

1. **Phase II Clemow Estate Heritage Conservation District Study:  
Designation of the Clemow-Monkland Driveway and Linden Terrace  
Heritage Conservation District**
- Phase II de l'Étude du district de conservation du patrimoine du Domaine  
Clemow : désignation du District de conservation du patrimoine de la  
promenade Clemow-Monkland et de la terrasse Linden**

**Committee Recommendations, as amended**

**That Council:**

1. **Receive the Phase II Clemow Estate Heritage Study, attached as Document 3 for information;**
2. **Approve the designation of the Clemow-Monkland Driveway and Linden Terrace Heritage Conservation District as identified in Document 1 by by-law under Section 41 of the *Ontario Heritage Act*;**
3. **Adopt the proposed Clemow-Monkland Driveway and Linden Terrace Heritage Conservation District Plan by by-law as shown in Document 2 (see amended Document 2 distributed with this Report, as amended by Motion No. BHSC 2019 10/1);**
4. **Direct Heritage staff to include a preliminary heritage conservation district study of Bank Street between the Queensway and the Bank Street Bridge, with its prioritization to be identified in the 2020 Planning, Infrastructure and Economic Development Department workplan for the remainder of the Term of Council.**

**Recommandations du Comité, telles qu'elles sont modifiées**

Que le Conseil :

1. **prende connaissance de la Phase II de l'Étude du district de conservation du patrimoine du Domaine Clemow, ci-jointe en tant que document 3, à titre d'information;**
2. **approuve la désignation du District de conservation du patrimoine de la promenade Clemow-Monkland et de la terrasse Linden, décrit dans le document 1, par voie de règlement et en vertu de l'article 41 de la *Loi sur le patrimoine de l'Ontario*;**
3. **adopte le plan du District de conservation du patrimoine proposé pour la promenade Clemow-Monkland et la terrasse Linden, par voie de règlement et tel que décrit dans le document 2 (voir le document 2 révisé, distribué avec le présent rapport, dans sa version modifiée par la motion no BHSC 2019 10/1);**
4. **enjoindre au personnel responsable du patrimoine d'inclure une étude préliminaire sur le district de conservation du patrimoine visant la rue Bank, entre le Queensway et le pont de la rue Bank; une priorité y sera accordée dans le plan de travail de 2020 de la Direction générale de la planification, de l'infrastructure et du développement économique, pendant la durée restante du mandat du Conseil.**

**Documentation/Documentation**

1. Manager's report, Right of Way, Heritage and Urban Design Services, Planning, Infrastructure and Economic Development Department, dated December 30, 2019 (ACS2020-PIE-RHU-0001)

Rapport du Gestionnaire, Services des emprises, du patrimoine et du design urbain, Direction générale de la planification, de l'infrastructure et

du développement économique, daté le 30 décembre 2019 (ACS2020-PIE-RHU-0001)

2. Extract of draft Minutes, Built Heritage Sub-Committee, 14 January 2020.

Extrait de l'ébauche du procès-verbal, Sous-comité du patrimoine bâti, le 14 janvier 2020.

**Built Heritage Sub-Committee  
Report 10  
January 29, 2020**

**4**

**Sous-comité du patrimoine bâti  
Rapport 10  
Le 29 janvier 2020**

**Report to  
Rapport au:**

**Built Heritage Sub-Committee / Sous-comité du patrimoine bâti  
January 14, 2020 / 14 janvier 2020**

**and Council / et au Conseil  
January 29, 2020 / 29 janvier 2020**

**Submitted on December 30, 2019  
Soumis le 30 décembre 2019**

**Submitted by  
Soumis par:  
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**Manager / Gestionnaire,**

**Right of Way, Heritage and Urban Design Services / Services des emprises, du  
patrimoine et du design urbain**

**Planning, Infrastructure and Economic Development Department / Direction  
générale de la planification, de l'Infrastructure et du développement économique**

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**Ward: CAPITAL (17) / CAPITALE (17)**

**File Number: ACS2020-PIE-RHU-0001**

**SUBJECT: Phase II Clemow Estate Heritage Conservation District Study:  
Designation of the Clemow-Monkland Driveway and Linden Terrace  
Heritage Conservation District**

**OBJET:** Phase II de l'Étude du district de conservation du patrimoine du Domaine Clemow : désignation du District de conservation du patrimoine de la promenade Clemow-Monkland et de la terrasse Linden

