

Welcome to the Melville Street Heritage Conservation District Plan Community Open House

Welcome!

Welcome to the Melville Street Heritage Conservation District Plan Open House! Please, follow the panels to gain an understanding of what a Heritage Conservation District is, the overall process, and what the Project Team is working on. Members of the Project Team are available for questions and comments, and we also welcome you to provide feedback by filling out our survey. If you have any questions or comments following the open house, you can send these to the City's Heritage Planning Staff. Contact information is provided on the final panel for any future comments or questions which can be submitted via telephone, mail or email.



City of Hamilton Land Acknowledgement

The City of Hamilton is situated upon the traditional territories of the Erie, Neutral, Huron-Wendat, Haudenosaunee and Mississaugas. This land is covered by the Dish With One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek to share and care for the resources around the Great Lakes. We further acknowledge that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas of the Credit First Nation.

Today, the City of Hamilton is home to many Indigenous people from across Turtle Island (North America) and we recognize that we must do more to learn about the rich history of this land so that we can better understand our roles as residents, neighbours, partners and caretakers.



Meet the Project Team



MHBC
Dan Currie, Partner



MHBC
Nick Bogaert
Associate, Senior Heritage
Planner



City of Hamilton
Alissa Golden
Program Lead Cultural
Heritage, Planning & Economic
Development



What is a Heritage Conservation District?

What is a Heritage Conservation District?

A Heritage Conservation District ("HCD") is a **collection of heritage resources that have a special character or association**. Once created, municipalities can manage and guide future change in the area through adoption of a district plan with policies and guidelines for **conservation, protection and enhancement** of the area's special character.

Key Considerations for Identifying an HCD:

- A **concentration** of heritage buildings, sites, structures, designed landscapes and/or natural landscapes that are linked by aesthetic, historical and socio-cultural contexts or use;
- A **framework of structured elements** including major natural features such as topography, land form, landscapes, water courses and built form (i.e street patterns, landmarks, nodes or intersections);
- A sense of **visual coherence** through the use of elements, such as building scale, mass, height, material, proportion, colour that convey a distinct sense of time or place; and,
- A **distinctiveness** which enables districts to be recognized and distinguishable from their surroundings or from neighbouring areas.

Purpose:

Examine the heritage character of the identified Study Area to determine if all or part thereof would warrant designation under Part V of the *Ontario Heritage Act* as a Heritage Conservation District.

Process:

There are two phases for the designation of a Heritage Conservation District. Phase I includes the Heritage Conservation District Study and Phase II includes the establishment of the Heritage Conservation District Plan and the passing of the designation by-law. We previously completed Phase I and are now working on Phase II of the process.



Image source: National Air Photo Library (Canada) Part of West Hamilton to West Flamborough, 1963, [Photo 222, McMaster University Digital Archive]

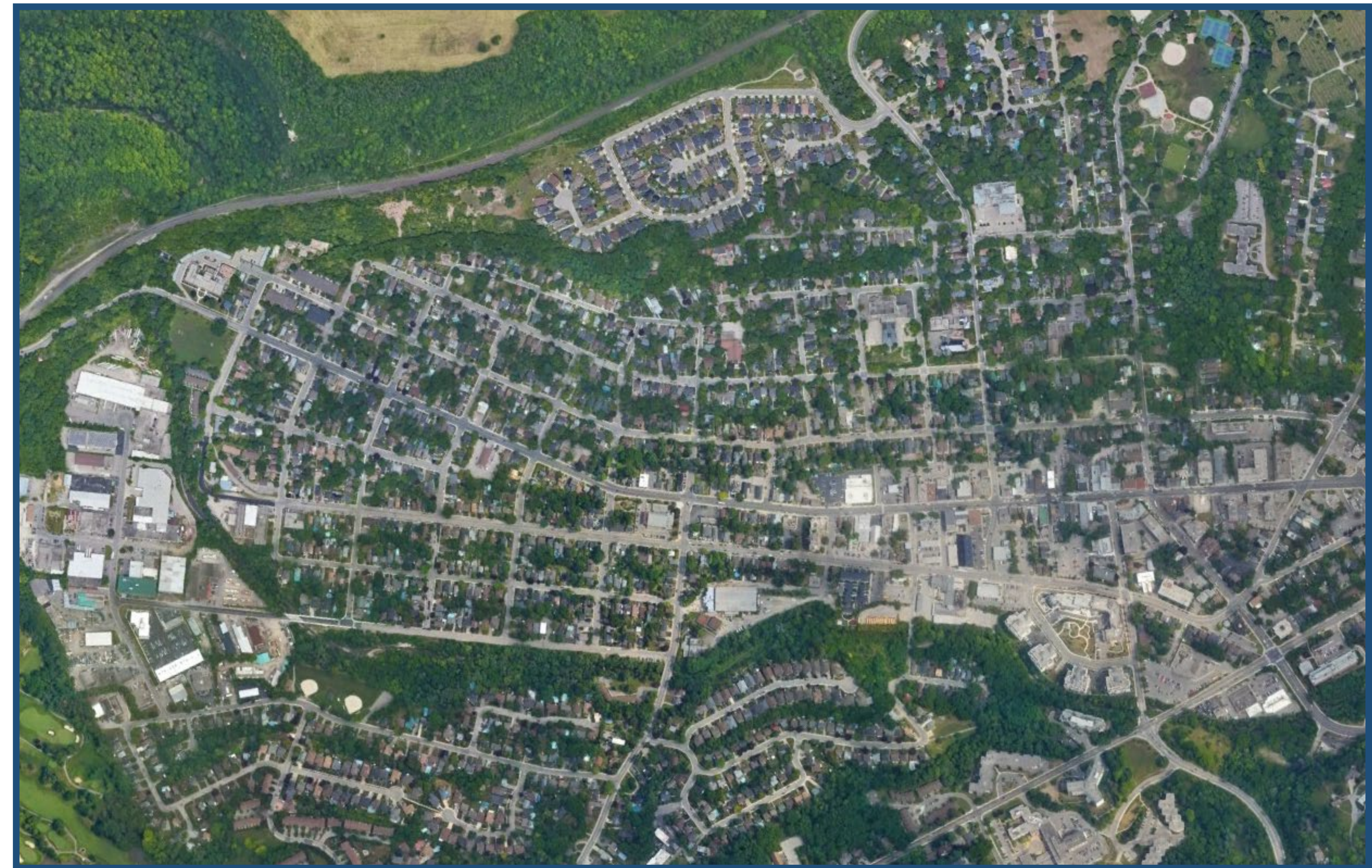


Image source: Aerial photograph of Dundas, Ontario in 2018 (Google Earth Pro)

The Study Area and Scope of Work (from HCD Study Phase)

Study Area:

The initial Study Area, as identified through the initial Interim Control By-law (22-258) was limited to Melville Street from Sydenham Street to Wellington Street North and is illustrated in light blue.

During the preliminary site visit and fieldwork process, it was recommended that the initial Study Area be expanded to encompass the surrounding area to ensure an adequate assessment given similarities in the streetscapes and built form. As a result, expanded Study Area, illustrated in dark blue, is generally bounded by Park Street West to the south, Brock Street North to the west, the base of the escarpment and Alma Street to the north and Sydenham Street to the east.

The expanded Study Area included:

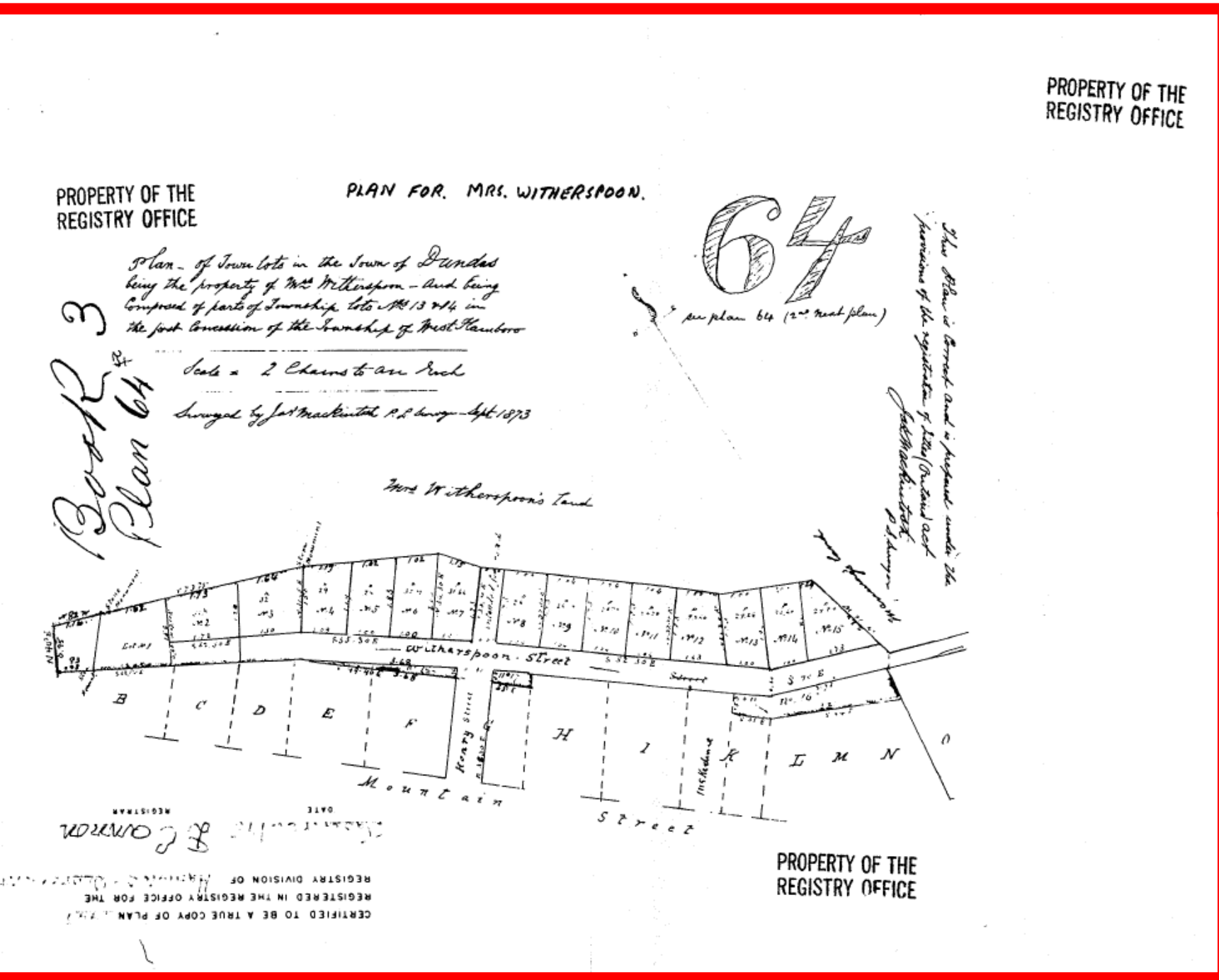
- 424 properties;
- Eight (8) designated properties under Part IV of the *Ontario Heritage Act* and 80 properties listed on the City's various heritage inventories.

