



**Town of Aurora
Heritage Advisory Committee
Meeting Agenda**

Date: Monday, June 6, 2022
Time: 7:00 p.m.
Location: Video Conference

Due to the COVID-19 pandemic, meetings will be available to the public via live stream only on the [Town's YouTube Channel](#). To participate electronically, please visit aurora.ca/participation.

	Pages
1. Call to Order	
2. Land Acknowledgement	
3. Approval of the Agenda	
4. Declarations of Pecuniary Interest and General Nature Thereof	
5. Receipt of the Minutes	
5.1. Heritage Advisory Committee Meeting Minutes of May 2, 2022	1
That the Heritage Advisory Committee meeting minutes of May 2, 2022, be received for information.	
6. Delegations	
7. Matters for Consideration	
7.1. Memorandum from Planner/Heritage Planning; Re: Heritage Permit Application File: HPA-2022-06, 20 Catherine Avenue	6
1. That the memorandum regarding Heritage Permit Application File: HPA-2022-06, 20 Catherine Avenue, be received; and	
2. That the Heritage Advisory Committee comments regarding Heritage Permit Application File: HPA-2022-06 be received and referred to staff for consideration and further action as appropriate.	
7.2. Memorandum from Manager of Parks and Fleet; Re: Tree Removal Application - 72 Harrison Avenue	16

1. That the memorandum regarding Tree Removal Application – 72 Harrison Avenue be received; and
2. That the Heritage Advisory Committee comments regarding Tree Removal Application – 72 Harrison Avenue be received and referred to staff for consideration and further action as appropriate.

8. Informational Items

8.1. Memorandum from Planner/Heritage Planning; Re: Report on 2022 Minor Heritage Permit Approvals 23

1. That the memorandum regarding Report on 2022 Minor Heritage Permit Approvals be received for information.

8.2. Memorandum from Planner/Heritage Planning; Re: Heritage Advisory Committee Update List 26

1. That the memorandum regarding Heritage Advisory Committee Update List be received for information.

9. Adjournment



Town of Aurora
Heritage Advisory Committee
Meeting Minutes

Date: Monday, May 2, 2022
Time: 7:00 p.m.
Location: Video Conference

Committee Members: Jeff Lanthier (Chair)
Bob McRoberts (Vice Chair)
Councillor Sandra Humfries
Robert Lounds
John Green

Members Absent: Hoda Soliman
Matthew Kinsella

Other Attendees: Councillor Wendy Gaertner
Marco Ramunno, Director of Planning and Development Services
Lisa Hausz, Manager, Economic Development and Policy
Nick Kazakoff, Economic Development Officer
Brashanthe Manoharan, Planner/Heritage Planning
Ishita Soneji, Council/Committee Coordinator

1. Call to Order

The Chair called the meeting to order at 7:01 p.m.

2. Land Acknowledgement

The Committee acknowledged that the meeting took place on the traditional territory of the Anishinaabe, the Haudenosaunee, and the Wendat peoples whose presence here continues to this day. It was noted that Aurora is part of the treaty

lands of the Mississaugas of the Credit and the Williams Treaties First Nations, and we thank them for sharing the land.

3. Approval of the Agenda

Moved by John Green

Seconded by Robert Lounds

That the agenda as circulated by Legislative Services be approved.

Carried

4. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*.

5. Receipt of the Minutes

5.1 Heritage Advisory Committee Meeting Minutes of April 4, 2022

Moved by Robert Lounds

Seconded by Bob McRoberts

That the Heritage Advisory Committee Meeting Minutes of April 4, 2022 be received for information.

Carried

6. Delegations

None.

7. Matters for Consideration

7.1 Memorandum from Economic Development Officer; Re: Community Improvement Plan Review Consultation

Nick Kazakoff, Economic Development Officer, presented an overview of the Promenade Area Community Improvement Plan (CIP) and sought the Committee's input regarding the heritage aspect of the plan. Staff further provided an overview of best practices and comparison with neighboring

municipalities on various programs such as the facade grant, building renovation and restoration, development charge grant, tax-based increments, and heritage property tax relief, and environmental site assessment and tax remediation. Staff noted the next steps regarding the review including public consultation and the implementation process.

The Committee sought clarification on the availability of programs for residential properties and existing heritage properties, and suggested that heritage related restoration be included in the Facade and Signage Improvement grant program. The Committee expressed support for the plan.

Moved by John Green

Seconded by Bob McRoberts

1. That the memorandum regarding Community Improvement Plan Promenade Consultation be received; and
2. That the Heritage Advisory Committee comments regarding Community Improvement Plan Promenade Consultation be received and referred to staff for consideration and further action as appropriate.

Carried

7.2 Memorandum from Planner/Heritage Planning; Re: Heritage Permit Application File: HPA-2022-05, 15356 Yonge Street (Knowles-Readman House)

The Committee consented to permit additional time for the presentation.

Wayne Morgan, Heritage Planner, and Bruce Hall, The Planning Partnership presented an overview of the heritage permit application highlighting the details of the development process, promenade designations, urban design guidelines, heritage guidelines and features, and changes made to the proposal thus far. They further provided details on the Knowles-Readman House integration and restoration plan, proposed landscaping, influence of existing built form on the proposal, and maintaining the existing colour palette in the design features.

Staff presented an overview of the memorandum and the application. The Committee discussed various aspects of the application and inquired on

the conservation plan for the Hilary House, and the applicant provided clarification. The Committee and staff further discussed about the site-specific zoning requirements and compliance with the Northeast Old Aurora Heritage Conservation District Plan. The Committee expressed support for the application.

