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Town of Aurora

# Memorandum

Planning and Development Services

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**Re:** Report on 2022 Minor Heritage Permit Approvals

**To:** Heritage Advisory Committee

**From:** Brashanthe Manoharan, Planner/ Heritage Planning

**Date:** June 6, 2022

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## 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;

- 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**

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