

Village of Barriefield Heritage Conservation District Plan update

Issues Analysis Report

(Final Draft)

Prepared for:

The Corporation of the City of Kingston
August 2014



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Table of Contents

- 1.0 Introduction 1**

- 2.0 Project background..... 2**
 - 2.1 Village of Barriefield HCD..... 2
 - 2.2 Project scope and work plan 2

- 3.0 Current land use and applicable City policies 3**
 - 3.1 Land use within the Barriefield HCD 3
 - 3.2 City of Kingston Official Plan 5
 - 3.3 City of Kingston (Township of Pittsburgh) Zoning By-law..... 7
 - 3.4 Village of Barriefield HCD Plan 8

- 4.0 Recent policy and legislation changes..... 10**
 - 4.1 Ontario Heritage Act..... 10
 - 4.2 Provincial Policy Statement..... 11
 - 4.3 Other policy changes 11

- 5.0 Matters to address through HCD Plan update 12**
 - 5.1 Introduction 12
 - 5.2 Issues and options identified to date 13

- 6.0 Next steps 19**

- 7.0 Closing 19**

1.0 Introduction

MHBC, in association with Peter Stewart (George Robb Architect), Wendy Shearer, and David Cuming were retained by the City of Kingston in the spring of 2014 to undertake an update to the Barriefield Heritage Conservation District Plan. The boundary of the existing Heritage Conservation District (HCD) is shown on the map below:



Figure 1: Existing Barriefield HCD boundary (shown in red).

The purpose of this report is to provide background information about the project, highlight the current state of the Barriefield Heritage Conservation District Plan, confirm the boundary of the Barriefield HCD, and identify current issues related to the district.

2.0 Project background

2.1 Village of Barriefield HCD

The Village of Barriefield is one of the oldest Heritage Conservation Districts in Ontario, having been designated under Part V of the *Ontario Heritage Act* by the former Township of Pittsburgh in 1980. A review of the HCD Plan was completed in 1992, with a new document prepared at that time. The 1992 HCD Plan has been utilized for the past 22 years to manage change and guide development within Barriefield.

2.2 Project scope and work plan

Understandably, there have been changes within the village and in its context since the HCD was created, as well as changes in legislation and policies. The City of Kingston has embarked on this update project in order to bring the existing HCD Plan into conformity with current policies, legislation, and best practices in heritage conservation.

The Barriefield HCD update project is divided into two phases:

- **Phase 1** involves the preparation of this Issues Analysis Report, which assesses how the current Barriefield HCD Plan is working, reviews the boundary of the District, summarizes public input received to date, and identifies any gaps or opportunities that exist to improve the Barriefield HCD Plan.
- **Phase 2** involves the preparation of the updated Heritage Conservation District Plan document containing guidelines. It is intended that this updated HCD Plan will be in compliance with current legislation, and will reflect current heritage conservation best practices and related policies.

It is important to note that a Heritage Conservation District Study is not being completed as part of this project, as the area is already designated under Part V of the *Ontario Heritage Act*.

Work will begin on the second phase following the completion of the Issues Analysis Report, with additional community consultation planned in early fall 2014. A draft of the revised Heritage Conservation District Plan is expected to be released towards the end of 2014. Public meetings are planned when the Draft HCD Plan is released, in order to provide an opportunity for comments and to ask questions about the more specific guidelines that the team is working on. It is anticipated that the final draft of the revised Barriefield HCD Plan will be available in early 2015, with Council consideration of the document possible in spring 2015.

The following graphic summarizes the project team’s work plan as the project continues to move forward.