Moved by Bob McRoberts

Seconded by John Green

1. That the memorandum regarding Heritage Permit Application File: HPA-2022-05 be received; and
2. That the Heritage Advisory Committee comments regarding Heritage Permit Application File: HPA-2022-05 be received and referred to staff for consideration and further action as appropriate.

Carried

7.3 Memorandum from Planner/Heritage Planning; Re: Review of Aurora Register of Properties of Cultural Heritage Value or Interest

The Committee consented to permit additional time for the presentation.

Vanessa Hicks, MHBC Planning, presented an update on the review of the Aurora Register of Properties of Cultural Heritage Value or Interest project and provided details of the ongoing work in Phase 3 of the project. Further details were provided regarding the evaluation and classification method review, project methodology and research, GIS database of properties in the register, property risk analysis, the proposed recommendations post the evaluation of properties, and the next steps.

Staff provided a brief overview of the memorandum and the sought the Committee's feedback on the recommendations regarding the project. The Committee requested clarification on the commemorative metal plaque program and suggested that displaying metal plaques on properties designated under Part IV of the *Ontario Heritage Act* would be well received. The Committee further requested that appropriate training on the revised evaluation methodology be provided to the Planning staff. The Committee expressed appreciation to the Consultant and supported the proposed project plan and recommendations.

Moved by Robert Lounds

Seconded by John Green

1. That the memorandum regarding Review of Aurora Register of Properties of Cultural Heritage Value or Interest be received; and
2. That the Heritage Advisory Committee comments regarding Review of Aurora Register of Properties of Cultural Heritage Value or Interest be received and referred to staff for consideration and further action as appropriate.

Carried

8. Informational Items

None.

9. Adjournment

Moved by Bob McRoberts

Seconded by Councillor Humfries

That the meeting be adjourned at 8:29 p.m.

Carried



100 John West Way
Aurora, Ontario
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

Memorandum

Planning and Development Services

Re: Heritage Permit Application File: HPA-2022-06
20 Catherine Avenue

To: Heritage Advisory Committee

From: Brashanthe Manoharan, Planner/ Heritage Planning

Date: June 6, 2022

Recommendation

1. That the memorandum regarding Heritage Permit Application File: HPA-2022-06, 20 Catherine Avenue, be received; and
2. That the Heritage Advisory Committee comments regarding Heritage Permit Application File: HPA-2022-06 be received and referred to staff for consideration and further action as appropriate.

Summary

This memo provides the Heritage Advisory Committee with the necessary information to comment on Heritage Permit Application HPA-2022-06. The purpose of the application is to replace the existing one and a half addition with a two-storey addition to the existing dwelling at 20 Catherine Avenue. The subject property is designated under Part V of the *Ontario Heritage Act* and is located within the Northeast Old Aurora Heritage Conservation District.

- Staff have no concerns with the proposal as the two-storey addition to the existing dwelling is not anticipated to adversely impact the character of the streetscape.
- Staff are satisfied that the proposal meets the design guidelines of the Northeast Old Aurora Heritage Conservation District Plan.

Background

Property Description

The subject property) is located on the north side of Catherine Avenue, north of Wellington Street East and east of Yonge Street (see Attachment 1). The existing house (also known as the “Phillips House”) was constructed c1885 by Daniel A. Phillips. The house can be described as late 19th century two and a half (2 ½) storey Ell-shaped dwelling with Italianate and Gothic Revival style influences of the Victorian era. Features include decorative bargeboards, louvered wood shutters, double hung windows including segmental arched and round headed varieties.

The property contains a garage located in the northwest portion of the property. Parking is provided on the existing driveway located on the west side of the property. Mature vegetation exists on the property, which includes two (2) large trees in the front yard, two (2) large trees and a cedar hedge along the east side yard, two large trees located in the rear yard, and vegetation along the west and rear property line.

Heritage Designation

In 2006, Town Council passed By-Law 4804-06.D to designate 20 Catherine Avenue under Part V of the *Ontario Heritage Act* as part of the Northeast Old Aurora Heritage Conservation District. Town Council also passed By-Law 4809-06.D to adopt the “Northeast Old Aurora Heritage Conservation District Plan” as the document to guide the preservation, redevelopment and alteration of the properties and streetscapes located within the boundaries of the District.

Heritage Permit Application

The applicant has submitted a heritage permit to replace the existing one and a half storey addition with a 130.9 m² (1,410 ft²) two-storey addition to the existing dwelling. The proposed addition will be finished with vertical rough pawn siding in a buttercream colour, fibreglass Cambridge style driftwood or weatherwood colour to match existing, windows and doors in cream frames and trim, and is designed with gable roofs that is consistent in slope and style to the main building.

The proposed north elevation features a patio style door and windows that are similar in style to the existing windows. The proposed west elevation is designed with two (2) windows, and the proposed east elevation is designed with three (3) windows.

One (1) Manitoba Maple tree located in the rear yard is proposed to be removed to facilitate the proposed addition to the existing dwelling.

The applicants have obtained a Preliminary Zoning Review (dated April 11, 2022) that confirms that the proposed addition complies with the requirements of the Zoning By-law.

Analysis

Staff support the replacement of the existing one and a half storey addition with a two-storey rear addition as it will not adversely impact the heritage value of the property.

The proposed two-storey addition will not adversely affect the heritage integrity of the existing dwelling as it is located entirely behind the main building. Further, the proposed rear addition is not visible from the streetscape. As such, there will be minimal impacts on the streetscape.

