

	Comment author	Section number and phrase in question	Comment received	Action taken	
1	Mayor Pierre Leroux	General comment	Another concern that I don't see raised anywhere is enforcement/penalty. If we put "must or shall" in certain circumstances, and it's determined a resident did not follow this document, what are the repercussions? In large-scale projects, I see the value of "must/shall", but smaller projects are a little trickier.	Similar to the zoning by-law if the applicable provisions or guidelines are not followed the Planning Department could provide notice that the guidelines were not met particularly where a heritage permit was required and was not obtained, advising the property owner to apply for a permit and reviewing the permit as required. If an individual does work without a heritage permit and fails to or unable to obtain one for the work completed the municipality would, similar to the zoning by-law, have the option to seek recourse through the courts. This is a rare step even in enforcement of the zoning by-law as usually staff can work with the property owner to bring the property into compliance either through a request for a variance or by bringing the works into compliance with the by-law. A similar approach is suggested for the HCD.	
2	Mayor Pierre Leroux	3.2.4.2. New development (including new infrastructure, buildings, infill and additions) within the District will be compatible in scale, design, detailing and use either traditional materials (such as brick, decorative concrete blocks, wood) or contemporary materials of equal quality, durability and character.	Disagree with the use of "will be"	Left unchanged. "will be" is very important here. If we simply say, new development should be compatible then we are not actually restricting new development in any way and have no authority to turn down any new development project no matter how incompatible it is which defeats the purpose of the HCD. Compatibility is not a clear-cut yes or no answer and there is often room to work with a developer to adjust a proposed plan so that it can meet their goal (sq. ft. of commercial, number of dwellings, etc.) while being compatible with the heritage character. Compatible development does not need to mimic historical character.	
3	Mayor Pierre Leroux	3.2.4.3. New development and redevelopment will be compatible with the heritage values of the District, protect significant views and enhance and protect the character of its streetscapes.	Disagree with the use of "will be"	Left virtually unchanged. "will be" was replaced with "shall be". This is very important here. If we simply say new development should be compatible then we are not actually restricting new development in any way and have no authority to turn down any new development project no matter how incompatible it is which defeats the purpose of the HCD. Compatibility is not a clear-cut yes or no answer and there is often room to work with a developer to adjust a proposed plan so that it can meet their goal (sq. ft. of commercial, number of dwellings, etc.) while being compatible with the heritage character.	
4	Mayor Pierre Leroux	3.2.4.4. New development will maintain and support the current variety of land uses and activities that contribute to the economic vitality of the commercial core.	Disagree with the use of "will maintain"	Left virtually unchanged. "will maintain" was replaced with "shall maintain" is very important here. If we simply say, new development should be compatible then we are not actually restricting new development in any way and have no authority to turn down any new development project no matter how incompatible it is which defeats the purpose of the HCD. Compatibility is not a clear-cut yes or no answer and there is often room to work with a developer to adjust a proposed plan so that it can meet their goal (sq. ft. of commercial, number of dwellings, etc.) while being compatible with the heritage character.	
5	Mayor Pierre Leroux	3.2.4.5. New development will respect historic and continuing land patterns and the overall spatial organization of the village, such as the visual relationships between its larger components and patterns of subdivision.	Disagree with the use of "will respect"	Left virtually unchanged. "will respect" was replaced with "shall respect" is very important here. If we simply say, new development should be compatible then we are not actually restricting new development in any way and have no authority to turn down any new development project no matter how incompatible it is which defeats the purpose of the HCD. Compatibility is not a clear-cut yes or no answer and there is often room to work with a developer to adjust a proposed plan so that it can meet their goal (sq. ft. of commercial, number of dwellings, etc.) while being compatible with the heritage character.	
6	Mayor Pierre Leroux	3.4.3.2 Materials and design of a future replacement bridge, particularly above grade elements, shall be compatible with the character of the District.	Disagree with the use of "shall be"	Shall be has been replaced with "should be" to allow more flexibility in future bridge design.	
7	Mayor Pierre Leroux	3.4.3.3. Any replacement bridge shall maintain or enhance driver and pedestrian views to the Castor River.	Disagree with the use of "shall maintain"	This provision has been replaced with "The design of the bridge should make every effort to maintain or enhance driver and pedestrian views to the Castor River to the greatest extent permissible by applicable safety codes and regulations." This change recognizes that safety regulation and codes are paramount but still emphasizes the importance of view of the Castor River from the bridge since the Castor River is integral to the history and heritage character of the proposed HCD and the Village of Russell.	
8	Mayor Pierre Leroux	3.4.3.4. Any replacement bridge shall permit passage of small boats (canoes, kayaks, etc.) underneath.	Disagree with the use of "shall permit"	This was kept as shall be as this was considered a key feature of the watercourse through the village that it is accessible by canoe or kayak.	
9	Mayor Pierre Leroux	3.4.4 Street furniture (i.e., benches, trash/recycling stations, planters, bike parking, etc.) shall be visually and physically compatible with the existing character of the streetscape. Whether they are contemporary or traditional in design, the selected products and materials must be compatible and harmonious with the heritage character of the District, for example by picking up on and taking reference from design cues, styles, proportions and materials within the HCD.	Disagree with the use of "shall be" and "must be"	Use of shall be and must be in reference to compatible street furniture is important as street furniture such as benches can help set the tone for the district and signals the municipal commitment to supporting the HCD. Use of shall and must in reference to compatible street furniture does not lock us into one choice or option and in fact the benches and trash cans recommended in the Streetscape master Plan for part of the proposed HCD would be considered compatible. Often compatible street furniture is not necessarily a more expensive choice it simply requires consideration of the heritage character.	
10	Mayor Pierre Leroux	3.4.4.3.b. All streetscape upgrade projects must be compatible with the heritage character of the District, as defined in this Plan.	Disagree with the use of "must be"	Use of must be in reference to compatible street upgrades is important as street upgrades when they are being done can help set the tone for the district and signals the municipal commitment to supporting the HCD. Use of must in reference to compatible street upgrades does not lock us into one choice or option. Often compatible street upgrades are not necessarily a more expensive choice it simply requires consideration of the heritage character.	
11	Mayor Pierre Leroux	3.4.4.4. Street furniture shall be designed and located so that views and views to character-defining elements of buildings, as well as safe and generous pedestrian passage, are not obscured or obstructed.	Disagree with the use of "shall be"	This provision relates to locating street furniture thoughtfully with regard to heritage attributes of buildings, pedestrian access and views and would have very little to no impact on actual budget for these items and was therefore left as is.	
12	Mayor Pierre Leroux	3.4.6.1. All new or replaced municipal signage (street name signs, wayfinding, walking/cycling trail signs, etc.) in the District must be coordinated and visually compatible with the character and streetscapes of the HCD.	Disagree with the use of "must be"	Changed to should. This only applies when signage is being replaced or new wayfinding signage is being considered within the district and is not required to maintain the heritage character though it would enhance it.	

13	Mayor Pierre Leroux	3.4.6.2. All signage must be coordinated with the Municipality's signage by-law.	Agree with "must be"	No action required	
14	Mayor Pierre Leroux	3.4.8.4. Public art must not impede traffic or circulation for pedestrians, cyclists, or vehicles;	Agree with "must not"	No action required	
15	Mayor Pierre Leroux	3.4.8.6. During the design phase [of public art], lifespan must be taken into consideration and should make an effort to use durable and sustainable materials;	Agree with "must be"	This clause was replaced with the following in order to allow more flexibility to incorporate permanent or temporary public art if ever this occurs: "Planning and creation of public art should consider longevity. Artists should work with the Township to suggest methods for routine maintenance and repairs as well as strategies for potential relocation or storage. Durable and sustainable materials should be used."	
16	Mayor Pierre Leroux	3.5.1.1. In the Residential Roof height of both new residential and commercial buildings must be compatible with neighbouring buildings.	Agree with "must be"	This intention of this clause remains the same but has been replaced with the following: "Building height for all new works shall be compatible with neighbouring buildings and the streetscape"	
17	Mayor Pierre Leroux	3.5.1.2. Building height must work in tandem with existing setbacks of the streetscape and not interrupt existing patterns;	Agree with "must work"	This guideline was captured within other guidelines within the same section and was removed. Intent remains the same.	
18	Mayor Pierre Leroux	3.5.1.3 Building height must be compatible with significant views and guidelines in section 3.4.1 Views.	Agree with "must be"	No action required	
19	Mayor Pierre Leroux	3.5.2.1. Maintaining existing building lot patterns is strongly encouraged. a. Severances which do not fit the historic pattern, such as dividing an average sized lot into many very long and narrow lots, shall not be permitted.	Agree with "shall not"	No action required	
20	Mayor Pierre Leroux	3.5.1.4. Severances which cut through contributing character-defining buildings (such as historic homes or barns) shall not be permitted unless it is satisfactorily demonstrated to the Municipality that the building and its character can be conserved.	Agree with "shall not"	No action required	
21	Mayor Pierre Leroux	3.5.3.1. All new construction within the HCD shall respect the established patterns of development (for example, the front setback or lack thereof) and be visually compatible with and maintain visual harmony with the streetscape. a. New construction shall be compatible with massing, form, scale, proportion, vertical and horizontal rhythms, setbacks, materials (refer to Guidelines XX and YY), floor-to-floor heights and other patterns of heritage attributes of other contributing properties on the streetscape, a CHS will be required.	Agree with "shall respect" and "shall be"	Intent remains the same but guideline has been replaced with: "All new infill construction within the HCD shall be compatible with the established patterns of development (for example, the front setback or lack thereof) and be visually compatible with, and maintain visual harmony with the streetscape. New infill construction shall require a Heritage Impact Assessment (HIA) to demonstrate compatibility with massing, form, scale, proportion, vertical and horizontal rhythms, setbacks, materials floor-to-floor heights and other patterns of heritage attributes of other contributing properties in the streetscape. i. Refer to Section 4.2.3 HIA. b. New infill construction should consider the appearance of properties on either side of and opposite to the subject property regarding land use factors such as: 1) how front/corner side yards are used; 2) driveway or rear lane access; 3) parking; and 4) location of front doors."	
22	Mayor Pierre Leroux	3.5.3.4. For new construction in the Mixed Commercial-Residential Heritage Area: a. The design of the new building shall be compatible with the residential character of the streetscape and adjacent properties (i.e., front setbacks, green space, building form, scale, pitched roofs, front porches, window proportions, etc.). b. Front setbacks shall provide sufficient open space for landscaping and planting trees. c. Front setbacks shall be equal or slightly larger than that of adjacent contributing properties to maintain views to these properties. d. Parking shall be located at the rear or side yards with access through a laneway. Wide access car ramps are not appropriate.	Agree with uses of "shall"	Intent remains the same. The word infill was added in the first line (new infill construction) for clarity. Wide access car ramps was replaced with wide access driveway.	
23	Mayor Pierre Leroux	3.5.3.5. For new construction in the Residential Heritage Area: a. Front and side setbacks shall provide open space for landscaping and planting trees. b. Front setbacks shall be equal or slightly greater than that of adjacent contributing properties to maintain views to these properties.	Agree with uses of "shall"	No action required	
24	Mayor Pierre Leroux	3.5.3.6. Innovative architectural treatments shall be considered based on design merit and compatibility with HCD Plan & Guidelines.	Agree with use of "shall"	No action required	
25	Mayor Pierre Leroux	3.5.4. New additions and alterations to existing properties shall conserve the character-defining features of the building and the heritage values of the District.	Disagree with use of "shall"	Shall was kept in this instance as major additions and alterations can have a major impact on the heritage character of an area for example a large addition to a heritage building could dwarf the heritage building to which it is attached and neighbouring heritage buildings. Ensuring that new additions are compatible with is very important to maintaining the heritage character of the proposed district. That additions and alterations shall conserve heritage character does not mean they cannot occur it just allows the guidelines to exert influence on the location and look of these additions and alterations.	

