

## Document 8 Consultation

In March 2018, property owners in nine urban study areas were mailed a notification package indicating that their property would be recommended for addition to the Heritage Register as a non-designated listing. A report to this effect was to be presented at a joint meeting of the Built Heritage Sub-Committee and Planning Committee on June 26, 2018.

In May 2018, property owners in these nine study areas were notified that the June 26 meeting was cancelled and that the addition of their properties to the Heritage Register would be postponed.

In April 2019, property owners in the remaining 17 study areas, as well as owners of the properties postponed in 2018 and owners of properties deferred from 2017, were mailed a notification package indicating that their property would be recommended for addition to the Heritage Register as a non-designated listing. A total of 3069 notification packages were mailed.

The notification package contained:

- Letter informing the owner of the intent to add their property to the Heritage Register, the date of the Built Heritage Sub-Committee meeting at which the report recommending listing would be presented, and HIP staff contact information
- Information brochure containing the assessment criteria, answers to frequently asked questions, details regarding the implications of adding a property to the Heritage Register and HIP staff contact information,
- Flyer outlining dates and times of public information sessions and drop-in days at client service centres
- Individualized property information sheet containing the architectural and contextual information about the property

Staff tracked and replied to all responses to the notification packages sent in 2018 and 2019. Responses were received by phone, mail, and email.

In 2018, staff received 231 responses to the mailed notification package:

- 141 responses were neutral, with the respondents typically having general questions about the HIP and the Heritage Register, or wanting to update the owner information or property information sheet

- 61 were opposed and many wanted to appeal the addition of their property to the Heritage Register.
- 18 were supportive of the HIP and the addition of their property to the Heritage Register.
- 11 responses were related to re-assessment requests, notifications of demolitions, or where staff were unable to reach the property owner for follow-up.

In 2019, staff received 130 responses to the mailed notification package as of the date this report was submitted:

- 64 responses were neutral, with the respondents typically having general questions about the HIP and the Heritage Register, or wanting to update the owner information or property information sheet.
- 35 were opposed and many wanted to appeal the addition of their property to the Register.
- 30 were supportive of the HIP and the addition of their property to the Heritage Register.

Community outreach was an important component of the HIP. Since the launch of the HIP in 2016, staff have held meetings and information sessions, made presentations to heritage and community groups, met with ward councillors, and sought input from residents, community associations, and heritage enthusiasts. The following table illustrates community outreach efforts since the last report to the Built Heritage Sub-Committee in July 2017:

<b>DATE</b>	<b>CONSULTATION</b>
August 16, 2017	Glebe Community Association – meeting with Heritage Committee chairs
September 18, 2017	Councillor Brockington – discussion of HIP
September 30, 2017	Heritage Ottawa Forum – presentation and Q&A
January 8, 2018	Westboro Community Association – presentation and Q&A at board meeting

January 9, 2018	Mechanicsville Community Association – presentation and Q&A at monthly meeting
January 17, 2018	Civic Hospital Neighbourhood Association – presentation and Q&A at board meeting
February 5, 2018	McKellar Park Community Association – presentation and Q&A at board meeting
March 6, 2018	Councillor Nussbaum – discussion of HIP
March 13, 2018	Vanier Community Association – presentation and Q&A at monthly meeting
March 29, 2018	Notification package mailed to property owners
March 29, 2018	Councillor Brockington – discussion of HIP
April 23, 2018	Public Information Session – Jean Pigott Place, City Hall
April 28, 2018	Public Information Session – Jean Pigott Place, City Hall
May 24, 2018	Notification of postponement of Built Heritage Sub-Committee and Planning Committee meeting mailed to property owners
May 30, 2018	Councillor Egli – discussion of HIP
June 11, 2018	Councillor Deans – discussion of HIP
July 17, 2018	Councillor Hubley – discussion of HIP
October 30, 2018	Heritage Ottawa – update at regular board meeting

