



STRATFORD CITY COUNCIL ADDENDA

5.0 Report of the Committee of the Whole In-camera Session:

5.2 At the January 22, 2018 Session under the Municipal Act, 2001 as amended, an additional matter was considered:

- Personal matters about an identifiable individual(s) including municipal employees or local board employees (section 239.(2)(b))

7.0 Orders of the Day:

7.8 Correspondence – Heritage Alteration Permit Decision for 33 Market Place

Attachments: Request for Hearing from Damlar Inc.
Letter to Damlar Inc regarding filing a request for a Hearing
Letter to OMB attaching copy of Request for hearing from
Damlar Inc.

For the information of Council.



PLANNING AND HERITAGE COMMITTEE ADDENDA

3.0 Delegations:

3.3 Presentation by Anne Campion:

Ms. Campion has requested to address the Committee regarding 33 Market Place.

Motion by

THAT the presentation by Anne Campion regarding 33 Market Place be heard.

4.0 Report of the Manager of Development Services:

4.3 Update on 33 Market Place (PLA18-003)

Additional Document to be provided at the Planning and Heritage Committee meeting.



**Corporate Services Department
Clerk's Office**

CITY of STRATFORD
City Hall, P.O. Box 818
Stratford ON N5A 6W1

519-271-0250 Ext. 237
Fax: 519-273-5041
TTY: 519-271-5241
www.stratfordcanada.ca

January 22, 2018

Damlar Inc.,
Kevin Larson
10 Downie Street, Suite 305
Stratford ON N5A 7K4

R. Ritz Architect
c/o Robert Ritz
322 Ontario Street
Stratford ON N5A 3H8

Dear Sirs:

Re: Heritage Alteration Permit – 33 Market Place, Part V HCD

This is further to the Notice of Decision dated January 13, 2018 regarding the decision of Council of a heritage alteration permit for the above-noted property. The City acknowledges receipt of your correspondence/email dated January 13, 2018 to the City, requesting a hearing on the refusal of a heritage alteration permit. We ask you to note that pursuant to the provisions of section 42(6) of the *Heritage Act* ("Act") if council refuses the permit the owner of the property may file an appeal to the Ontario Municipal Board ("OMB"). Section 42(7) requires that the owner must give notice of appeal to the OMB within 30 days after the owner received notice that the Council is refusing the application. We ask that you send your appeal along with the required appeal fee to the OMB.

We have attached a link to the Ontario Municipal Board website setting out the required steps on how to file an appeal/request for a hearing and submit the required fee:

<http://elto.gov.on.ca/tribunals/omb/how-to-file-an-appeal/>

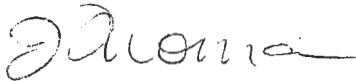
- 2 -

We have also provided a link to the Ontario Municipal Board website regarding the form to be completed and sent to the Ontario Municipal Board and the documents required to accompany the form in support of the appeal.

<http://elto.gov.on.ca/tribunals/omb/forms/appeal-forms/>

We ask you to note that the deadline to file your appeal with the OMB including the submission of the required form, fee and documents with the Ontario Municipal Board is February 12, 2018.

Sincerely,

A handwritten signature in black ink, appearing to read "Joan Thomson", written in a cursive style.

Joan Thomson,
City Clerk

Joan Thomson

From: Kevin Larson - Larson Financial
Sent: January-13-18 7:01 PM
To: Joan Thomson; Dan Mathieson; Kerry McManus; Rob Horne; Jeff Leunissen; Robert Ritz
Subject: Formal Notice of Appeal to Conservation Board
Attachments: Screenshot_20180113-183557.png

Since I didn't receive the Notice Of Decision and instead had to read it in the newspaper 10 minutes ago,

Here is my formal appeal notice to have a hearing with the Conservation Review Board as soon as possible.

Thanks,

Kevin Larson

RECEIVED

JAN 13 2018

CITY CLERK'S OFFICE

Stratford Town Crier

Public Information, Notices and Meeting Schedules

NOTICE OF DECISION – 33 MARKET PLACE

In The Matter of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18

Take notice that the Council of The Corporation of the City of Stratford on December 18, 2017, having considered an Application initially submitted on September 11, 2017, with additional material submitted September 18, 2017, September 21, 2017 and November 14, 2017, to alter a structure designated under Part V of the Ontario Heritage Act, resolved the following:

THAT staff work with the property owner of 33 Market Place to develop a plan that is in keeping with the Heritage Alteration Permit that was issued in August, 2017 which had a full roof at the front and patio at the back.