## **REPORT RECOMMENDATIONS**

That the Built Heritage Sub-Committee recommend that Council:

1. Receive the Phase II Clemow Estate Heritage Study, attached as Document 3 for information;
2. Approve the designation of the Clemow-Monkland Driveway and Linden Terrace Heritage Conservation District as identified in Document 1 by by-law under Section 41 of the *Ontario Heritage Act*;
3. Adopt the proposed Clemow-Monkland Driveway and Linden Terrace Heritage Conservation District Plan by by-law as shown in Document 2;
4. Direct Heritage staff to include a preliminary heritage conservation district study of Bank Street between the Queensway and the Bank Street Bridge, with its prioritization to be identified in the 2020 Planning, Infrastructure and Economic Development Department workplan for the remainder of the Term of Council.

## **RECOMMANDATIONS DU RAPPORT**

Que le Sous-comité du patrimoine bâti recommande ce qui suit au Conseil :

1. prendre connaissance de la Phase II de l'Étude du district de conservation du patrimoine du Domaine Clemow, ci-jointe en tant que document 3, à titre d'information;
2. approuver la désignation du District de conservation du patrimoine de la promenade Clemow-Monkland et de la terrasse Linden, décrit dans le document 1, par voie de règlement et en vertu de l'article 41 de la *Loi sur le patrimoine de l'Ontario*;

3. adopter le plan du District de conservation du patrimoine proposé pour la promenade Clemow-Monkland et la terrasse Linden, par voie de règlement et tel que décrit dans le document 2;
4. d'enjoindre au personnel responsable du patrimoine d'inclure une étude préliminaire sur le district de conservation du patrimoine visant la rue Bank, entre le Queensway et le pont de la rue Bank; une priorité y sera accordée dans le plan de travail de 2020 de la Direction générale de la planification, de l'infrastructure et du développement économique, pendant la durée restante du mandat du Conseil.

## **EXECUTIVE SUMMARY**

As a result of the Phase II Clemow Estate Heritage Conservation District (HCD) Study, this report recommends approval of the proposed Clemow-Monkland and Linden Terrace Heritage Conservation District under Part V of the *Ontario Heritage Act*. A draft Heritage Conservation District Plan has been prepared for the district, which, if adopted by Council, would provide guidance that would help conserve the area's cultural heritage resources. If the proposed HCD plan is adopted by City Council, a by-law including the HCD Plan will be prepared for Council approval.

The Ward Councillor is aware of this report. Heritage Ottawa, the Glebe Community Association, individuals who had previously indicated interest in the project and all owners within the boundaries of the proposed district were notified of this report.

## **RÉSUMÉ**

Pour faire suite à la Phase II de l'Étude du district de conservation du patrimoine du Domaine Clemow, le présent rapport recommande d'approuver la désignation proposée de District de conservation du patrimoine de la promenade Clemow-Monkland et de la terrasse Linden, en vertu de la partie V de la *Loi sur le patrimoine de l'Ontario*. Un plan provisoire de district de conservation du patrimoine a été élaboré pour ce district et permettra, si le Conseil l'adopte, à orienter la protection des ressources du patrimoine culturel de ce secteur. Si le Conseil adopte ce plan de DCP, un règlement qui en tiendra compte sera élaboré et soumis à l'approbation du Conseil.

Le conseiller du quartier a connaissance de ce rapport. Patrimoine Ottawa, l'association communautaire du Glebe, les personnes qui avaient manifesté auparavant leur intérêt pour ce projet et tous les propriétaires à l'intérieur des limites du district proposé ont été avisés du rapport.

## **BACKGROUND**

The area around Central Park in the Glebe was initially highlighted for its potential cultural heritage value in 2004 when Ottawa's City Council recommended undertaking a multi-phased Heritage Conservation Study of the area. This study was intended to provide an overall understanding of the history and cultural heritage character of the area and, to determine if a Heritage Conservation District would be an appropriate planning tool to recognize and protect that character by managing change over time. In 2011, the first phase of the study resulted in the designation of the Clemow Estate East Heritage Conservation District (shaded in grey on the attached map, Document 1), under Part V of the *Ontario Heritage Act* (By-law 2011-346).

City Council approved the initial study of this area on October 27, 2004 through the following recommendation of report [ACS2004-DEV-APR-0220](#):

Approve that this process be followed by Phase II, which would include Linden Terrace and Patterson Creek to the Canal, and by Phase III including Central Park and buildings adjacent to it west of Bank Street.