Scope of Work

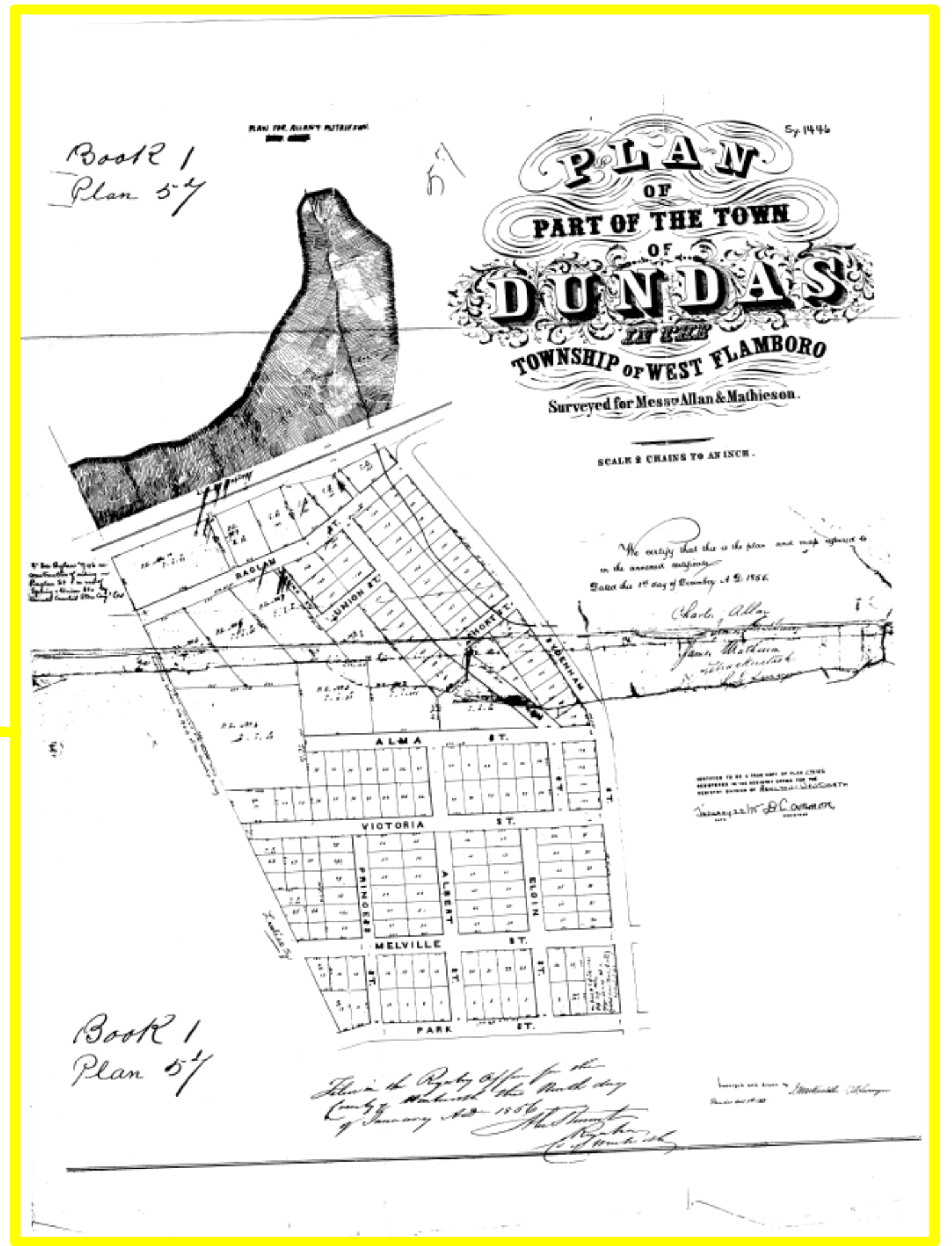
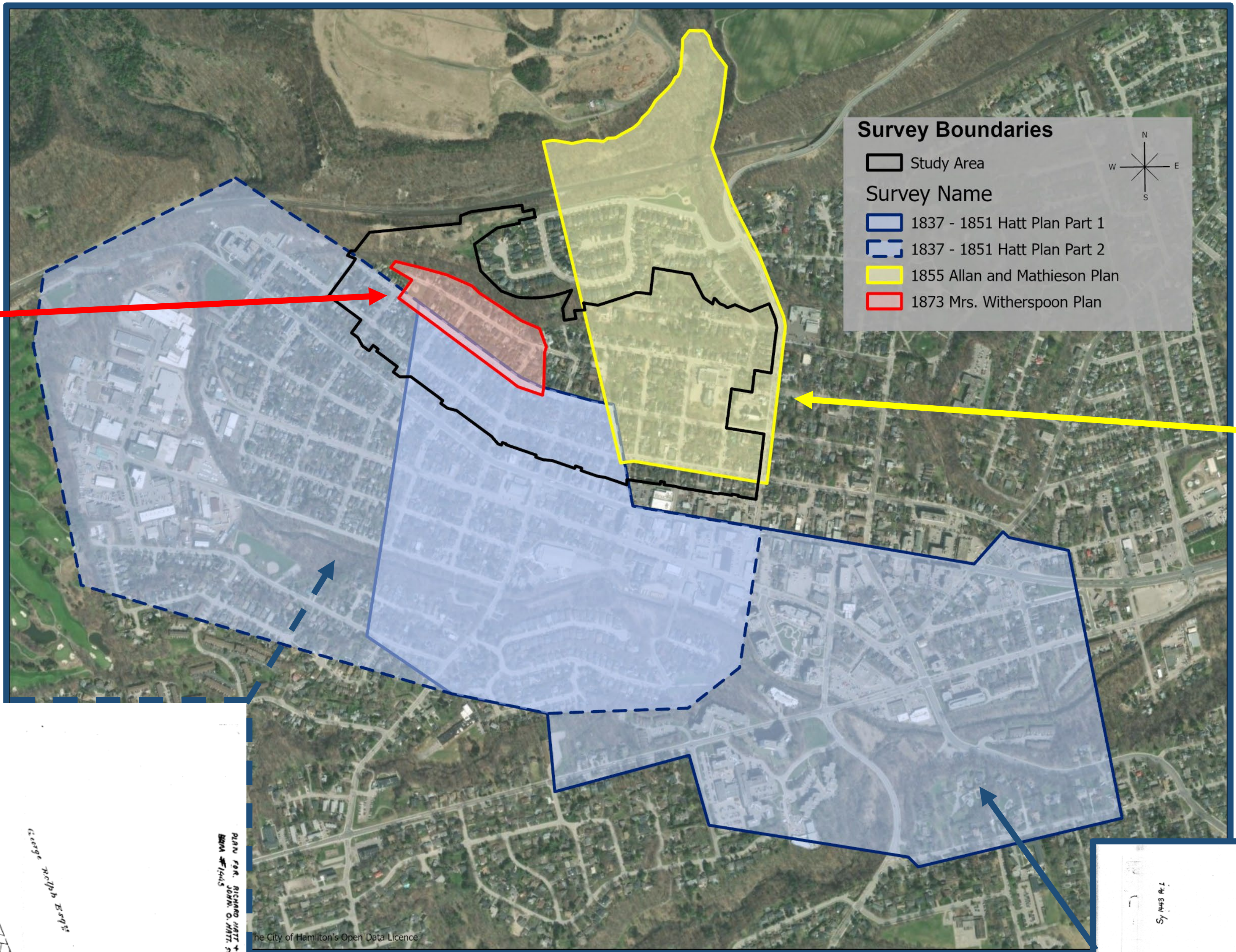
- Examine the character and appearance of the area that is the subject of the study, including buildings, structures and other property features of the area, to determine if the area should be conserved as a heritage conservation district;
- Examine and make recommendations as to the geographic boundaries of the area to be designated;
- Consider and make recommendations as to the objectives of the designation and the content of the heritage conservation district plan required under Section 41.1;
- Make recommendations as to any changes that will be required to the City's Official Plan and to any municipal by-laws, including the Zoning By-laws.