And

THAT the Heritage Alteration Permit for 33 Market Place come directly to Council.

The above-noted resolution was subsequent to a resolution from the Council of the City of Stratford on November 27, 2017 which was as follows:

THAT Council not approve the Heritage Alteration Permit initially submitted on September 12, 2017, with additional material submitted on September 18, 2017, and October 5, 2017, for 33 Market Place to permit removal of entire roof and back wall, removal of windows that front onto Market Place and the use of siding on the newly exposed exterior walls;

AND THAT the owner be required to revise the September 12, 2017 Heritage Alteration Permit should the owner wish to undertake works different than was approved by the August 9, 2017 Heritage Alteration Permit.

Appeal to the Conservation Review Board:

The Ontario Heritage Act states that where a Council consents to an application to alter a designated property with certain terms or conditions, or refuses the application, the owner may, within thirty days after receipt of this notice, apply to the Council for a hearing before the Conservation Review Board.

The owner may request a hearing before the Conservation Review Board in this matter, by writing to the City Clerk, 1 Wellington Street, P.O. Box 818, Stratford ON, N5A 6W1 by 4.30 p.m. on or before February 12th, 2018.

Dated at Stratford this 13th day of January, 2018.

REMINDER OF PUBLIC MEETING

Re: Public Meeting to Consider Declaring 48 Water Street a Surplus City Property – Update on Meeting Format

The City of Stratford will host a public meeting January 15, 2018 to gather feedback from the community on City Council's Notice of Intent to consider declaring 48 Water Street – site of the Tom Patterson Theatre, Kiwanis Community Centre, lawn bowling green, parking and park space – surplus to the needs of the City.

The meeting will be held at the Stratford Rotary Complex, 353 McCarthy Road West, in Community Halls A and B.

In order to accommodate citizens' schedules, the meeting will be divided into two identical sessions. The first will begin promptly at 4 p.m., and will run until 6:30 p.m. The second session will begin at 7 p.m.

Both will follow the same format, with a brief presentation by staff, followed by an opportunity for attendees to ask questions, or provide comments to City Council. Each speaker will be given up to three minutes at the microphone.

There will also be an opportunity at the meeting to provide written feedback. Both written and verbal feedback have the same importance.

Input offered at the meeting, as well as that submitted online and in writing, will be considered by City Council in January as part of its decision-making process on the proposed surplus declaration.

For details on how to submit your feedback please visit <https://www.stratfordcanada.ca/48water>



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January 22, 2018

Ontario Municipal Board
655 Bay Street, 15th Floor
Toronto ON M5G 1E5

Dear Sir/Madam:

Re: Heritage Alteration Permit – 33 Market Place, Part V HCD

We have attached correspondence sent on January 13, 2018 from Kevin Larson, Damlar Inc., with respect to a Notice of Decision for a heritage alteration permit and his request for a hearing by the Board.

We have also attached a copy of a letter from the City dated January 22, 2018 to Damlar Inc., acknowledging receipt of their correspondence. In the City's letter to Damlar we note that pursuant to the provisions of section 42(6) of the *Heritage Act* ("Act") if council refuses the permit the owner of the property may file an appeal to the Ontario Municipal Board ("OMB"). Section 42(7) requires that the owner must give notice of appeal to the OMB within 30 days after the owner received notice that the Council is refusing the application. We attached a link to the Ontario Municipal Board website setting out the required steps on how to file an appeal/request for a hearing and submit the required fee.

Sincerely,

Joan Thomson,
City Clerk

Enclosures

Chronology (Overview)