The research completed for Phase I indicated that the original Clemow Estate also included the western section of Clemow Avenue from Bronson Avenue to Bank Street. It also revealed that there was a historical and physical association between Clemow and Monkland Avenues, as part of Ottawa's parkway and driveway network. Heritage staff received a letter from the Glebe Community Association in July 2014 to add these streets to the Phase II study area. Staff agreed with the request and accordingly, the original study boundary was amended.

This report has been prepared to fulfill the requirements of the 2004 Council motion. It is also necessary as City Council approval is required to designate an HCD under Part V of the *Ontario Heritage Act*, after consultation with the Built Heritage Sub-committee.

If City Council passes a by-law designating the Clemow-Monkland Driveway and Linden Terrace Heritage Conservation District, there is a 30-day appeal period during which any member of the public can appeal the by-law. Appeals are forwarded to the Local Planning Appeal Tribunal for a hearing.

## **DISCUSSION**

### **Recommendation 1**

In 2004 City Council directed staff to undertake a study of Central Park and its adjacent properties. The objective of the study was to examine the history of the area, its architectural character and its context to evaluate its significance and determine if it had cultural heritage value.

The process of designating an HCD involves two phases: the study and the plan. The study phase involved an evaluation of the cultural heritage value of the study area to determine if it, or portions of it merit designation as a heritage conservation district under Part V of the *Act*. The study also considers other heritage planning tools that may best serve to protect the cultural heritage value of the place (e.g. character areas under the Official Plan, Heritage Overlay or other zoning mechanisms, commemoration strategies, etc.).

If the HCD study finds that the area merits protection as a heritage conservation district, staff then proceed to the second phase: the HCD plan. Under Part V of the *Ontario Heritage Act*, an HCD plan is adopted when the by-law designating an HCD is passed by Council. The study does not have legislative status as an adopted by-law. Rather, its purpose is to provide research findings, analysis, and recommendations pertaining to the conservation of the cultural heritage of the study area. The study findings and recommendations are attached for information as Document 3.

Through the study staff have determined that the area identified in Document 1 merits designation as a Heritage Conservation District under Part V of the *Ontario Heritage Act*.

## **Recommendation 2**

### **Policy Framework**

Part V, Section 41. (1) of the *Ontario Heritage Act* states that:

Where there is in effect in a municipality an official plan that contains provisions relating to the establishment of HCDs, the Council of the municipality may by by-law designate the municipality or any defined areas or areas thereof as a heritage conservation district.

The City's Official Plan Section 2.5.5 (Policy 2) states that:

...Groups of buildings, cultural heritage landscapes, and areas of the city will be designated as Heritage Conservation Districts under Part V of the *Ontario Heritage Act*.

Clemow and Monkland Avenues and Linden Terrace have been determined through the study to have cultural heritage value. The designation of the district will help to further recognize and celebrate these special streets.

The Phase II study revealed that the cultural heritage value of the Clemow-Monkland Driveway and Linden Terrace HCD lies in: its design value as an intact example of an early 20<sup>th</sup> century streetcar suburb; its historical association with a number of key individuals and trends in Ottawa's history of suburban development; and its history and context as part of Ottawa's parkway and driveway network. Clemow and Monkland Avenues and Linden Terrace form one of the only residential extensions of the Ottawa Improvement Commission's (OIC) driveway. Together with Patterson Creek and its surrounding park lands, this area is significant for its association with early Canadian landscape architect Frederick Todd's 1903 plan for Ottawa's parks and driveways, but also of the beautification of the national capital by the OIC. The area is identifiable by its visual coherence created by the symmetrical tree-lined boulevards with the distinctive cement light standards with globe bulbs, as well as the impressive historic houses and their shared relationship to the street, all of which contribute to the area's special sense of place.

Designation under the *Ontario Heritage Act* gives City Council the authority to review and approve the design of new buildings and alterations to existing buildings within the

boundaries of the HCD. Under the provisions of the *Ontario Heritage Act*, Council can also deny an application to demolish a building in the HCD. In that case, the owner would have the right to appeal such a decision to the Local Planning Appeal Tribunal.

## **Boundary**

The proposed boundary for the HCD has changed since the study area was recommended by City Council in 2004. The Phase II study area originally included Patterson Creek Park and Linden Terrace. The study area was amended to also include Clemow and Monkland Avenues as a result of the research for Phase I.