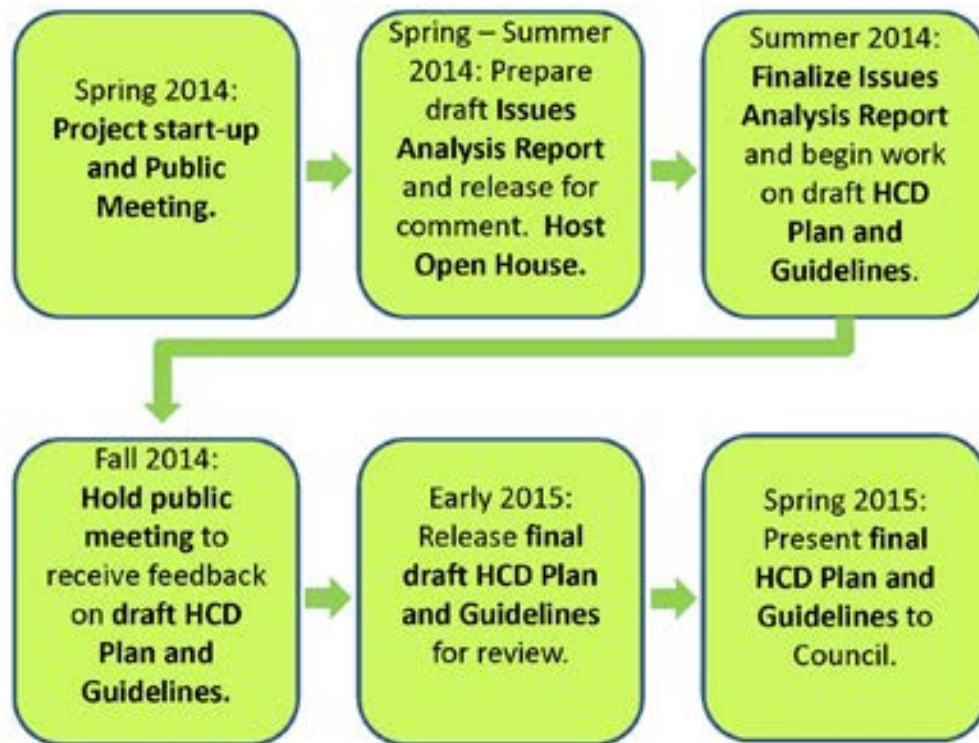


Figure 2: MHBC project schedule.

The updated Heritage Conservation District Plan will provide clear details on what makes Barriefield a special and culturally valued place, and provide guidance regarding how to properly conserve the heritage resources and their value. The updated District Plan will provide detailed guidance to public and private property owners and tenants who wish to undertake modifications to their properties, and will outline those types of changes that require a heritage permit and those that do not, as well as provide guidance for various types of potential new development within the District.

3.0 Current land use and applicable City policies

3.1 Land use within the Barriefield HCD

The Village of Barriefield can be characterized as a primarily residential area, with a moderate number of non-residential uses and vacant lands / open space areas interspersed. The village is generally bounded by Highway 15 (north and east), Highway 2 (south), and the Cataraqui River (west). These features provide a hard boundary to the existing village and define the area.

Non-residential uses within Barriefield consist of a church (St. Mark's), a former school (J.E. Horton Public School), a museum (Frontenac School Museum), and a commercial building (antique store).

Open space areas and vacant lands are present south and west of Highway 15, as well as north of Highway 2. Additional areas are located west of the James Street extension, near the edge of the Cataraqui River. The majority of the open space areas are vacant lands that are owned by the

Federal Department of National Defence (DND). The Barriefield Rock Garden (located generally south of James Street) is owned by the City of Kingston and maintained by a group of volunteers. There is also a small parkette (Barriefield Parkette) located on Green Bay Road, a pathway leading from Regent Street to Green Bay Road, and an open space property located on the James Street extension.

There are approximately 90 residences located within the Village of Barriefield, the vast majority of which are single family dwellings. A number of the properties also feature outbuildings, such as sheds or garages located onsite. In the last 22 years since the current HCD Plan was approved, there have been approximately 20 new dwellings constructed within the village. The new dwellings are located in two primary areas: along the east side of Main Street (north of Wellington Street), and along Green Bay Road near the Cataraqui River.



