 1948 Fair. Unveiling the new plaque during this year's fair would be a good time to host the event.

9.0 Development Services Report – Rachel Bossie

Rachel Bossie circulated the January report to Committee members.

Staff will circulate all future scoping terms of reference to the entire Heritage Stratford Committee and all Heritage Impact Assessments will go to the Permit Review Sub-committee. Jeff Leunissen stated it would be reasonable to receive comments back from members within 8-10 business days. Mr. Leunissen noted that it will be helpful to update the by-law and put a formal process in place.

10.0 Blue Plaques

Cambria Ravenhill reported that the program description has been updated, including the nomination process and form. The Committee has decided to run the blue plaque program bi-annually. The updated description and forms to be reviewed by the Clerk

and added to the website. Committee members will compile an ongoing list of possible recipients.

11.0 New Business

(a) **National Trust for Canada Membership – Patrick O'Rourke**

Patrick O'Rourke inquired if the Committee would like to proceed with a membership with the National Trust for Canada. Members agreed they would like to join.

Motion by Cambria Ravenhill, seconded by Howard Shubert that the Heritage Stratford Advisory Committee spends up to a maximum of \$150.00 for the 2020 National Trust for Canada Membership. Carried.

(b) **Updated Sub-Committee Membership**

Permit Review & Heritage Signs

Patrick O'Rourke, Jacob Vankooten, Robin Thornrose, Howard Shubert, Brian Johnson

Designations

Cambria Ravenhill, Robin Thornrose, Howard Shubert

Awards

Jayne Trachsel, Brian Johnson +1

Blue Plaques

Cambria Ravenhill, Patrick O'Rourke, Danielle Ingram, Jane Trachsel

(c) **Heritage Day Proclamation – Patrick O'Rourke**

Patrick O'Rourke inquired if the Committee would like to again ask Council to proclaim Heritage Day in Stratford. This year, Heritage Day is on Monday, February 17, 2020. Mr. O'Rourke will forward the proclamation wording to staff to include with the request.

Motion by Howard Shubert, seconded by Robin Thornrose that the Heritage Stratford Advisory Committee requests Council proclaim Monday, February 17, 2020 as Heritage Day in the City of Stratford. Carried.

(d) **Heritage Act Webinar – January 15, 2020**

Jeff Leunissen reminded members they were welcome to attend tomorrow's webinar regarding updates to the Heritage Act. It is being held at 82 Erie Street in the Falstaff meeting room. Rachel Bossie has e-mailed the slides to members if they are not available to attend.

(e) Community Hall Photos – Councillor Ingram

Councillor Ingram inquired if the pictures had been hung in the Community Hall at the Rotary Complex. Patrick O'Rourke advised he will follow up with the Director of Community Services on this item.

(f) Plaque Program – Kincardine – Councillor Ingram

Councillor Ingram received information regarding a plaquing program that the Town of Kincardine does. It shows the history of ownership of all the buildings of substantial ages. It lists the owners and dates in chronological order on one plaque. She will e-mail the program information to members.

12.0 Next Meeting Date – Tuesday, February 11, 2020 at 7:00 p.m. – Avon Rm.

13.0 Adjournment

Motion by Robin Thornrose, seconded by Howard Shubert to adjourn the meeting. Carried.

Time: 8:50 p.m.



A meeting of the Heritage Stratford Committee was held on February 11, 2020 at 7:00 p.m., City Hall Annex (Avon Room), 82 Erie Street, Stratford ON.

Members Present: Patrick O'Rourke – Chair Presiding, Robin Thornrose, Howard Shubert, *Cambria Ravenhill, Brian Johnson, Jacob Vankooten, Jayne Trachsel

Staff Present: Jeff Leunissen – Manager of Development Services, Rachel Bossie – Planner, Casey Riehl–Recording Secretary

Also Present: Alyssa McCarthy

Absent: Councillor Danielle Ingram

MINUTES

1.0 Call to Order

Patrick O'Rourke called the meeting to order at 7:00 p.m.