26	Mayor Pierre Leroux	3.5.4.2. New work visible from the public realm must be compatible in design and materials with the existing building, streetscape and character of the HCD.	Disagree with use of "must"	Must be kept in this instance as major additions and alterations can have a major impact on the heritage character of an area for example a large addition to a heritage building could dwarf the heritage building to which it is attached and neighbouring heritage buildings. Ensuring that new additions are compatible with is very important to maintaining the heritage character of the proposed district. Compatibility is not a yes or no concept, compatibility can frequently be achieved without undue additional costs or impact to the scope of a project through careful consideration of design.
27	Mayor Pierre Leroux	3.5.4.3. New work visible from the public realm should reference the existing building in terms of proportions, window placements and general alignments of doors, windows, roof lines and other architectural features. New work must be sympathetic and subordinate to the existing building and not compete in size, scale and design. a) Additions proposed adjacent to the existing building should be set back from the existing facade and lower in height;	Disagree with use of "must be"	This just means that new work can't overpower the existing building and this is key to achieving the goals of the HCD use of must be was kept in this instance.
28	Mayor Pierre Leroux	3.5.4.3. a) Additions proposed adjacent to the existing building should be set back from the existing facade and lower in height;	Agree with use of "should be"	Now numbered 3.5.4.3. b. No action required
29	Mayor Pierre Leroux	3.5.4.4. New work visible from the public realm must be distinguishable from the existing building and designed in a contemporary manner. Historicism, or creating a false sense of history (for example, by adding windows with muntin bars where none previously existed) is strongly discouraged.	Disagree with use of "must be"	This section has been revised to should as follows: "4. New work visible from the public realm should be distinguishable from the existing building and not designed in a "copycat," faux-heritage manner. a) Distinctions may vary in subtlety as long as they are compatible. They should not create a false sense of history. For example, adding windows with decorative muntin bars where none previously existed, is discouraged.
30	Mayor Pierre Leroux	3.5.4.5. Do not remove, conceal or obscure significant architectural features visible from the public realm such as porches, balconies, chimneys, overhanging eaves, cornices or parapets, including any character-defining elements.	Questioned the use of "Do Not"	Significant architectural features such as decorative cornices visible from the public realm play a very important part in creating a unique sense of place, the loss of these features would significantly impact the character of the proposed HCD. The wording was a little odd and has been revised to the following: "5. Identified heritage attributes and other significant architectural features (such as porches, balconies, chimneys, overhanging eaves, cornices or parapets, etc.) visible from the public realm shall not be removed, concealed or obscured."
31	Mayor Pierre Leroux	3.5.5.1. Where outbuildings such as historic barns are listed as character-defining elements of contributing properties, they shall be maintained and conserved. The following sections of guidelines apply to these structures.	Disagree with use of "shall be"	Now numbered 3.5.5.5. Revised to "should be." Though historic barns and outbuildings help tell the historical agricultural story of Russell and should be retained to help continue to visually tell that story, the language of this section was revised to should in recognition of the fact that there are very few historical barns and outbuildings and that even though it would diminish the richness of the sense of place and sense of history in Russell village, these buildings are not critical to the sense of place that the HCD intends to protect and the use of should would allow property owners more flexibility in a way that still supports the overall intention of the HCD.
32	Mayor Pierre Leroux	3.5.5.2. Where possible, new garages shall be detached from contributing buildings and located to the side or rear of the building to minimize visibility from the public realm.	Disagree with use of "shall be"	This was softened to should in order to allow attached garages provided they meet other guidelines related to visible roof lines, massing scale etc. To allow for more flexibility while still respecting heritage attributes the section was reworded as follows: "2. Where possible, new garages should be detached from contributing buildings and located to the side or rear of the building to minimize visibility from the public realm. 3. If it is not possible for the garage to be detached, then it should be substantially set back from the main facade of the existing residential building."
33	Mayor Pierre Leroux	3.5.5.5. Garages and outbuildings which are visible from the public realm must be compatible in scale, proportion, and character to the streetscape.	Agree with use of "must be"	no action required
34	Mayor Pierre Leroux	3.5.5.6. Design and location of new garages and outbuildings visible from the public realm must be compatible with the style of the existing building as well as subordinate to it. This includes material selection and roof form.	Agree with use of "must be"	Now numbered 3.5.5.1. Revised slightly intention maintained. "1. Design and location of new garages, carports and outbuildings visible from the public realm shall be compatible with the style, materials and roof form of the existing building and set back from the front facade."
35	Mayor Pierre Leroux	3.5.6. Every effort must be made to minimize the introduction of hard parking surfaces and encourage the continuance of soft landscaping as is currently found throughout the District.	Agree with use of "must be"	Revised the "must be" to "should be" in recognition of earlier discussions during the HCD study phase regarding insufficient parking in the older downtown areas of the Village of Russell.
36	Mayor Pierre Leroux	3.5.6.3. Additional or expanded parking areas shall be minimized and restricted to rear yards and, with proper landscaping, side yards of corner properties.	Disagree with use of "shall be"	Revised to "should be" since the subsequent guidelines already provided circumstances in which parking was permitted in the front yard.
37	Mayor Pierre Leroux	3.6.1. Existing mature trees shall be retained wherever possible, where they do not pose a significant risk to health and safety.	Disagree with use of "shall be"	This provision was revised to replace "shall be" with "every effort should be made to maintain." This recognizes the complicated nature of trees and reasons why trees may need to be cut down (safety risk, risk of or causing damage to a heritage home, interfering with utilities, etc.) and encourages their retention but does not require it. This section more generally was revised to include a note that the HCD Guidelines support the implementation of a municipal urban tree cutting by-law to protect existing mature trees.

38	Mayor Pierre Leroux	3.7.2. Walls and cladding 2. Original or traditional wood siding shall be preserved. Where beyond repair, replacement in kind is strongly encouraged.	Disagree with use of "shall be"	Language was revised to "should be" to provide more flexibility to property owners. New language is "2. Every effort should be made to preserve and restore the original or traditional wood siding. Replacement is discouraged unless they have reached the end of their service life. a. Where beyond reasonable repairs, replacement in kind is strongly encouraged. i. Where small areas of wood need to be replaced, it is often easier or more economical to replace these degraded boards in kind. b. If significant portions of walls have been degraded beyond repair, durable contemporary alternative materials, such as fibre cement board or engineered composites, which match the profile, size, directionality, dimension, detailing at openings and terminations and overall appearance of the wood siding may also be acceptable. i. Alternatives including aluminum or vinyl siding (including options with imprinted wood grain) are not recommended as replacement for traditional wood siding, as they lack the physical and visual character of wood siding. c. If an owner prefers to replace original or traditional wood siding before it has reached the end of its service life, replacement materials shall either match the existing materials or be a durable, contemporary alternative, per point 2.b. above."	
39	Mayor Pierre Leroux	3.7.2. Walls and cladding: 5. Low quality, contemporary and synthetic materials (such as aluminum siding, vinyl siding) are inappropriate and their use within the District, where visible from the public realm, is discouraged.	Questioned this statement with "??"	Now 3.7.1. Walls and Cladding 2. This statement was removed/ revised to the following to provide more clarity, "i. Alternatives including aluminum or vinyl siding (including options with imprinted wood grain) are not recommended as replacement for traditional wood siding, as they lack the physical and visual character of wood siding."	
40	Mayor Pierre Leroux	3.7.2. Roofs: 1. Historic pressed metal roofs shall be conserved. When they have reached the end of their service life, replacement in-kind is encouraged.	Disagree with use of "shall be"	Now 3.7.1. Roofs 1. Language was revised to "every effort should be made" to provide more flexibility to property owners. New language is "1. Every effort should be made to preserve and restore historic pressed metal roofs. Replacement is discouraged unless they have reached the end of their service life. a. When they have reached the end of their service life, replacement in kind or with a similar pressed metal roof is encouraged. b. Replacement with a contemporary flat metal tile roof may also be acceptable."	
41	Mayor Pierre Leroux	3.7.2. Windows: 1. Historic wood-framed windows shall be conserved. When they have reached the end of their service life and repair is not an option, replacement in-kind is strongly recommended.	Disagree with use of "shall be"	Now 3.7.1. Windows 1. Language was revised to "every effort should be made" to provide more flexibility to property owners. New language is "1. Every effort should be made to conserve and restore historic wood-framed windows. Replacement is discouraged unless they have reached the end of their service life. a. When they have reached the end of their service life and repair is not an option, replacement in kind is strongly recommended. 2. The use of contemporary vinyl framed windows is strongly discouraged. a. If contemporary windows are to be used, they shall match the size, shape style and muntin pattern of the original windows. For example, it is not appropriate to replace double-hung windows with casement windows. b. Refer to Guidelines 3.7.4 Doors and Windows"	
42	Mayor Pierre Leroux	3.7.2. image caption: Do not replace wood siding with aluminum or vinyl siding	Questioned this statement with "??"	Additional images and captions provided with information matching the guidelines (aluminum and vinyl siding have low degree of compatibility) but the captions no longer conflict with the guidelines.	
43	Mayor Pierre Leroux	3.7.3.4. Alterations to existing rooflines or roof form must be compatible with the existing building as well as adjacent or nearby buildings	Agree with use of "must be"	Now 3.7.2.2. No action required	
44	Mayor Pierre Leroux	3.7.3.5. Designs for new roof structures must take into consideration the existing pattern, silhouette, and existing horizontal and vertical "rhythms" along the streetscape.	Agree with use of "must"	Now 3.7.2.3. No action required	
45	Mayor Pierre Leroux	3.7.3.6. New roofing materials must be compatible with the style and character of the building within its streetscape, where visible from the public realm.	Agree with use of "must"	Now 3.7.2.5. No action required	
46	Mayor Pierre Leroux	3.7.3.8. New chimneys must be compatible in design and materials, where visible from the public realm.	Agree with use of "must"	Now 3.7.2.7. No action required	
47	Mayor Pierre Leroux	3.7.4.3. New porches, vestibules and balconies must be compatible with the existing building in terms of materials, scale, design, and architectural detailing.	Agree with use of "must be"	Now 3.7.3.3 No action required	
48	Mayor Pierre Leroux	3.7.6.3. Where historic documentation is lacking or absent or when using a contemporary design, the new [architectural detail or decorative] element shall be compatible with the character of the building and streetscape in terms of size, dimension, profile, materials and overall appearance	Agree with use of "shall be"	Now 3.7.5.3. Wording revised intent remains the same. Now wording is "3. Where adequate historic documentation is unavailable, or when using a contemporary design, the new element shall be compatible with the character of the building and streetscape in terms of size, dimension, profile, materials and overall appearance."	
49	Mayor Pierre Leroux	3.7.6.4. Alterations [to architectural details or decorative elements] must be compatible with existing architectural detailing found within the HCD, particularly that of contributing buildings.	Agree with use of "must be"	Now 3.7.5.4. No action required	
50	Mayor Pierre Leroux	3.7.7.2. Rehabilitation of existing storefronts and the construction of new storefronts must be visually and physically compatible with the building and streetscape.	Agree with use of "must be"	Now 3.7.6.2. No action required	
51	Mayor Pierre Leroux	3.7.7.3. Individual historic storefronts and entry doors shall be maintained, regardless of evolution of tenancies.	Disagree with use of "shall be"	This guideline means that if there was a building with two storefronts and each storefront had their own display area and door, the two doors and display areas should be kept even if there is now only one tenant in a larger space. This ensures the rhythm of the street scape remains even as business sizes change and are very important to retaining the fine grain character of the Traditional Commercial Heritage Area. As it does not limit the amount of space businesses can occupy just how they present to the street, the impact on business owners is minimal compared to the benefit in the opinion of the Planning Department and MTBA. Shall be was retained in the draft in this instance. Now 3.7.6.3	