Figure 3: Barriefield village non-residential uses and open space areas (mapping source: City of Kingston).

In the years since the 1992 HCD Plan was approved, there have been a number of new buildings constructed within Barriefield but its character has remained relatively intact as the community has continued to grow.

3.2 City of Kingston Official Plan



Figure 4: Land Use Plan excerpts (source: City of Kingston Official Plan).

The current City of Kingston Official Plan was adopted by City Council in July 2009 and approved by the Ministry of Municipal Affairs and Housing in January 2010. This Official Plan is the first such plan approved for the amalgamated City of Kingston, consolidating the Official Plans for the former City of Kingston, Township of Kingston, and Township of Pittsburgh.

Most of the Village of Barriefield is designated 'Residential' on Schedule 3A – Land Use, with the Barriefield Rock Garden and park at the end of James Street designated as 'Open Space'.

Section 7 of the Official Plan contains comprehensive policies related to cultural heritage resources. This section addresses cultural heritage resources, protected heritage properties, cultural heritage landscapes, and archaeological resources. Specific policies related to Barriefield located in Section 7.3.C.7. These policies state:

“7.3.C.7. Barriefield is a designated Heritage Conservation District containing historic buildings, laneways and landscapes that have preserved a 19th century village setting. New development or any alteration must follow the Barriefield Heritage Conservation District Plan and must maintain the heritage

buildings, features and landscapes, the topography, and archaeological sites and resources. The following specific matters must be addressed:

- a) *land uses must be limited to detached dwellings and limited numbers of semi-detached dwellings (being 10% or less of the total);*
- b) *a church, publicly-funded school, or other community facility, and a senior citizens home may be permitted subject to a rezoning;*
- c) *permitted commercial uses must be small in scale, convenience oriented, supportive of the heritage setting, will not increase traffic volumes, and may have a maximum of three residential units as an accessory use above the main floor use;*
- d) *new lots must have full street frontage and be similar to the lot pattern and grid road structure of the heritage area;*
- e) *new residential and institutional units must be low profile and compatible with adjacent properties;*
- f) *a landscaped buffer along Highway 15 must be maintained and no new structure will be permitted to impede the view of St. Mark's Church from either Main Street or Highway 15; and,*
- g) *no new lots will be severed from the Barriefield House property except one with frontage on Regent Street with a depth of 30 metres."*

The above policies provide additional guidance for development within the village of Barriefield, and are useful when considering specific development proposals. The City of Kingston Official Plan also contains policies related to a range of other planning matters, such as open space, trails, infill development, and urban design.

These existing policies will help to inform the update to the Barriefield HCD Plan, and likewise, the update to the Barriefield HCD Plan may recommend changes to the existing policies contained in the City of Kingston Official Plan.

3.3 City of Kingston (Township of Pittsburgh) Zoning By-law

The Township of Pittsburgh Zoning By-law 32-74 was initially approved in 1974, and has been updated since that time as changes have occurred. The City of Kingston is also working on the preparation of a new Zoning By-law.

Most of Barriefield is currently zoned for residential purposes, with a variety of site-specific regulations taking into account the somewhat unique lot fabric of the village as well as recent development that has occurred. The Frontenac County Schools Museum, St. Mark's Church, J.E. Horton Public School, and majority of the DND lands are zoned for institutional uses. The commercial plaza on James Street is zoned for commercial purposes, as is a small lot in the northern portion of the village. In addition, the shoreline is zoned as floodplain, and the access from Regent Street to Green Bay Road is zone for open space purposes.



Figure 5: Barriefield zoning map (source: Township of Pittsburgh Zoning By-law 32-74 - Map 3).

As part of the update to the Barriefield HCD Plan, the project team will review current zoning regulations, and may recommend changes where applicable to reflect the intent of the Barriefield HCD Plan and designation.