Historical Survey Plans within the Context of the Study Area



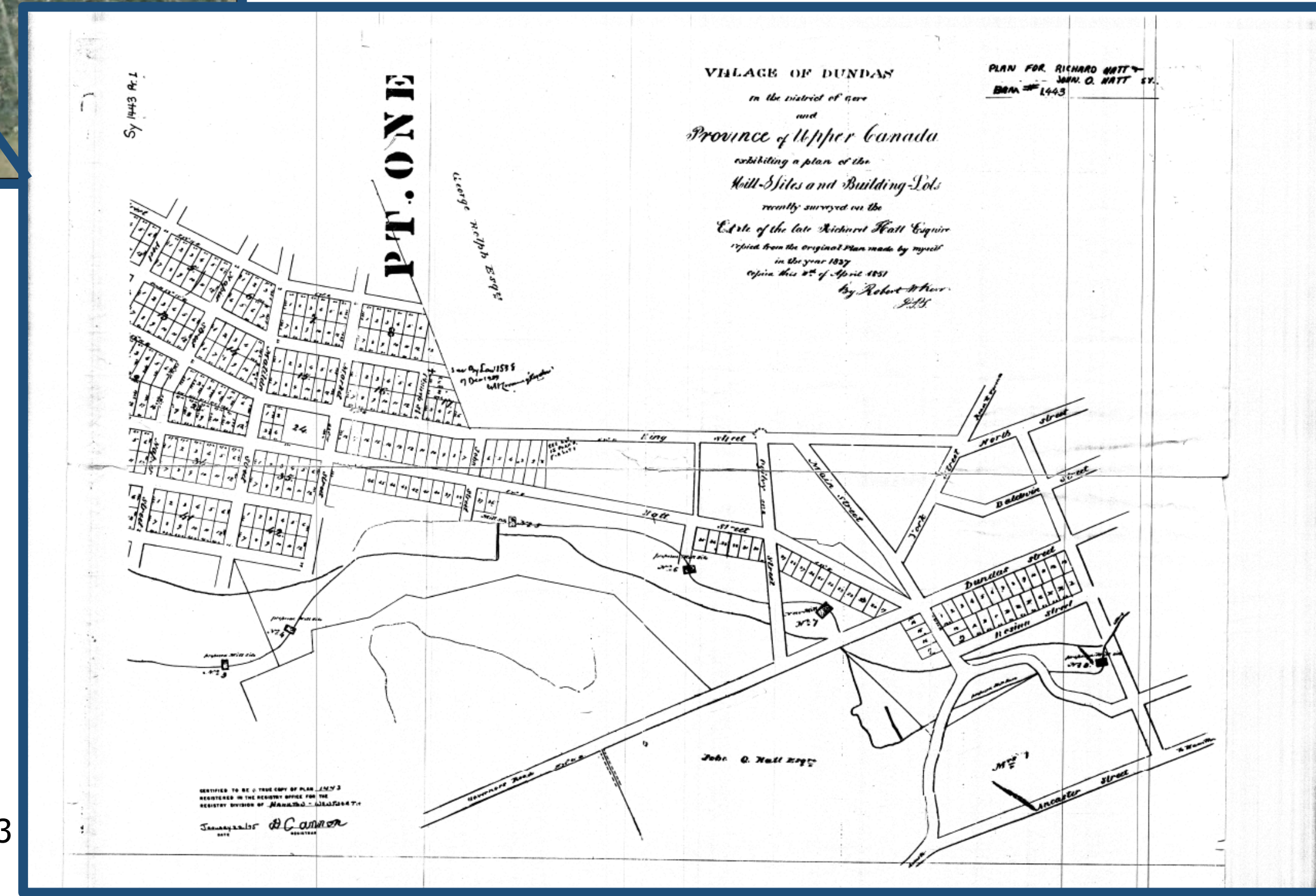
Above: Registered Plan 1449 for Mrs. Witherspoon 1873



Above: Registered Plan 1446 for Allan and Mathieson 1855



Left: Registered Plan 1443 Pt 2 Hatt Plan 1837

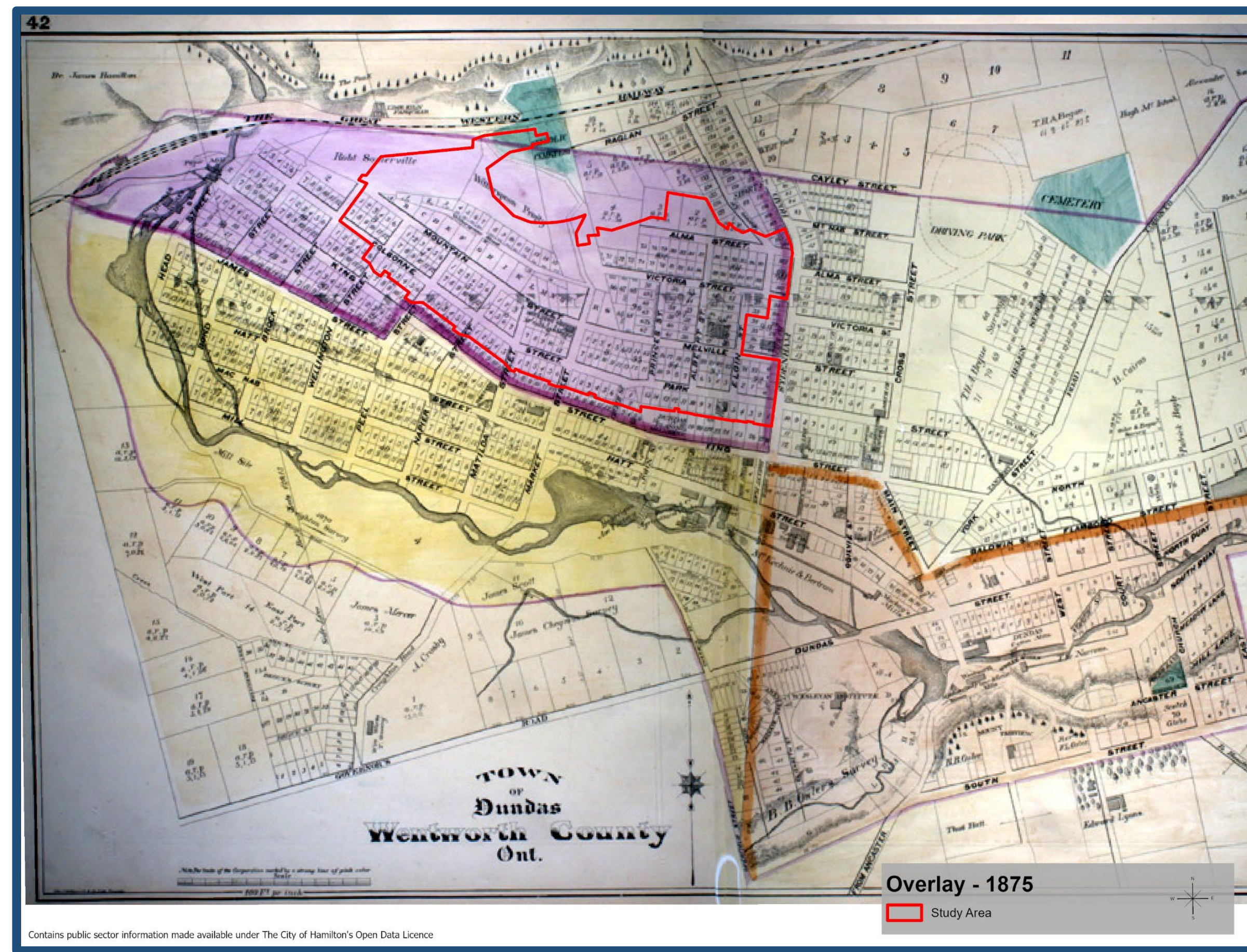


Right: Registered Plan 1443 Pt 1 Hatt Plan 1837

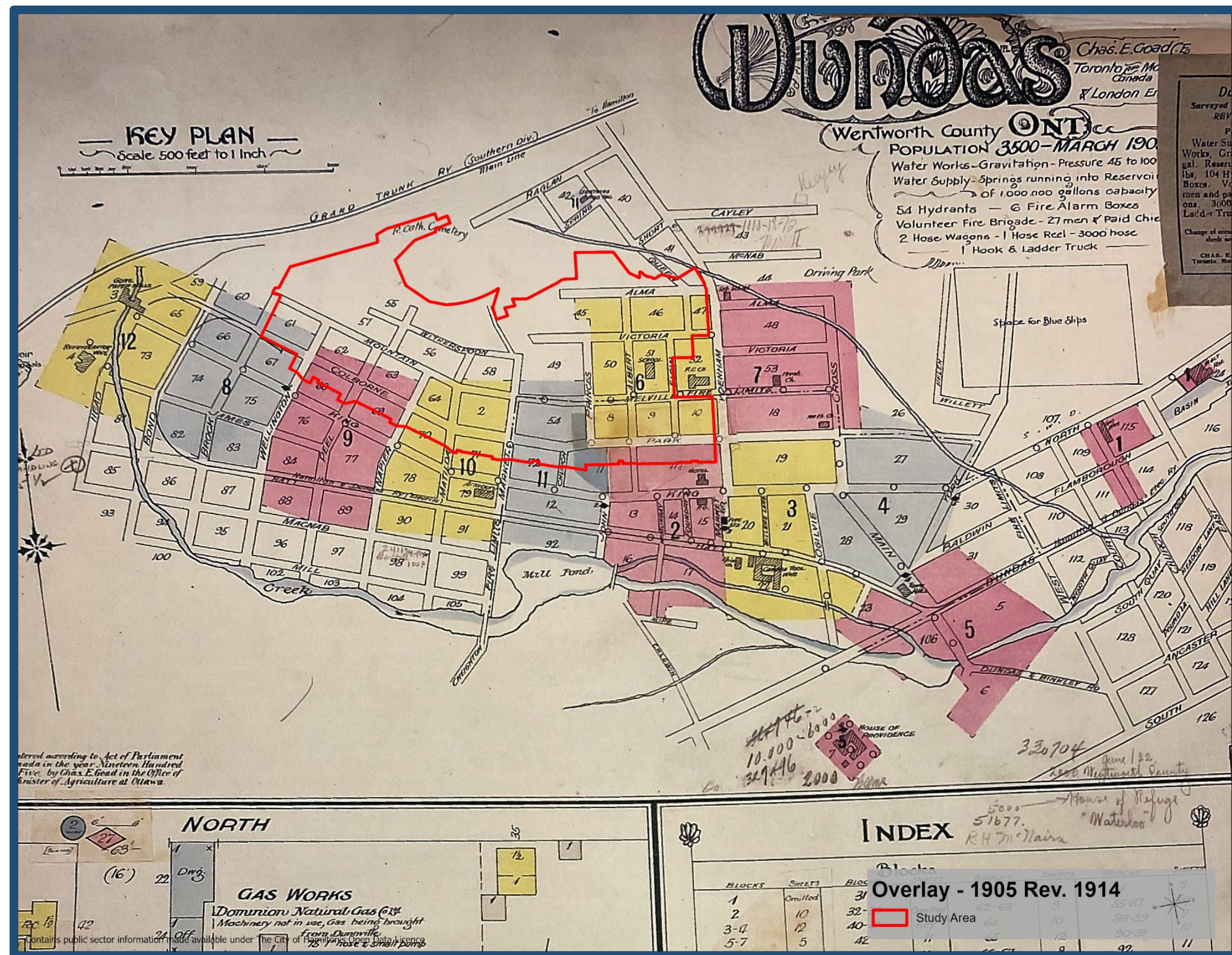
Historical Mapping of Dundas and the Study Area