52	Mayor Pierre Leroux	3.7.7.4. Some historic buildings in the District use awnings for sun or rain protection. Awning size should be compatible with the host building and not obscure character-defining features. a. The use of traditional horizontal fabric awnings is encouraged. b. Fixed awnings are generally discouraged except where the proponent can demonstrate a high degree of character compatibility. c. Plastic and vinyl options are not permitted. d. Internal illumination of awnings is not permitted.	Question "???" regarding the phrases "c. Plastic and vinyl options are not permitted." d. Internal illumination of awnings is not permitted."	Now 3.7.6.4. This section was revised to specific that "plastic and high-gloss vinyl options are not permitted." There are a number of contemporary vinyl that are more weather resistant but maintain a more traditional canvas appearance than high gloss vinyl's which would be incompatible with the HCD.	
53	Mayor Pierre Leroux	3.7.7.5. When adapting storefronts to accommodate current accessibility standards, historic features and materials shall be retained as much as possible. New ramps and railings should be compatible in materials, scale, design and detailing with the existing building.	Disagree with use of "shall be"	Use of as much as possible means this already has some flexibility for owners to show it is not possible. We switched the language to should in order to further clarify that accessibility modifications permitted even where they may impact heritage attributes. An additional guidelines was also added to section 3.2.2.10 regarding accessibility which states, "Alterations which improve the universal accessibility of buildings to meet current Accessibility for Ontarians with Disabilities Act (AODA) requirements are supported by the HCD Plan and Guidelines. Alterations to the exterior of a building which are visible from the public realm shall follow applicable HCD Guidelines to maximize compatibility with the District."	
54	Mayor Pierre Leroux	3.7.8. Signage must be compatible with the building's architectural style, conserve the integrity of the building or property in which it is situated and serve to reinforce the unique heritage character of the commercial areas of the Village.	Agree with use of "must be"	Now 3.7.7. No action required	
55	Mayor Pierre Leroux	3.7.8.3. For new commercial signage on converted residences in the Mixed Commercial Residential Heritage Area, signage must be compatible with the residential character of the building such as materials, scale, style, proportion, form, etc.	Agree with use of "must be"	Now 3.7.7.3 No action required	
56	Mayor Pierre Leroux	3.7.8. Sign Placement: 1. Signs shall work within and not conflict with existing architectural features.	Agree with use of "shall"	Now 3.7.7. Sign Placement 1. No action required	
57	Mayor Pierre Leroux	3.7.8. Design: 1. Signs shall be in proportion to the building and not visually dominate or overwhelm the facade.	Agree with use of "shall"	Now 3.7.7. Design 1. No action required	
58	Mayor Pierre Leroux	3.7.11.4. New fences which are visible from the public realm must conserve the character of the District and be compatible with the streetscape: a. New fences which are visible from the public realm should use traditional materials such as wood, wrought iron or natural materials. b. Traditional fence designs, such as wood picket or post and rail, are strongly encouraged. c. Chain link, PVC or horizontal solid board fencing are not appropriate.	Disagree with use of "must"	Now 3.6.3.2. Fences, depending on location and character can have a major impact on the character of the proposed HCD. The draft continues to use "must" but has been revised to identify this is specific to fences in front yards, exterior side yards and those which border open spaces. Though the guidelines identify that fences must be compatible it indicates that fences should use traditional materials allowing the option of compatible fencing using more modern materials. Guideline c has been revised to reflect that chain link, PVC or solid board fencing are strongly discouraged rather than "not appropriate" the full new draft of the states, "1. New fences at front yards, at exterior side yards and those which border Open Spaces shall conserve the character of the District and be compatible with the streetscape: a. New fences which are visible from the public realm should use traditional materials such as wood, wrought iron or natural materials. b. Traditional fence designs, such as wood picket or post and rail, are strongly encouraged. c. Chain link, PVC or solid board fencing are strongly discouraged."	
59	Mayor Pierre Leroux	3.7.11.5. New fences must not obstruct or obscure significant views within the district, such as the front facade of a contributing building; a. Fences located in front yards must be of a height no greater than 0.9 m. Shorter fences or designs with greater transparency are preferred.	Agree with use of "must"	Now 3.6.3.3. No action required	
60	Mayor Pierre Leroux	3.7.11.6. When introducing new hedges in areas visible from the public realm where no hedges had existed previously, placement must be compatible with the streetscape and character of the District over the long term (not just when introducing young trees). a. Significant views within the District and views to the front facades of buildings must be maintained. b. Placement and alignment of the hedges should match setbacks of existing hedges within the District.	Agree with use of "must"	Now 3.6.4.6. No action required	
61	Mayor Pierre Leroux	3.9.1. Adaptive reuse 1. Find a new use which requires minimal or no change to character-defining elements. a. All alterations visible from the public realm must meet the objectives and guidelines of the HCD.	Agree with use of "must"	No action required	

62	Mayor Pierre Leroux	3.9.3.3. Relocating non-contributing buildings to a different property outside the District is generally accepted once the heritage permit of the replacement structure is approved by Council. a. Replacement building must be compatible with the heritage character of the District as described in these Guidelines.	Agree with use of "must"	Now 3.10.2.3. No action required	
63	Mayor Pierre Leroux	3.9.3.4. 4. Relocating a non-contributing building either laterally or vertically on the same property must demonstrate compatibility with the streetscape with regard to height, setbacks, materials, etc.	Agree with use of "must"	Now 3.10.2. No action required	
64	Patricia and Leo Achtereekte 419 Church St. Russell (outside HCD)	General comment	We received the Notice of Public meeting concerning the HCD as we are adjacent to the zone but were unable to attend at that time. I've been looking for the minutes or follow up info from that meeting but don't see anything posted. Are the minutes or ore info available?  We would also, at this time, let you know that we strongly oppose any plans that further restrict property owners' rights to build/renovate or make changes to their own properties such as this HCD plan. If the conservation of such buildings and areas are of that much importance to the public, then let all of the public purchase these buildings when they come up for sale and do as they please with them when they own them. We are far too over governed as it is, please stop!	Sent a link to the recording of the minutes and acknowledged the comments. Clarified that their property is not in the HCD nor is it adjacent to the HCD. They had received a notice that their property was adjacent to the HCD in error.	
65	Jesse and Alicia Achtereekte, 20 Bank Street Russell (in the HCD)	General Comment	We are one of the properties affected by the proposed HCD plan. We strongly disagree with the proposal. We feel this adds restriction and limits options to "upgrade" to everyone's property. We just recently purchased this house with plans to make changes in the future, our home in only 30 years old and I know some other properties on the map are younger and we feel there is no historical visual identifiers on some properties. I feel there are already lots of by-laws and regulations in place that regulates what a homeowner can do with their properties.  The HCD map is far too large and I feel would negatively affect the selling of these properties. These additional restriction is a deterrent to potential buyers.  We would like to reiterate that we strongly oppose any plans that further restrict property owners' rights to build/renovate or make changes to their own properties such as this HCD plan. If the conservation of such buildings and areas are of that much importance to the public, then let all of the public purchase these buildings when they come up for sale and do as they please with them when they own them. We are far too over governed as it is, please stop!	Comment noted for Council consideration.	
66	Marc Lalonde, 1092 Concession Street (in HCD)	3.6.1. Trees	(July 2020 at the public meeting) what age constitutes a mature tree?	This depends in part on the variety of tree species and varies. Additional guidance in terms of mature tree by species was considered for inclusion in the HCD Plan and Guidelines, however, with changes to the guidelines for mature trees that now advise they should be retained and with revisions no longer requiring a heritage permit for removal of mature trees in the proposed HCD it was decided that mature trees could be left more general and within the district removal of any larger or older tree is discouraged.	
67	Marc Lalonde, 1092 Concession Street (in HCD)	3.4.2. Traffic management	(July 2020 at the public meeting) did I understand correctly at the beginning of the meeting that we wouldn't be discussing/entertaining questions on traffic items tonight? I will send some post meeting comments/questions on the issue of traffic. Who should I send them to?	Alix Jolicoeur's contact information provided during the meeting (this was discussed at the first public meeting of the Plan phase and the third.	
68	Marc Lalonde, 1092 Concession Street (in HCD)	General comment	(July 2020 at the public meeting) how our museum is restored will serve as a litmus test for our eventual HCD...Hope it's done with a sense of authentic restoration with the more durable wood materials... Thanks	Comment noted, however, to the understanding of the Planning Department the decision regarding the siding for the museum had already been made prior to the HCD Plan and Guidelines being fully drafted and therefore before any decision or implementation of the guidelines.	
69	Marc Lalonde, 1092 Concession Street (in HCD)	General comment	(Comments on the 80% draft) First let me extend my sincere thanks to you and Dominique for all the hard work and effort you have devoted to the HCD study project for the Village of Russell. I want to assure you that many of the long-standing/well-known community volunteers in our village appreciate the initiative that was taken in a closer look at the unique history and heritage value that our village has to offer.  I want to hope that at the end of the day, both of you found this exercise to be meaningful and worthwhile!  Please see my attached comments on the discussions of the last few months with regards to the HCD draft report. Rest assured that there is still a small but committed nucleus of long-standing community volunteers here in our village that see the tremendous value in preserving/protecting an important part of our town for the historical and heritage attributes it has to offer the people of our township and beyond! (more below)	No action required	
70	Marc Lalonde, 1092 Concession Street (in HCD)	3.4.2. Traffic management	(continued - comments on the 80% draft)General comments and observations in June 2020 HCD Report  1. In Section 3.4.2., the June 2020 version of the Heritage Draft Report cites a traffic study carried out in 2018 but does not elaborate on the results except for a reference to a planned road widening and intersection intervention project. The HCD report also mentions that it is not within the scope of the HCD to regulate traffic but does mention that "many residents have expressed concerns about the high volumes of traffic."  Russell residents who participated in the HCD meetings these past 2 years need to better understand how Township of Russell plans to deal with the daily heavy truck traffic (tractor trailers) moving through the village of Russell in the context of an HCD plan. The current situation with truck traffic involves 45-foot-long car carriers leaving from the Odessa Car Centre and using North Russell Road through the village on their way south to route 400. There are also McDonald's restaurant tractor trailers coming in from the west along Craig on their way through Embrun to reach the McDonald's restaurant in Casselman. Griffith Cartage located on North Russell Road has expressed its strong support for eliminating heavy truck traffic along Concession Street which includes no less than 3 school zones in the space of only a few hundred yards. Heavy trucks continue to use engine brakes going to/from the Sunset Flats subdivision project despite the albeit small notice signs that have been posted to address that very issue. (more below)	The Heritage Act does not supersede any Acts or regulations regarding traffic control. It is therefore not within the scope of an HCD to regulate traffic, guidelines regarding traffic are limited to recommendations regrading physical characteristics. The HCD Plan and Guidelines does include in Appendix A1 recommendations for changes within other policies that reflect the concerns regarding heavy truck traffic through the HCD including changes to the Township of Russell Official Plan and the Transportation Master Plan.	