Staff are satisfied that the proposed addition generally meets the design guidelines in the Northeast Old Aurora Heritage Conservation District Plan.

As indicated in Section 9.1.2.5 of the District Plan, exterior additions are to be located at the rear or an inconspicuous side of the historic building. The proposed two-storey addition is located directly and entirely behind the existing dwelling. The proposed addition will not be visible from the street and will not adversely impact the streetscape. Further, the existing mature trees in the front yard, as well as the vegetation along the west and east property lines will provide further screening to mitigate any visual impacts to the streetscape.

Section 9.1.3 of the District Plan states that additions and alterations to an existing heritage building should be consistent with the style of the original buildings. Staff consider the overall design of the proposed addition to be compatible with the original architectural character of the main building. The proposed board and batten siding, asphalt shingles, and proposed windows are consistent with the guidelines of the Heritage District Plan.

Section 9.3 of the District Plan provides that new addition should not have a greater height or scale than the original building. The proposed two-storey addition does not

exceed the peak height of the existing dwelling. Further, the floor area of the proposed addition is less than 20% of the footprint of the existing house.

The proposed vertical siding and shingles are considered appropriate materials as per Section 9.8.1 of the District Plan as they respect the integrity of the existing dwelling and context of the neighbourhood.

Town Forestry Staff assessment confirms information in tree removal application and compensation requirements.

On May 10, 2022, the Parks Division received a formal Tree Removal Application and supporting documentation for the removal of one (1), Manitoba Maple tree from the rear yard of the property.

Staff attended the site and confirm a Manitoba maple with a diameter at DBH of 71.5 cm is located in the rear yard along the property line. The tree is in poor to fair condition with a large open cavity approximately 5 meters above grade. This indicates that there was a second codominant branch that was removed or broke away from the tree at some point in time. Due to the size of the cavity the long-term health and structural integrity of the tree is compromised. Staff agree with the recommendation to remove the tree due the impacts of the construction and associated risks the tree poses to adjacent property.

In addition, a Scott's Pine on the property to be retained, as construction will have a minimal impact to the root zone. The report recommends utilizing a root reduction method which includes trenching just outside the foundation excavation to clearly identify roots and properly pruning impacted roots as per industry standard arboriculture practices to ensure tree health is not compromised.

As per the Town's Tree Removal Compensation Policy, the value of this tree \$350. Should the removal be approved staff will work with the applicant to fulfill the requirements of the compensation policy.

Conclusion

Staff have reviewed Heritage Permit Application HPA-2022-06 for 20 Catherine Avenue and are satisfied that the proposed work complies with the design guidelines of the Northeast Old Aurora Heritage Conservation District Plan.

Heritage Permit: HPA-2022-06 – 20 Catherine Avenue
June 6, 2022

Page 5 of 5

Attachments

Attachment 1 – Location Map

Attachment 2 – Drawings

Attachment 3 – Tree Preservation Plan



LOCATION MAP

LEGAL DESCRIPTION: PLAN 5 LOT 47 & PT LOT 48

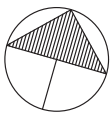
MUNICIPAL ADDRESS: 20 Catherine Avenue

File No.: HPA-2022-06



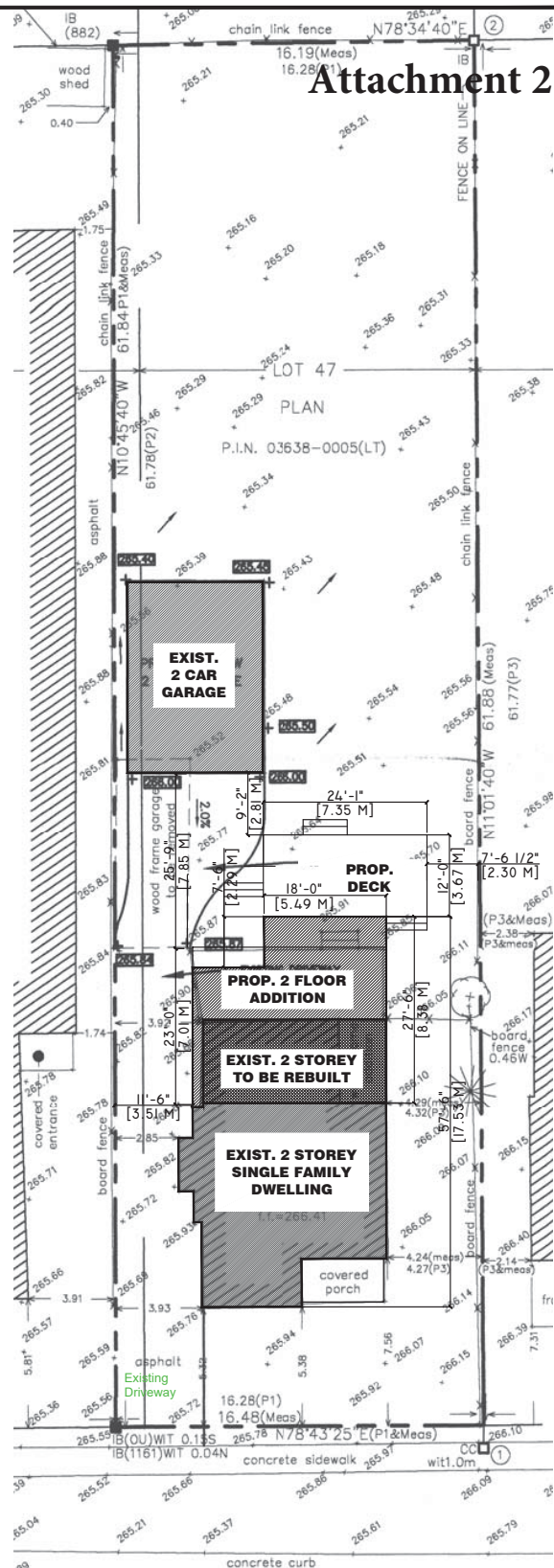
Map created by the Town of Aurora
Planning Department, May 9, 2022
Base data provided by York Region. This map is for
addressing purposes only and should not be used for
calculations or measurements.

