



Heritage Whitby Advisory Committee Agenda

Tuesday, April 9, 2024, 7:00 p.m.

Hybrid Meeting

Whitby Town Hall

This Advisory Committee meeting will be held in a hybrid meeting format. Members of the public may attend this meeting virtually or in-person. Those wishing to attend the meeting virtually are required to email clerk@whitby.ca by noon on the business day prior to the meeting in order to obtain the virtual meeting link.

Should you wish to provide comments regarding a matter being considered below, please submit written correspondence and/or a Delegation Request Form.

- **To submit written correspondence**, please email your correspondence to the Office of the Town Clerk at clerk@whitby.ca by noon on the business day prior to the meeting. Correspondence must include your full name, address, and the item on the agenda that your correspondence is related to.
- **To speak during the Advisory Committee meeting either in-person or virtually**, please submit a [Delegation Request Form](#) online to the Office of the Town Clerk by noon on the business day prior to the date of the meeting. Should you be unable to access a computer, please call 905.430.4315 to speak with a Staff Member in the Office of the Town Clerk.

A Revised Agenda may be published on a later date. Late items added or a change to an item will appear with an asterisk beside them.

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1. **Call to Order**
 2. **Declarations of Conflict of Interest**
 3. **Approval of Previous Minutes**
Recommendation:
That the Heritage Whitby Advisory Committee minutes of March 12, 2024 be approved.
 4. **Presentations**
 - 4.1 Christy Chrus, Manager, Creative Communities, Town of Whitby
Re: Brock Street Re-design Project
 - 4.2 Don Hutchinson and Sarah Michaelis, Property Owners
Re: 508 John Street West, Heritage Permit Application, Window Feature Restoration

4.3 Charles Spivak, Property Owner
Re: 1009 Centre Street South, Heritage Permit Application, Front Breezeway
Addition, Garage Replacement, and Rear Addition

5. **Delegations**
6. **General Business and Reports**
7. **Correspondence**
8. **Council Update**
9. **Other Business**
10. **Next Meeting**
Tuesday, May 14, 2024 - 7:00 p.m.
11. **Adjournment**
Recommendation:
That the meeting adjourn.



Heritage Whitby Advisory Committee Minutes

March 12, 2024, 7:00 p.m.
Hybrid Meeting
Whitby Town Hall

Present: Margaret Clayton
Deanna Hollister, Chair
Lisa Johnson
Richard Klingler
Rick McDonnell
Don Mitchell
Paul Rolland, Vice-Chair
Vincent Santamaura

Regrets: Terry Standish
Brian Winter, Honourary Member

Also Present: Councillor Bozinovski, Mayor's Designate
Lori Tesolin, Supervisor, Policy and Heritage and Principal Planner
David Johnson, Staff Liaison, Planner II Heritage
Heather Ellis, Council and Committee Coordinator (Recording Secretary)

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1. Call to Order
 2. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

3. Approval of Previous Minutes

Recommendation:

Moved by Vincent Santamaura

That the Heritage Whitby Advisory Committee minutes of February 13, 2024 be approved.

Carried

4. Presentations

4.1 Rocky Ruta, Property Owner

Re: 212 Burns St. W., Heritage Permit Application, Second Storey Addition

Rocky Ruta provided a presentation regarding a Heritage Permit Application for a second storey addition for 212 Burns Street West. Highlights of the presentation included:

- details about the second storey addition;
- removing a tree to accommodate the proposed addition;
- proposed elevation designs for the second storey;
- a streetscape image of the house; and,
- bringing the staircase up to building code.

A question and answer period ensued regarding:

- whether the detached garage would also be renovated;
- details about the current and proposed staircase;
- whether the new design complemented the existing streetscape;
- maintaining the stucco exterior and gabled roof; and,
- restoring the front windows and replacing the remaining windows.

Recommendation:

Moved by Margaret Clayton

That the Heritage Whitby Advisory Committee supports the Heritage Permit Application for a second storey addition for 212 Burns Street West and that the applicant continue to consult with Staff on issues pertaining to the stucco, windows, gabled roof, and other design features as they arise.