2017

- August 9 - -Building permit and Heritage Alteration permit issued for 33 Market Place. The permits allow the rear portion only of the 2nd floor to be removed for an outdoor patio (copy attached).
- September 1 - -Building Division observe that the front portion of the roof at 33 Market Place was removed. The August 9th permit does not include the front of the building.
- September 11 - -Building Permit application submitted for 33 Market Place for the front portion of the 2nd floor to [insert description of what the building permit was sought]. This building permit application no: 17-104581 shows the majority of the roof as a rooftop patio. Mr Ritz is listed as the agent and Dalmar Inc, which is owned by Mr. Larson, is the Owner.
-A Heritage Alteration Permit application was submitted by Mr. Ritz (agent) on behalf of Dalmar Inc (Mr. Larson is the owner) for the front portion of the 2nd floor. The permit seeks the removal of most of the existing roof (both front and back), a change to the cladding and alterations to the front window.
- September 18 - -Additional information on the Heritage Alteration Permit application received.
- September 19 - -Heritage Alteration Permit circulated to Permit Review Committee of Heritage Stratford. (The Permit Review Committee is a sub-committee of Heritage Stratford. It consists of three members of Heritage Stratford.)
- September 21 - -Additional information on the Heritage Alteration Permit application received.
- October 2 - -Permit Review Committee advises they do not support the Heritage Alteration Permit application as it is their opinion it does not satisfy the Council approved Heritage Conservation District Standards.
- October 4 - -Mr. Ritz meets with Permit Review Committee to explain project.
- October 5 - -Mr. Larson sends an providing additional information on Heritage Alteration Permit application: he would like to keep the roof to the smallest amount possible, he would prefer to remove the windows, and he would prefer board and batten on the east wall.
- October 13 - -Permit Review Committee advises they do not support the Heritage Alteration Permit application, again because they do not believe it satisfies the Heritage Conservation District Standards.

Chronology (continued)

- October 16 -Deficiency letter issued regarding September 11th Building Permit application. Applicant needs to show compliance with several sections of the Building Code.
- October 23 -Development Services Staff prepare Planning and Heritage Sub-Committee report on Heritage Alteration Permit application (copy attached).
- October 26 -Planning and Heritage Sub-committee meeting. Mr. Ritz makes a presentation regarding the Heritage Alteration Permit application. Sub-committee adopts resolution supporting Permit Review Committee's recommendation not to issue the requested permit. Committee recommends the property owner build as approved in original building permit issued on August 9, 2017 or submit a revised application.
- October 31 -Revisions to the August 9th Building Permit issued for new 2nd floor joists (the entire length of the 2nd floor) and a waterproof membrane.
- November 3 -Property Standards complaint received from neighbour property owner. Site visit by by-law enforcement and building inspector who discovered that the requirements of the building permit were not being met and that the property violated the City's Property Standards By-law
- November 6 -Staff consult with the City solicitor, Paula Lombardi, regarding the Property not complying with the property standards by-law and discuss the issuance of a Property Standards Order requiring the owner to rectify the concerns identified by the City's by-law enforcement officer.
- November 14 -Mr. Ritz makes a presentation to the Permit Review Committee regarding Heritage Alteration Permit application. The plans are similar to the plans submitted with the September 11th application with minor changes to the windows and type of material in the window. If the Permit Review Committee supports the request, the property owner will clean the bricks at the back of the building.
-Planning and Heritage Committee recommends the following:

That Council not approve the Heritage Alteration Permit submitted on September 12, 2017, with additional material submitted on September 18, 2017, and October 5, 2017, for 33 Market Place to permit removal of entire roof and back wall, removal of windows that front onto Market Place and the use of siding on the newly exposed exterior walls;

Chronology (continued)

AND THAT the owner be required to revise the September 12, 2017 Heritage Alteration Permit should the owner wish to undertake works different than was approved by the August 9, 2017 Heritage Alteration Permit.

- November 15 -Email to the Permit Review Committee from Mr. Leunissen confirming the three elements of the presentation (roof, windows cladding), there options (approval or refusal) and the response deadline of November 21st.
-The Property Standards Order was issued and sent to Mr. Larson by registered mail.
- November 22 -The Permit Review Committee advises staff they would allow continuance of the outdoor patio, as revised, subject to conditions regarding materials: brick or brick veneer, retain the original window and sufficient roof to provide stability for the front facade. The Permit Review Committee request revised drawings showing revisions to materials in order to recommend approval.
- November 27 -Mr. Leunissen provides a verbal update to Council regarding the status of the Heritage Alteration Permit at 33 Market Place and advises that the Permit Review Committee has recommended approval of the enlarged patio subject to conditions.

-Council adopts the recommendation of the Planning and Heritage Committee dated November 14th to deny the Heritage Alteration Permit at 33 Market Place as submitted in September.
- November 30 -Email from Mr. Leunissen to Mr. Larson and Mr. Ritz advising of Permit Review Committee's November 22nd recommendation of continuance of the patio subject to conditions regarding materials.
- December 5 -Property Standards Appeal deadline for Property Standards Order issued on November 15, 2017 – no appeals received.
- December 6 -Property Standards Order deadline to complete work. City's by-law enforcement and building inspector attend the site and find that the common wall continues to be exposed to the elements.
Mr. Larson, by email, requests an extension to the timeline for meeting the requirements of the Property Standards Order. The request does not contain details including the length of time of the extension, when new drawings will be submitted or when work was expected to be completed.