3.4 Village of Barriefield HCD Plan

As noted earlier in this report, Barriefield is one of the earliest areas in Ontario designated as a Heritage Conservation District under the *Ontario Heritage Act*. It is stated that the aim of the HCD Plan and Study was to preserve and enhance the 19th Century character of the village through the use of the guidelines contained in the HCD Plan and accompanying study.

The original 1980 HCD Plan was updated in 1992, resulting in a more comprehensive and specific document to guide future change within Barriefield. The HCD Plan indicates that the intention of the document is to ensure the wise management of physical change and development in order to conserve the unique character of the district and its component buildings and spaces. A variety of objectives are included to help guide maintenance of buildings, landscape character, archaeology, land use, and new development.

The current HCD Plan is divided into a number of key sections addressing matters such as: building conservation; alterations and additions to buildings; new building construction, and landscape conservation and enhancement.

The building conservation guidelines contain specific direction on a variety of alterations related to historic buildings within the village. Direction is provided for matters such as foundations, wall cladding, roofing, windows and doors, paint, energy conservation, institutional structures, and archaeological sites.

Regarding alterations, additions, and new construction, and the HCD Plan provides specific direction related to materials and building form. The purpose of this section of guidelines is to provide a set of design objectives, establish a standard to ensure the quality of development and redevelopment, and assist in the review of proposals for alterations and additions. Guidance is provided related to alterations to non-heritage buildings, alterations to heritage buildings, additions to heritage buildings, and construction of new buildings. Focus throughout this section is on matters such as roofs, walls, windows, entrances, spaces around buildings, and building form (massing, height, etc) and setbacks.

The current HCD Plan also contains a section specifically addressing landscape conservation and enhancement. Landscape is an important component of the character of Barriefield, and the HCD Plan provides guidance regarding specific features such as streets, lighting, sidewalks and boulevards, as well as street trees. The HCD Plan also identified various landscape units (see below), each with particular activities or initiatives identified for consideration. Recommendations were included to help preserve

and enhance the existing landscape features as well as ensure the visual integrity is maintained. Key views were also identified in the HCD Plan (see below), and guidelines for their retention included within the landscape unit descriptions.



Figure 6: Landscape Units



Figure 7: Landscape improvements and views to be retained.

Understandably, change has occurred in Barriefield over the past 22 years. In addition, approaches to landscape conservation have evolved so that the landscape is viewed comprehensively, rather than by specific components. As such, the components of the existing HCD Plan will be comprehensively reviewed during the formulation of the updated HCD Plan, and updated as required.

4.0 Recent policy and legislation changes

4.1 Ontario Heritage Act

The *Ontario Heritage Act* originally came into force in 1975, and is the primary piece of legislation that governs the designation and management of cultural heritage resources in the Province. The *Ontario Heritage Act* has undergone periodic revisions since originally approved, with the most recent significant amendments taking place in 2005.

The *Ontario Heritage Act* now provides clearer guidance regarding the process to designate a heritage conservation district, as well as the required contents of a heritage conservation district plan. Subsection 41.1 (5) of the Act provides that a heritage conservation district plan shall include:

- a) *a statement of the objectives to be achieved in designating the area has 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.*

The above guidance was not available when the current Barriefield HCD Plan was prepared in 1992, so the study team will ensure that the revised Barriefield HCD Plan contains this required information. One area that is notably absent from the current HCD Plan is information related to alterations or classes of alterations that are minor in nature and may be carried out without obtaining a heritage permit. Exemptions will be added through the update process, in consultation with the public, to determine the level of oversight desired for the Barriefield HCD.

4.2 Provincial Policy Statement

The Provincial Policy Statement (PPS) provides policy direction on matters of Provincial interest related to land use planning and development, and sets the policy foundation for regulating the development and use of land. The Barriefield HCD Plan predates the first PPS, which was released in 1996. An updated PPS was released in 2005, with a further updated version recently released in April 2014. The PPS is to be read in its entirety and the relevant policies applied to each situation. All municipal decisions must be consistent with the policy direction contained within the PPS.