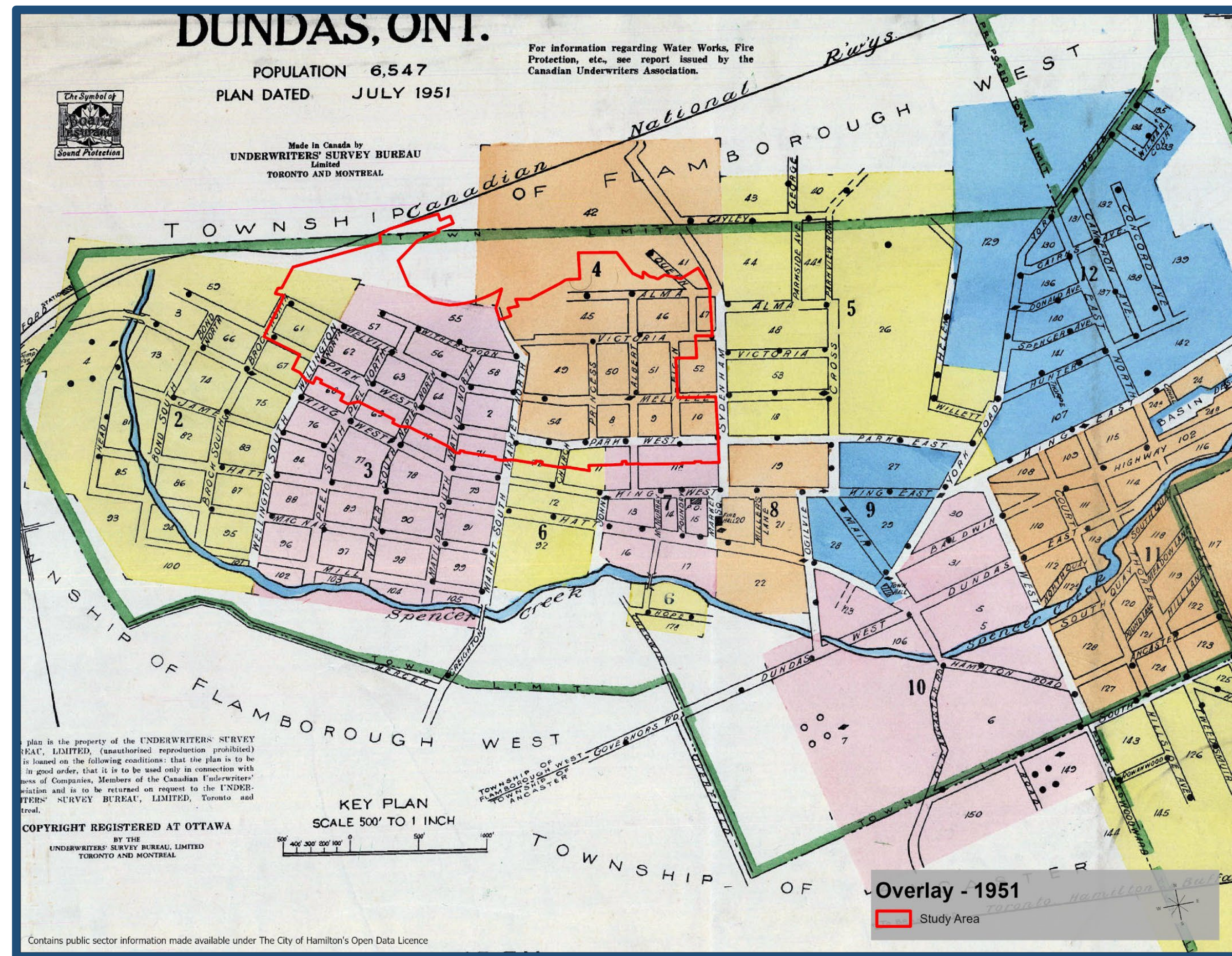
Right: Map of the Town of Dundas in the Counties of Wentworth and Halton, Canada West. Map. 1851



Left: Illustrated atlas of the county of Wentworth, Ontario. Map. Page & Smith, 1875, Toronto



Right: Dundas Wentworth County, Ont. Map. March 1905 revised May 1914



Left: Insurance Plan of the Town of Dundas, Ont. Map. July 1951

Brief History of Dundas with a Focus on the Study Area

EARLY ARCHAIC TO WOODLAND PERIOD

First Nations occupied the area of Dundas. Princess Point Complex, located in the vicinity of Cootes Paradise Marsh, was most occupied between 500-1000 A.D. The Neutral Confederacy dominated the area from the early 16th to mid 17th century.

1814

Cootes Paradise renamed Dundas

1804

1804 - Richard Hatt, Samuel Hatt, and Manuel Overfield obtained milling rights and expanded the milling operations of what would be called the 'New Dundas Mills'.

1826-1837

Construction of Desjardins Canal. Hatt Plan completed in 1837.

1847

Incorporation of Dundas as a Town.

1855

Completion of the Great Western Railway. Steady migration of Irish immigrants to Dundas due to the potato famine. Allan and Mathieson Plan was completed in 1855.

1869

Population of Dundas is 3,500 and the Town is known as a "small manufacturing centre". Several small industries emerged including; Hamilton Cotton Mills, Gartshore Foundry and Bertram-McKechnie machine shops.

1873-1875

Witherspoon Plan was completed in 1873. In 1875, the Valley Ware (including the Study Area) had a population of 1,133 persons.

1890-1901

In 1890, 61 manufacturing plans were in operation. By 1901, however, several companies failed, relocated or amalgamated.

1930-1939

80% of the Study Area had been developed. The Great Depression caused a decline in development.

1940-1956

World War II boosted industries as some manufacturers produced important machines, tools and other war supplies. The year 1947 was noted as the year of the highest industrial employment in Dundas. Dundas Museum and Archives was established in 1956.

1970+

Increasing growth leads to development of subdivisions, and growing pressure for mature/historic neighbourhoods.

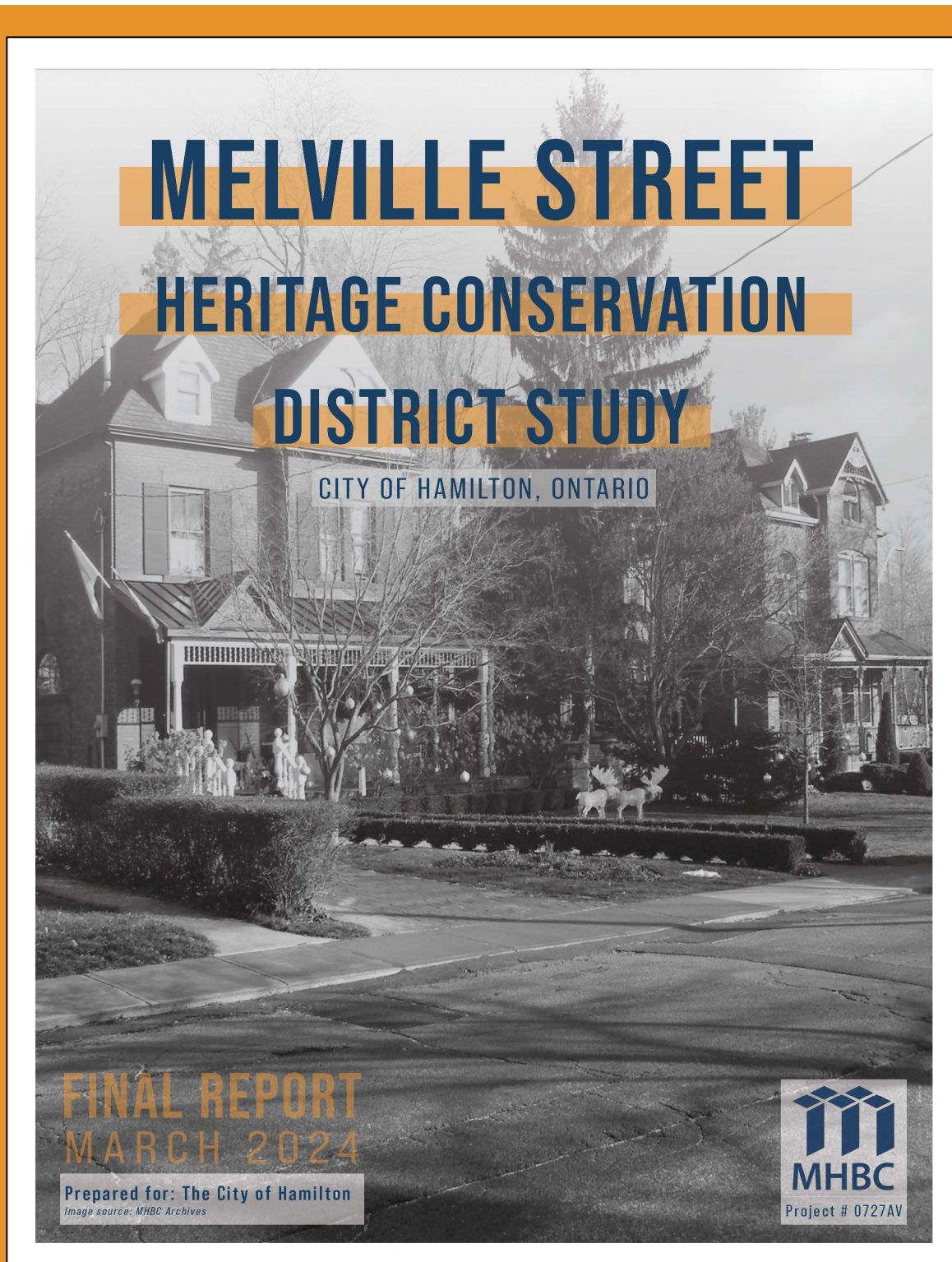
2001

Town of Dundas amalgamated with the City of Hamilton.

