Heritage Conservation District Designation Process

Initial Identification

An area is identified as a potential heritage conservation district by staff, members of the community or the Municipal Heritage Committee. Preliminary research is conducted.

MHC Recommendation

The MHC makes a recommendation to Council to begin an HCD Study in a defined geographic area.

Council Approval

Council approves the MHC recommendation. An HCD Study begins. An interim control by-law may be introduced, but is not required.

HCD Study Phase (9-12 months)

The HCD study commences. The identified study area is examined for its architectural, historic and contextual merit. Boundaries for a potential HCD are identified which may or may not be the same as the study area boundaries.

Public Consultation (throughout Study Phase)

At the beginning of the study, public notices are circulated and property owners in the area are notified. Public meetings are held to solicit input and involve the local community.

Study Complete

The study is completed and presented to Council for approval. Based on its recommendations council may choose to proceed with a district plan using the boundaries recommended by the study.

Plan Phase (6-9 months)

The plan phase begins. An overall plan is created which will direct future growth and development in the area.

Public Consultation (throughout Plan Phase)

At the beginning of the plan phase, public notices are circulated and property owners in the area are notified. Public meetings are held to solicit input and involve the local community. A draft plan is presented to the community for input.

Plan Complete and Designation

The plan is completed and presented to Council for approval. Council passed a by-law to designate the district. Notices are circulated the Ontario Heritage Trust and property owners. The area is now designated as a district. Development and growth in the area is now guided by the district plan.