CONSTRUCTION NORTH



STATISTICS

Attachment 2



CATHERINE STREET
(BY REGISTERED PLAN No. 5)

TOWN OF AURORA
PLANNING & DEVELOPMENT SERVICES
BUILDING DIVISION
PERMIT NO.: PR20220481 DATE: Apr. 12, 2022
APPROVED BY: *Hilary Vanderwal*
PRELIMINARY ZONING REVIEW

DRAWING NO. A1	DRAWING TITLE SITE PLAN	CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS ON SITE. ALL DRAWINGS ARE THE PROPERTY OF THE ARCHITECT AND MAY NOT BE USED WITHOUT HIS PERMISSION. THIS DRAWING IS NOT TO BE USED FOR CONSTRUCTION UNTIL COUNTERSIGNED BY THE ARCHITECT. DRAWINGS ARE NOT TO BE SCALED.	SUBMISSION No. 1 TOWN OF AURORA PLANNING AND DEVELOPMENT SERVICES Development Planning Division DATE: Apr. 13, 2022 RECEIVED	 MICHAEL L. BAYTMAN, ARCHITECT 1048 BROADVIEW AVENUE, UNIT 604 TORONTO, ONTARIO M2N 0B9 TEL (416) 579-1791 FAX (416) 630-5714
DRAWN BY MIB	PROJECT ADDRESS ADDITION AND RENOVATION 20 CATHERINE ST. AURORA, ON	1 NOV. - / - ISSUED FOR BUILDING PERMIT No. Date		
SCALE 1:200				
DATE MAR 11/22				
PROJECT NO. 22-08				



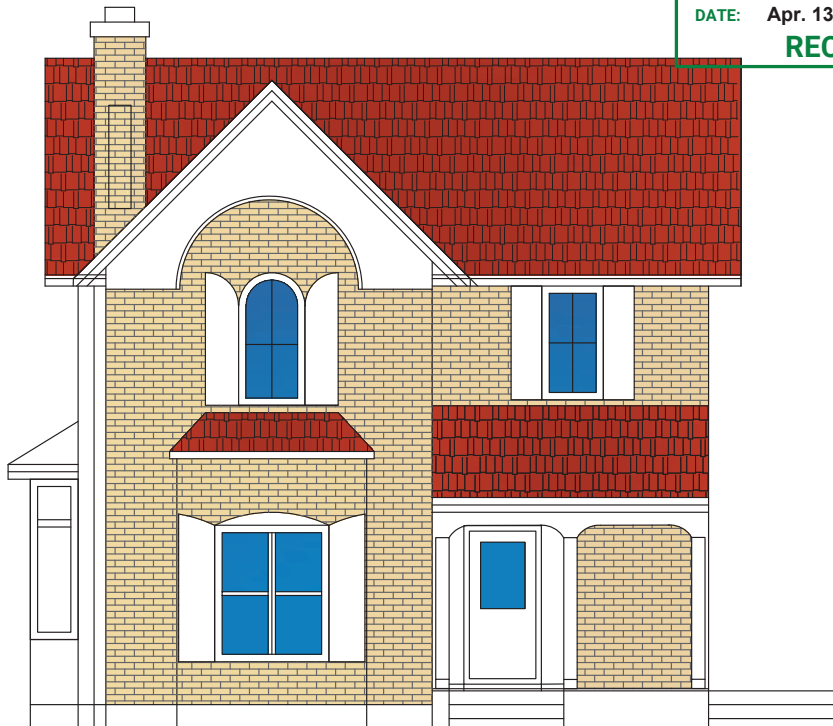
1
A7 PROPOSED NORTH ELEVATION
SCALE: 1/4" = 1'

SUBMISSION No. 1



**TOWN OF AURORA
PLANNING AND DEVELOPMENT SERVICES
Development Planning Division**

DATE: Apr. 13, 2022

RECEIVED



1
A7 PROPOSED SOUTH ELEVATION
SCALE: 1/4" = 1'



DRAWING NO. A7		DRAWING TITLE PROPOSED NORTH AND SOUTH ELEVATIONS		CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS ON SITE. ALL DRAWINGS ARE THE PROPERTY OF THE ARCHITECT AND MAY NOT BE USED WITHOUT HIS PERMISSION. THE DRAWING IS NOT TO BE USED FOR CONSTRUCTION UNTIL COUNTERSIGNED BY THE ARCHITECT. DRAWINGS ARE NOT TO BE SCALED.				 MIBA MICHAEL L. BAYTMAN, ARCHITECT 1048 BROADVIEW AVENUE, UNIT 604 TORONTO, ONTARIO M2N 0B9 TEL (416) 579-1791 FAX (416) 630-5714	
DRAWN BY MIB		PROJECT ADDRESS ADDITION AND RENOVATION 20 CATHERINE ST. AURORA, ON		1 NOV. - / - ISSUED FOR BUILDING PERMIT No. Date					
SCALE 1/4" = 1'									
DATE MAR 11 / 22									
PROJECT NO. 22-08									