2.0 Disclosure of Pecuniary Interest

None declared.

3.0 Adoption of Previous Minutes – January 14, 2020

Motion by Brian Johnson, seconded by Jayne Trachsel to adopt the minutes dated January 14, 2020 as printed. Carried.

4.0 Business Arising from Previous Minutes

(a) 2019 James Anderson Award

The Committee received a nomination package for the 2019 award. Cambria Ravenhill will arrange a site visit for the review sub-committee and any additional Heritage Stratford members who would like to join. The sub-committee will report back at the March meeting.

(b) Avoncrest Property Development Update – Patrick O'Rourke

The Committee discussed a possible date to tour the Avoncrest property. It was suggested that touring before the March 10, 2020 meeting would be a

good time. Staff will contact Francesco Sabatini to confirm if 6:00 p.m., would suit. HPHA is also looking for a representative from Heritage Stratford to participate in their Development Ad-Hoc Committee. Staff will confirm with Mr. Sabatini what the time commitment will be for attending meetings, etc.

Staff will also arrange to take Howard Shubert to the STA to retrieve various boxes of HS files on designations. The Designation Sub-committee will do some initial research and assess post-tour if the property warrants designation. The research may not lead to designation, however it could possibly identify valid reasons to salvage or restore parts or aspects of the buildings. Brian Johnson noted that showing value in a building will give developers the opportunity to see the importance of saving it and they may choose to save it on their own through their design.

*Cambria Ravenhill no longer present (7:25 p.m.)

(c) Heritage Alteration Permit Application/Permit Review Sub-Committee Evaluation Form – Rachel Bossie

Rachel Bossie reported that the application has been updated and the guidelines will be included with the application. Ms. Bossie has incorporated the feedback from HS in the updates and it will be added to the website later this month. Staff will begin working on the permit review evaluation form once the application/guidelines are complete.

(d) Update on Heritage Conservation District Standards – Jeff Leunissen

Jeff Leunissen suggested that the Committee include a budget figure to complete this project and submit it as part of the 2021 budget requests. Patrick O'Rourke and Rachel Bossie will research estimates to know approximately what the HCD standards update may cost to complete.

(e) Update on Sign By-law Review – Jeff Leunissen

Jeff Leunissen advised he has been reviewing the by-law. Most of the changes address temporary or portable signs. He is not proposing any changes that affect the HCD. When he presents his report, he will also be asking Committee how they would like to see the by-law enforced.

(f) Update from Teleconference on Heritage Act Changes – P. O'Rourke

Patrick O'Rourke and Jeff Leunissen attended the teleconference on the Heritage Act changes. A large portion of the questions were relevant to much larger centres, such as Toronto, so not necessarily applicable to Stratford. Jeff Leunissen reported that the goal is to proclaim the changes by July 1, 2020; however, it is not clear if the regulations will be ready when they proclaim it or if that will take place later. Patrick O'Rourke reported that some of the changes

will affect designation timelines and heritage alteration permits. Rachel Bossie stated that transition protocol will be important.

5.0 Designation Sub-Committee Update

The Sub-committee will present their proposal to HS shortly. Patrick O'Rourke will work on website updates regarding designations. Staff were asked to forward text from latest postcard publication to Patrick O'Rourke.

Patrick O'Rourke reported that a public meeting was held last night by the Architectural Conservancy of Ontario regarding the HCD and establishing a study area for the HCD. Mr. O'Rourke suggested that perhaps an ACO representative could attend an upcoming HS meeting to discuss. Jeff Leunissen stated that if funds are allocated to such a project, HS will need to prioritize updating the current HCD or funding a new area, as both may not be feasible.

Patrick O'Rourke reported that representatives from the Ag Society agree that unveiling the designation sign for the Fairground gates could be done during this year's Fall Fair. Plans for the event will be finalized closer to the date.