71	Marc Lalonde, 1092 Concession Street (in HCD)	3.4.2. Traffic management	<p>(continued - comments on the 80% draft) Route 200 is also cited in the HCD draft report, a route which was originally developed for the purpose of diverting heavy traffic away from the Village of Russell. The route was never fully developed/completed and the report now mentions that the County recently determined that it would not be financially feasible at this time to see it through. This amounts to sealing the fate of the village core area of Russell in having to endure the awkward and sometimes dangerous maneuvering of tractor trailers riding up on sidewalk curbs or having to back up in the intersection to renegotiate their initial failed attempt at rounding the intersection at Craig and Concession. When looking at the cost of infrastructure development (completing Route 200), we also have to take into account the value it will bring to the community at the end of the day.</p> <p>Any eventual HCD plan for the Village that does not thoughtfully address the landscape, streetscape and traffic calming issues and requirements (albeit mentioned only briefly in the HCD study) will seriously compromise the objectives of an HCD for Russell Village. The road widening plans laid out for the corner of Craig and Concession will no doubt yield some unintended consequences i.e., encouraging more heavy traffic routing and should be revisited by Township Council. (more below)</p>	As a correction it was the Township Infrastructure Department (not the County) that looked at rerouting truck traffic along Route 200 and determined it was not financially feasible at this time.	
72	Marc Lalonde, 1092 Concession Street (in HCD)		<p>(continued - comments on the 80% draft) 2. Township of Russell should give serious consideration to leveraging the input and advice from 2 well-established Village of Russell's organizations with the eventual implementation of an HCD plan. The Russell Historical Society and the Russell Village Trustees are committed Russell based organizations who share a keen interest in the history and heritage of the Village of Russell and who continue to develop and support initiatives and activities that help recognize and celebrate the unique attributes that make up our Village. (more below)</p>	No action required	
73	Marc Lalonde, 1092 Concession Street (in HCD)	General comment	<p>(continued - comments on the 80% draft) 3. The whole idea of an HCD plan for a village with a history and a heritage such as Russell is to celebrate, preserve and protect those valuable attributes. I assume that Township Council's long-standing support of the cost, energy and time that has gone into this lengthy review process, amounts to their own sense of importance and pride in recognizing this unique and worthwhile initiative.</p>	No action required	
74	Marc Lalonde, 1092 Concession Street (in HCD)	3.8 Restoration	<p>(Comments on the 80% draft) One thing I forgot to mention in my comments on the HCD draft was the issue of existing homes with heritage value within the proposed district. There are currently 3 or 4 properties that are in various states of disrepair and/or rundown. How would an HCD plan address that issue in terms of encouraging owners of heritage value homes to work towards their rehabilitation or restoration?</p>	The HCD Plan and Guidelines encourage ongoing maintenance and provides guidance to help support the restoration of heritage properties. The HCD Plan and Guidelines will not establish any requirements for property maintenance beyond the requirements of the Ontario Building Code and Property maintenance standards that apply to all properties.	
75	Marc Lalonde, 1092 Concession Street (in HCD)	General Comment	<p>I find the report to be thorough, well researched and of great value to our community. I and others in our community are hoping that Russell Township Council will see fit to adopt it. A wonderful plan to help preserve and protect the heritage and important history of our unique village.</p>	No action required.	
76	Marc Lalonde, 1092 Concession Street (in HCD)	3.2.4 Encourage Compatible new development	<p>1. Page 34 of the final draft of the HCD report refers to "Encourage compatible new development" Comments: The use of the picture of the recently completed IDA Pharmacy as an example of what could be considered as "generally compatible" in my view is a mistake. This building closely resembles the look and feel of the homes currently being built by Melanie Construction in the Sunset Flats subdivision just north of the Village. The nominal treatment given to the lower part of the building using brick is the only redeeming feature of the building in terms of reflecting any heritage value of the proposed HCD zone. That being said, even the brick should have/could have been of the red/brown brick colour to build on the heritage look of the Village. The Veterinary Clinic adjacent to the IDA Pharmacy is a much better example of what should be considered "generally compatible" as it incorporates a textured engineered wood cladding with gables, traditional roof lines and vintage-looking windows/framing which are totally absent from the IDA Pharmacy building design. The IDA building window treatment and large sections of patched-in black siding are very modern looking and again, closely resemble the modern look and design of the Melanie Homes in the new Sunset Flats subdivision more than anything else. Another good example of what could/should be considered "generally compatible" which was not captured in the report is the newly built business front/ duplex unit located across the street from Russell Arena on Concession St. (refer to attached photo in email). This new building incorporated the similar coloured siding as the heritage home directly beside it. It also incorporated a traditional window and trim design along with gabled roofing and a classic looking large front balcony/porch, very characteristic of the older homes located just a few doors down and across the street. This building owned by resident Teresa Weever along with the Veterinary Clinic building both of which are recent infill projects should serve as the main guiding principle for any new commercial or major renovation projects in the HCD zone and not the new IDA Pharmacy (more below)</p>	We agree there are some material and setback compatibility issues with the new IDA pharmacy building. We switched this photo to the former "George's restaurant" which is a much stronger example of compatibility.	

77	Marc Lalonde, 1092 Concession Street (in HCD)	3.4.2. Traffic management	<p>(continued) 2. Page 59 of the final draft of the HCDC report refers to Traffic Management Guidelines</p> <p>Comments:</p> <p>The authors of the report maintain that the scope of the study with regards to traffic management was limited to the "physical characteristics only". The report does remark, however, that "many residents had raised concerns about the high volume of traffic which detracts from the rural Village ambiance." Why was MTBA not given a mandate to at least review and assess the traffic concerns and provide an opinion on this important concern raised residents living in the proposed HCD zone? I want to assume in this case that the Township of Russell will indeed carry out an updated assessment on this important and issue. To be clear, it is not an issue of high volume of traffic so much as an issue of heavy truck traffic crossing through the Craig Street/Concession street intersection. The truck traffic continues to grow and in the past year involves at least 3 local area trucking companies employing engine brakes (jake brakes) at that intersection to slow down their heavy equipment arriving from the north, south and west of that intersection. The significant amount of noise created from the use of engine breaks in the middle of the Village is a real concern. It may be why the Township installed albeit a small sign at the north end of Concession St. (only) which has had little/no effect. It raises the question of whether Russell Township has the intention of enforcing the message contained on that signage. Many heritage-style towns and villages that I regularly travel through on the Quebec side such as Lachute, Morin Heights and Saint-Sauveur have implemented noise control by-laws for through traffic with large signage that forbids the use of engine brakes and loud mufflers (for motorcycle traffic) at the entrance to their towns. These same traffic management/noise mitigation measures within the proposed HCD zone must be given serious consideration. I am sure that towns like Merrickville and Perth have the same by-laws to go along with their valued heritage village core. To my mind, these considerations go hand in glove with an HCD zoning designation.</p>	We agree that unnecessary traffic noise is a problem, however, it is outside of the scope of the HCD Plan and Guidelines. We have made recommendations in Appendix 1.8 for this to be explored further by the appropriate departments,	
78	Susan Gray, Official Board Chair, St. Andrew's and St. Paul's United Church 38 Mill Street, Russell (in HCD - church)	General comment	<p>I am writing today on behalf of St. Andrew's and St. Paul's United Church.</p> <p>I understand there is a notice in the recent edition of Le Reflect to announce a Township meeting on Tuesday, Nov. 24th that will directly affect our church.</p> <p>I would firstly like to ask if there was going to be any direct information to the church board of this meeting by email or postal mail prior to Nov. 24th. If someone had not brought this to my attention, I would not have known of this meeting.</p> <p>Secondly, as I am the Board Chair for the church I would like to have a copy of the minutes of previous meetings where this was discussed. It is my understanding that a member of our board, Jim Inch, attended a meeting with regards to this plan a few years ago and informed Township Council that our church was not in favour of being part of the Heritage Designation.</p>	Information on notices and links to recordings of past meetings was provided. No changes to the draft were required.	
79	Harry Baker, Chair, Chair, Russell Village and District Historical Society P.O. Box 307 Russell, ON, K4R 1E1	General Comment	<p>At our December meeting tonight, we passed the following motion:</p> <p>The Russell Village and District Historical Society officially supports the establishment of the Heritage Conservation District which would aim to preserve the heritage look and feel of the Russell Village core.</p>	No action required	
80	Harry Baker, 208 Forced Road (not in HCD)	3.5 Intensification and new construction	(May 2020 at the public meeting) How does the HCD relate to the infill requirements of the Provincial policy statement on development?	The Provincial Policy Statement (PPS) addresses many aspects of Planning in Ontario. It looks at site specifics of development; it also looks at, for example, natural heritage, agricultural areas and cultural heritage. So, development clauses from the policy statement don't stand on their own, you have to look at all the different elements and aspects of the PPS. In the PPS, regarding cultural heritage, the statement says: "significant built heritage resources and significant cultural heritage landscapes shall be conserved" (section 2.6.1) and also that "planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved"(section 2.6.3). So, this is one way that an HCD relates to the PPS on development as it does relate to cultural heritage. It says that any new development adjacent to the HCD will require (with the package of submissions and reviews that the Municipality normally requires) an additional review, if the Municipality decides that they would like to see it. This review is a Heritage Impact Assessment (HIA) for that proposed development, wherein a third party conservation expert has demonstrated that the heritage attributes of the Heritage Conservation District have been conserved, with the design of the proposed development. The HCD would not prevent infill development it would just ensure that infill development where appropriate and compatible proceeded and was designed to meet guidelines set out in the HCD Plan and Guidelines where it was proposed within the HCD if approved.	
81	Harry Baker, 208 Forced Road (not in HCD)	3.4 Urban Planning and the Public realm	(May 2020 at the public meeting) Will the requirements only be applied to privately owned buildings?	No, the requirements will apply to all buildings within the District. Further, in the next public meeting in June you will see more guidelines that apply to the public realm: public property, streets, property own by municipal jurisdiction. (completed)	
82	Harry Baker, 208 Forced Road (not in HCD)	3.8 Restoration	(May 2020 at the public meeting) Will owners be asked to fix up their building exteriors (the Doctor's House in 1153 South Russell Rd).	<p>The short answer is "no." An HCD Plan does not tell owners what to do with their properties. If you own property in the HCD and want to alter your property exterior where it is visible from the public realm, the HCD Plan provides some guidelines to make these changes compatible with the District.</p> <p>All the regular municipal requirements for property standards that apply throughout the Township, remain in place in an HCD.</p> <p>Also, the Ontario Heritage Act allows Municipalities to offer, at their discretion, some incentives on qualifying repairs to some properties within a Heritage Conservation District for certain kinds of improvement. But Township Council would have to implement a program like that after the HCD is approved by the Province if Council approves the Designation.</p>	