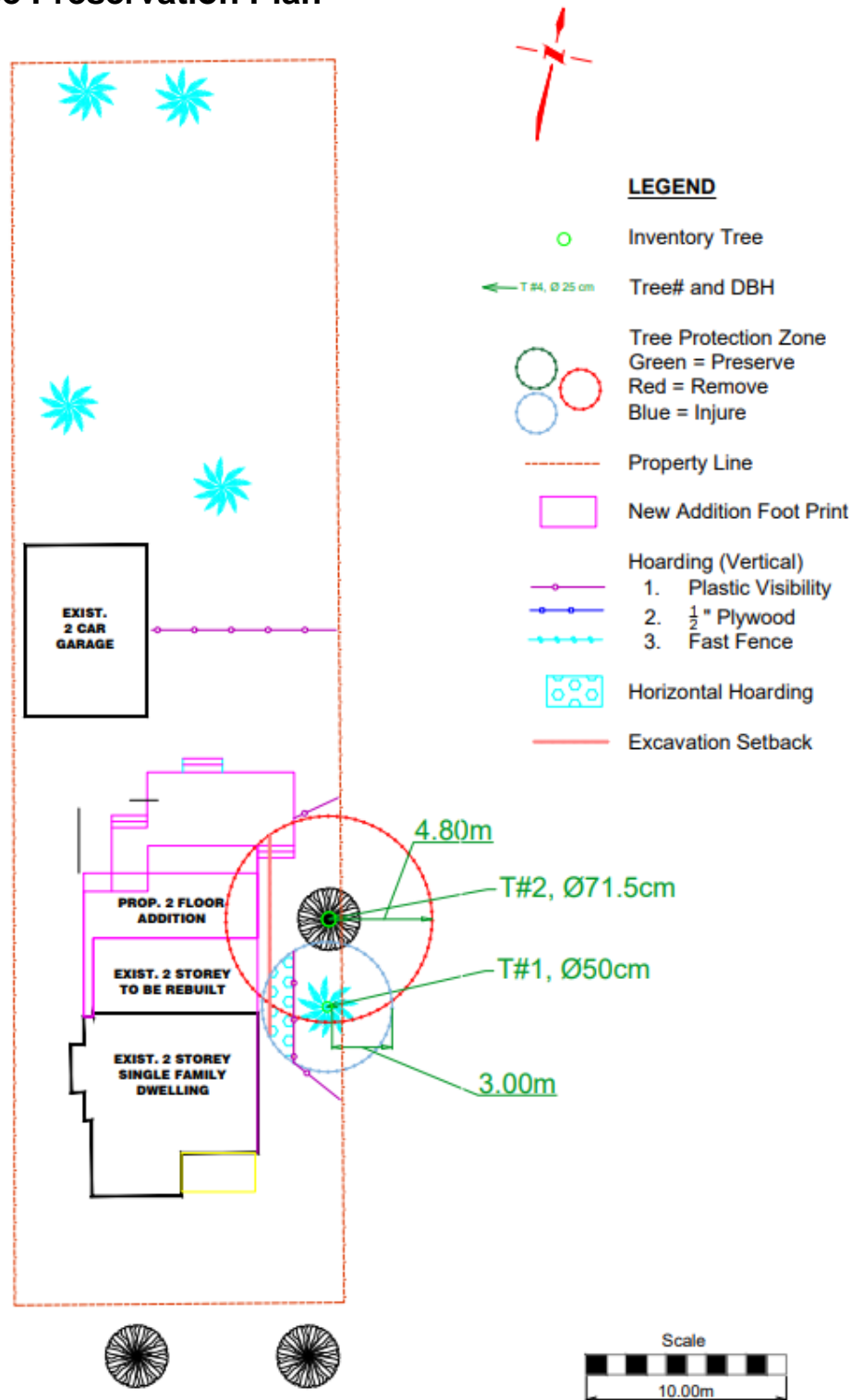
1
A8 PROPOSED WEST ELEVATION
SCALE: 1/8" = 1'



1
A8 PROPOSED EAST ELEVATION
SCALE: 1/8" = 1'

DRAWING NO. A8		DRAWING TITLE PROPOSED WEST AND EAST ELEVATIONS		CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS ON SITE. ALL DRAWINGS ARE THE PROPERTY OF THE ARCHITECT AND MAY NOT BE USED WITHOUT HIS PERMISSION. THE DRAWING IS NOT TO BE USED FOR CONSTRUCTION UNTIL COUNTERSIGNED BY THE ARCHITECT. DRAWINGS ARE NOT TO BE SCALED.				 MIBA MICHAEL L. BAYTMAN, ARCHITECT 1048 BROADVIEW AVENUE, UNIT 604 TORONTO, ONTARIO M2N 6B9 TEL (416) 579-1791 FAX (416) 630-5714			
DRAWN BY MIB		PROJECT ADDRESS ADDITION AND RENOVATION 20 CATHERINE ST. AURORA, ON		<table border="1"> <tr> <td>1</td> <td>NOV. - / -</td> <td>ISSUED FOR BUILDING PERMIT</td> </tr> <tr> <td>No.</td> <td>Date</td> <td></td> </tr> </table>						1	NOV. - / -
1	NOV. - / -	ISSUED FOR BUILDING PERMIT									
No.	Date										
SCALE 1/8" = 1'											
DATE MAR 11/22											
PROJECT NO. 22-08											

Tree Preservation Plan





100 John West Way
Aurora, Ontario
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

Memorandum

Operational Services

Re: Tree Removal Application – 72 Harrison Avenue

To: Heritage Advisory Committee

From: Sara Tienkamp, Manager of Parks and Fleet

Date: June 6, 2022

Recommendation

1. That the memorandum regarding Tree Removal Application – 72 Harrison Avenue be received; and
2. That the Heritage Advisory Committee comments regarding Tree Removal Application – 72 Harrison Avenue be received and referred to staff for consideration and further action as appropriate.