Phase I - Heritage Conservation District Study

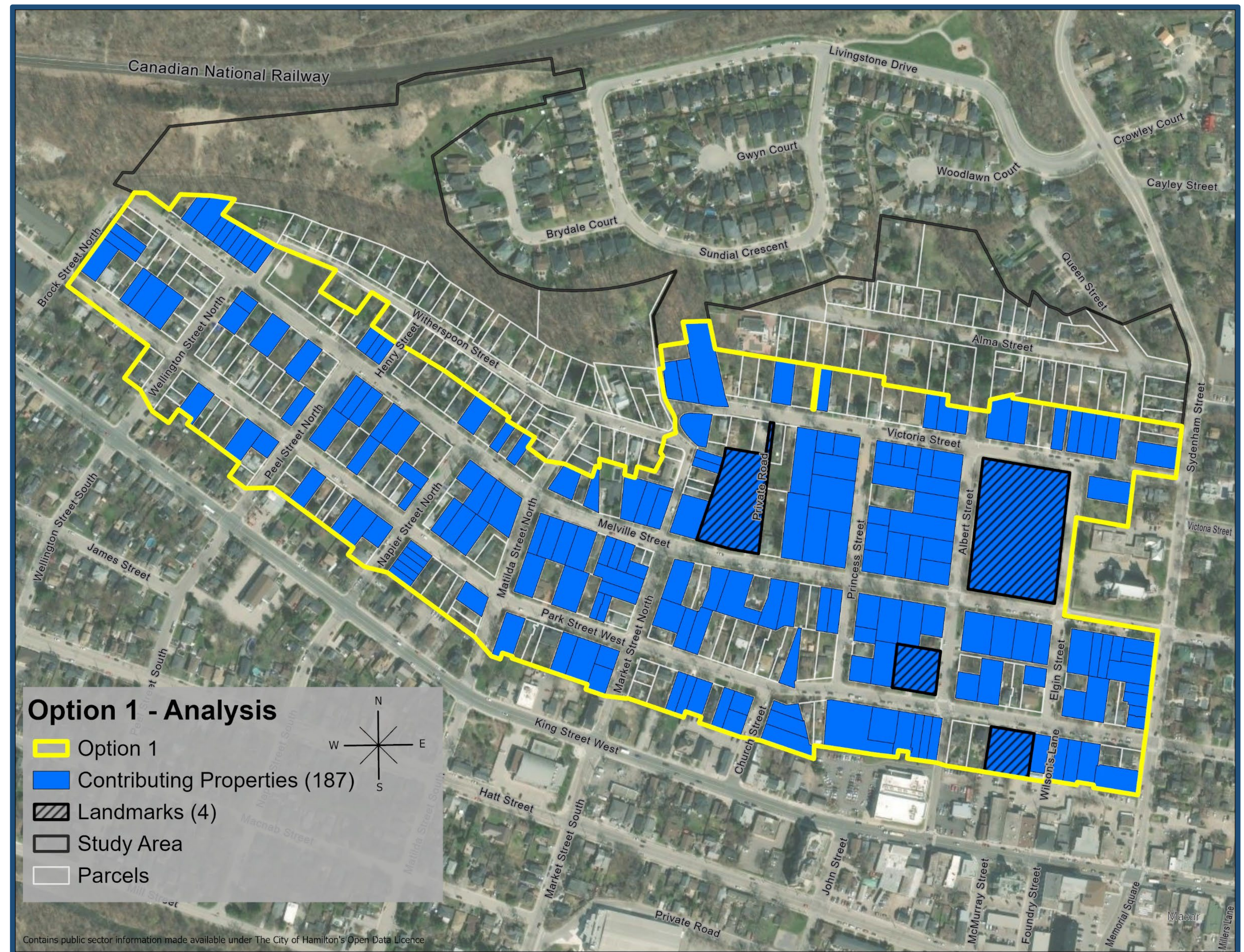
Process:

Phase I of the HCD process was previously undertaken by the MHBC team, with the findings endorsed by City Council. The HCD Study determined the area had merit as a heritage conservation district, and recommended proceeding with designation under Part V of the *Ontario Heritage Act*.



HCD Study (Phase I)

- Summarized historical research and fieldwork undertaken by project team.
- Identified character areas of the HCD Study Area.
- Developed heritage attributes for the HCD Study Area.
- Developed HCD boundary options for consideration by community and Council.
- Recommended content and direction for HCD Plan work.
- Recommended changes required to City Official Plan, Zoning By-law, or other by-laws.
- Options for boundary presented to community, Heritage Committee and Council for consideration.
- Council adopted recommendation to proceed with Option 1 in September 2024, which directed work on the development of the HCD Plan by the study team.



CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Planning Division

TO:	Chair and Committee Members Hamilton Municipal Heritage Committee
COMMITTEE DATE:	August 19, 2024
SUBJECT/REPORT NO:	Melville Street Heritage Conservation District Study (PED24140) (Ward 13)
WARD AFFECTED:	Ward 13
PREPARED BY:	Alissa Golden (905) 546-2424 Ext. 1202
SUBMITTED BY:	Ken Coit Acting Director, Planning and Chief Planner Planning and Economic Development Department
SIGNATURE:	<i>Ken Coit</i>

- RECOMMENDATIONS**
- That the Melville Street Heritage Conservation District Study report, attached as Appendix "A" to Report PED24140, be received;
 - That the proposed Melville Street Heritage Conservation District boundary, shown in Appendix "B" attached to Report PED24140, be approved;
 - That staff be directed to prepare a Heritage Conservation District Plan for the proposed Melville Street Heritage Conservation District, the boundary of which is shown in Appendix "B" attached to Report PED24140, and report back to Planning Committee for their consideration on a recommendation for designation under Part V of the *Ontario Heritage Act*;
 - That staff be directed to consult with the affected property owners and the Hamilton Municipal Heritage Committee, in accordance with the *Ontario Heritage Act*, in the preparation of the Melville Street Heritage Conservation District Plan;
 - That the properties located within the proposed Melville Street Heritage Conservation District boundary, shown in Appendix "B" attached to Report PED24140, that have been determined to have cultural heritage interest contributing to the value of the proposed Melville Street Heritage Conservation District Plan;

OUR Vision: To be the best place to raise a child and age successfully.
OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe, and prosperous community, in a sustainable manner.
OUR Culture: Collective Ownership, Sheathed Integrity, Courageous Change, Sensational Service, Engaged Employees.

Phase II - Development of Heritage Conservation District Plan

Process:

The second phase to creating a Heritage Conservation District is to undertake the preparation of a Heritage Conservation District Plan. The Heritage Conservation District Plan contains the policies and guidelines which will manage change within the areas in the future.

Purpose of HCD Plan:

- Provides guidance on the management, care and protection of the District's heritage character and attributes.
- Intended to be used by: building owners / business owners, owners of vacant land, City staff, Municipal Heritage Committee, Council.

Primarily implemented through:

- Review and decision-making on heritage permits.
- Policies and guidelines that provide the framework for advice to property owners as well as provide for consistent decision making.
- Direction to manage future change is included in HCD Plan for the District.



Process to create a District Plan:

- 1) Input from community and City staff sought on draft guidance.
- 2) Project team prepares draft HCD Plan for proposed HCD.
- 3) Community consultation on draft HCD Plan.
- 4) HCD Plan updated based on input and consultation.
- 5) Final HCD Plan provided to City Council for consideration and approval.
- 6) Notice of adoption provided by City staff.
- 7) Following appeal period, HCD Plan is put into place.

Implementation

- Future proposals for change to properties will consult direction found within HCD Plan.
- Heritage Permit may / may not be required, depending on project.

Character of the Study Area



Characteristics of the Study Area

- Collection of buildings and structures developed between 1870 and 1930 representing the manufacturing era of the former Town of Dundas;
- Prevalent architectural styles include: Cottage, Edwardian Classicism (including American Foursquare) and Queen Anne Revival;
- Building cladding primarily includes: brick, stone and stucco;
- General massing of 1-2½ storeys of residential buildings;
- Pre-confederation survey areas and their lotting patterns and streets (1837-51- RP-1443, Pt 2, Hatt Plan and 1855-RP-1446_Plan for Allan and Mathieson) ; applies to Melville Street, Park Street West, Victoria Street, Elgin Street, Albert Street, Princess Street, Market Street North, Matilda Street, Napier Street, Peel Street, Wellington Street and Brock Street;
- Shallow setback of buildings and structures from the streets;
- Interrelationship between residential dwellings, educational institutions, places of worship and places of work;
- Collection of landmarks including: the Dundas Central Public School, the St. James Anglican Church, Dundas Baptist Church and Sunday School and the Dundas Museum and Archives;
- Unique junction of Witherspoon Street, Victoria Street and Market Street North; and,
- Narrow treed boulevard along Melville Street between Sydenham Street and Matilda Street.

Conservation objectives and draft HCD Plan content

The primary objective of the proposed designation of the Melville Street HCD Study Area as an HCD is to manage change in a manner that results in the conservation of its unique cultural heritage character and heritage attributes.

The term "conservation" is defined by the *Parks Canada Standards & Guidelines for the Conservation of Historic Places in Canada* as follows:

All actions or processes that are aimed at safeguarding the character defining elements of a cultural resource so as to retain its heritage value and extend its physical life. This may involve "Preservation," "Rehabilitation," "Restoration," or a combination of these actions or processes.