6.0 Development Services Report – Rachel Bossie

Rachel Bossie circulated and reviewed the February report to Committee members.

7.0 New Business

(a) Designated Properties Publication

Rachel Bossie had a citizen inquire if the second edition of the designated properties publication is going to be completed. She informed him she would pass the inquiry onto the Committee. At this point, the Committee does not have any plans to publish a second book. However, the Committee discussed possibly completing a digital edition and members noted that this information is basically what is posted online currently.

(b) Heritage Day Proclamation

Patrick O'Rourke reported that Council adopted the Heritage Day proclamation for Monday, February 17, 2020.

(c) Alternate First Contact for Permit Review Sub-Committee

Patrick O'Rourke has asked if there is a current member of the Permit Review Sub-committee who could act as a vice-chair and be the first contact for reviews, should he not be available. Jacob Vankooten volunteered to be the contact.

(d) Annual Review of Heritage Stratford Terms of Reference

The Committee does not have any amendments or updates to request at this time.

8.0 Next Meeting Date – Tuesday, March 10, 2020 at 7:00 p.m. – Avon Rm.

9.0 Adjournment

Motion by Jayne Trachsel, seconded by Jacob Vankooten to adjourn the meeting. Carried.

Time: 8:15 P.M.



A meeting of the Heritage Stratford Committee was held electronically on November 10, 2020 at 7:00 p.m.

Members Present: Patrick O'Rourke – Chair Presiding, Howard Shubert, Cambria Ravenhill, Robin Thornrose, Roger Koert, Councillor Danielle Ingram, *Jacob Vankooten

Staff Present: Jeff Bannon – Planner, Casey Riehl–Recording Secretary

Absent: Jayne Trachsel, Derek Smith, Brian Johnson

MINUTES

1.0 Call to Order

Patrick O'Rourke called the meeting to order at 7:02 p.m.

2.0 Disclosure of Pecuniary Interest

None declared.

3.0 Adoption of Previous Minutes

**Motion by Councillor Ingram, seconded by Cambria Ravenhill
THAT the minutes from the Heritage Stratford Advisory Committee meeting dated October 20, 2020 be adopted as printed.**

4.0 Business Arising from Previous Minutes

(a) Heritage Alteration Permit Application/Permit Review Sub-Committee Evaluation Form

Deferred.

(b) Update on Heritage Conservation District Standards

Deferred.

(c) Update on Sign By-law Review

Deferred.

(d) Update on Avoncrest Property Development

Patrick O'Rourke will update the committee at the December meeting.

(e) 2019 James Anderson Award

Cambria Ravenhill updated the committee that the award presentation on November 5, 2020 went very well. The recipients were very appreciative of the recognition. They were presented a plaque from the City for the James Anderson Award, as well as a certificate from John Nater MP. The Beacon Herald was also there to report on the story.

The committee will begin advertising for the 2020 awards now and run the ad until the end of January 2021.

*Jacob Vankooten now present (7:08 p.m.)

(f) 2021 Blue Plaque Update – Cambria Ravenhill

Councillor Ingram will see if she has the previous list of possible nominees and forward to Cambria Ravenhill. HS will begin advertising publicly for nominees in the spring. Staff will inquire with I.T. if a small write-up could be added to the list of recipients on the website to explain some background on why they won the award.

(g) Hamlet HCD Update – Patrick O'Rourke

No new updates provided at this time. Patrick O'Rourke will ask the Hamlet HCD group to report back to HS as a whole once they have any new information to share.

(h) Ideas for 2021 Projects/Activities

Robin Thornrose shared some ideas for including new buildings as part of the heritage process in Stratford. Currently the focus on preserving beautiful important old buildings. However, every day new buildings are being built with no virtues that will lend themselves to future preservation, it is a losing battle in the long term. Perhaps there could be a plan of incorporating great modern styles that would be valued in the future.

Howard Shubert suggested putting together an information package that lets home builders know some options, that could lead to a better end-result.

