Downtown Oakville
Heritage Conservation
District Study, Plan and
Guidelines

Heritage Oakville Advisory Committee Meeting
October 25th, 2011
Presentation Overview

• Introduction to Project Team
• Study Area Overview
• Ontario Heritage Act Requirements for HCDs
• Workplan Overview
• Planned Community Engagement
• Project Schedule
• Closing / Comments
Introduction to Project Team

- **MHBC**: heritage planning, landscape architecture / cultural heritage landscapes, Ontario Heritage Act compliance, and district guidelines.

- **George Robb Architect**: condition assessment, architectural conservation and district guidelines

- **Megan Hobson Research**: building inventory and historical research.
Study Area Overview

- Generally located between Sixteen Mile Creek (north and west), Allan Street (east), and Robinson Street (south).
- Study Area is immediately adjacent to three other existing Heritage Conservation Districts.
- Study Area includes main shopping area of Downtown Oakville.
- Mix of uses within Study Area (historic storefronts and homes, recent townhouse development, parking areas, community facilities).
- A lot of activity in downtown core, and development pressure expected.
Downtown Oakville HCD Study Area

Source: Town of Oakville
Study Area Photos
Study Area Photos (cont’d)
Study Area Photos (cont’d)
Ministry of Tourism and Culture Guidance

“A HCD may comprise an area with a group or complex of buildings, or a larger area with many buildings and properties. It may also comprise an entire municipality with a concentration of heritage resources with special character or historical association that distinguishes it from its surroundings.”
Ontario Heritage Act
Requirements

PART V: HERITAGE CONSERVATION DISTRICT SCOPE OF STUDY

Scope of study

40 (2) A study under subsection (1) shall,

a) examine the character and appearance of the area that is the subject of
the study, including buildings, structures and other property features of the
area, to determine if the area should be preserved as a heritage
conservation district;

b) examine and make recommendations as to the geographic boundaries of
the area to be designated;

c) consider and make recommendations as to the objectives of the
designation and the content of the heritage conservation district plan
required under section 41.1;

d) make recommendations as to any changes that will be required to the
municipality’s official plan and to any municipal by-laws, including any
zoning by-laws. 2005, c. 6. s. 29.
Ontario Heritage Act
Requirements (cont’d)

PART V: HERITAGE CONSERVATION DISTRICT STUDY CONSULTATION

Consultation

40 (3) If the council of a municipality has established a municipal heritage committee under section 28, the council shall consult with the committee with respect to the study. 2005, c. 6. s. 29.
Ontario Heritage Act
Requirements (cont’d)

PART V: HERITAGE CONSERVATION DISTRICT PLAN CONTENT

Content of plan
41.1 (5) A heritage conservation district plan shall include,
   a) a statement of the objectives to be achieved in designating the area as a
      heritage conservation district;
   b) a statement explaining the cultural heritage value or interest of the
      heritage conservation district;
   c) a description of the heritage attributes of the heritage conservation district
      and of properties in the district;
   d) policy statements, guidelines and procedures for achieving the stated
      objectives and managing change in the heritage conservation district; and
   e) a description of the alterations or classes of alterations that are minor in
      nature and that the owner of property in the heritage conservation district
      may carry out or permit to be carried out on any part of the property, other
      than the interior of any structure or building on the property, without
      obtaining a permit under section 42. 2005, c. 6, s. 31.
Ontario Heritage Act
Requirements (cont’d)

PART V: HERITAGE CONSERVATION DISTRICT PLAN CONSULTATION

Consultation
41.1 (6) Before a by-law adopting a heritage conservation district plan is made by the council of a municipality under subsection 41 (1) or under subsection (2), the council shall ensure that,
   a) information relating to the proposed heritage conservation district plan, including a copy of the plan, is made available to the public;
   b) at least one public meeting is held with respect to the proposed heritage conservation district plan; and
   c) if the council of the municipality has established a municipal heritage committee under section 28, the committee is consulted with respect to the proposed heritage conservation district plan. 2005, c. 6, s. 31.
Ontario Heritage Act Requirements (cont’d)

- Section 41.1 requires municipalities to adopt by by-law the HCD Plans when designating an HCD.
- Section 41.2 prohibits passing of a by-law that is contrary to the objectives of the Plan, provided the Plan was adopted by by-law under Section 41.1.
- Section 42 strengthens the power of a municipality to regulate demolition.
Ontario Heritage Act Requirements (cont’d)

- Section 42 also states municipalities may include policies and provisions in the Plan that allow minor alterations without the requirement of a permit from the municipality.