The PPS contains broad-level policies related to cultural heritage and archaeological resources in Section 2.6. This section directs that significant cultural heritage resources shall be conserved, and that development on adjacent lands will not be permitted unless it is demonstrated that heritage attributes will be conserved.

There are a number of other policy areas in the PPS that must be considered by the study team. This includes direction related to compact communities, complete communities, land use compatibility, employment areas, housing, trails and open space, infrastructure, transportation, economic prosperity, energy conservation, natural heritage, and public health and safety. All these policy areas are interrelated and must factor in to the work conducted as part of the Barriefield HCD update.

The study team will review the current PPS as part of the Barriefield HCD update, and make any necessary revisions to ensure that the updated document contains sufficient guidance regarding the conservation of cultural heritage resources and attributes.

4.3 Other policy changes

There have been other areas of policy development at the Provincial and Federal level since the current Barriefield HCD Plan was approved.

The first relates to accessibility and specifically the Accessibility for Ontarians with Disabilities Act (AODA). This legislation came into force 2005, and has the overall intent to make the province accessible by 2025. The issue of compliance for heritage properties, specifically those designated under the *Ontario Heritage Act* is yet to be addressed in legislation, but past practice suggests that greater accessibility must be met while taking into account the value of heritage building fabric, historical spaces and architectural features.

Another area of policy development relates to green energy. The Provincial *Green Energy Act* came into force in 2009, and is focused on promoting green energy projects and approval processes. Proponents of an energy renewal project must satisfy the approval authority that they will have all heritage permits and met any conditions used by a municipality. In addition to the Provincial legislation, there is growing interest for private individuals to install green energy equipment (e.g. solar panels) on their homes. This can often be accommodated on heritage properties provided that adequate care is exercised regarding placement and historic building materials.

A third area of policy development was the preparation of the *Standards and Guidelines for the Conservation of Historic Places in Canada* in 2002 (with updates in 2011). This document was produced by Parks Canada and contains applicable guidance related to understanding historic resources and determining types of interventions, as well as best practices related to cultural heritage landscape conservation and building conservation. The *Standards and Guidelines for the Conservation of Historic Places in Canada* has also been referenced by many municipalities as a source of best practices related to heritage conservation.

The study team will review the Standards and Guidelines as part of the work on the Barriefield HCD update, and incorporate applicable references and information as appropriate.

5.0 Matters to address through HCD Plan update

5.1 Introduction

Part of the purpose of the initial phase of the Barriefield HCD Plan review and update project is to identify areas on which the study team should focus. The primary way that this is achieved is through consultation with City / agency staff and community members, in order to gain insight as to how the HCD Plan is functioning.

A kick-off public meeting was held on May 27th, 2014 in the Frontenac County School Museum from 6:00 pm to 8:00 pm. City Staff and members of the consulting team were in attendance in order to provide information to the public and answer questions that arose. The format of the meeting involved an open house segment with boards regarding the project on display, a formal presentation by the consulting team, and a question and answer period. Feedback forms were also distributed at the meeting and available on the City's website. Comments were requested by June 6th in order to be incorporated into this draft of the Issues Analysis Report.

The study team also met with the City's Technical Advisory Team on May 27th, prior to the first public meeting. The Technical Advisory Team consists of representatives from various City Departments and agencies with an interest in Barriefield. The format consisted of a presentation, followed by a round table discussion.

A further public meeting was held on June 23rd, 2014 in the St. Mark's Church Hall from 6:00 pm to 8:00 pm. City Staff and members of the consulting team were in attendance at this meeting as well, to provide information to the public and answer questions. Like the May 27th meeting, the format involved an open house segment with boards regarding the project on display, a formal presentation by the consulting team, and a question and answer period. Feedback forms were made available as well. Comments were requested by July 11th for consideration in the final draft of this report, and some additional time was provided in the event that further comments were submitted.