Background

The subject property is listed on the Town of Aurora's Register of Properties of Cultural Heritage Value or Interest under Tree Protection By-law 5850-16. Section 9 (1) (b) states:

If a tree subject to an application is found by the Director to be a Heritage Tree, the Director shall not issue a permit unless the injury, destruction or removal is approved by Council following a review by the Town's Heritage Advisory Committee.

On April 18, 2022, the Parks Division received a formal Tree Removal Application and supporting documentation for the removal of one (1), White Spruce tree on a lean from the rear yard of the property.

The Heritage Advisory Committee's comments on this application should focus on the impact on the heritage character of the neighbourhood, not the physical condition of the tree.

Analysis

Town forestry staff assessment confirms information in application for removal.

Staff attended the site and met with the applicant to assess the Spruce tree. The resident has concerns about the lean of the tree towards the house and future impacts as it continues to grow. In addition, the tree is not aesthetically pleasing, and the owner would prefer to have trees along the perimeter of the property to maximize useable space in the yard.

It was confirmed that a 15-metre-high Spruce tree, with a DBH of 44 cm, was growing on an approximate 20 degree lean towards the house. The tree has a health and structural integrity rating of fair. The crown is open and somewhat sparse, and the root plate does not appear to have shifted as the ground is level around the tree. It is unknown if the tree was not planted straight originally or if winds have impacted the tree causing it to move towards house when it was younger in age, as the main leader has self corrected over time.

Applicant is proposing planting two (2) native Sugar Maple trees as compensation for the removal.

The owner is proposing planting two (2) Sugar Maple trees along the western property line to restore the canopy loss as the result from the removal of the Spruce tree.

As per the Town's Tree Removal Compensation Policy, the value of this tree \$1,616.22. Should the removal be approved staff will work with the applicant to fulfill the requirements of the compensation policy.

Attachments

Attachment #1 – Tree Removal Application, April 18, 2022.

Attachment #2 – Spruce Tree Photos

Attachment 1



TREE PERMIT APPLICATION

Page 1 of 3

Application to Permit the Injury or Destruction Of Trees on Private Property

Town of Aurora
Municipal Drive
Box 1000
Aurora, Ontario L4G 6J1
Phone 905-727-312 ext.3223

The personal information on this form is collected under Bylaw 5850-16 and will be used for the purposes of this application only. Questions should be directed to the Freedom of Information Co-ordinator, Office of the Town Clerk, 1 Municipal Drive Box 1000, Aurora, Ontario L4G 6J1, Tel. 905-727-3123 ext. 3223

THIS IS NOT A PERMIT

Instructions for Completion of Application:

1. Application form to be completed by applicant. Please type or print CLEARLY. Incomplete applications will delay approval.
2. Municipal address: Street name and number must be included for applications to be considered complete.
3. Provide an Arborist Report completed by an Arborist as defined in the by-law, at the direction of the Parks Manager.
4. If replanting, provide 2 copies of the replanting plan or landscape plan.
5. Payment of the required fees: See item 12 on page 2 for fee requirements. Written consent is necessary from an adjacent property owner where the base of a tree straddles a property line.
6. If this application is signed by an applicant other than the owner, or by an agent, the written authorization of the owner is required.
7. File this application and other supporting documentation to the Department of Parks and Recreation 100 John West Way Aurora, Ontario L4G 6J1.
8. Applications submitted after 3:30 p.m. local time will not be processed until the next business day.

I am applying for a permit to remove tree/s on private property (please check one)

- ☐ Three (3) or more trees 20cm (8 inches) in diameter measured at 1.37 m in a 12 month period
- ☐ Two (2) trees have already been removed between 20cm (8 inches) in diameter measured at 1.37 m in a 12 month period and require a permit for the removal of the third (3rd) or more tree/s in the same 12 month period
- ☐ One (1) or more tree/s larger than 70cm (30 inches) in diameter measured at 1.37
- ☒ One (1) or more tree/s in the designated heritage district
- ☐ One (1) or more designated heritage tree/s

APPLICANT INFORMATION

1. Municipal address of subject property: 72 Harrison Ave
2. Name of Applicant/Agent: Pat Bowie
3. Mailing Address of Applicant: 72 Harrison Ave L4G 1E3
4. Telephone: [REDACTED] E-mail: [REDACTED]
5. Name of Registered Owner (if different from above): _____
6. Mailing address of Owner (if different from above): _____
7. Existing Land Use: _____
9. Are the tree(s) located on or near any neighbouring property line resulting in the joint ownership of the tree(s). ☐ Yes ☒ No
10. If yes, do you have authorization from the neighbouring property owner to act as their representative in this application to injure or remove tree(s). ☐ Yes ☐ No
11. Reason why trees are being injured or removed. Please circle letter:

A. trees interfere with proposed construction

C. all trees are dead, dying or hazardous

E. installing pool

B. Landscaping on the property

D. trees are interfering with utilities/dwelling/foundation

(F) other (please specify): Removal with plans to re-plant

TREE PERMIT APPLICATION

12 Fee Requirements:

If all trees are considered dead, dying or hazardous by the Parks Manager, there is no fee but a permit must still be obtained.