- Section 45.1 allows municipalities to make by-laws to establish maintenance standards for the heritage attributes of the property.
Work Plan Overview

• **Background Phase (we are here):**
  – Initial meeting with Town Staff (done).
  – Preliminary Site Visit (done).
  – Kick-off meeting with Heritage Oakville (**today**).
  – Kick-off meeting with Community Groups (Nov. 8th).
  – Prepare Background and Issues Identification Report and submit to Town Staff (November).
Work Plan Overview (cont’d)

- **Phase 1 – HCD Study:**
  - Meet with Town Staff to discuss Phase 1 work and community engagement program based on background work.
  - Circulate project newsletter to community, property owners, Heritage Oakville.
  - Complete historical research, evaluate building stock and landscapes within study area.
  - Prepare documentation of heritage resources.
Work Plan Overview (cont’d)

• **Phase 1 – HCD Study (cont’d):**
  – Review and assess Town policies and development proposals.
  – Recommend HCD boundary.
  – Host public meeting and meetings with community groups as necessary.
  – Prepare and present draft HCD Study to Town Staff and the community to gain feedback.
  – Finalize HCD Study and present to Council.
Work Plan Overview (cont’d)

• Phase 2 – HCD Plan and Guidelines:
  – If Phase 2 proceeds, attend meetings with Town and Heritage Committee to introduce / discuss Phase 2.
  – Prepare newsletter and circulate to community.
  – Develop guidelines to conserve heritage character of the area.
  – Recommend changes to the Town’s Official Plan and Zoning By-law.
Work Plan Overview (cont’d)

• **Phase 2 – HCD Plan and Guidelines (cont’d):**
  
  – Prepare draft HCD Plan and Guidelines and present to Town Staff, Heritage Oakville, and community.
  
  – Hold follow-up meetings with specific groups as necessary.
  
  – Prepare final draft of HCD Plan and Guidelines and present to Council.
Work Plan Summary

- Incorporates a 3-stage process (Background Paper, HCD Study, HCD Plan and Guidelines).

- Includes effective public consultation / engagement program and ongoing communications with Town Staff, Heritage Oakville, and stakeholder groups.

- Builds on MHBC Staff experience with Ontario Heritage Act requirements and process.

- Project team has worked together effectively on a number of past projects related to Heritage Conservation Districts, and can use past experience to resolve challenges that may arise during this project.
Planned Community Engagement

- Comprehensive community engagement program proposed to ensure that public is aware of the project and understands it.

- MHBC is aware of the importance of ongoing dialogue with public throughout HCD projects.

- Community engagement program has been designed to meet Town of Oakville, and Ontario Heritage Act requirements.
Planned Community Engagement

• Project includes the following community engagement aspects:
  – Initial meetings with Heritage Oakville and stakeholder groups to introduce project.
  – Project newsletters at start of Phase 1 and Phase 2.
  – Meetings with Town Staff / Heritage Oakville at start of Phase 1 and Phase 2.
  – Three public meetings at various stages of project.
  – Follow up meetings with community groups as necessary to answer specific questions and address concerns.
  – Online presence of project on Town’s website.
Closing

• Exciting project for Town of Oakville.

• Will be plenty of activity in the next year.

• MHBC and project team will work hard to ensure that community concerns are addressed and that HCD will be effective to conserve heritage of area.

Comments / Questions?

• Any initial feedback from community about project?

• Concerns / questions from Heritage Oakville?
Thank you.

Source: Town of Oakville