Councillor Ingram suggested looking at updating the HCD guidelines. There are some design pieces in those guidelines that need to be rewritten and could be more detailed. Councillor Ingram inquired if the Official Plan has policies related to heritage areas and if there is an urban design piece in those policies? Jeff Bannon noted that there are policies for heritage areas. The HCD in Stratford is quite a large area and the policies regarding heritage could be strengthened.

When people are making changes in the HCD, the city does not have much control over how dwellings, additions and façades are being altered. A lot of the controls are more in relation to being close to a designated property. Councillor Ingram stated that a good first step would be working with the Stratford Home Builders Association, to educate them as they will be the ones generally doing the work.

Roger Koert suggested highlighting three examples of modern builds in Stratford. An educational piece could be put together to show how well it was done, how it enhances the neighbourhood and adds future heritage value. People are genuinely interested in construction projects, so showcasing some of them might be a great idea. The committee will discuss options and how best to go about this project. Perhaps a newspaper article or the ACO newsletter.

Robin Thornrose, Jacob Vankooten and Roger Koert volunteered to put together some information and ideas that could eventually be discussed with SABA and properties that could be highlighted.

5.0 Designation Sub-Committee Update

(a) Non-Designated Properties Register

No new updates provided.

(b) 265 St. David Street Designation

Patrick O'Rourke reported that the plaque for the property and the photo for the Auditorium are both needing to be done. Mr. O'Rourke has the wording and format for the bronze plaque and will make arrangements.

**Motion by Cambria Ravenhill, seconded by Howard Shubert
THAT the Heritage Stratford Advisory Committee spends up to a
maximum of \$500.00 to purchase the bronze designation plaque for
265 St. David Street.
Carried.**

The committee has agreed that they will defer taking a photo of the property until next year.

6.0 Development Services Report – Jeff Bannon

Jeff Bannon circulated the November report to Committee members.

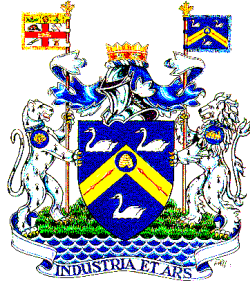
7.0 New Business**(a) Recent Historical Society Article – Patrick O'Rourke**

Patrick O'Rourke congratulated Howard Shubert on the recent article he wrote for the Historical Society. Cambria Ravenhill offered to forward a copy of the article to the committee members to read.

8.0 Next Meeting Date – Tuesday, December 8, 2020 at 7:00 p.m. – Electronically**9.0 Adjournment**

**Motion by Robin Thornrose, seconded by Jacob Vankooten
THAT the November 10, 2020 Heritage Stratford Advisory Committee
meeting adjourn.**

Time: 7:45 P.M.



A meeting of the Heritage Stratford Advisory Committee was held on January 12, 2021 at 7:00 p.m., electronically.

Members Present: Patrick O'Rourke, Howard Shubert, Cambria Ravenhill, Robin Thornrose, Roger Koert, Councillor Danielle Ingram, Brian Johnson, Barb Cottle

Staff Present: Jeff Bannon – Planner, Alyssa Bridge - Manager of Planning, Casey Riehl – Recording Secretary

Absent: Jacob Vankooten

MINUTES

1.0 Call to Order

Patrick O'Rourke called the meeting to order at 7:00 p.m.

2.0 Disclosure of Pecuniary Interest

None declared.

3.0 Introduction of New Member – Barb Cottle

Committee members and staff introduced themselves.

4.0 Election of 2021 Chair & Vice-Chair

Staff declared nominations open for the 2021 Chair of the Heritage Stratford Advisory Committee. Patrick O'Rourke nominated Cambria Ravenhill.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Councillor Ingram, seconded by Robin Thornrose

THAT the nominations for the 2021 Heritage Stratford Advisory Committee Chair be closed. Carried

Cambria Ravenhill indicated that she would allow her nomination to stand.