Please circle one of the below:

Trees over 20cm in diameter

3 trees \$214.00

4 trees \$320.00

5 trees \$427.00

6 trees \$534.00

7 trees \$640.00

8 or more trees \$107.00 per additional tree to a maximum of \$2,552.50

Trees over 70 centimeters in diameter \$534.00 per tree

(Methods of payment major credit cards, interact, cash, or cheque fees are non-refundable and must be remitted at the time of initial permit application)

ADDITIONAL REQUIREMENTS

- ☒ I am the owner of the property or acting on behalf of the owner with written authorization (attached)
- ☐ The property is not a designated Heritage Property under the Town of Aurora designation
- ☐ The property is designated Heritage and the Heritage Advisory Committee has approved the injury or destruction of the tree/s as per the attached Approved Heritage Permit
- ☐ Applicable fees have been submitted

DECLARATION 1

I/we Pat Bowie hereby declare print name
that I have read and understand the required procedures and provisions under the Town of Aurora's Private Tree By-law and the statements and plans made by me upon this application are, to the best of my belief and knowledge, a true and complete representation of the purpose and intent of this application. I consent to allowing Town of Aurora employees to enter the property to conduct inspections

Signed at the Town of Aurora this 18th day of April, 2022

Signature of Applicant: [Signature]

DOES THE TRUNK OF THE TREE/S AT GROUND LEVEL BISECT OR STRADDLE A PROPERTY LINE?
IF YOU ANSWERED YES

YES ☒ NO

PLEASE COMPLETE DECLARATION 2 BELOW

DECLARATION 2

I/we _____ hereby declare print name
That I am the owner of the adjacent property have read and understand the required procedures and provisions under the Town of Aurora's Private Tree By-law and I/we consent to the intentions respecting the proposed work for which this application is being made and that the statements and plans made by me upon this application are, to the best of my belief and knowledge, a true and complete. . I consent to allowing Town of Aurora employees to enter the property to conduct inspections

Signed at the Town of Aurora this _____ day of _____, 20____

Signature of Adjacent property owner _____

Address _____

TREE PERMIT APPLICATION

PART A				Tree and Site Information					
TREE #	TREE SPECIES	TREE DIA. IN CM. MEASURED AT 1.37M	DRIP LINE	HEALTH			STRUCTURAL INTEGRITY		
				POOR	FAIR	GOOD	POOR	FAIR	GOOD
1	Spruce	44cm	450cm		X			X	
2									
3									
4									
5									

(IF MORE THAN 5 ATTACH ADDITIONAL PAGES)

PART B	SKETCH OF PROPERTY
<p>* - Existing Sugar Maple</p> <p>□ - proposed spot for New Sugar maples.</p> <p>1</p> <p>Garage</p> <p>House</p> <p>Please show all property lines, buildings, driveways and the individual tree/s that are to be removed. Tree/s shall be numbered and cross referenced to match tree # in Part A Tree and Site Information</p>	

PART C	ARBORIST CONFIRMATION
<p>I/WE <u>Pat Bowie / Elliott Thompson</u></p> <p>(PLEASE PRINT)</p> <p>SIGNATURE <u>[Signature]</u> / <u>E Thompson</u></p> <p>(INCLUDES PROFESSIONAL DESIGNATION WHERE APPLICABLE)</p>	<p>CERTIFY THAT THE INFORMATION IN PARTS A, B & C IS CORRECT</p> <p>DATE <u>04/18/2022</u></p>
<p>NOTE: COMPLETION OF PARTS A, B & C WILL BE RECOGNIZED AS AN ARBORISTS REPORT</p>	

72 Harrison Ave

Spruce Tree in Backyard is leaning towards house. I had a site meeting with town Representative Ian Bryant. He took some photos and assessed the tree.

I plan on re-planting two sugar maples if room permits along the west fence line. If spacing does not permit, I will plant 1 sugar maple on west fence line.

Attachment 2



PROPOSED WHITE SPRUCE TREE REMOVAL
12 HARRISON AVE., AURORA



100 John West Way
Aurora, Ontario
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

Memorandum

Planning and Development Services

Re: Report on 2022 Minor Heritage Permit Approvals

To: Heritage Advisory Committee

From: Brashanthe Manoharan, Planner/ Heritage Planning

Date: June 6, 2022

Recommendation

1. That the memorandum regarding Report on 2022 Minor Heritage Permit Approvals be received for information.

Background

The purpose of this memorandum is to provide the Heritage Advisory Committee with a summary of Minor Heritage Permit Approvals that have been processed by the Planning and Development Services since January 2022.

On November 22, 2011, Council adopted By-Law 5365-11 granting delegated approval authority to the Director of Planning and Development Services to consent to or refuse alterations to properties that are located within a heritage conservation district pursuant to Part V of the *Ontario Heritage Act*, including the authority to attach terms and conditions. The definition of “minor alteration(s)” in the By-law shall include:

- Replacement of siding;
- Cleaning or re-pointing of masonry;
- Replacement of windows or doors;
- Replacement/removal or minor architectural building elements including, without limiting the generality of the foregoing, shutters, door trims/frames, window trims/frames, soffits, and fascia;
- Structural repairs to existing structures and structural elements including, without limiting the generality of the foregoing, porches, chimneys, roofs, and exterior walls;

Report on 2022 Minor Heritage Permit Approvals

June 6, 2022

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- Repairs and replacement of non-heritage structures on the property which can be seen from the street including, without limiting the generality of the foregoing, fences, patios, gardens, sheds, and gazebos; and
- Installation, replacement, or removal of commercial signage.