83	Harry Baker, 208 Forced Road (not in HCD)	3.7.7 Commercial Signage & Appendix 7 Individual property evaluations	(May 2020 at the public meeting) Would the sign on the Registry Office p. 50 be allowed if the HCD was implemented? Registry Office is designated as a heritage building under Part 4 of the Heritage Act. Where else could it be placed?	<p>This sign went up and it covers some key architectural features that define the character of this building, and it is backlit. The Guidelines would apply to changes in the District that would be applied for after the District designation has been approved by Council. You cannot enforce the Guidelines to apply to changes that happened prior to Designation, although they can be used as suggestions for improvements in those cases.</p> <p>If the applicant applied for this intervention in a Designated District, this signage would not meet the Guidelines as we are currently conceiving them. Signs like this would not be allowed in the current draft for a number of reasons: the sign's location obscures character-defining elements of the historic place and it doesn't respect the character of the building. There are other ways you can have the same information presented that is very compatible with the heritage character of the place. The Guidelines provide guidance on various ways of how to do that. We recommend that applicants consult with the Municipality before starting the signage design.</p> <p>By the time we complete the HCD Plan and Guidelines document, the guidelines will be very clear about what is allowed and what is not allowed. Generally, signage should work with the geometry, proportions and features of the building, within the District. For example, a new sign on the Land Registry office could be placed on a side or be freestanding if the owner or tenant was applying for a new sign. The existing sign would not be required to be removed.</p>	
84	Harry Baker, 208 Forced Road (not in HCD)	3.10 Disassembly and Removals	(May 2020 at the public meeting) In other jurisdictions owners let the heritage building get run down so they have to be torn down.	<p>We have to be careful in the way we approach this situation, in terms of honouring individual property ownership rights. Requiring property maintenance standards beyond life safety concerns would not normally apply to any building that is not in a Heritage Conservation District.</p> <p>The Township intends to be there to assist as much as possible but will not be knocking on the doors of the buildings that are run down. The Township does not want to impose that kind of responsibility on a property owner.</p> <p>We are not at the point where we see the level of development pressure that we see in central Ottawa and Toronto. We already have some tools to use in Russell when the building becomes unsafe and it is through the Building Code. And that's the tool that we can use to make sure that buildings remain in their safe functional state, but we don't want to get to the point where we are going to the people's houses and saying, "You need to repaint your siding." We recognize that these are people's properties and they have a level of responsibility as well as flexibility to do what they choose.</p>	
85	Cynthia Dewolfe, 36 Craig Street (in the HCD)	Appendix 7 - Individual property evaluations & 3.2.4 Encourage Compatible new development.	(May 2020 at the public meeting) How does this designation affect individual properties that are not historically significant. There are houses in the proposed district that are post 1990, or appear visually dilapidated. Will this designation make it more difficult for new investment in the commercial core?	<p>The HCD will not make it more difficult for investment in the core. There are several vehicles in order to achieve that: The HCD is designed to manage change, not prevent change and there are aspects of the Plan that embrace the commercial areas and even the adjacent areas to the commercial areas, which we call the mixed commercial/residential. These two areas within the HCD Plan encourage development in the core that is appropriate and compatible with the District, making it stronger and making the new development stronger.</p> <p>As far as the individual properties that are not themselves historically significant: they may have no historic value in the District, but if you change something on the property that is visible in the public realm, such as altering the streetscape then regardless of the property's own historic value, it will impact upon value of the District and it's the District that would get the designation here, not the individual property. Compatible redevelopment of some non-contributing properties can have a positive effect on the District. The HCD Plan will certainly encourage appropriate new redevelopment. But there has to be a process to manage that, define what that is and how that works. The Plan does that. The HCD Plan in fact helps prevent urban sprawl outside of the Village of Russell, by encouraging compatible infill, integrated into the existing streetscape of the Village.</p>	
86	Cynthia Dewolfe, 36 Craig Street (in the HCD)		(May 2020 at the public meeting) Russel appears to be on the verge of becoming a "bedroom community," since it's downtown core is so small and not conducive to tourism or nightlife. If I want to visit a restaurant or sit on a patio, Russell does not provide that opportunity. Will this designation make it less likely for the core of this village to be something I actually want to spend time in?	<p>There are multiple arms to the answer. First, the HCD Plan aims to look at the District in different character areas: residential, commercial, etc. ... In the Commercial character area, an increase in compatible infill will bring in more businesses. In the mixed residential and commercial character area, it is intended to maintain it's essentially residential character and to allow new non-residential uses, for example you can have a new restaurant and a patio in a residential building within that area. So, there are a couple of different vehicles within the HCD that will allow the type of development that this questioner is seeking.</p> <p>The goal is we want to encourage those kinds of development that will make the commercial core more desirable and we intend to develop guidelines that will help this district designation to do that. Any feedback you can give on those guidelines will help us keep these things in mind. We want to know what kinds of places you want to visit and what's your definition of what's thriving and beautiful and a great place to be. Russell can be that, and still maintain its sense of place, its character.</p> <p>Another arm of the answer to this question is regarding change. There is a large case to be made that this plan will not discourage development. When we did the previous support document ("The HCD Study") before the current phase of project ("The Plan"), it quoted studies that University of Waterloo undertook several years ago that indicated that HCDs do work. If an investor seeking to place a restaurant in the Village of Russell buys one of those houses in the mixed commercial – residential zone and wants to convert it, the guidelines are not going to be an impediment to that. In fact, what Guidelines will try to encourage is finding a way to retrofit that place so all its charm and all of its compatibility with the rest of the Village will remain, but that the investor will still be able to get the commercial use needed.</p>	

87	Charles Armstrong, address unknown	3.2.4. Encourage Compatible New Development	(May 2020 at the public meeting) Ottawa is currently updating its OP and intensification vs. urban sprawl is a concern. Does an HCD permit intensification or does it force sprawl? How?	<p>The fundamental reason for an HCD is not to prevent change but to manage change and in the case of this question/subject, manage change such that you allow natural organic activities of development to occur in ways that still conserve the established heritage attributes of the District. Applying this to the question of intensification and sprawl: urban sprawl (“unfettered and indiscriminate urbanization growth over rural land and communities”) in fact can impact the Village more if you do not have Heritage Conservation District because the sprawling effects of less-regulated development will have deleterious visual and physical impact on the neighbourhood with a tendency to “erase” the attributes that provide its unique charm, ambiance and streetscapes. With an HCD, the character provided by these heritage attributes of the District are better managed and are generally better conserved.</p> <p>In terms of permitting intensification, that comes back to the idea of a District Plan which is to manage change so it doesn’t eliminate development intensification in the Village, but it instead directs that development to occur in ways that support the existing character of the place. An example would be if there is a privately owned open lot, or non-contributing building and the proposed development of that lot still meets the Guidelines of the HCD Plan, then it can proceed. It should also be mentioned that both the value of that lot and the value of the neighbourhood in which it sits are supported better by encouraging this kind of compatible, organic growth.</p>
88	Charles Armstrong, address unknown	3.4.2. Traffic management	(May 2020 at the public meeting) Traffic is a concern, especially truck traffic. How can and HCD control traffic in Russell as the principal traffic route is an upper tier road?	<p>We have two different mechanisms at play here. The Ontario Heritage Act doesn’t supersede the Planning Act or the Provincial Transportation regulations. The HCD is an instrument of the Heritage Act, so what is it about Heritage that we are trying to protect that could influence traffic? Certain types of traffic calming, for example, can contribute to conserving some character attributes such as quietness, traffic speed, road design.</p> <p>If there is going to be a significant intervention into the District, regardless of what it is, public or private, the Municipality will require a Heritage Impact Assessment (HIA), that will have to demonstrate that the heritage attributes of the District have been defended. In a HIA, the third-party conservation expert author must provide “mitigation measures” that recommend ways to reduce the intervention’s impact upon the District and its streetscapes. So, by designating the HCD and requiring more thought and careful design of not just building and landscape changes but also road and infrastructure changes, it can have a positive impact on traffic control. But this is not the instrument that is designed to be used specifically for road design; it is a tool to help manage road design impact upon the character of the District. While the HCD is not the final implementing instrument that will deal with traffic control, its process and powers under the Heritage Act certainly encourage highly desirable greater consultation with the County or other jurisdictions responsible for proposed interventions, making decisions more balanced and compatible with District character.</p>
89	Charles Armstrong, address unknown	General Question	(May 2020 at the public meeting) The Township OP requires upper tier approval. Does an HCD designation require upper tier approval? Can an upper tier designate an HCD?	The Township of Russell Council will have the final say as to whether this District should be designated. The Township has provisions in the OP that speak about the Heritage Conservation District, so in a sense the County already approved the fact that Russell are considering having a Heritage Conservation District. This would not require an Official Plan amendment.
90	Cindy Saucier, Township of Russell Councillor	Appendix 7 -Individual property evaluations	(May 2020 at the public meeting) Since the museum is the oldest building in the Township and is in the proposed HD, would it be recommended that the new siding that is needed be a material that respects the history of the building?	MTBA cannot provide a direct answer to this question here because our firm was asked to provide a professional opinion on that exact question, and we are not aware if our opinion submitted is privileged information or not. We can answer it very generally: the fact that it is a public building does not make it immune from the HCD Guidelines. A general guideline in all HCD Plans includes “New work shall be compatible with, subordinate to and distinguishable from the historic place.” Decision made by Council prior to approval of the HCD will not necessarily be revisited if the HCD is approved. It is the understanding of the Planning Department that a decision regarding siding of the museum has already been made.
91	Cindy Saucier, Township of Russell Councillor	3.7.7 Commercial Signage	(May 2020 at the public meeting) Would the HDC also include signage restrictions or suggest signage on buildings fit with the historical building and the feel of the village?	“yes”. See the draft Plan and Guidelines for proposed guidelines for signage.
92	Cindy Saucier, Township of Russell Councillor	3.4.2. Traffic management	(May 2020 at the public meeting) What types of traffic calming measures would you recommend? Speed bumps?	<p>Traffic calming measures of some types today are often very visually impactful. Traffic calming traditionally was simply narrow streets. Today’s traffic calming types that incorporate flashing lights and strong signage are not traditional road development features. However there are a few that are such as wider sidewalks, speed bumps, raised intersections, etc. Many of these would be at home in old Ontario Main Streets. So if you look at a way of calming traffic on Concession Street for example, you could widen part of a sidewalk to a greater degree where the road narrows at certain points, increasing the sidewalk width in those areas and that is going to act as a traffic calming assist. On-street parking can act as a traffic calming measure. Anything like that, that we might propose in the draft Plan document would only be recommended after harmonizing and collaborating with those responsible for traffic within the jurisdiction. The HCD Plan is, as mentioned, not the primary tool to control traffic; it is an assist tool, to protect District character. Generally, it is the Municipality’s role to help determine what compatible is in this case, using the Guidelines for reference. Heritage Conservation Architects and Urbanists are not traffic consultants, we can’t recommend a specific kind.</p> <p>The traffic calming measures should be specific to each intersection. For example, a speed bump that may be working at one location, it doesn’t mean that it’s going to work at another location. It is particular to the type and the volume of traffic. It is normally going to be designed on a case-by-case basis, depending on all the factors that should be evaluated to determine the right measure to be implemented at each type of intersection or section of roadway allowance.</p> <p>One size does not fit all and certainly the recommendations of the HCD recognize that and allow for various types of traffic calming.</p>
93	Harry Baker, address unknown		(July 2020 at the public meeting) Is vinyl siding a modern durable material to replace wood siding?	The section on materials (3.7.1) has been revised to be more specific about what contemporary alternative materials are recommended if replacement of wood siding with non-wood siding is proposed. Though property owners still have the option of vinyl or aluminum siding, these are not recommended to replace wood siding. If a home already has vinyl siding then replacement with newer vinyl siding is fine.