Motion by Roger Koert, seconded by Howard Shubert

THAT Cambria Ravenhill be elected as the 2021 Chair of the Heritage Stratford Advisory Committee. Carried

Staff declared nominations for the 2021 Vice-Chair of the Heritage Stratford Advisory Committee open. Robin Thornrose nominated Patrick O'Rourke. Cambria Ravenhill nominated Howard Shubert. Patrick O'Rourke nominated Brian Johnson.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Councillor Ingram, seconded by Howard Shubert

THAT nominations for the 2021 Heritage Stratford Advisory Committee Vice-Chair be closed. Carried

Patrick O'Rourke indicated that he would not allow his name to stand.

Howard Shubert indicated that he would not allow his name to stand.

Brian Johnson indicated that he would allow his name to stand.

Motion by Councillor Ingram, seconded by Robin Thornrose

THAT Brian Johnson be elected as the 2021 Vice-Chair of the Heritage Stratford Advisory Committee. Carried

5.0 Adoption of Previous Minutes

Motion by Howard Shubert, seconded by Patrick O'Rourke

THAT the minutes from the Heritage Stratford Advisory Committee meeting dated November 10, 2020 be adopted as printed.

6.0 Business Arising from Previous Minutes

(a) Heritage Alteration Permit Application/Permit Review Sub-Committee Evaluation Form

Deferred.

(b) Update on Heritage Conservation District Standards

Deferred.

(c) Update on Sign By-law Review

Deferred.

(d) Update on Avoncrest Property Development

Howard Shubert reported that the ACO had put out a call for papers devoted to healthcare. He has submitted an article regarding Avoncrest, but in the process of doing some research, he has discovered that the plan to move ahead with

developing the Avoncrest site has been cancelled. It was not clear if the project was cancelled altogether or just paused during the pandemic.

(e) Blue Plaque Update – Cambria Ravenhill

Cambria Ravenhill reported that there are no new updates. The Sub-committee plans to meet soon to review some of the submitted names they have gathered so far. They will also advertise for additional nominees for the 2021 plaques in the spring. The City's Communications Lead has added background information for the two recipients that are listed on the website.

(f) 2021 Project Discussion

Robin Thornrose is continuing to gather information on how new builds can become a part of Heritage Districts. He will prepare a report for the next meeting. The working group will gather for discussion at a later date.

Councillor Ingram previously suggested updating some of the HCD policies, including information for properties adjacent to HCD's. Councillor Ingram added that this aspect of the project may be part of the current update of the HCD standards that staff is also working on. Cambria Ravenhill suggested Heritage Stratford could work on a list of suggestions for updates, should a consultant be hired to work on the HCD update. Councillor Ingram suggested that members could survey other municipalities that have strong HCD guidelines to use as examples of what they would like to see in Stratford's guidelines. Patrick O'Rourke noted that the Permit Review Sub-committee could put together a list of some issues/questions that they come across regarding the HCD and permitting processes. Howard Shubert will contact the ACO to inquire if they have any information on municipalities that have implemented best practices regarding this.

Howard Shubert inquired on the possibility of moving forward with the designation process for the Avoncrest property before changes are made to the building. He has prepared some information regarding the property he can share with the Committee. He also inquired if Council would be open to designating a property without the backing of the owner. Councillor Ingram stated that the last designation request that was submitted without the support of the owner was not passed by Council. Members feel the mandate of HS is to advise Council on heritage matters and looking into this designation would be important. Staff will distribute copies of the past minutes with any discussion pertaining to the Avoncrest property as a reference for the new members.

7.0 Designation Sub-Committee Update

(a) Non-Designated Properties Register

No new updates provided.

(b) 265 St. David Street Designation

Patrick O'Rourke reported that the plaque has been ordered. He will follow up on the delivery date.

8.0 Development Services Report – Jeff Bannon

Jeff Bannon, Planner, provided the December report, as there were few updates for January. Once the move at the Development Services Department is complete, staff will be prepared to provide a full update for the February meeting.