Additionally, further review and evaluation since September 2019 has resulted in a slightly smaller proposed boundary, which more clearly reflects the reasons for the designation of this area (Statement of Cultural Heritage Value, Document 2). The Cultural Heritage Value of the Clemow-Monkland Driveway and Linden Terrace HCD lies in its development as a highly intact example of residential streetcar suburb, which developed as part of Ottawa's parkway and driveway system. Accordingly, after the study was completed the boundary was modified to exclude the commercial properties at the intersection of Bank Street and Clemow Avenue (640, 680, and 683 Bank Street), which did not fall into this category and thus did not contribute to the cultural heritage value of the area.

Through discussions with stakeholders and the community, the boundary was also extended to the eastern edge of the Queen Elizabeth Driveway to capture the Patterson Creek Bridge, Patterson Creek Pavillion, and the park land adjacent to the Queen Elizabeth Driveway. By including these elements in the boundary, they can be recognized for their cultural heritage value and the contribution they make to the character of the area.

## **District Name**

The existing Clemow Estate East HCD (Phase I study area) was so named to recognize the historical estate and its location east of Bank Street. The Phase II study revealed that the proposed district includes portions of three former estates: the Clemow Estate, the Monk Estate and the Patterson Estate. Since Clemow and Monkland Avenues and eventually Linden Terrace all formed part of the Ottawa Improvement Commission's

driveway network, it was determined that the Phase II study area would be named the Clemow-Monkland Driveway and Linden Terrace Heritage Conservation District.

### **Recommendation 3**

The *Ontario Heritage Act* requires that City Council adopt, by by-law, an HCD plan for all newly designated HCDs at the time of designation. Section 41.1. (5) of the *Ontario Heritage Act* notes that an HCD Plan must include:

- A statement of the objectives to be achieved in designating the area as an HCD.
- A statement explaining the cultural heritage value or interest of the HCD.
- A description of the heritage attributes of the HCD and of properties in the district.
- Policy statements, guidelines and procedures for achieving the stated objectives and managing change in the HCD.
- A description of the alterations or classes of alterations that are minor in nature and do not require a heritage permit.

An HCD plan that meets the above requirements has been drafted for the proposed HCD; it is attached to this report as Document 2. The proposed district shares a common history with that of the Clemow Estate East HCD. Much of the material set out in the Clemow Estate East Plan has been repeated and expanded upon in the proposed district's Plan. The history, policies and guidelines that have been carried over have been reviewed and updated where necessary. In addition, a Statement of Cultural Heritage Value and a list of Heritage Attributes have been drafted for the proposed HCD. If the proposed HCD plan is adopted by City Council, a by-law including the HCD Plan will be prepared for Council approval. The statutory requirements for public consultation under the *Ontario Heritage Act* have also been met (see Consultation section below).

The HCD Plan is intended to provide guidance for the management of the area to help planners, homeowners, architects, policy makers and developers to conserve and honour the area's heritage resources into the future.

The plan is divided into four main parts:

- Part A provides the rationale for designation as an HCD, an overview of the policy framework that will support the HCD, and outlines its boundaries, its cultural heritage value, attributes and the statement of objectives of the Plan;
- Part B provides the policies and guidelines for managing conservation, repair and change in the HCD. The policies provide direction for conserving the district's cultural heritage value and managing change within it and are required components of the plan; the guidelines provide both general guidance as well as specific technical instructions on achieving the associated policy, while acknowledging that there may be a variety of strategies for satisfying any policy.
  - The policies and guidelines are divided into sections relating to: the district in general, demolition and relocation, conservation and repair, new elements and additions, new construction, as well as landscaping and public realm considerations. There are both policies and guidelines that distinguish between “contributing” and “non-contributing” properties within these sections.
- Part C provides an overview of how to be implement the Plan through the heritage permit process and identifies when a heritage permit is required.
- Part D provides the glossary and list of properties by category, as well as the supplemental information provided in the HCD study.

As part of the study, properties within the boundary were individually evaluated to determine their contribution to the neighborhood's cultural heritage value. Heritage Survey Forms were created for each property and are held on file with the City of Ottawa; copies are available upon request. This evaluation resulted in two categories of properties: contributing and non-contributing.