The meetings to date provided an opportunity to gain input from City staff and the community early in the project, so that the project team is aware of some areas to focus on as work on the update project continues. The input will assist in the development of the draft Plan and Guidelines in the coming months.

5.2 Issues and options identified to date

The following section summarizes the primary issues that will be addressed by the update of the Barriefield Heritage Conservation District Plan. Each issue is described, and potential options identified to address them.

Issue #1: How should the updated HCD Plan address the Federal Department of National Defence (DND) lands and their potential for future development? In addition, how can DND staff be involved in the process?

- Both the 1980 and 1992 HCD Plans included policies and guidelines related to the DND lands, which include large parcels of vacant land adjacent to the built-up area of Barriefield. Most of these lands are currently designated as Residential in the Official Plan, and zoned Institutional in the Zoning By-law. The current HCD Plan contains some guidelines directed at maintaining the open character of the DND lands, preserving significant views, and allowing for consideration of some low profile development.
- The current landscape and infill development guidelines would apply to the parcels. The alternative would be to prepare specific guidelines to address potential development on these lands. Based on the input received to date, further guidance regarding these vacant lands will be developed for inclusion in the revised HCD Plan.

- Regarding involving DND staff in the process, City of Kingston staff contacted DND in June 2014 to inquire about their interest in participating in the project. Meetings are planned with DND representatives as the project moves along. The study team will also consider the development of consultation guidelines related to the consideration of proposed development on the DND lands.

Issue #2: How should the updated HCD Plan address infill development? What form should the buildings take (new contemporary design vs. re-creating historic building designs)? Should the updated HCD provide stronger policies for infill and new development?

- A need for clear guidance related to infill development within the village was identified, so that matters such as location and form are addressed.
- The importance of including guidance related to the development of the former school site was highlighted. The school site has been identified as surplus, and there is potential that redevelopment would occur on these lands. The current landscape and infill development guidelines would apply to redevelopment on this parcel. The alternative is to provide specific guidelines related to the potential redevelopment that can occur on this parcel. Based on input received during the community consultation to date, the study team will consider what additional guidance can be developed for this land.
- Accessory buildings were raised as an area that the study team should focus on and develop policies regarding their construction and details. Typically, most heritage conservation district plans do not provide detailed policies and guidelines for accessory buildings, particularly those located in rear yards or out of view from the public realm. The current HCD Plan provides some guidance related to building profile, location, and material. The alternative is to develop more detailed guidelines for accessory buildings in the updated HCD Plan. The study team will be reviewing and refining the existing guidance as necessary.
- There was an interest in having the updated HCD provide guidance to balance the amount of new development, so that it does not overwhelm the character of the Village of Barriefield. The issue is whether the HCD Plan can / should address the amount of growth within Barriefield, or whether that issue is best addressed by other City policies (e.g. the Official Plan). It is the view of the study team that direction related to the amount of growth (number of new units) within Barriefield is best addressed through the Official Plan, which can take a City-wide view to matters such as growth allocations. Growth management and land use are typically matters outside the scope of a heritage conservation district plan. However, the updated HCD Plan can provide guidance related to the type and location of new development within Barriefield.

Issue #3: How should the updated HCD Plan address potentially ‘upgrading’ areas of the village to conform with standards related to accessibility and engineering?