94	James Feeley, address unknown		(July 2020 at the public meeting) How would an empty property be classified?	This depends on the exact property; was it formerly part of another property? Are there strong associative values? There are very few vacant properties within the HCD. See the individual property evaluations for more information. Generally, development of vacant properties would be able to proceed provide new development was compatible with the HCD as per HCD Plan and Guidelines unless the property is an identified open space heritage area such as Duncanville Park.																							
95	Dave Dyer, 75 Mill St. (in the HCD)	General comment	<p>Received from Dave Dyer with the following message (square brackets have been used to add notes regarding relation to the proposed HCD): On behalf of the Russell residents noted below who live or have lived in the village core, we would like to thank Council members for their vision and initiative in reviewing a Heritage Conservation District designation for Russell.</p> <p>The undersigned fully support the objectives outlined in 2.3 of the HCD Report and Guidelines that encourages compatible and thoughtful development in the core. We would ask Council to fully adopt the HCD designation for Russell at your earliest convenience.</p> <p style="text-align: right;">Francois Brossard 31</p> <table border="0"> <tr> <td>Mill St [in the HCD]</td> <td>1022 Concession St [not in the HCD]</td> </tr> <tr> <td>Alexander Dyer</td> <td>75 Mill St [in the HCD]</td> </tr> <tr> <td>Paddy / Dave Dyer</td> <td>77 Mill St [in the HCD]</td> </tr> <tr> <td>Valerie / Sean Hogg</td> <td>72 Mill St [in the HCD]</td> </tr> <tr> <td>Sheila Hansen</td> <td>68 Mill St [in the HCD]</td> </tr> <tr> <td>Joanne Watts</td> <td>73 Mill St [in the HCD]</td> </tr> <tr> <td>Brian McEntee</td> <td>49 Craig St [in the HCD]</td> </tr> <tr> <td>John McLaren</td> <td>66 Craig St [in the HCD]</td> </tr> <tr> <td>Mike Miller / Josy Labbe</td> <td>1263 Wade Ave [not in the HCD]</td> </tr> <tr> <td>Danielle Norris</td> <td>35 Mill St [in the HCD]</td> </tr> <tr> <td>Dick / Shirley Sherwood</td> <td></td> </tr> </table> <p>Thank you again for your consideration of this important initiative and your role in determining future development in the Village of Russell.</p>	Mill St [in the HCD]	1022 Concession St [not in the HCD]	Alexander Dyer	75 Mill St [in the HCD]	Paddy / Dave Dyer	77 Mill St [in the HCD]	Valerie / Sean Hogg	72 Mill St [in the HCD]	Sheila Hansen	68 Mill St [in the HCD]	Joanne Watts	73 Mill St [in the HCD]	Brian McEntee	49 Craig St [in the HCD]	John McLaren	66 Craig St [in the HCD]	Mike Miller / Josy Labbe	1263 Wade Ave [not in the HCD]	Danielle Norris	35 Mill St [in the HCD]	Dick / Shirley Sherwood		no action required	
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96	Jeremie Bouchard, UCPR Public Works Interim Director (not in HCD)		<p>I inserted my comments and changes directly in the document that you shared earlier today [see below]. I just sent you the document via "Teams Chat" since the file was too large. Let me know if you got it.</p> <p>I didn't provide many comments since I agree with the plan and I think that it brings great value to the village of Russell, however, as you'll notice in my comments I just have concerns in terms of financial impacts for the Counties. If it ends up that some of the projects are not being completed by developers and/or being paid for by DCs I don't know if County Council would be supportive of paying more for certain improvements aspects. I don't know if it's possible to insert something in regards to that aspect. If so, it would be appreciated.</p>	Included for Council consideration. The HCD Plan and Guidelines does not include information regarding extra costs of improvements if any as this would be established by a HIA, this is not part of the information that forms part of an HCD Plan and Guidelines. If approved these discussions would need to be undertaken with the UCPR.	
97	Jeremie Bouchard, UCPR Public Works Interim Director (not in HCD)	3.4.2.1. Road widening within the District is strongly discouraged. Where necessary, a Cultural Heritage Impact Statement (CHIS) is required to demonstrate to the municipality exploration of a range of alternatives and mitigation measures to minimize the impact to heritage features and contributing properties.	(90% draft) Who would be paying for this CHIS [now termed an HIA] in the case that the Counties would be performing a road widening? I know it says "Where necessary" but I don't see this being applicable to the County Road system unless this would be paid by the Municipality.	Where necessary is intended to indicate that where a road widening is necessary and HIA shall be required. Road widening refers only to a road widening that has the effect of widening the paved area of the road not changes which are made within the existing road width such as converting on-street parking to a driving lane. Included for Council consideration. The HCD Plan and Guidelines does not include information regarding the costs of improvements as this is not part of the information that forms part of an HCD Plan and Guidelines. If approved these discussions would need to be undertaken with the UCPR. HIAs are encouraged (but not required) for minor widening projects, where there is limited loss of green space and no mature trees or built heritage resources are impacted.	
98	Jeremie Bouchard, UCPR Public Works Interim Director (not in HCD)	3.4.2.2. Installation of new traffic signal lights within the District is discouraged. Where traffic signal lights are necessary, a CHIS is required to demonstrate to the municipality exploration of a range of alternatives and mitigation measures to minimize the impact on heritage features while still meeting requirements of the Ontario Traffic Manual.	(90% draft) If the Counties are doing work. Who would be paying for this CHIS [now termed an HIA] and any subsequent improvement comparable to the set standard?	Included for Council consideration. The HCD Plan and Guidelines does not include information regarding the costs of improvements as this is not part of the information that forms part of an HCD Plan and Guidelines. If approved these discussions would need to be undertaken with the UCPR.	
99	Jeremie Bouchard, UCPR Public Works Interim Director (not in HCD)	3.4.2. Traffic management	<p>(100% draft) I still have great concerns with the wording at section 3.4.2.</p> <p>Once this is adopted by Russell Council, can you actually dictate what you can impose on the Counties? It seems like the Township is putting onus on the UCPR for every future traffic improvements and we'll end up paying for upgrades that UCPR council never agreed. This wasn't adopted by UCPR Council and this will eventually be a UCPR financial burden. Furthermore, as per 3.4.2 1.a. and 3.4.2. 2.a Russell will be imposing this to most developers that already signed agreements with the Township and/or the UCPR. I'm not sure the developers will be in favour of that since they signed the agreement prior to this HCD.</p> <p>I believe the wording should definitely be softened and not put any onus on the UCPR.</p> <p>It says "Road widening within the district is strongly discouraged". I don't believe the Township has any jurisdiction over County Roads therefore if we need to have a wider road the Township can't actually dictate that. Furthermore our official plan permits us to obtain land for road widening. This wording should be removed.</p> <p>At section 3.4.2 2. It says a HIA is required. Can you enforce that on County Roads?</p> <p>I also have the same comments as previously.</p> <p>Who would be paying for this HIA in the case that the Counties would be performing a road widening? I know it says "Where necessary" but I don't see this being applicable to the County Road system unless this would be paid by the Municipality.</p> <p>3.4.2. - Traffic management guideline 2: Same comment as above. If the Counties are doing work. Who would be paying for this HIA and any subsequent improvement comparable to the set standard?</p>	<p>MTBA has advised that if Council chooses to approve the HCD Plan and Guidelines the next step is for the HCD Plan and Guidelines to be registered with the Province of Ontario. Once registered the HCD Plan and Guidelines become a Provincial document enforceable through the Ontario Heritage Act. MTBA has advised that it is their understanding that once registered the HCD would require that it be respected by the UCPR. That being said most sections that would affect the UCPR use should. For example, road widening within the district is strongly discouraged. This would not prevent the UCPR from doing a road widening if necessary it simply strongly discourages road widening unless all other options have been explored and there is no alternative. Where such work is being undertaken a Heritage Impact Assessment (HIA) is required to help mitigate the impact and to maintain the heritage character as much as possible. The request includes that wording be softened so there are no requirements on the UCPR, however, MTBA and the Planning Department do not agree with this change since many of the concerns raised by residents were regarding the road and traffic through the HCD. Though the HCD is not intended to manage traffic, it can be used to influence the physical character of required traffic interventions. Without any onus on the County the major roads through the HCD, Concession and Craig St., would not be subject to HCD provisions and alterations to these roads will have a major impact on the HCD. The intention of the HCD is not to make projects costlier, in many cases the additional cost may be simply the HIA as many measures to help mitigate the impact may be cost neutral such as carefully location new infrastructure to maintain views to historical homes which does not have a significant impact on costs. As per previous comments if Council approves the HCD a discussion with the UCPR will be necessary to negotiate how any additional costs incurred should be covered. See also the response from MTBA related to HIA costs based on an example scope for signalization of the Concession and Craig St Intersection and the requirements HIA may impose below.</p>	
100		3.4.2. Traffic management		<p>The following is intended to be an example of the scope of work involved for providing a Heritage Impact Assessment (HIA) for smaller municipal traffic projects occurring in a Heritage Conservation District (HCD). Below is the suggested scope and approximate fees for the signalization of the intersection of Craig Street and Concession Street with the installation of eastbound right-turn and northbound left-turn lanes within the Village of Russell HCD. Based on the 2019-2020 aerial photographs, it is clear that the existing paved area is wide enough to accommodate the required turning lanes and therefore, it is assumed that no road widening is required. The intersection currently is a 3-way stop.</p> <ol style="list-style-type: none"> <li>1. Project meeting with Public Works and Planning Department and all stakeholders' representatives to go over the intentions of the signalization project and review with them some of the aspects of the HIA. Get informed, answer questions.</li> <li>2. Site review is assumed to be on the same day, following the meeting, to extensively photograph the site and heritage resources in vicinity, and do a small analysis based on the information received at the meeting .</li> <li>3. Review plans and specifications (back at office).</li> <li>4. The HIA is an evaluation of what these drawings and specifications say against the HCD requirements. The HIA would make recommendations on what the anticipated impacts would be (positive and negative) and recommend mitigation measures that are in harmony with the HCD Plan and Guidelines.</li> <li>5. Submit report 99% and take feedback from the stakeholders, and then resubmit at 100%. Note, additional services such as public input and attending presentations, etc. are excluded. As well, all input to the consultants from authorities is required to be consolidated through a single contact. These fees do not cover any involvement in ECAs or any other related processes or documentation.</li> </ol> <p>Fee estimate is between \$3,500 and \$4,500 in 2021 and is expected to take approximately 2-3 weeks from contract signing to submission of 99%. This estimate assumes that most of the work is done by intermediate staff with only a small number of hours by senior and junior staff. (more below)</p>	

101		3.4.2. Traffic management		<p>(continued) The public realm is as important or more than the private realm in an HCD. The adjustment to the "business as usual" approach is required by all stakeholders to achieve success in an HCD. Keep in mind after the first small project, like the signalization of an intersection, the stakeholders will understand the process and will need less professional advice. Where there are very similar circumstances, the fee would go down substantially, perhaps by as much as 25-50%. The HIA recommended mitigation measures can only say "shall" if the HCD Guidelines say "shall". However, even this is at the discretion of the Municipality of Russell Township, who ultimately decides on the best way to balance the many objectives of the community, including traffic safety as well as heritage. At the end of the day, the Municipality of Russell Township is responsible for the success of the HCD. It has been shown in previous HCD processes in other municipalities that the Heritage Conservation Districts can be unsuccessful due to "death by a thousand cuts." Whether it is the physical or visual impacts of interventions or ignoring recommended mitigation measures, even small ones, the success of managing change can be eroded and needs to be monitored carefully. Designations can be revoked if it is determined that the heritage value of the District has been severely diminished.</p>	
102	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD)	General comment	<p>We were surprised when we received the notice in the mail about the meeting tomorrow night as this was the first time that we had heard about this proposal. We purchased and moved into 3 Mill St. in July 2019.</p> <p>Since receiving the notice, I have read both the HCD Study and the District Plan and Guidelines. Though we do plan to attend the meeting tomorrow evening, I wanted to take the opportunity to provide my feedback and concerns prior and in writing.</p> <p>In general, I enjoyed reading the study and learning about the history of Russell. However, I feel that the study does not provide adequate research, primarily quoting only one source "From Swamp to Shanty" by Wendell Stanley. I have tried to obtain a copy of the book but it seems to only be available at the library (which I am avoiding due to the ongoing pandemic). I believe that the historical research should be much richer in alternative resources. Stanley, if credible, must have obtained his information from somewhere. (more below)</p>	<p>The HCD Study and Plan Phase were based on a variety of sources including the book "From Swamp and Shanty" by Wendell Stanley. Other sources include Fire insurance maps that can confirm the age of older buildings, historical photos of the village, first-hand observation throughout the village by our Heritage consultant, aerial photographs including older historical aerial photo surveys, and information provided by the Russell and District Historical Society among others.</p>	
103	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD)	General comment	<p>(continued) We were shocked to learn that this initiative has reached such late stages based on a survey completed by only 95 people (as the report says 2% of the population of Russell). It is unclear if the 2% who participated even live in a location that is included in the boundary. It is our opinion that such a poor participation rate should have been a red flag for the council that additional communication/feedback should have been solicited.</p> <p>I've ascertained from the documents and website that the following meetings have occurred:</p> <p>July 31, 2018 - attended by 20 ppl (including the mayor and 3 councillors) November 7, 2018, February 20, 2019, May 12, 2020 - virtual and July 9, 2020 - virtual</p> <p>We wish to know how all subsequent meetings have been advertised. We were owners of this home for the last two virtual meetings and were not aware of them. I am a subscriber to any communication that gets emailed by the municipality and can't seem to find any communication about these meetings. Further, it would be my expectation as the homeowner of what is being proposed as a "key property", that we receive notification by mail (similar to what we received for tomorrow's meeting).</p> <p>We wish to know the attendance of these meetings, be provided any documentation shared (copies of presentations, etc.), and be provided a copy of the meeting minutes and action items.</p>	<p>Communications and community outreach included 6 public meetings between the Study and HCD Phase, an online survey and additional opportunities for public input by email throughout the 2-year HCD Study and Plan Phase process. Every effort has been made to inform the community particularly property owners within the HCD who have received 3 notice by mail of public meetings or opportunities for involvement. See the report for the HCD for the details of the public consultation for the HCD including attendance information.</p>	