The purpose of an HCD is not to "freeze" or restore the physical components of a historic place to a particular period of time. Instead, the goal of conservation (through the HCD Plan) is to maintain the identified character as described in this Study.

This is achieved through providing policies and guidelines for appropriate change management of a designed cultural heritage landscape, which continues to evolve.

Objectives of District designation (from HCD Study)

In designating the Study Area, or a portion thereof, under Part V of the OHA, several key objectives are sought as follows:

- To maintain and conserve the cultural heritage character and heritage attributes of the identified character areas within the Melville Street HCD Study Area;*
- To ensure the continued appreciation, enhancement and interpretation of the heritage resources located within the recommended boundary;*
- To avoid the loss or removal of heritage buildings and landscape features and encourage only those changes that are undertaken in a manner that if such alterations were removed in the future, impacts to the essential form and integrity of the heritage property and materials would be minimized or avoided;*
- To encourage building and property owners to make repairs and undertake maintenance of property in order to conserve the overall character and appearance of the District and preserve authentic heritage fabric;*
- To maintain the low-profile built form within the District, which is generally that of a 1.5 -2.5-storey building height, and to permit greater heights where it is compatible with the District objectives;*
- To support existing uses and the appropriate adaptive re-use of heritage buildings;*
- To prevent the establishment of those land uses and associated built forms which would be out of keeping with or have adverse effects on the identified character of the District;*
- To prevent the demolition of existing buildings, natural features, or structures which are contributing to the identified heritage character, unless necessary for matters related to public safety;*
- To facilitate appropriate new development, infill, and alterations (such as Secondary Dwelling Units), that is sensitive to, compatible with, and distinguishable from the character of the District;*
- To support the continuing care, conservation, and maintenance of heritage properties wherever appropriate by providing guidance on sound conservation practice and encouraging applications for funding for eligible work; and,*
- To examine available financial incentive programs and finding sources and support the adoption of other appropriate funding programs within the City's capability to provide ongoing support to District property owners for applicable projects."*

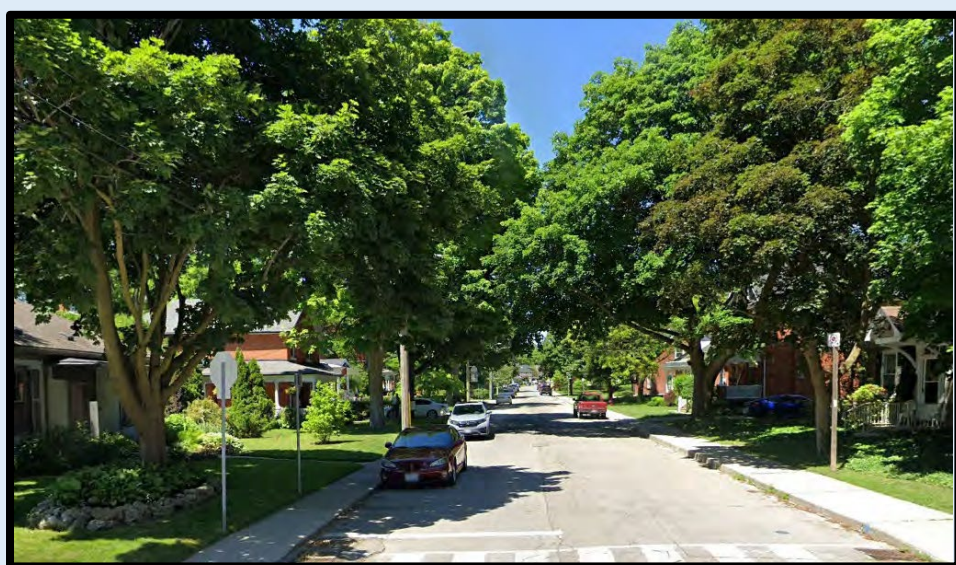
Recommended HCD Plan content (from HCD Study)

"Policies and guidelines for contributing cultural heritage resources would be intended to conserve authentic heritage fabric and manage change appropriately. Policies and guidelines for non-contributing properties would be intended to allow for compatible new development which minimizes or avoids impacts. The policies and guidelines of the HCD Plan would consider the type of tangible cultural heritage resource, being either built heritage structures or natural heritage resources, and those which are intangible, such as views.

It is expected that the Melville Street HCD Plan will contain a number of provisions that satisfy the requirements of Subsection 41.1(5) of the OHA including the following:

- 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 within the District;*
- Policies for both contributing and non-contributing resources in order to provide a balance between the conservation of the heritage character of the area, while guiding compatible new development (including infill, redevelopment, and Secondary Dwelling Units (SDUs));*
- Design guidelines for alterations and additions to contributing buildings and structures;*
- Design guidelines for alterations and additions to non-contributing buildings and structures;*
- Policies regarding the demolition and removal of buildings and structures;*
- Landscape conservation guidelines for both public and private property;*
- Funding initiatives;*
- Recommended changes to municipal planning and administrative procedures; and*
- Descriptions of alterations or classes of alterations that can be carried out without obtaining a heritage permit under section 42 of the OHA.*

District Plan potential draft layout



Part I – HCD Framework

Introduction

- Background about the District, policy requirements, guiding principles.

District Significance, Heritage Attributes and Objectives

- Detailed description of heritage significance of the District.
- List of heritage attributes (qualities and features of District).
- HCD goals: conserve heritage character and attributes, encourage decision-making that respects cultural heritage value, manage change.
- HCD objectives: provide guidance for more specific action, and to address the kinds of change anticipated. Basis for HCD Plan.

Part II – Guidelines for managing change

Introduction

- Format of guidelines, conservation guidance.
- Alterations and additions to buildings.
- Intent is to allow alterations and repairs in a manner that respects the form and integrity of the heritage attributes and building fabric.
- Addresses matters such as foundations / walls, roofs, windows, entrances, signs, form of additions.

Infill development

- Permit new construction where compatible with the character of the District.
- Various aspects of building design addressed, as well as matters such as building massing and setbacks.
- Modern design is permitted and encouraged.

Demolition

- Not permitted for buildings that contribute to the historic character or attributes of the District, except in extenuating circumstances.

Landscape conservation guidance

- Split into guidelines for public property and private property.
- Addresses matters such as fences, steps, trees, lighting, streetscape character, sidewalks, parks and open space.

Accessibility

- Modifications permitted to improve accessibility.

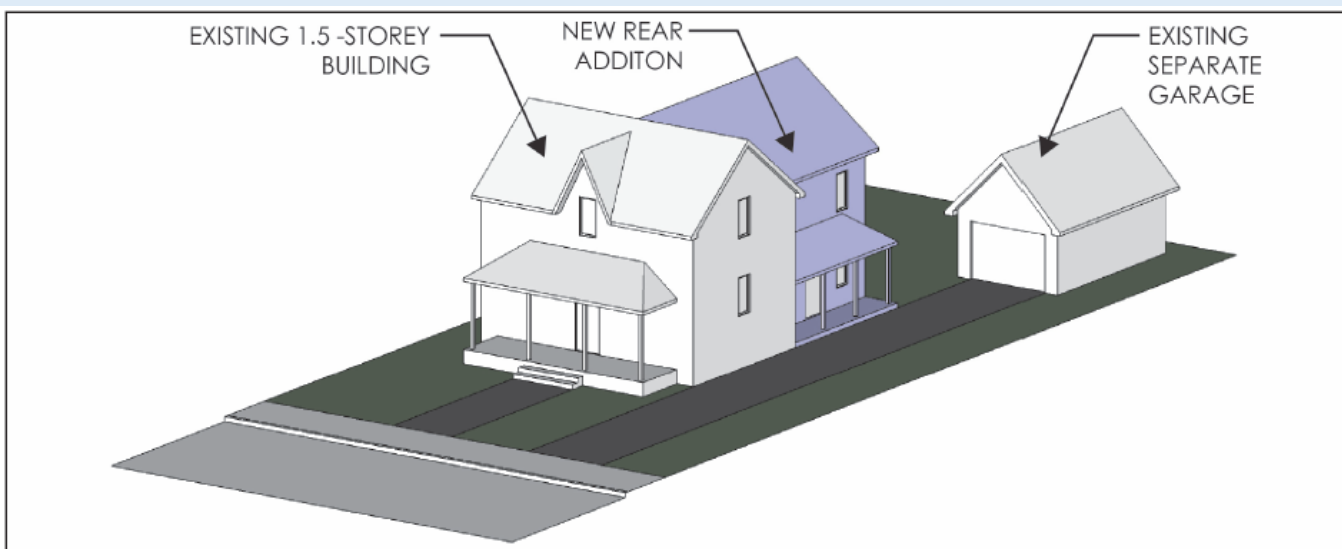
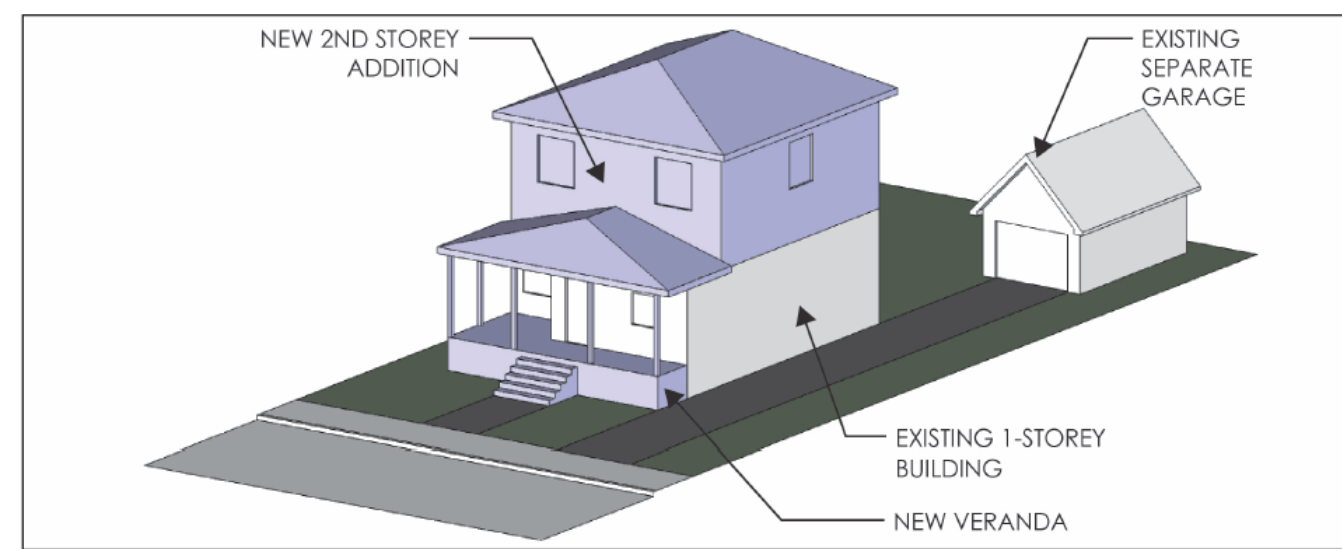
Green energy and sustainability

- Green energy projects (e.g. solar panels) permitted and encouraged. Guidance provided related to location.