- The need for the HCD Plan to provide clear direction that would assist City staff in determining appropriate solutions related to servicing, utilities, and transportation was highlighted. It was felt that the current HCD Plan was unnecessarily specific in some cases, and lacking direction in other areas. The options are to revise the HCD Plan so that replacement and new infrastructure, servicing and utilities would meet current City standards, or revise the HCD Plan to provide clear rationale and direction in cases where there will be alternate standards for infrastructure, servicing and / or utilities within the Barriefield HCD.
- The updated HCD Plan needs to recognize recent legislative changes related to accessibility, as well as the City of Kingston’s accessibility guidelines. The updated policies for Barriefield will need to reflect current accessibility requirements, while also ensuring that the heritage attributes are appropriately conserved. This may mean that accessibility standards are adopted consistent with legislated standards, or alternatively, accessibility could be improved but at standards that vary from the Provincial legislation and / or City guidelines. Should the latter route be taken, it will be key to ensure that variances to the overarching standards do not put people at risk.

Issue #4: How can the updated HCD Plan recognize the importance of greenspace to the village character, and incorporate applicable clear guidance?

- This issue is centred on the question of the appropriateness of future development on parcels that are currently vacant lands and open space, such as the former school and the DND lands.
- The study team will work to develop policies and guidelines that reflect the direction provided in the current HCD Plan regarding landscaping / greenspace and provide clear guidance regarding vacant lands and open space.

Issue #5: What level of policies are appropriate for the Barriefield Rock Garden?

- The Rock Garden is an important feature to the Village of Barriefield, and has been developed since 1992 when the current HCD Plan was created.
- Appropriate policies for these lands are needed, and the study team will include direction in the updated HCD Plan. Input received during the community consultation process was supportive of this approach.

Issue #6: What is the right balance between providing enough guidance related to alterations and additions, while still providing for some freedom to allow people to enjoy their properties without restrictions?

- There were varying views related to this point, as some people wanted more freedom regarding alterations in rear yards and areas not in view from the street, while others wanted more restrictions and policies that would apply to the rear and side façades of buildings. Views from the water were also identified as being an important consideration.
- Typically, heritage conservation district plans do not provide specific guidance to alterations that occur within the rear yards of properties. The updated HCD Plan could focus primarily on the front façades and visible portions of property from the street, or alternatively, it could include more detailed policies and guidelines that would manage changes to the rear of buildings. Views from the Cataraqui River could also be addressed.

Issue #7: How do Part IV designations, adjacent lands, and the presence of a UNESCO World Heritage Site influence implementation of the HCD Plan?

- The study team will review current policies and guidelines related to the relationship between these areas of interest, and may develop guidance in the updated HCD Plan to address these matters.

Issue #8: Can the updated HCD Plan provide direction related to appropriate / not appropriate planting species, and to update the existing list?

- As part of the comprehensive review, the study team will update the recommended planting lists to take into account the heritage character of the village as well as current landscape management best practices.

Issue #9: Can the updated HCD Plan highlight areas regulated by the Cataraqui Region Conservation Authority (CRCA)?

- The CRCA wants to ensure that the HCD Plan identifies that floodplain policies and restrictions will apply in some parts of the District. It is not uncommon to reference other applicable policies and regulations in heritage conservation district plans.
- The inclusion of such policies will be reviewed, and the study team will reference features mapped by the CRCA (such as floodplains, erosion hazards, and wetlands), and provide direction as appropriate.

Issue #10: How does the updated HCD Plan relate to current City initiatives such as waterfront planning and cycling pathways planning?

- While specific waterfront access locations and cycling route locations are outside the scope of the Barriefield HCD Plan, the study team will investigate the possibility of providing general guidance that could assist City staff regarding implementation.

Issue #11: How should the updated HCD Plan address green energy / sustainability and incorporate appropriate guidelines?

- The issue of green energy and energy conservation have evolved significantly since the Barriefield HCD Plan was approved. Green energy is an important initiative and a matter that should be addressed as part of the Barriefield HCD Plan update. Most recent heritage conservation district plans provide guidance on matters such as solar panels, solar hot water heaters, and other alternative energy infrastructure that may be visible on the outside of buildings. The issue is to what degree the updated HCD Plan should regulate solar panels and other similar changes to property.
- Should this infrastructure be restricted and only permitted in locations out of the public view, or should it be permitted in any location provided it does not irreversibly damage heritage building fabric? The study team is of the view that it is important to provide guidance in the updated HCD Plan, and that some oversight from City staff and the Municipal Heritage Committee is beneficial.