104	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD)	General comment	<p>(continued) In regards to the suggested HCD Plan and Guidelines in general, we simply cannot understand its necessity. We feel that there is simply not enough "historical substance" to warrant an HCD Plan and Guidelines. If Russell adopts this HCD Plan, then every small town in Ontario should do so as well. We also feel that given the recent notoriety of our township, proceeding in "preserving our heritage" feels somewhat distasteful at this moment in time.</p> <p>A walk through Russell (specifically the suggested boundary) does not inspire a historical feel. While there are some beautiful homes mixed throughout (ours included), the modern duplexes on Craig, the MacEwen gas station, Scotiabank, modern library, strip mall and newly built IDA do not support Heritage Conservation. Perhaps this initiative has been undertaken "too little, too late". Further, it seems strange that the fairgrounds (which could possibly merit Heritage Conservation) isn't even included in the proposed boundary.</p> <p>We do agree that the traffic is a significant issue (this is especially true living at the corner of Craig and Mill) but feel that an HCD is not the tool to address this issue and could possibly hinder the solutions. For example, discouraging flashing lights at pedestrian crossings.</p>	<p>The boundaries and value of the heritage district were considered in detail in the HCD Study completed and approved by Council. There are already some incompatible developments within the proposed HCD and the Planning Department believes that these developments just showcase the potential value in an HCD to help manage change to ensure that future developments within the HCD are compatible with the heritage character. The HCD would not prevent the installation of necessary pedestrian safety interventions as the HCD, if approved, is intended to be implemented in conjunction with other considerations.</p>	
105	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD)	General comment	<p>(continued) Let me be clear, we love living in Russell. We moved here from Ottawa to escape the "big city" and enjoy the many of the benefits of small-town living. We are proud homeowners. We love walking down Mill St and stopping for ice cream at Pronto. There are sections of the HCD Plan and Guidelines that are acceptable. Park benches, trash cans, street lamps, monuments, etc. are all examples of historical elements that we would support preserving. Perhaps a reasonable solution would be to identify key individual locations to be preserved, for example the Keith Boyd Museum.</p> <p>However, we wholeheartedly object to any of the Plan that removes or restricts our abilities as homeowners and/or could possibly have a negative impact to the value of our property. Vague reassurances about "flexibility" and guarantees the HCD's work is simply not enough.</p> <p>We will look forward to attending tomorrow's meeting.</p>	<p>The language of the HCD Plan and Guidelines has been drafted to incorporate and reflect areas where there is more flexibility (changing windows from wood to vinyl of the same design) and areas where there is less flexibility (demolishing heritage buildings within the proposed HCD that are in sound condition). MTBA and Planning Staff worked hard to draft guidelines that codified where there is flexibility to give property owners assurance and predictability when it comes to the HCD if approved and we believe it strikes the right balance. The feeling of small-town living is part of the small town heritage character that the HCD aims to conserve. The aim is to preserve the small town heritage character of the older village of Russell while allowing changes and alterations provided these changes are managed to support and preserve that character.</p>	
106	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD)	General comment	<p>We have serious concerns that the online platform, while necessary due to the pandemic, does not offer the same transparency as in-person meetings. At a minimum, we would have liked to have seen a poll to understand the representation from the impacted properties. Additionally, we are concerned that the online platform may not be accessible for everyone, for example the elderly.</p> <p>According to our research, there are 134 HCDs across Ontario. Of these, 26 are comparable by population and only 8 of these include residential houses (3 of which are located in Cobourg). Surely there are more deserving locations such as Manotick (Watson's Mill), Morrisburg (Battle of Crysler's Farm) or Gananoque (1,000 Islands) to list just a few. None of these locations have an HCD currently in place. We are curious as to why such a designation would have been sought at all?</p> <p>If the HCD is moved forward at all, we feel the boundary is entirely too large. The initial report produced in 2015 proposed 10 properties designated as Heritage. Why has the scope become so large? Further, we understand that our property has been deemed a "key property" due to the change in orientation to Mill St. We are not convinced that road rerouting is, in any way, a historical event. (more below)</p>	<p>The online platform was necessary due to Covid-19 and while we share your concern that the platform may not have been accessible to everyone, attendance to the virtual HCD meetings was very similar in number to attendance at in person public meetings previously held as part of the HCD process. The online public meetings included some attendees that had not been to any past meetings and so believe that the online meetings potentially allowed individuals who may not have found the in-person meetings accessible (childcare concerns or other limitations) were able to attend the online meetings. We have throughout the HCD process offered other ways to get in touch with the staff involved in this project including calling and discussing the Plan and Guidelines by phone. We did not include a survey during the public meeting of who was a resident and who was not as the public meetings are open to everyone and everyone's feedback and input is valued a poll to ask who is and is not a property owner within the district may have served to make attendees who do not own property within the district feel excluded from the conversation. This being said we have reflected in the response to comments table being presented to Council the address of individuals providing comment (where known) and whether this address is in the HCD or not to give Council context when considering comments. The HCD is being investigated in part because MTBA, our heritage consultant, had in 2015 while doing other heritage research on individual properties identified a potential cluster of heritage assets worth further investigation as a heritage district and also because we had heard from members of the community that the small town, heritage character of the village of Russell was important to them and so the potential of an HCD is being investigated as one of the only tools available to help preserve this small town heritage character. The initial study in 2015 was intended to look at individual properties for designation under Part 4 of the heritage Act which has different criteria for conservation. The scope of the HCD was outlined in that same study from 2015 as an area for further investigation for designation as a Heritage Conservation District. The study phase including public consultations about what values were important to community members helped determine the boundaries of the proposed HCD.</p>	
107	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD)	General comment	<p>(continued) We want to reiterate that this does not mean that we are not proud to live here. We love living in Russell and the small-town feel but a designation is not necessary in order for this feeling to continue. Naturally, we are very concerned about the loss of decision-making autonomy this HCD proposes to our property. We would also like to respectfully ask that the Castor stop being referenced as a "meandering river." As Stanley accurately depicts from the title of his book the Castor is, at times, very swamp like.</p> <p>We have many more questions but will end this email saying that we feel that it is obvious that much more public consultation is required before proceeding any further with this proposal. We would like to request that any further advances on this proposal be postponed until such time as it is safe to host public meetings again. In the meantime, we would like to suggest another survey be conducted (tailored to the properties impacted by this HCD), followed up with a focus group with the same group.</p> <p>Additionally, we are empathic that you are both just doing your job. If either of you feel that we should be addressing our concerns to another party please provide me the name and email of the councillor to whom we should be addressing.</p>	<p>An HCD designation is one of the only tools available to help manage change to ensure new development and or redevelopment is done compatibly and matins the existing character of a place. We understand that you are a proud property owner and may have no intention of radically redeveloping your property, however, to assume that other property owners have the same intention and that the small-town feel will be maintained without the need for HCD ignores that even as you previously identified there are already incompatible developments within the proposed HCD area. With the current and anticipated development pressure within the Village of Russell, the Planning Department anticipates that the small town feel, the heritage character of Russell could easily be eroded without the tools to manage this change. The HCD is not intended to lock properties in time and prevent any alterations or autonomy to property owners it is simply intended to manage change to ensure that changes are compatible with the district and heritage attributes, properties, etc. are retained. Additional public consultation is not within the scope of the current contract with MTBA and would incur additional costs. This comment will be included for Council consideration and Council may direct staff to undertake additional public consultation if they choose.</p>	
108	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD)	General comment	<p>We have just finished watching the YouTube recording of the May 12th public meeting and from the first poll (in which only 9 people responded), only 3 lived within the boundary. It is our feeling that the community impacted by the proposed HCD has not been adequately informed/consulted. Additionally, we're not convinced that opinions from residents who do not reside within the boundary or beyond should be considered as appropriate representation for feedback.</p> <p>Could you please confirm that all residents within the boundary (I understand that this includes 208 properties) have sent a letter by mail regarding this evening's meeting.</p> <p>I have read the Plans and Guidelines and have flagged the sections to which I have serious concerns. In short, any "guideline" that removes our autonomy as homeowners. I can send you a specific summary after this evening's meeting.</p>	<p>All property owners within the proposed HCD have been sent notices by mail on at least 3 separate occasions advising of opportunities for involvement and feedback. Public meetings and feedback on proposed Township initiatives such as the HCD are open to all residents. We do note in the consolidated table of comments the address of comments (where known) and whether the property is in the HCD or not so this can be considered when the HCD Plan and Guidelines are being reviewed.</p>	