Notwithstanding the above, any alteration to a heritage attribute that is identified in a by-law pursuant to Part IV of the *Ontario Heritage Act* shall not be considered a “minor alteration” and is therefore excluded from any delegated authority.

Planning and Development Services updates the Heritage Advisory Committee on an annual basis, advising on the number of Minor Heritage Permit Approvals that were granted where the approval authority is not Council.

Analysis

Since January 2022, Planning and Development Services consented to four (4) Minor Heritage Permits in accordance with the By-Law 5365-11. The four (4) Minor Heritage Permits are summarized in the following table:

File No.	Address	Description	Date Approved
HPA-2022-01	9 Maple Street / 16 Catherine Street (Parish House)	Revisions to the addition approved on February 27, 2018: -Enlargement of north porch and minor change in north elevation fenestration	January 26, 2022
HPA-2022-03	15243 Yonge Street	New door in place of existing window (first floor).	March 8, 2022
HPA-2022-04	15195 Yonge Street	Sign permit for “Oakridge’s Fashions Inc.”	March 8, 2022
HPA-2020-04	74 Centre Street	Revision to January 25, 2022 approved design: -Front half portion of the building to be shifted 4.63m from the east property line	April 19 , 2022

For Minor Heritage Permits approved by the Director of Planning and Development Services, Staff were satisfied with each of the proposal’s massing, design, and building materials and that the proposals were in keeping with the general intent the Northeast Old Aurora Heritage Conservation District Plan.

Conclusions

Since January 2022, Planning and Development Services consented to four (4) Minor Heritage Permits in accordance with the By-Law 5365-11.

Planning and Development Services updates the Heritage Advisory Committee on an annual basis, advising of the number of Minor Heritage Permit Approvals were granted where the approval authority is not Council.



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Memorandum

Planning and Development Services

Re: Heritage Advisory Committee Update List

To: Heritage Advisory Committee

From: Brashanthe Manoharan, Planner/ Heritage Planning

Date: June 6, 2022

Recommendation

1. That the memorandum regarding Heritage Advisory Committee Update List be received for information.

Background

The purpose of this memorandum is to provide an update to items which were brought to the Heritage Advisory Committee at the February 7, 2022, April 4, 2022, and May 2, 2022 meetings. See Attachment 1 for the Heritage Advisory Committee Update List.

Committee contributions can be found in the meeting minutes and the “Advisory Committee Review” section of Council reports.

This list will be updated and provided at regularly scheduled meetings. Completed items may be removed.

Agendas, reports, and minutes can be found at www.aurora.ca/agendas

Attachments

Attachment 1 - Heritage Advisory Committee Update List – as of May 12, 2022

Heritage Advisory Committee Update List – as of May 12, 2022

This list provides an update to items which were brought to the February 7, 2022, April 4, 2022, and May 2, 2022 Heritage Advisory Committee meetings.

Meeting Date	Item	Update
January 12, 2022 (minutes)	6.2 Memorandum from Planner/Heritage Planning; Re: Heritage Permit Application, Faraji, 74 Centre Street, File Number: HPA-2020-04	Report brought to Council on January 25, 2022. Approval was granted by Council. Minor Heritage Permit for revised design approved April 19, 2022 under By-Law 5365-11 granting delegated approval authority to the Director of Planning and Development Services. Committee of Adjustment approval for lot area, lot frontage, and interior side yard setback relief approved May 12, 2022.
February 7, 2022 (minutes)	6.1 Memorandum from Planner/Heritage Planning; Re: Heritage Permit Application HPA-2021-16 - 82 Centre Street 6.2 Memorandum from Planner/Heritage Planning; Re: Report to Designate 34-38 Berczy Street under Part IV of the Ontario Heritage Act and to Delist 26 & 32 Berczy Street from the Aurora Register of Properties of Cultural Heritage Value or Interest	Report brought to Council on March 29, 2022. Approval was granted by Council. Report brought to Council on April 26, 2022. Approval was granted by Council to issue Notice of Intention to designate 34 Berczy Street under Part IV of the <i>Ontario Heritage Act</i> . Notice has been issued. Council approved the removal 26, 32, and 38 Berczy Street from the Aurora Register of Properties of Cultural Heritage Value or Interest, conditional upon a detailed Site and Building Documentation and a fulsome historical report inclusive of properties both north and south of Mosely Street, and a detailed Commemorative Plan.
April 4, 2022 (minutes)	6.1 Memorandum from Planner/Heritage Planning; Re: Heritage Permit Application File: HPA-	Report brought to Council on April 26, 2022. Approval was granted by Council.

	2022-02 - 85 Catherine Avenue	
May 2, 2022 (minutes)	<p>6.2 Memorandum from Planner/Heritage Planning; Re: Heritage Permit Application File: HPA-2022-05 - 15356 Yonge Street (Knowles-Readman House)</p> <p>6.3 Memorandum from Planner/Heritage Planning; Re: Review of Aurora Register of Properties of Cultural Heritage Value or Interest</p>	<p>Report to be brought forward to June 21, 2022 General Committee meeting.</p> <p>Report to be brought forward to June 21, 2022 General Committee meeting.</p>