9.0 New Business**(a) 2020 James Anderson Award – Cambria Ravenhill**

There has been one nomination received to date. Members do not necessarily feel that it qualifies for a heritage award. Members would like to extend the deadline to submit nominations to February 28, 2021. Councillor Ingram suggested reaching out to past nominees to possibly re-submit for consideration. Barb Cottle offered to set up a radio interview to generate some more interest. Patrick O'Rourke volunteered to do the interview.

(b) National Heritage Day (February 15, 2021) – Patrick O'Rourke

Patrick O'Rourke suggested that the Committee request Council proclaim National Heritage Day again this year. Mr. O'Rourke will provide the write-up that the Committee usually includes with the motion when it goes to Council.

Motion by Patrick O'Rourke, seconded by Howard Shubert

THAT the Heritage Stratford Advisory Committee requests Council proclaim Monday, February 15, 2021 as Heritage Day in the City of Stratford. Carried.

(c) Heritage Workshop – Saturday, January 30, 2021

Staff forwarded information to members on an upcoming virtual workshop regarding recent changes in the Ontario planning legislation. Registration is required to participate and the cost is free.

(d) Alternate SABA Position

The current alternate SABA representative has resigned. The Committee would like to keep the position filled and will request that another SABA member consider applying. Brian Johnson will contact SABA and ask any interested members to fill out an application online.

10.0 Next Meeting Date – Tuesday, February 9, 2021 at 7:00 p.m., electronically

11.0 Adjournment

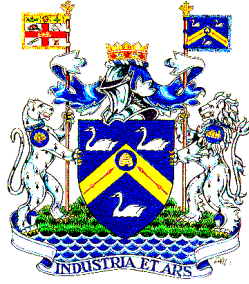
Motion by Councillor Ingram, seconded by Howard Shubert

THAT the January 12, 2021 Heritage Stratford Advisory Committee meeting adjourn.

Carried.

Start Time: 7:00 P.M.

End Time: 7:55 P.M.



A meeting of the Heritage Stratford Advisory Committee was held on February 9, 2021 at 7:00 p.m., electronically.

Members Present: Cambria Ravenhill – Chair Presiding, Patrick O’Rourke, Howard Shubert, Robin Thornrose, Roger Koert, Councillor Danielle Ingram, Brian Johnson, Barb Cottle

Staff Present: Alyssa Bridge - Manager of Planning, Casey Riehl – Recording Secretary

Absent: Jacob Vankooten

Minutes

1.0 Call to Order

Cambria Ravenhill called the meeting to order at 7:00 p.m.

2.0 Disclosure of Pecuniary Interest

None declared.

3.0 Adoption of Previous Minutes

Motion by Councillor Ingram, seconded by Howard Shubert

THAT the minutes from the Heritage Stratford Advisory Committee meeting dated January 12, 2021 be adopted as printed. Carried

4.0 Business Arising from Previous Minutes

(a) Heritage Alteration Permit Application/Permit Review Sub-Committee Evaluation Form

Deferred.

(b) Update on Heritage Conservation District (HCD) Standards

Howard Shubert reported that he has contacted a local architect who suggested the Heritage Resource Centre would be helpful with updating Stratford’s HCD standards. He also recommended the Committee could research standards from other communities, which are often posted online.

(c) Update on Sign By-law Review

Deferred.

(d) Blue Plaque Update – Cambria Ravenhill

No new updates to report.

(e) 2020 James Anderson Award Update – C. Ravenhill/B. Johnson

The review sub-committee has received one nomination to date. The deadline for nominations is February 28, 2021.

(f) 2021 Project Discussion

Robin Thornrose has begun researching best practices of modern builds within HCD's. Roger Koert and Robin Thornrose will work together to create an initial structure for the project. Patrick O'Rourke also volunteered to work on the project.

