



## Municipal Heritage Committee Report

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**Report Number:** KLMHC2024-063  
**Meeting Date:** December 9, 2024  
**Title:** **2024 Part IV and V Heritage Permits – Delegated Authority**  
**Description:** Summary of Part IV and V Heritage Permits delegated to staff in 2024  
**Author and Title:** Emily Turner, Economic Development Officer – Heritage Planning

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**Recommendations:**

**That** Report KLMHC2024-061, **Part IV and V Heritage Permits**, be received for information.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

By-law 2019-154 delegates authority to staff to approve heritage permits for properties designated under Part V of the Ontario Heritage Act as part of a heritage conservation district. The delegation of authority is enabled under Sections 33 and 42 of the Act. There are two heritage conservation districts in Kawartha Lakes (Downtown Lindsay and Oak Street in Fenelon Falls).

Recent amendments to the delegated authority by-law have also changed the review process for certain types of permits for Part IV designated properties. Applications for commercial and institutional signage, as well as for the installation of utilities where there is minimal or no impact on the property are now also approved by staff without review by the Committee. These changes were intended to streamline the process for certain types of applications to create consistency across different heritage properties and for permit types which typically do not directly impact heritage features of properties.

The permits reviewed and approved by staff are listed below.

### **Downtown Lindsay**

- 3 Kent Street West – window replacement
- 18 Kent Street West – signage
- 19 Cambridge Street South – restoration of building envelope
- 25 Kent Street West – window replacement
- 40 William Street North – stair restoration and replacement
- 55 Kent Street West – signage
- 73 Kent Street West – signage
- 121 Kent Street West – public art
- 130-134 Kent Street West – window replacement

### **Oak Street**

- 37 Oak Street – new garage/ARU construction

### **Part IV Properties**

The majority of Part IV permits are reviewed and approved with a recommendation from the Committee. Only permits related to commercial and institutional signage and utilities installation are not reviewed by the Committee before approval.

22 Elgin Street, Lindsay – heat pump installation  
28 Boyd Street, Bobcaygeon – interpretive signage  
33 North Water Street, Coboconk – boathouse (non-historic) roof solar panel installation

**Rationale:**

This report is intended to provide the Committee with a summary of the Part V heritage permits that have been issued for properties in the City’s two heritage conservation districts as the Committee does not receive or review permits related to Part V designated properties unless there is a negative impact on the property or it is associated with a larger application, such as a Planning Act application. It also provides the Committee with an overview of the Part IV heritage permit applications that the Committee does not review for signage and for utilities installation.

**Other Alternatives Considered:**

There are no recommended alternatives.

**Financial/Operation Impacts:**

There are no financial or operational impacts as a result of the recommendations of this report.

**Consultations:**

N/A

**Attachments:**

N/A

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**Department Head:** Leah Barrie, Director of Development Services