Contributing properties have design, historic, and/or associative value, or contextual value, and contribute to the area's heritage character. Non-contributing properties are those which do not express or reflect the area's heritage character. Properties were identified as contributing if they satisfied the following criteria:

- The property expresses characteristics that, reflect the original design intentions of the OIC's original restrictive covenants (no longer in effect). For example, their open green front yards, the absence of front yard hedges or other structures, deep setbacks, regularly spaced driveways and mature trees;
- The property's age links it clearly to the historical development of the District (i.e between 1891-1945, which has been identified as the HCD's Period of Significance); and
- The property has not been significantly altered as seen from the street.

The study found that the area is highly intact, as it retains almost all of its original buildings. The proposed HCD includes 159 properties, 146 being contributing and 13 being non-contributing. These categories are consistent with the City's recent practices for HCD development and those of recently-approved HCDs across the province.

## **Changes Since September Open House**

### Editorial/Administrative Changes

Prior to the open house in September, a draft of the HCD Plan was made available to owners, the project's Working Group and interested stakeholders. It was also available at the meeting for review. Following the meeting, staff received a number of comments, suggestions and questions regarding the proposed plan. Since then, staff have reviewed and considered all feedback and have made changes to the plan when it was determined to be appropriate. Staff have also made several changes for accuracy, as well as for consistency with other City of Ottawa documents, policies and practices, and with Park's Canada's *Standard's and Guidelines*, adopted by Council in 2008, as amended. A number of draft policies were modified, and several administrative and formatting changes were made throughout the document to ensure it could be easily understood and implemented.

### Removal of Non-contributing properties at Clemow Avenue and Bank Street

Section 2.6 of the Provincial Policy Statement (2014) contains policies regarding the protection of cultural heritage resources. Section 2.6.1 states that "significant built

heritage resources and significant heritage landscapes shall be conserved.”

Section 2.6.3 also states that:

Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved.

The City’s Official Plan, Section 4.6.1 (Policy 3) states that:

Where development is proposed on a property that is adjacent to or within 35 metres of the boundary of; a property containing an individually designated heritage building (Part IV of the *Ontario Heritage Act*), a heritage conservation district (Part V of the *Ontario Heritage Act*) or a federally-recognized heritage property, the City may require that a cultural heritage impact statement be conducted by a qualified professional with expertise in cultural heritage resources

The study area initially included three properties at the intersection of Clemow Avenue and Bank Street known municipally as 640, 680, and 683 Bank Street. These were included as part of the study boundary, given that they were part of the original Clemow Estate subdivision plan and as corner properties, are adjacent to Clemow Avenue, despite also facing Bank Street. As part of the study, it was determined that the buildings on these properties were built outside of the Period of Significance (1891-1945, see HCD study, Document 3), that they have historically had commercial uses and according to aerial photos and Fire Insurance Plans, the buildings on them have always been oriented to Bank Street. These properties were assessed and found to be “non-contributing” properties.

Although these properties only had some historical connection with the development of the area, staff initially had included them in the boundary recognizing that the properties did not contribute to the character of the proposed district. The draft plan that was presented in September contemplated the demolition of the existing buildings and included guidelines for how the properties could be developed compatibly with the surrounding heritage resources.

After the fall Open House when completing the HCD plan to be considered by Committee and Council, staff reviewed the appropriateness of the inclusion of these properties and the corresponding guidelines. Since the policies and guidelines for these properties were intended to manage compatibility with, and transition to, the surrounding heritage resources in their residential areas, staff determined that the guidelines were more appropriately implemented through zoning. Accordingly, the guidelines were removed from the draft HCD plan, and heritage staff are continuing to work closely with policy staff on the inclusion of site-specific policies to be recommended through the Bank Street in the Glebe Height and Character Study which is currently on-going.

In consideration of the rationale for designation of the area, it was determined that since the properties did not contribute to the cultural heritage value of the area, their exclusion makes for a stronger recommendation for designation. Being located outside of the boundary means that there would be no requirement for an owner to obtain a heritage permit for any alterations or new development of these properties. However, staff could require the submission of a Cultural Heritage Impact Statement to identify any impacts of new development and propose mitigation solutions, as per the City's Official Plan policies and the direction from the Provincial Policy Statement.