Issue #12: Can the updated HCD Plan provide guidance that would allow for the potential use of innovative building materials within Barriefield?

- There have been many new building materials developed in recent decades, and their use within Barriefield could help to address code requirements (e.g. fire separation) and energy conservation.
- The issue is to what degree new materials should be restricted within the Village of Barriefield, and whether the restrictions should apply only to existing buildings or apply to all alterations and new construction.
- The current HCD Plan provides some guidance regarding non-traditional building materials, and the study team will review and consider if revised policies and guidelines would be beneficial. It will be key to find a balance between permitting new building materials while still respecting the heritage fabric of the village.

Issue #13: Can the updated HCD Plan provide direction related to transit services and potential future expansion?

- While specific details related to transit services and expansions are outside the scope of the Barriefield HCD Plan, the study team will investigate the possibility of providing general guidance that could assist City staff regarding implementation.

Issue #14: Are the current HCD boundaries still appropriate? Should they expand, contract, or remain the same?

- In the view of the study team, there is merit in the current Barriefield HCD boundary. Our analysis to date does not identify any significant reasons as to why this boundary should be changed. There was some discussion about the boundary during the public meetings to date, and the general consensus was that the boundary should remain as is. As the project moves forward, the study team will continue to analyze the changes that have occurred in the District since 1992, and will conclude if there is a need to revise the boundary.

Issue #15: Has the implementation of the Barriefield HCD Plan been appropriate? Are there refinements that could be made to the policies for alterations or new development? Is the amount of oversight from the heritage committee appropriate?

- HCDs vary in the amount of detail incorporated related to alterations and new development, and also in the amount of oversight from the heritage committee. As the HCD Plan is being reviewed and updated, now is the appropriate time to reflect on the implementation to date. The *Ontario Heritage Act* now provides additional tools to assist municipalities in the implementation of HCDs, such as delegated approval authority to staff, and listing exemptions that do not require approval of a heritage permit.
- The study team will also identify a list of property alterations that do not require approval of a heritage permit for consideration. This would be new to the Barriefield HCD, since it is a recent addition to the *Ontario Heritage Act*. Heritage conservation district plans typically provide for a range of exemptions related to minor alterations and maintenance-related activities. The updated Barriefield HCD Plan could include minimal exemptions, or alternatively, it could include a wide range of minor alterations and maintenance-related activities that would be exempt from requiring approval of a heritage permit. It was suggested through the consultation process that exemptions should be used with care to ensure that proper review is provided where required.

- The study team will review the City's current application and review process, including identifying whether the types of alterations that are currently delegated to staff for approval should change. The study team may also provide recommendations regarding the composition of the Municipal Heritage Committee and ways to optimize the review and approvals process.

Issue #16: Is there a need for better communication to area residents and purchasers of property regarding the presence of and requirements related to the Barriefield HCD?

- During the public consultation to date, the suggestion was made that communication could be improved, and perhaps a copy of the HCD Plan could be provided to new property owners within Barriefield. The study team is supportive of this idea, and will include language in the revised HCD Plan related to improving communication to area property owners.

6.0 Next steps

The earlier draft of this Issues Analysis Report underwent review by City staff and the community, and this final draft will be used by the study team as the project moves forward to the next phase. Phase 2 involves the preparation of the updated Barriefield HCD Plan document. A draft HCD Plan is expected to be available this fall for review, with the aim to prepare a final draft for Council adoption in early 2015.

7.0 Closing

This Issues Analysis Report provides an overview of the project, consultation / input received to date, as well as areas to focus on as the project moves forward. The study team looks forward to continued work with City staff and involvement from the community as we work through this exciting project to help guide future development in the Village of Barriefield.



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