November 27, 2018	Heritage Ottawa – update at regular board meeting
March 7, 2019	Councillor Gower – briefing on HIP to Built Heritage Sub-Committee chair
March 19, 2019	Société franco-ontarienne du patrimoine et de l'histoire d'Orléans (SFOPHO) – meeting with Heritage Sites Committee chair
March 27, 2018	Notification package emailed to Councillors
April 4, 2019	Councillor Menard – discussion of HIP
April 8, 2019	Councillor Brockington – discussion of HIP
April 8, 2019	Ward 5 staff – discussion of HIP
April 8, 2019	Councillor Kavanagh – discussion of HIP
April 10, 2019	Notification package mailed to property owners
April 11, 2019	Councillor Fleury – discussion of HIP
April 11, 2019	Notification package emailed to Community Associations
April 23, 2019	Councillor El-Chantiry – discussion of HIP
April 30, 2019	Drop-in hours – Nepean Client Service Centre
April 30, 2019	Notification package emailed to heritage organizations
April 30, 2019	Heritage Ottawa – update at regular board meeting
May 1, 2019	Vanier Community Association - meeting with volunteer member

May 3, 2019	Notification of removal of properties from June 11 report to Built Heritage Sub-Committee emailed to ward 1, 5, 7 and 19 councillors
May 4, 2019	Public Information Session – Shenkman Arts Centre, Orléans
May 6, 2019	Public Information Session – Kanata Recreation Complex, Kanata
May 7, 2019	Drop-in hours – Metcalfe Client Service Centre
May 8, 2019	Public Information Session – Jean Pigott Place, City Hall
May 9, 2019	Drop-in hours – North Gower Client Service Centre
May 13, 2019	Notification of removal of properties from June 11 report to Built Heritage Sub-Committee mailed to ward 1, 5, 7 and 19 property owners
May 22, 2019	Councillor Darouze – discussion of HIP
May 22, 2019	Councillor Blais – discussion of removal of properties from June 11 report to Built Heritage Sub-Committee
May 23, 2019	Notification of removal of properties from June 11 report to Built Heritage Sub-Committee emailed to ward 1, 5, 7 and 19 Community Associations

In April 2019, Councillors were emailed a copy of the homeowner letter, information brochure, flyer outlining information sessions and drop-in hours, and a list of all properties in their ward being proposed for addition to the Heritage Register.

In April and May 2019, 113 community associations across all 23 wards whose communities contained one or more properties proposed for addition to the Heritage Register were sent the notification letter, information brochure, public information session and drop-in days flyer, and the list(s) of properties in the ward(s) serviced by their association. 16 cultural and heritage organizations were sent the list(s) of properties in the ward(s) serviced by their association.

At the April 2018 and May 2019 public information sessions, staff provided the draft list and property information sheets of all properties proposed for the Heritage Register, collected additional information about proposed properties, met with members of community and heritage organizations, and recorded feedback from attendees. A total of 296 residents completed sign-in sheets at the public information sessions, though staff estimate actual attendance was higher.

Information about the 2018 information sessions is as follows:

- Attendees included property owners, area residents, and members of community associations
- 222 residents signed in to the event
- 59 written comments were received from attendees:
  - 37 comments were from property owners who supported the HIP and had additional information to share with staff about the history of their home and/or wanted to correct errors on their property information sheet.
  - nine comments were from property owners who opposed the proposed addition of their property to the Heritage Register
  - eleven comments were about the HIP in general, and included general questions, concerns about development potential and resale value, and expressions of support
  - two comments were requests to assess additional properties in the inner urban area

Information about the 2019 information sessions is as follows:

- Attendees included property owners, area residents, and members of community and heritage associations
- 74 people sign-in to the event
- 32 written comments were received by attendees:
  - 20 comments were from property owners who were pleased to be included on the Register and provided corrections and/or additional information about their property
  - Seven comments were requests for reassessments
  - Four comments expressed concern about resale value or development potential.
  - Two comments were related to concerns about alterations to listed properties and lack of restrictions on unsympathetic alterations.

31 residents attended the three drop-in days at the client service centres in 2019. A fourth drop-in day was scheduled at the West Carleton Client Service Centre but was cancelled because of ongoing flood relief efforts in Ward 5. An online notice was posted to the HIP web page to this effect. Ward office staff reported that approximately 10 property owners attended, unaware that the drop-in had been cancelled.

In May 2019, 457 letters were mailed to owners of properties in wards 1, 5, 7 and 19 to notify them that their properties would not be proposed for addition to the Heritage Register in the June report to the Built Heritage Sub-Committee, as a result of ongoing flooding in those wards. The letter informed them that a report recommending the addition of their property would be scheduled for fall 2019. Councillors and Community Associations were notified by email.