### **Conclusion**

The study has found that the area warrants designation under Part V of the *Ontario Heritage Act*. The proposed HCD plan provides clear direction regarding the conservation of the Clemow-Monkland Driveway and Linden Terrace HCD. Staff have reviewed the proposed HCD Plan and have determined that it is consistent with the Provincial Policy Statement, 2014, the *Ontario Heritage Act*, and the City's current Official Plan. Accordingly, the Heritage and Urban Design Branch of the Planning, Infrastructure and Economic Development Department recommends the designation of the proposed HCD and adoption of the new HCD plan.

### **Recommendation 4**

Since the initial Council direction in 2004 regarding heritage conservation districts in the Glebe, staff, in partnership with the Glebe Community Association (GCA), have been studying other parts of the neighborhood for potential heritage designation. The

research at Clemow and Bank Street has identified the need to better understand the character of the traditional main street and its historical association with the development in the Glebe. Staff have received a request from the GCA to study Bank Street between the Queensway and the Bank Street Bridge and agree that it merits study for potential designation as a heritage conservation district. This study is expected to be completed using existing staff resources and commence towards the end of the 2018-2022 term of Council.

### **RURAL IMPLICATIONS**

There are no rural implications associated with this report.

### **CONSULTATION**

Section 41.1 (6) of the *Ontario Heritage Act* requires public consultation prior to City Council passing a by-law adopting an HCD Plan. As per Section 41.1 (6), the municipality must ensure that:

- a) Information related to the proposed heritage conservation district including a copy of the plan is made available to the public;
- b) At least one public meeting is held with respect to the proposed Heritage Conservation District Plan; and
- c) If the council of a municipality has established a municipal heritage committee under Section 28, the committee is consulted with respect to the proposed heritage conservation district plan.

The Phase II Clemow Estate Heritage Conservation District Study and the preparation of the HCD plan has benefited from a number of public consultation components to reach and engage with residents and to seek input from stakeholders.

### **Public Meetings**

As part of this project, three public meetings were held. The first meeting was held in January of 2016. At this meeting, Heritage staff presented the purpose of the project, explained the HCD study process, and introduced the concept of a heritage conservation district. The presentation was followed by an informal question period.

Attendees were generally well informed about the community and interested in opportunities to protect its character.

A second meeting was held in February 2019. At this meeting, heritage staff provided an overview of the project to date and a summary of the research that had been completed, as well as next steps in the project. A question period followed the presentation. A list of draft heritage attributes was provided for members of the public to review. This meeting was a joint meeting with a concurrent planning study (the Bank Street in the Glebe Height and Character Study) which overlapped geographically with the HCD study area. Approximately 100 attended for both studies. Again, the attendees appeared to be engaged with the project and interested in opportunities to protect its character. The draft list of attributes was met with general agreement.

A third meeting was held in September 2019. At this meeting heritage staff provided a summary of the completed research and analysis of the area, the recommendation to designate the area as an HCD and to present the draft HCD Plan. Approximately 30 participants attended this meeting. The draft statement of cultural heritage value, list of attributes, statement of objectives and a summary of policies and guidelines was provided at the meeting. Copies of the draft HCD plan were available for review at the meeting and made available by email to owners or other interested parties upon request. The individuals in attendance appeared to be supportive of the opportunity to protect the area's character. Some individuals express concerns about being able to restrict certain kinds of development in the area related to recent specific projects.

Heritage staff held four "office hour" sessions in addition to the public meetings so that individuals could meet with a heritage planner in a one-on-one setting to review questions about the HCD plan policies and guidelines. These sessions were attended by a small number of individuals. Notice of all public meetings were delivered or mailed to property owners and advertised in the local newspaper and by the newsletter.

### **Web Page**

A Phase II Clemow Estate Heritage Conservation District Study project page was created on the City's website in 2015. The site was updated at the various project milestones throughout 2018-2019. The project page provided updates on the study process as well as links to related information.

## **Working Group**

A project Working Group was established early in 2019. It was comprised of residents with at least one representative from each street within the study area, the ward Councillor or his representative, and City staff. The working group met once a month between January 2019 and July of 2019 to discuss the findings, provide feedback on the study and discuss outcomes of the community consultation processes. Working group meetings were also held prior to open houses to help disseminate information. The working group met a total of seven times.

Consultation with the working group ensured that the HCD study process was responsive to the community goals and needs, and that it was informed by the local stakeholders.