5.0 Designation Sub-Committee Update**(a) Non-Designated Properties Register – Discussion on Additional Properties – Patrick O'Rourke**

Patrick O'Rourke suggested contracting Marg Rowell again from the Heritage Resource Centre at the University of Waterloo to continue work on the remaining non-designated properties. There is \$5,000.00 in the current budget for research on properties. Alyssa Bridge will contact the Heritage Resource Centre initially to inquire if they have staff available to continue on this project. She will put them in contact with Cambria Ravenhill for further discussion on the details of the project.

(b) Avoncrest Property – Howard Shubert

Howard Shubert will circulate his draft proposal for designation to the Committee for their review and feedback.

6.0 Development Services Report – Alyssa Bridge, Manager of Planning

Alyssa Bridge previously circulated the report to members and was available for questions.

Patrick O'Rourke inquired about a public meeting regarding a Daly Avenue subdivision approximately one year ago. It appears there has been a change to that subdivision and he inquired if there will be another public meeting based on these revisions. Ms. Bridge reported that staff is not planning another formal public meeting regarding this application. Last year, the formal public meeting was triggered because they were adding additional land to draft planned subdivision. Currently, they are just proposing changes to the unit mix within that land that was considered through the last public

meeting. Staff is planning on taking this proposal to the Heritage Sub-committee meeting in March if the plans are ready.

Cambria Ravenhill inquired if there were any updates on the proposed development at the corner of Ontario and Queen Street. Alyssa Bridge updated that there has been an official plan amendment and a zone change received for 370-396 Ontario Street. There was a public meeting held in early January regarding the applications. There were many delegations and written comments received from the public in response to the application. The applicant and the applicants' agent are looking at the concept plan in response and will prepare a resubmission to try and address some of the concerns that were raised at the public meeting. The proposed 4-storey residential building will have 36 units in it. The property is within the heritage area in the official plan, but not in the HCD or adjacent to an existing heritage property.

7.0 New Business

(a) Annual Review of Heritage Stratford Terms of Reference

There were no new updates suggested by Committee members. Staff will clarify with the City Clerk on the current number of members and quorum.

Roger Koert inquired about a city policy on sharing contact information with committee members. Staff stated that personal information is not ever posted publicly. The information for HS is used for working groups and staff to contact for permit reviews, etc. Staff will remove the contact information from the list of working groups in the future.

(b) Discussion on HS Sub-committees – Cambria Ravenhill

Cambria Ravenhill suggested the Blue Plaque Sub-committee be combined with the overall Awards Sub-committee. Members agreed this was a better option. Staff will send out an updated list of Sub-committee members.

(c) Discussion on Adding an Architectural Conservancy of Ontario Representative to Heritage Stratford – Cambria Ravenhill

Cambria Ravenhill discussed the possibility of adding a representative from the ACO to the Heritage Stratford Committee and what the thoughts of the members are regarding this. Roger Koert inquired if the ACO has a Perth County or Stratford branch that would have a member available to sit on this Committee. Ms. Ravenhill stated that they do have a Stratford branch that looks after the plaques you see located throughout the city. Patrick O'Rourke noted they would be an interesting addition to the Committee. Being a branch of a larger provincial organization, they could bring a different perspective to heritage discussions. Councillor Ingram agreed that different perspectives from various groups can be effective; however, sometimes a similar organization

working towards a goal or objective may not always line up with what both groups are looking for, which may be difficult for a member.

Should the Committee decide they would like to request an ACO member position be added to the Heritage Committee, they would need to pass a motion which would be sent to Council for their consideration for appointment.

Cambria Ravenhill will contact the ACO to discuss if they are interested in having a member serve on the Committee. Further discussion at the March Heritage meeting.

8.0 Next Meeting Date – Tuesday, March 9, 2021 at 7:00 p.m., electronically

9.0 Adjournment

Motion by Howard Shubert, seconded by Robin Thornrose

THAT the February 9, 2021 Heritage Stratford Advisory Committee meeting adjourn.

Carried

Start Time: 7:00 P.M.

End Time: 7:47 P.M.