Carried

4.2 David Johnson, Planner II, Heritage, Town of Whitby

Re: Heritage Whitby Advisory Committee Annual Report

David Johnson provided a presentation regarding the Heritage Whitby Advisory Committee Annual Report. Highlights of the presentation included:

- an overview of the Policy and Heritage Planning Division's responsibilities;
- a summary of 2023 Heritage Whitby Advisory Committee activities and accomplishments;
- promoting cultural heritage at Town events; and,
- future heritage projects and initiatives for the remainder of the 2022-2026 term.

A question and answer period ensued regarding:

- an update regarding the Ontario Land Tribunal appeal pertaining to the Downtown Whitby Community Secondary Plan;
- details about the Sign Grant and the Façade Improvement Grant offered through the Town's Downtown Whitby Community Improvement Plan (CIP); and,
- whether a boundary review for the future Perry's Plan and Four Corners Heritage Conservation Districts would be completed during the Heritage Conservation District Study.

5. Delegations

There were no delegations.

6. General Business and Reports

6.1 Staff Update and 2024 Work Plan

David Johnson provided a Staff update and overview of the 2024 Work Plan which included:

- the extended deadline for designating the portion of 780 Garden Street where the Mayfield House is located under Part IV of the Ontario Heritage Act;
- the Zoning By-law Amendment Application for 300 High Street;

- retaining a heritage consultant to begin the designation process for certain properties during the Heritage Conservation District Study; and,
- beginning the five year Official Plan review.

A question and answer period ensued regarding:

- whether the Official Plan includes provisions to request a Heritage Impact Assessment for any property not included on the Heritage Register; and,
- the lot coverage of the building and proposed extension for 780 Garden Street.

6.2 Heritage Summer Student

David Johnson advised that a Heritage Summer Student was hired.

6.3 2024 Heritage Whitby Advisory Committee Events

David Johnson requested feedback from the Committee regarding the Heritage Whitby Advisory Committee booth at the Farmer's Market and Harvest Festival.

Discussion ensued regarding:

- referencing the list of Important Whitby Dates between 1792 to 2017 created by the Heritage Whitby Advisory Committee Members in 2018;
- acknowledging significant anniversaries of the Cenotaph, the Post Office in the General Store, the Centennial Building, Trafalgar Castle, and Sinclair Secondary School;
- including notable 'firsts' for Whitby, including completion of the Survey of Whitby Township in 1795, settlement of Perry's Corner's at Brock Street and Dundas Street in 1836, Windsor changing its name to Whitby in 1847, and the first court session held at the Ontario County Courthouse (Centennial Building) in 1854; and,
- working with the Heritage Summer Student to design materials for distribution at the Farmer's Market.

6.4 Rowe House Contents Update

David Johnson provided an update regarding the Rowe House contents. Mr. Johnson advised that the contents were still on site.

7. Correspondence

There was no correspondence.

8. Council Update

Councillor Bozinovski provided an update regarding:

- the Town's 2024 approved budget;
- the \$25 million Federal Green and Inclusive Community Buildings (GICB) program funding awarded to the Town to support construction of the Whitby Sports Complex;
- a proposed plan for a Whitby Civic Recreation Complex Community Garden; and,
- seventeen (17) Whitby youth who were awarded the Celebrating Youth Award for their outstanding leadership and positive contributions to the community.

9. Other Business

9.1 300 High Street

Margaret Clayton requested an update regarding whether the owner of 300 High Street was receptive to their property being designated under the Ontario Heritage Act.

9.2 Heritage Register Subcommittee Update

Vincent Santamaura stated that the Heritage Register Subcommittee identified 20 priority properties for designation under the Ontario Heritage Act.

10. Next Meeting

Tuesday, April 9, 2024 - 7:00 p.m.

11. Adjournment

Recommendation:

Moved by Vincent Santamaura

That the meeting adjourn.

Carried

The meeting adjourned at 8:03 p.m.