Chronology (continued)

- December 7 -Meeting between Mr. Leunissen and Mr. Notebomer (owner of 35/37 Market Place). Mr. Notebomer is advised of the status of the matters to date including the issuance of the Property Standards Order and status of the Heritage Permit application
-Mr. Leunissen contacts Mr. Ritz, to determine the length of time required to submit a new drawings and when they anticipated having the work completed relating to the common wall.
- December 8 -Revised building and heritage alteration permits for 33 Market Place submitted by Mr. Ritz. The proposed revisions included Heritage comments.
-Mr. Notebomer outlined the following concerns regarding water damage and the poorly maintained construction site in an email to members of Council
- December 11 -Email from Mr. Larson to Mr. Leunissen requesting update Council on the delayed City response from the Permit Review Committee.
-Heritage Permit Review Committee responds to Revised Heritage Alteration Permit. They Include conditions, specifically that certain materials be used on the walls.
-Email from Mr. Larson objecting to the Permit Review Committee response of December 11
Mr. Leunissen provides a verbal update to Council from the last update provided November 27th
- December 12 -Mr. Ritz advises that the work at 33 Market Place, with the exception of the deck tiles, will be completed on or before Thursday February 15, 2018. The deck tiles will be placed in early March 2018.
-Mr. Larson requests to appear as a delegation before Council.
- December 13 -Copies of reports from architect and structural engineer submitted to City via email.
-By-law Enforcement Officer Matthew Smith and Municipal Building Official II Bernie Weber met on site with Mr. Ritz to review status of work completed since last site visit.
 The City's inspectors confirmed that the installation of roof shims were completed, installation of plywood sheathing (patio sub-floor) about 95% completed.
 -The piping for two roof drains have been installed, however it was observed that the piping is stubbed approximately 12" above patio floor level, therefore roof drains are non-functional at this stage.
-Email from Mr. Ritz to Mr. Harley and Mr. Leunissen requesting clarification as to how far they can proceed under the existing permit.

Chronology (continued)

- Email from Mr. Larson indicating that he has instructed his contractor not to proceed until a response to Mr. Ritz's December 13th is received.
- Mr. Notebomer requests to appear as a delegation before Council

- December 14 -Letter from City Solicitor, Paula Lombardi to Mr. Larson re: outstanding Property Standards Order and requesting a timeline as to when the work will be completed as required by the Property Standards Order.
- December 15 -Email from Mr. Larson to Ms. Lombardi requesting clarification of concern.
-Email from Ms. Lombardi to Mr. Larson advising that an outline of the work being proposed to resolve the concern with the water entering into the neighboring properties along with an anticipated timeline and confirmation of the contractors being retained was requested by the City in order not to proceed with a prosecution.
-Email from Mr. Larson to Ms. Lombardi.
- Mr. Notebomer sends a letter to members of Council advising he will attend the December 18th Council meeting to answer questions.
- December 18 -Council resolves the following:
 That any Heritage Alteration Permit for 33 Market Place come directly to Council and that staff work with the property owner to develop a plan that is in keeping with the Heritage Alteration Permit issued in August, 2017 which had a full roof at the front and patio at the back.
No delegations regarding 33 Market Place heard by Council.
- December 18 -Meeting between Mr. Horne, Mr. Dujlovic, Mr. Leunissen and Mr. Notebomer regarding the status of the applications/Order. Mr. Leunissen reviewed the Heritage Alteration permit process. Mr. Notebomer indicates he does not support the enlarged outdoor patio and will attend Council tonight to speak if allowed to do so.
- December 19. -Telephone conversation between Mr. Ritz and Mr. Leunissen regarding temporary measures to protect the walls. Mr. Ritz proposes temporary measures such as spray foam insulation and Tyvek.
- December 20 -By email, Mr. Ritz proposes temporary measures to cover the walls which include spray foam insulation, plywood sheathing and Tyvek. Temporary measures reviewed and accepted by the CBO.
-Property owner submits a schedule for works which includes the spray foam insulation to begin on December 21. The remainder of the works to be completed the first week of January.
- December 21 -Installation of spray foam insulation commences.