## **Notices and other Feedback**

Prior to the February Open House, notice of the meeting was advertised in the Ottawa Citizen and an information brochure was delivered to all houses in the boundary area to provide background on the project and answer frequently asked questions. At the meeting, attendees were asked to fill in blank comment sheets while reviewing the study area maps. Attendees were asked to provide what they thought was important about the area and to suggest any missing attributes of the HCD. Twelve comment sheets were received. A summary of the responses from the open house was included in the associated “as we heard it report” and a copy of the presentation boards were made available on the HCD project webpage. Following the open house in April 2019, an article regarding the project was circulated in the Glebe report.

All owners were invited to the September Open House by mail and notice of the meeting was advertised in the Ottawa Citizen, as well as via the community association’s social media accounts. Comment sheets were also provided at the meeting, however only one comment was received. A summary of questions and staff responses were compiled as part of the “as we heard it report” and the presentation boards were made available online.

## **Consultation Requirements**

Section 41.1 (6) of the *Ontario Heritage Act* requires that at least one public meeting be held prior to City Council passing a by-law adopting an HCD Plan. The January 14, 2020 Built Heritage Sub-Committee meeting will serve as the public meeting required by the *Act*.

Section 41.1 (7) and (8) require that notice of the public meeting be provided to anyone who may have an interest in the plan, at least 20 days prior to the meeting. Accordingly, all property owners within the proposed HCD boundary were notified by mail on December 16, 2019. The Glebe Community Association, Heritage Ottawa, and members of the public who expressed interest in the HCD study at a previous open house were also notified of this report.

## **COMMENTS BY THE WARD COUNCILLOR**

Councillor Menard is aware of and supports the recommendations and he thanks staff and the working group for their diligence.

## **LEGAL IMPLICATIONS**

There are no legal impediments to implementing the recommendations of this report.

In the event Council accepts the recommendation of this Report to approve the designation of the Heritage Conservation District and the adoption of the Plan, a right of appeal exists under s. 41 of the *Heritage Act* from the designating by-law. Any such appeal would have to be filed within 30 days of publication of notice of passage of the designating by-law in a newspaper having general circulation.

## **RISK MANAGEMENT IMPLICATIONS**

There are no risk implications.

## **ASSET MANAGEMENT IMPLICATIONS**

There are no direct asset management implications associated with the recommendations of this report.

## **FINANCIAL IMPLICATIONS**

There are no direct financial implications.

## **ACCESSIBILITY IMPACTS**

There are no accessibility impacts.

## **TERM OF COUNCIL PRIORITIES**

This project addresses the following Term of Council Priority:

- HC4 – Support Arts, Heritage and Culture

## **SUPPORTING DOCUMENTATION**

Document 1 Map of the Clemow-Monkland Driveway and Linden Terrace Heritage Conservation District Boundary with Contributing and Non-Contributing Properties

Document 2 Clemow-Monkland Driveway and Linden Terrace Heritage Conservation District Plan

Document 3 Phase II Clemow Heritage Conservation District Study

## **DISPOSITION**

Following consultation with the Built Heritage Sub-committee (BHSC) and should Council recommend approval of the designation the HCD and adoption of the HCD Plan, Heritage Services Unit, Planning, Infrastructure and Economic Development Department to prepare a by-law to designate the Clemow-Monkland Driveway and Linden Terrace HCD as shown in Document 1 as an HCD under Section 41 of the *Ontario Heritage Act* and to adopt the corresponding HCD Plan as shown in Document 2 under Section 41.1 of the *Ontario Heritage Act*.

Heritage Services Unit, Planning Infrastructure and Economic Development Department to prepare the Notice of Passing of the By-law to be served on each property owner and on the Ontario Heritage Trust (10 Adelaide Street East, 3rd Floor, Toronto, Ontario, M5C 1J3), notifying them of Council's decision to pass the by-law designating the

Clemow-Monkland Driveway and Linden Terrace HCD and adopting the corresponding HCD Plan.

Heritage Services Unit, Planning, Infrastructure and Economic Development Department to cause the Notice of the Passage of the By-law to be published in a newspaper having general circulation in the City of Ottawa.

If the City Clerk does not receive a Notice of Appeal within thirty (30) days of the date of publication of the Notice of Passage of the HCD By-law, Legal Services shall ensure that a copy of the by-law is registered against all the properties affected by the by-law in the appropriate land registry office.

Document 1 – Map of the Clemow-Monkland Driveway and Linden Terrace Heritage Conservation District with Contributing and Non-Contributing Properties