Part III – Exempt alterations and classes of alterations

- The Ontario Heritage Act provides for exempting certain types of alterations from requiring a heritage permit within a District.
- Part III includes a listing of activities that do not require approval of a heritage permit: typically minor repairs and changes such as roof material, lighting, some landscaping, fences and decks in rear yards, painting maintenance.
- Split into exemptions for private properties, public realm properties, emergency work.

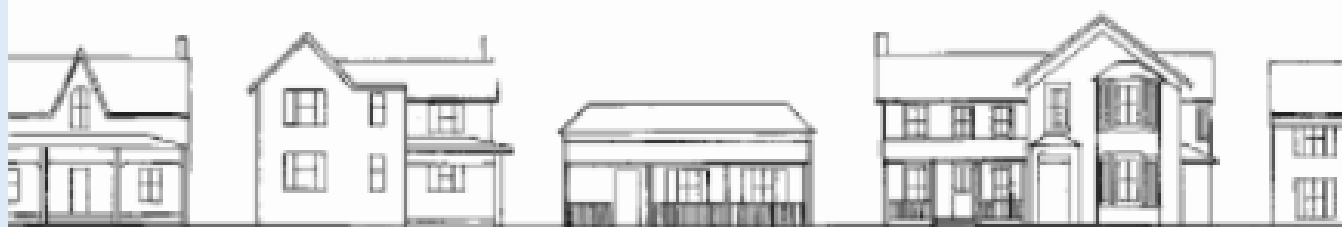
Sample Heritage Conservation District Plan guidance



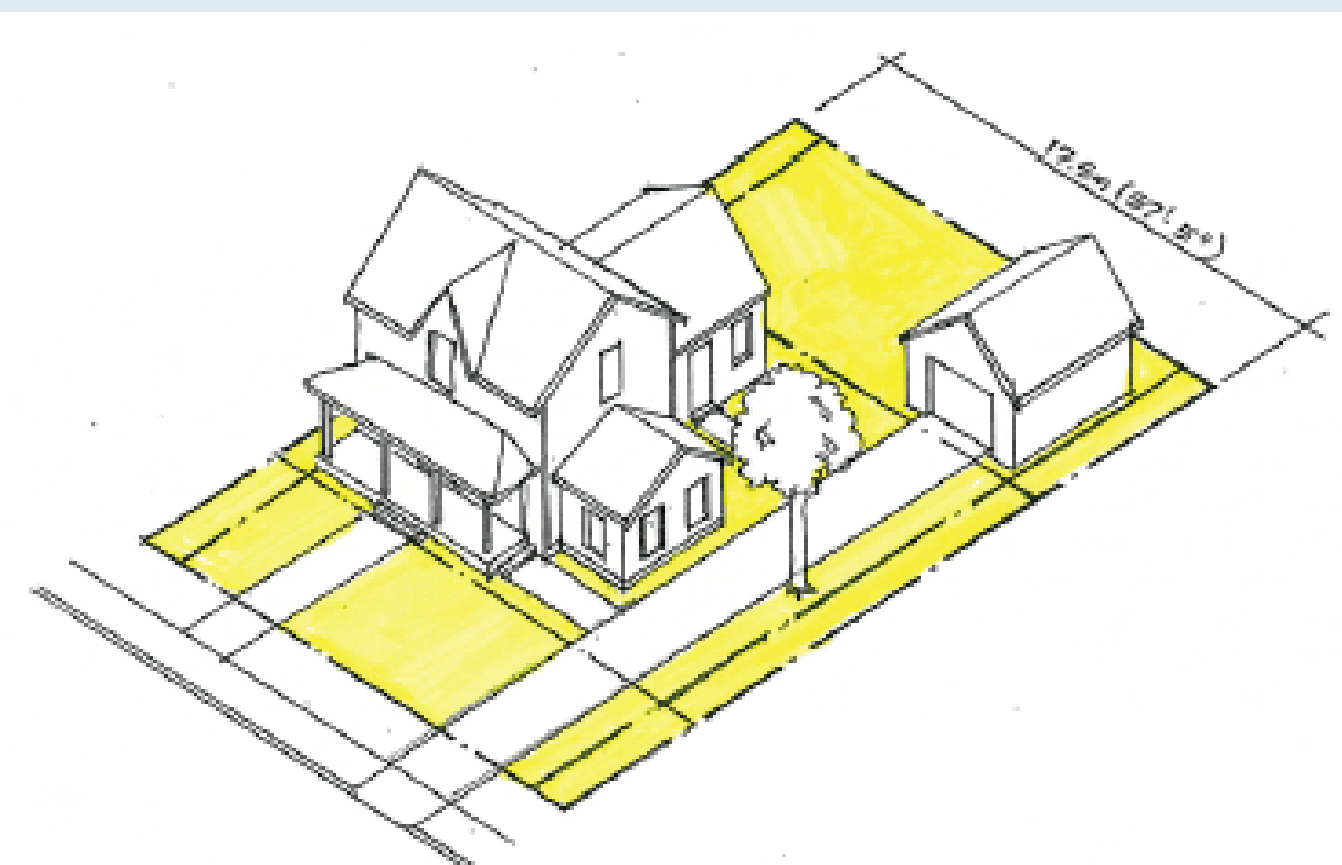
Appropriate



Too Tall



Too Low



Alterations and additions to properties

Residential buildings—alterations

The intent of the policies and guidelines is to allow for alterations, repairs and upgrading to residential buildings in a manner that respects the form and integrity of the heritage attributes and building fabric.

Policies and guidelines proposed to include:

- **Roofs:** Emphasis on replacement with existing materials, and maintaining existing roof form.
- **Walls and foundations:** Emphasis on conservation of original materials, including recommended maintenance.
- **Windows:** Original window openings to be maintained; improvements in efficiency encouraged.
- **Entrances:** Original entrances and doorways to be maintained; improvements to provide barrier-free access permitted.
- **Adaptive re-use:** Original features to be retained; policies to address signage.

Residential buildings—additions

The intent of the guidelines is to ensure that additions do not result in the loss of heritage building fabric, are designed in a way that clearly differentiates them from the original building fabric and are compatible with the character of the District.

Policies and guidelines proposed to include:

- **Location:** Additions not permitted on front façades.
- **Massing:** Additions to be subordinate to existing building and neighbouring buildings.
- **Height:** Not to exceed the ridge on the primary building.
- **Design:** Distinguish between new and old; contemporary design is permitted and encouraged.

Infill development

Intent is to recognize that there may be locations where infill development may occur, and provide applicable guidance for new construction.

Policies and guidelines proposed to include:

- Compatibility of new construction with the character of adjacent properties and the surrounding neighbourhood.
- New construction shall be a product of its own time and not pretend to be historic. Contemporary interpretations of historic forms and styles is encouraged.
- Retaining building heights that are low-rise in scale.
- Retaining front yard and side yard setbacks that are consistent with the character of the neighbourhood, particularly adjoining properties.
- Location of garages towards the rear of the property and accessed by a driveway or laneway. Parking not to locate in front yards.
- Encouragement of natural materials such as brick and wood.

Demolition and removal of buildings

Property owners encouraged to work with existing buildings rather than demolishing and building anew.

Policies and guidelines proposed to include:

- Demolition not permitted for buildings that contribute to the historic character or attributes of the District, except in certain situations (likely to include natural disasters, public safety, or public interest to remove).
- If demolition permitted, property is required to be evaluated, documented, and drawings submitted for proposed development.
- New construction required to be completed within 2 years (or as mutually agreed upon between the property owner and City).

Potential works exempt from Heritage Permit requirements

The *Ontario Heritage Act* allows a heritage conservation district plan to exempt some forms of alterations from the requirement for a heritage permit providing that the district plan includes:

"(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."

This board includes a selection of alterations that could be considered "minor in nature" and that may be carried out without first obtaining a heritage permit. These minor alterations have been guided generally by the principles of either being undertaken within a small area, confined to areas that are generally out of public view, routine maintenance, or are easily reversible.

Potential exemptions for residential and non-residential properties

Alterations that may be carried out without obtaining a heritage permit under Section 42 of the *Ontario Heritage Act* are:

Interior modifications: The interiors of buildings or structures are not subject to regulation within the Heritage Conservation District (except if part of a Part IV *Ontario Heritage Act* designation).

Roof materials: Replacement of existing roof materials with the same type.

Eavestrough and downspouts: The removal and/or installation of new eavestroughs and downspouts in the same material as the previously existing.

Skylights: The installation of skylights located in the same plane as the roof and not visible from the public realm (e.g. on the rear slope of a roof or on a flat or low-pitched roof).

Solar panels: The installation of solar panels located in the same plane as the roof and not visible from the public realm (e.g. at the rear slope of a roof or on a flat or low-pitched roof).

Security lighting and alarm systems: The installation of security lighting and/or alarm systems.

Amenity lighting: The installation of porch lighting or other amenity or seasonal lighting.