Chronology (continued)

2018

- January 3 -Mr. Larson emailed December 18th Council resolution.
- January 4 -Mr. Larson advises Mr. Leunissen the temporary measures to cover the walls are completed. This is not verified by staff.
- January 11 -Staff receives a complaint from 37 Market Place about water coming in through the common party wall.
-Staff inspect 37 Market Place at 8:30 am and confirm water is coming in through the common party wall. Staff also inspect 33 Market Place and confirm temporary measures recommended by the architect that were to be installed the first week of January are not yet installed along the entire common party wall.
-Staff inspect at 3:30 pm and find more of the plywood sheathing and Tyvek has been installed but work not yet completed
-Staff inspect 37 Market Place at 5:00 pm. No leaking but the brick damp.
-Mr. Leunissen provides email several updates to members of Council.
- January 12 -Staff inspected 37 Market Place. No leaking. However, the brick continues to be damp.
-Mr. Leunissen meets with Mr. Larson and Mr. Ritz and advises them he is preparing a report for the January 22nd Planning and Heritage Committee. Mr. Leunissen and advises Mr. Larson will receive a Notice of Decision on the Heritage Alteration Permit.
-Notice of Decision on a Heritage Alteration Permit mailed to property owner by City Clerk via mail.
- January 13 -Notice of Decision on Heritage Alteration Permit advertised in the Town Crier of the Beacon Herald.
-Mr. Larson emails Ms. Thomson indicating he is appealing the Decision of Council and that he has not yet received a Notice of Decision directly.
- January 17 -Mr. Larson confirms he would like to appear as a delegation on January 22nd.
-Mr. Notebomer confirms he would like to appear as a delegation on January 22nd.
-Staff inspect 33 Market Place, temporary works still not completed and no indication as to when they will be completed.
-Email from Mr. Larson indicating temporary works completed as per the schedule.
- January 22 -Staff inspect 37 Market Place at 7:30 am and again at 11:15 am. No leaking.

Chronology (continued)

-Staff schedule an inspection of 33 Market Place with Mr. Larson for 2:20 pm. to confirm if all the temporary measures have been installed. Mr. Larson does not show. Mr. Smith observes, from the street, that the last section of plywood sheathing and Tyvek has been installed.

-Mr. Smith and Mr. Notebomer observe water leaking into the stairwell leading to the second floor. (This leak is not the same location as was previously reported and inspected)

-Mr. Notebomer sends an email to the City asking when will the City enforce the by-laws.

Chronology (continued)



MANAGEMENT REPORT

Date: October 26, 2017
To: Planning and Heritage Sub-Committee
From: Jeff Leunissen, Manager of Development Services
Report#: [Click here to enter text.](#)
Attachments: None

Title: 33 Market Place, Heritage Alteration Permit

Objective: To consider the issuance of a Heritage Alteration Permit for removal of roof and back wall to create an open air patio on the balance of the second floor.

Background: The owner at 33 Market Place had previously applied for a Heritage Alteration permit for the removal of the rear half of the second floor to create an open air patio on the second floor only. The permit was issued on August 9, 2017, with the stipulation that new walls would be covered with either reclaimed brick or brick veneer that was approved by the Heritage Permit Review Committee.

On September 1, 2017, the Heritage Committee was notified that the owner had proceeded to demolish the front half of the roof without presenting this change in design to either the Heritage Committee or Building Division for permits. The owner indicated this work needed to be undertaken because the portion of the roof which was to be retained was structurally unsound. The owner was ordered to apply for both Heritage and Building permits and the Heritage Alteration Permit was received on September 12, 2017. The Heritage Alteration Permit application was incomplete with only a picture of the front façade provided. Notwithstanding the application was incomplete, the application was circulated to the Permit Review Committee and on September 13, 2017, the Permit Review Committee requested more drawings to accurately note how windows and wall treatments were being addressed. Additional renderings were received and circulated to the Permit Review Committee on September 18, 2017. The Committee requested clarification, specifically on the front façade windows, as limited information was provided.

The Heritage Stratford Permit Review Committee provided their evaluation form on the application on October 2, 2017. They did not support issuance of a permit. A meeting attended by the owner, architect, and Permit Review Committee members took place on

Chronology (continued)

October 4, 2017, prior to the regularly scheduled Heritage Stratford meeting. In order to assist in the discussions, staff narrowed the items of concern to three areas:

- complete removal of roof and back wall,
- proposal to remove front windows; and
- leave only the existing opening and use of siding material rather than brick (as was approved in the previous Building and Heritage permits).

