

# Advisory Committee of Council Staff Report

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To Heritage Guelph  
Date Tuesday, October 10, 2023  
Subject **318 Gordon Street: Heritage Permit Application Staff Report**

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## Recommendation

1. THAT Heritage Guelph provides the following comments to the General Manager, Planning and Building Services with respect to the heritage permit application for 318 Gordon Street:

The proposed addition to 318 Gordon Street abides by the guidelines for the Brooklyn and College Hill Heritage Conservation District.

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## Executive Summary

### Purpose of Report

This report provides information and staff comments on a heritage permit application for a second storey addition to the detached residential dwelling at 318 Gordon Street, a property located in the Brooklyn and College Hill Heritage Conservation District (HCD) and designated under Part IV of the Ontario Heritage Act.

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## Report

### Location



Figure 1: Location of property from City of Guelph GIS

The subject property is located on the east side of Gordon Street between Simpson Avenue and University Avenue. The legal description is PT Lot 3, Concession 2, Division G.

## Background

318 Gordon Street is located in the Brooklyn and College Hill HCD and is classified as a non-heritage structure in [Appendix A: Description of properties within the Brooklyn and College Hill Heritage Conservation District](#). The property was constructed circa 1960.

According to Section 42 of the Ontario Heritage Act, any proposed new construction, alteration, demolition or removal that would affect the heritage character of the property or the district is required to obtain approval through the heritage permit process. The construction of the proposed addition on the subject property requires a heritage permit application (as per Section 4.4 of the HCD Plan and Guidelines). The approval authority for this application is the General Manager of Planning and Building Services.

## Staff Comments

Heritage planning staff have reviewed the proposed addition to this property and are of the opinion that it aligns with the Brooklyn and College Hill HCD Plan and Guidelines. The addition to this non-heritage property is located at the rear of the structure (4.3.2) and does not exceed the roof ridge of the original structure (4.3.3). In particular, the proposal demonstrates satisfaction of the following guidelines:

### 4.3.1 Guidance related to alterations

- i. Alterations that attempt to create a sense of being “old” or adopting the appearance of historical building forms and features are not required and should be avoided. These include installing features such as non-operable shutters, synthetic muntins, decorative window surrounds, faux half-timbering and cupolas.
- ii. Required windows and entranceways may use synthetic materials provided that the overall dimensions and appearance of the openings are in keeping with the general character of window and door openings found in the District.
- iii. Wall cladding on non-heritage properties may use synthetic materials (e.g., vinyl, aluminum, EIFS) but these should be used sparingly and in unobtrusive locations such as walls not facing a street wherever possible. Materials such as concrete fibre board and synthetic wood products can be considered.
- iv. Additions must be sensitive to adjacent or neighbouring building forms and features in both size and height with any upper story additions maintaining the height of established roof lines, predominant roof types and roof profiles.

### 4.3.2. Location of additions

Exterior additions are encouraged to be located at the rear or on an inconspicuous side of the building, limited in size and scale to complement the existing building and neighbouring properties.

### 4.3.3 Height of additions

The majority of buildings within the residential area are three storeys or less. To maintain this profile, the height of the roof ridge in new additions should not exceed the height of the ridge of the main building or structure to which it is being added.

**Attachments**

Attachment-1 Permit Drawings

Attachment-2 Current Photographs

**Departmental Approval**

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