Landscaping, soft: The removal and/or installation of vegetative landscaping, such as planting beds, shrubbery and small ornamental trees and the pruning and maintenance of trees or the removal of dead branches or limbs.

Landscaping, hard: The removal and installation of hard landscaping, such as driveways, entranceways, paths and parking areas of the same area and dimensions as existing.

Fencing: The removal and/or installation of fencing in the rear yard of a property and behind the mid-point of the side façade of a building (some exceptions may be developed).

Storm windows and doors: The seasonal installation and/or removal of storm windows and screen doors.

Porches, verandahs and decks: The installation and/or removal of single-storey porches, verandahs and decks located within the rear yard and away from views from the public realm.

Stairs and steps: The removal of stairs or steps and replacement in kind (same dimensions and materials).

Street number signs: The installation of street number signs on building façades or on free-standing supports.

Maintenance or small repairs: Ongoing maintenance or small repairs to buildings, structures or small areas of paving that do not significantly affect the appearance of the outside of the property and do not involve the permanent removal or loss of heritage attributes (some exceptions may be developed).

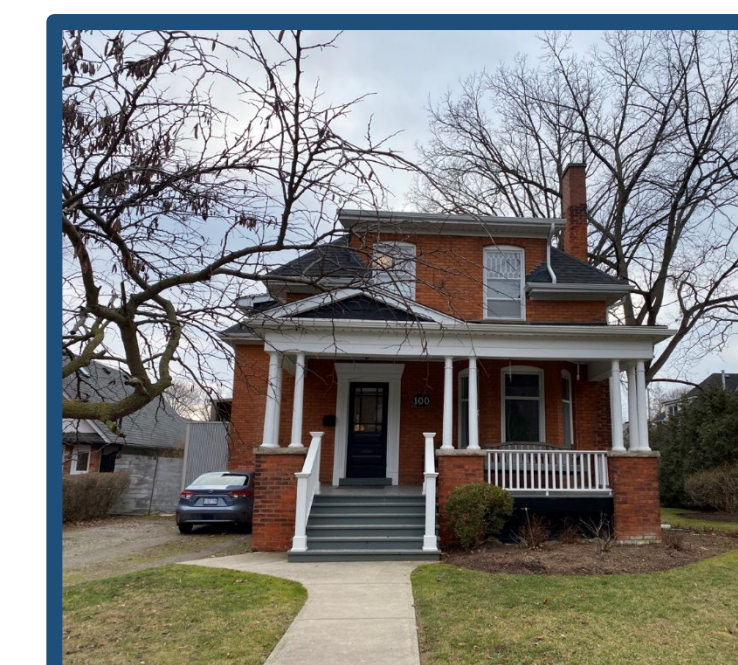
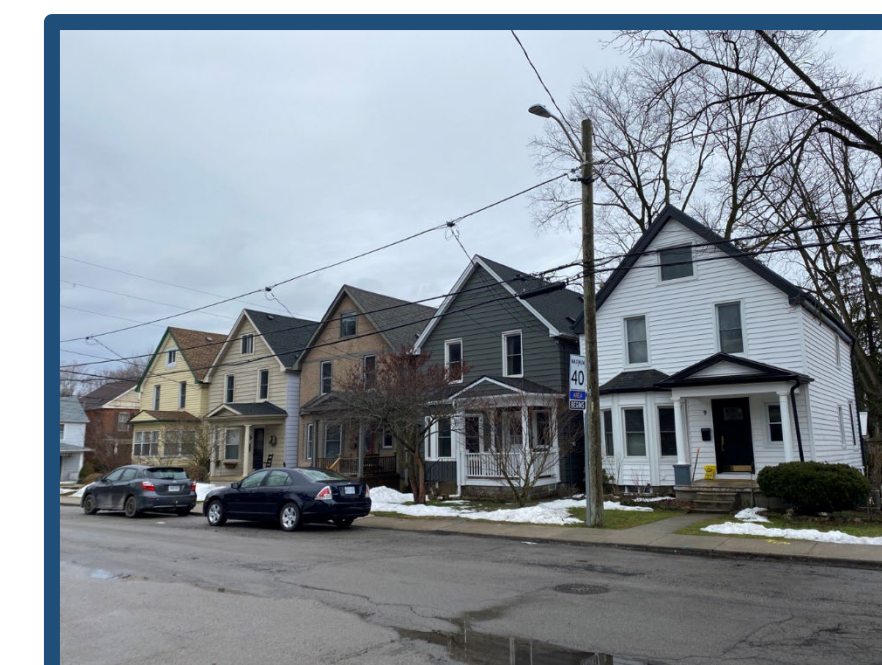
Painting: The painting of doors, window frames, muntins and mullions, trim, eavestroughs, downspouts and minor architectural detailing.

Emergency work

In some instances, emergency work may have to be carried out to public or private property without the benefit of a Heritage Permit or ascertaining whether such work is exempt from regulation.

Required emergency work may be permitted where the timing of repairs makes it impossible to consult with municipal staff regarding a Heritage Permit.

Notwithstanding this provision, all work should be undertaken in a manner that does not destroy valued heritage building fabric. Photographs of 'before and after' should be taken to confirm the condition of the building or property and the nature of the finished repairs, and supplied to City staff as a record of the work.




Next steps and providing feedback


Next steps


- Host Community Open House (today!) to kick off project phase.
- Obtain feedback and comments from community, City staff, and MHC regarding HCD Plan direction.
- Prepare and release Draft HCD Plan for review.
- Host 2nd Community Open House to obtain feedback on Draft HCD Plan.
- Finalize HCD Plan for presentation to MHC and Council.

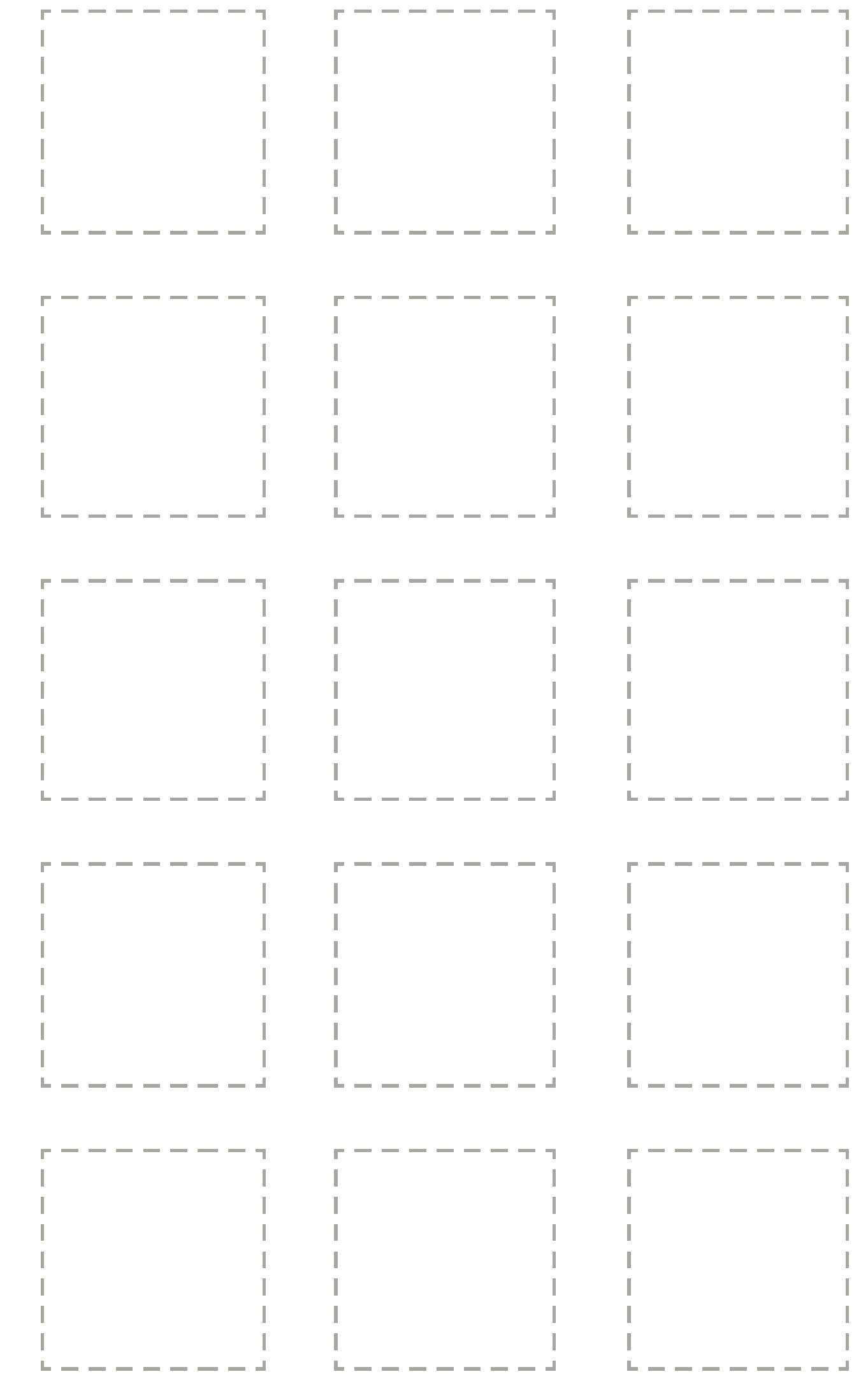
How to provide feedback:

Survey
Comment Card 

Telephone/Mail/Email

Online Survey 

Post-it Notes → 



You can also add your comment(s) directly on printed maps!

Contact Info

MHBC Project Team:

Dan Currie, MA, MCIP, RPP, CAHP
Partner
dcurrie@mhbcplan.com

Nick Bogaert, BES, MCIP, RPP, CAHP
Associate, Senior Heritage Planner
nbogaert@mhbcplan.com

City of Hamilton Staff:

Alissa Golden
Program Lead, Cultural Heritage, Planning & Economic Development
Alissa.golden@Hamilton.ca



Additional Information:

For more information, visit the project's website at:
www.hamilton.ca/melvilleHCD.