At the meeting it was agreed that the owner would provide a more defined project scope so the committee could better address each of this issues. The committee received this information from the owner on October 5, 2017.

After reviewing the submitted material and a meeting with the owner and architect, the members of the Permit Review Committee deliberated and ultimately came to the conclusion, on October 13, 2017, that they could not recommend approval of the permit for the following reasons:

Roof and back wall – The proposal is to remove the roof and south or back wall completely. The work has already been completed but the applicant is seeking retroactive approval. S1.1 of the Heritage Conservation District (HCD) states that the backs of buildings should be kept in good repair and have regard for the inherent industrial character of Stratford. Section 2.2.6., states that the demolition should be kept to a minimum and that consideration should be given to the setting and views from the surrounding streets and laneways. While upper level open air patios have been approved previously, the Permit Review Committee believes it is inconsistent with the HCD standards.

Windows – The proposal is to remove front façade glass and leave only window frame, leaving the patio to be open directly to Market Square other than a 42" high glass guard. As per Section 3.5.1., of the HCD, original doors and windows shall be retained particularly those with decorative woodwork, leaded or curved window panes. Note that if the roof is restored then there would be no proposed work on these windows.

Walls – The proposal is to put siding on newly exposed east wall, bump-out around exit stairs on west wall and the upper level on the inside of the front façade. The balance of the newly exposed walls would be clad with either reclaimed brick or the brick veneer that was previously approved by the Permit Review Committee. As per Section 3.4.1 of the HCD guidelines, cladding that alters the appearance and character of the buildings original cladding shall not be used. Note that the first Heritage Permit for the back half of the building was issued with the condition that newly exposed walls would be covered with either reclaimed brick or approved brick veneer.

It is noted that at Heritage Committee earlier in the year, the owner presented that he would salvage brick from this construction project and that he had skids of bricks from work on the adjacent building. As a result of this earlier meeting,

Chronology (continued)

the Heritage Committee was left with the impression that brick would be used on all wall surfaces.

Analysis: Staff has reviewed the nature of work, the Heritage Alteration Permit and the comments from the Permit Review Committee and will address each element separately below.

Roof and back wall – The August 9, 2017 Heritage Alteration Permit was similar to that which was issued for The Bard Restaurant (municipally known as 31 Market Place) in that it did push the second floor back wall part way to the front of the building and that a back wall did still remain.

Section 2.2.4. of the HCD Standards states new work shall maintain the rhythm, orientation and proportions of either the original or the predominant streetscape of the downtown core. Allowing the rear half of the second floor to be used as an outdoor patio and maintaining the front half as building space maintained the rhythm and proportions of the backs of adjoining buildings. The complete elimination of the second floor will result in a gap in the rear building wall; altering the proportions of the rear of the buildings visible from George Street West. The roof and back wall should be restored to the scope of the originally issued permit.

Front façade windows – If roof is reinstalled then there is no longer a need to alter the front windows.

Walls – Section 3.1.1. of the HCD Standards states the where repair and/or reconstruction of masonry is necessary, the new brick or stone work shall match the appearance of the original as closely as possible in colour, shape and/or pattern. Newly exposed walls are to be clad with either reclaimed brick or approved brick veneer as per the Heritage Committee's conditions of issuing the first Heritage Alteration permit. Replacing the walls with cladding is not consistent with 3.1.1 of the Heritage Conservation District Standards and it is for this reason the Permit Review Committee imposed the condition on the original permit that the newly exposed walls would be clad with either reclaimed brick or the brick veneer. It is recommended any exposed walls be clad with either brick or brick veneer which matches the original brick as closely as possible in colour, shape and/or pattern.

Financial Impact: None.

Staff Recommendation: THAT Council not approve the Heritage Alteration Permit initially submitted on September 12, 2017, with additional material submitted on September 18, 2017, and October 5, 2017, for 33 Market Place to permit removal of entire roof and back wall, removal of windows that front onto Market Place and the use of siding on the newly exposed exterior walls;

Chronology (continued)

AND THAT the owner be required to revise the September 12, 2017 Heritage Alteration Permit should the owner wish to undertake works different than was approved by the August 9, 2017 Heritage Alteration Permit.



Jeff Leunissen, Manager of Development Services



Ed Dujlovic, Director of Infrastructure and Development Services



Rob Horne, Chief Administrative Officer

October 23, 2017

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