109	Jonathan Bourgon, Township of Russell Executive Director of Infrastructure Services (not in HCD)	3.4.2. Traffic management	p.35 Guideline #1 – We know there's improvement planned for two intersections: Castor / Concession and Concession / Craig, therefore maybe they could be exempt from the impact statement. Also, there's some section of sidewalk that doesn't meet the provincial standard, when they will be replaced they will need to be wider, a road widening may be required. I don't want the need to produce an impact Statement, to prevent us from doing a project that's required for the safety of residents.	After discussions with MTBA the language in this section was revised to note that a heritage impact assessment is required for intersection interventions already anticipated such as at Craig and Concession but that these HIA would not determine whether the intervention could proceed but simply how the impact of this intervention could best be mitigated. Since the intersection intervention has been identified as required but detailed plans have not yet been prepared for the intersection, the HIA would simply inform the detailed design to mitigate the impact on the HCD. the HCD, if approved, would not supersede any safety considerations. The HCD is not intended to prevent change but to ensure it is done as compatibly as possible.	
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110	Jonathan Bourgon, Township of Russell Executive Director of Infrastructure Services (not in HCD)	3.4.2. Traffic management	(80% version ) section 3.4.2 Guideline #2 – there's a mention of traffic calming in the Beautification Study; this study could support this guideline. Or they could refer the traffic calming policy.	The HCD Plan and Guidelines Appendix A1 identifies recommendations for integrating the HCD with other applicable policies if approved including the Streetscape Master Plan. Where traffic calming was identified and was being implemented as per the traffic calming policy the HCD would influence how the traffic calming was implemented not whether it would be required.
111	Jonathan Bourgon, Township of Russell Executive Director of Infrastructure Services (not in HCD)	3.4.2 Traffic management	Guideline #3 - we should add "as long as the propose traffic light follows the Ontario Traffic Manual."	Now Section 3.4.2.2. Section was revised to state "2. Where traffic signal lights are necessary, a HIA is required to demonstrate to the municipality exploration of a range of alternatives and mitigation measures to minimize the impact on heritage features while still meeting requirements of the Ontario Traffic Manual."
112	Jonathan Bourgon, Township of Russell Executive Director of Infrastructure Services (not in HCD)	3.6.1. Trees	(80% version ) could have a mention of the tree canopy policy to support the protection of trees in the district. (By-law 2019-031) As a side note, I'm working on a tree by-law and I think I'll put a definition of "heritage tree", I'll need your feedback in order to be consistent with the heritage study.	Reference to the tree canopy policy was added in section 3.6.1. Trees. Following discussions with Jonathan Bourgon it was determined that to simplify implementation tree cutting of mature trees in the HCD would be discouraged and the tree by-law which could manage urban tree cutting would be used to manage tree cutting rather than requiring a heritage permit for tree cutting and potentially a permit under a future tree by-law if this is the direction taken by Council for any future tree by-law. When the tree by-law is drafted, we can collaborate with the Infrastructure Department to ensure the by-law is compatible with and supports the HCD where appropriate.
113	Jonathan Bourgon, Township of Russell Executive Director of Infrastructure Services (not in HCD)	2.4.2 Cultural Heritage Value	(80% version ) p.17 the document mentions, "limited number of sidewalk"; but there's a sidewalk on every street segment inside the district.	This section has been revised to reflect that on quiet residential streets there is often a sidewalk on only one side of the street.
114	Jonathan Bourgon, Township of Russell Executive Director of Infrastructure Services (not in HCD)	3.4.2. Traffic management	(80% version with changes) Only little change: In the first paragraph, last sentence, [section 3.4.2 traffic management] change County for Township.  I'm fine with the rest. Do we know how much would cost a CHIS?	Change has been made in section 3.4.2. CHIS now termed HIA [Heritage Impact Assessment] can range between \$2,000 and \$20,000. The large range in costs is due to the wide variety of scopes for various projects to get a better understanding we asked MTBA to provide an estimated costs for an HIA for signaling the intersection at Craig and Concession and were advised it would be between \$3,500 and \$4,500, though this cost may be less after the first such HIA if other very similar HIAs need to be undertaken, costs could be approximately 25 to 50% less.
115	Jonathan Bourgon, Township of Russell Executive Director of Infrastructure Services (not in HCD)	3.4.2. Traffic management	There's one little the consultant didn't address from my previous comments, section 3.4.2: In the first paragraph, last sentence, change the word County for Township.	Done
116	Dave Dyer, 75 Mill St. (in the HCD)	General comment	(July 2020, at the public meeting) This line of discussion concerns me regarding the timelines. If Council is not committed to the concept, I'd be very disappointed. There are already a number of examples vis-à-vis signage and design that run contrary to the HDC. Shame on those involved.	This comment was made in response to a discussion at the public meeting indicating when the HCD might be presented to Council and the timeline after this for registering the HCD with the province if approved. It was identified that following adoption by Council and prior to the HCD registration with the Province Council could choose to begin implementation right away or wait until the HCD was registered to begin implementation, if the HCD is approved by Council of course.
117	Dave Dyer, 75 Mill St. (in the HCD)	3.6.1. Trees	(July 2020, at the public meeting) Is it possible to align the maintenance of the tree canopy with Ontario Hydro's interest in annually trimming trees along our streets by perhaps developing a plan to bury the utility lines and remove the supporting poles in the core area?	MTA identified that although burying power lines and other infrastructure can add value to an HCD increasing clear sightlines to heritage buildings and removing the need for heavy pruning of some trees canopies, however, it can also erase part of the history given that hydro infrastructure is part of the village's development and can affect the root system of existing mature trees and so any future decision to consider burying power lines should weigh these two considerations carefully.
118	Dave Dyer, 75 Mill St. (in the HCD)	3.7.1. Materials & Appendix 7 Individual Property evaluations	(July 2020, at the public meeting) I live in a home built in 1867 and we still have wood siding. Let's keep the museum traditional. There are volunteers in the community that are prepared to help repair and paint the "museum".	It was noted that it was the understanding of the Planning Department that a decision regarding siding replacement of the museum had already been taken and the HCD would not apply to works already approved or underway. No action required
119	Dave Dyer, 75 Mill St. (in the HCD)	2.2.1 Beyond the Boundaries	(July 2020, at the public meeting) Plse Include the two parks that SNCA have in the community. These are unique, One being opposite the weir. Thx for your help with this.	We reviewed the location of the SNC parks in relation to the HCD and determined they are not within or adjacent to the proposed HCD and though unique and valuable to the community they are not within the scope of the current HCD. Section 2.2.1 Beyond the Boundary was added to the hCd to reflect that there are properties outside the HCD which may be of future interest for further investigation and protection under the Heritage act. A paragraph was added regarding the SNC Russell Weir and adjacent conservation area after discussions with SNC. This does not make these areas part of the currently proposed HCD simply areas for further investigation for potential Heritage protections.
120	Dave Dyer, 75 Mill St. (in the HCD)	3.3.3. Traditional Commercial Heritage area	Photo 27 on page 41 is labelled: Castor St looking NW. I believe this should read Mill St looking NW...	Revised
121	Dave Dyer, 75 Mill St. (in the HCD)		Overall the report is very comprehensive. Regardless of whether there are individual differences in opinion I think it is extremely important to accept the overall concept of a Heritage District in order to maintain the character and values of Russell Village. We have to encourage residents, especially as there are many new residents to the area, to have pride in many aesthetic features of Russell as reflected in the landscapes and buildings reflected in the HDC. It is unique and once we lose these features they are gone forever.  I'm not sure how you are going to run the meeting this evening but it would probably be important to spend quite a bit of time on the recommendations contained in section A. The comments stimulate questions from my end. Traffic calming and parking are top of my mind, especially those of us who live on Mill and Concession streets close to respective stop signs. In reality this is a no-win situation unless we can divert or provide viable options to go around the Village Core.  Just a couple of thoughts as I went through the document:  1. Could you check A1.7. The last sentence doesn't read very well. It is unclear. Perhaps a typo or missing some wording? 2. Section 3.4.2 Traffic Management & Calming – this is probably the toughest problem to fix. Heavy traffic through the core is not optimal and as the trucks get bigger the challenges become greater. I do not accept that a ring road using Route 200, discussed as far back as in the 80's and 90's, cannot be a solution. We also have to accept that there is limited parking on Concession for commercial expansion, diverting parking to the feeder roads such as Mill St should not be an option as is suggested on page 42. (more below)	1. Checked and made minor adjustment. 2. THE HCD is not intended as a traffic management tool. Its scope allows if approved that it manages the physical implementation of traffic interventions as required. 3. We adjusted our recommendations for the Park and Ride in A1.8.

122	Dave Dyer, 75 Mill St. (in the HCD)	A1.8 Transportation Master Plan	(continued) 3. A1.8 regarding the use of the Duncanville Parking lot. Given #2 above converting the lot to a park should not be an option. In fact, a more concerted effort is required to divert more cars to use this parking lot when visiting commercial establishments along Concession. This should be applied to both patrons and employees. It would be interesting to survey those who take the public transport into Ottawa whether there would be a more convenient pickup location whether they drive or walk to the park and ride location, etc. I would think that an Oversight Committee would be worthwhile to provide local input to Council and staff when issues arise. The establishment of this committee would provide some confidence that the concepts and objectives of the HDC and concerns of the residents impacted are being addressed. The final solution may be less important than the feeling that residents have a say before a final decision is made. I have heard rumours that Council is not really committed to the report findings, it would be unfortunate if that is the case.	A Heritage Committee would be at the discretion of Council. A heritage committee has not been proposed for reviewing applications if the HCD is approved in order to limit potential delays to Heritage permits where required.	
123	Alison McDonald, Team Lead Planning Approvals South Nation Conservation (not in HCD)	2.2.1 Beyond the Boundaries & 2.4.3. Heritage Attributes - Natural Setting	Thank you for circulating again. I note the additions on page 15 regarding the Weir, and two conservation areas; greatly appreciated. Also, we support the Natural Setting section on page 19 – the importance of urban tree cover and the Castor River is well documented. The Guidelines section also protects tree cover and the Castor River slopes; this aligns well with our mandate to regulate natural hazards and interference with waterways, and our role as a landowner operating two forested urban parks in Russell village. Overall, the Plan and Guidelines are well done. We appreciate the work the municipality is doing to recognize the importance of natural features in the community.	No action required	
124	Millie Bourdeau, Township of Russell Director of Public Safety and Enforcement (not in HCD)	3.7.7 Commercial signage	Section 3.6.8 in reference to signs is pretty vague, who will decide what is appropriate for the building. They also state that the guidelines apply to both new and existing signage. So will we actively get people to change their signs? Will there be a timeline, grants?	Now section 3.7.7. Commercial signage section has been revised to be more specific about what is recommended and appropriate for the building. As per the implementation section new signs in the HCD if approved will require a minor heritage permit which would generally be reviewed and approved by Planning Staff. The heritage permit for new signage would be in conjunction (or in addition to) the sign permit required. This section has been revised to clarify that it will apply to new signage. Property owners will not require anyone to replace existing signage it will apply similar to the signage by-law when a new sign is being proposed or where major alterations are proposed to an existing sign structure.	
125	Millie Bourdeau, Township of Russell Director of Public Safety and Enforcement (not in HCD)	3.6.3 Fences	Section 3.6.11 reference to fence, basically same question as signs who decide on the type of fence permitted.	Now section 3.6.3. The HCD Plan and Guidelines as proposed requires a minor heritage for new fences in the HCD area. Heritage permit applications would be reviewed by Planning Staff, if the by-law Department wanted to ensure the fence met the fence by-law this could be incorporated into the review of the heritage permit to ensure heritage permits were not being issued for fences that did not meet the fence by-law.	
126	Millie Bourdeau, Township of Russell Director of Public Safety and Enforcement (not in HCD)		The picture at 3.5.6 is not a Russell township picture.	Pictures included in the HCD Plan and Guidelines are not all of the Township of Russell. Pictures from other municipalities have been used to illustrate the proposed guidelines or to illustrate what would not be consistent with the proposed guidelines. In cases of what would not be consistent with the proposed guidelines MTBA used exclusively examples for other jurisdictions so not to make any property owner within the proposed HCD feel judged for any alterations that may already have been done since these would not have been subject to the HCD Plan and Guidelines and the HCD Plan and Guidelines are not intended to apply to work already completed.	
127	Millie Bourdeau, Township of Russell Director of Public Safety and Enforcement (not in HCD)		Figure 79, Russell House no longer looks like the picture and is most likely no longer considered a Heritage building.	Image of Russell house has been removed in this instance. The individual property evaluation has been revised to reflect the recent work done.	
128	Millie Bourdeau, Township of Russell Director of Public Safety and Enforcement (not in HCD)	3.6.4. Hedges & 3.7.7 Commercial signage	I have reviewed the document mostly sections dealing with fencing and signs. I was wondering if you should incorporate a height of cedars in the front yard and exterior side yards since we don't have anything in the fence by law for trees. Section 3.6.4 In the sign section, I didn't see anything about LED signs and I anticipate you would not want these in the Heritage section so maybe add a note to that effect. Section 3.7.7 Thanks looks great hope we go forward with this and keep the character of the Town	No maximum height for hedges was included as depending on placement in the front yard they can contribute to the natural setting in the HCD provided they maintain significant views within the HCD and views of contributing buildings. Section 3.7.7.Commercial signage was revised it includes clear guidelines regarding illumination which would include LED signs.	
129	Sarah Crawford, Manager of Planning and Service Excellence, Upper Canada District School Board, 14 Mill Street (in HCD)		In reviewing the attached notice of a meeting on Tuesday this week regarding the Heritage Conservation District, I wondered if I could clarify a few items? - the Upper Canada District School Board school, Russell PS is located within the Heritage District identified in the enclosed map. Can you please provide a description of how that would impact the school site and/or building? This will inform whether any further written submissions will be required to this effect. -I don't see that the school is listed as impacted or numbered on the map, but want to be 100% sure that is the case. -do you have a timeline following the meeting for when submissions, if applicable, are required?	Individual property evaluation and links to draft Plan and Guidelines was provided and it was noted the impact on the school would depend on what was being proposed. Only heritage attributes identified in the property evaluation were protected and the HCD would have no impact to any elements inside the building. The School is within the HCD. Provided general timeline for comments after the meeting.	
130	Richard Hamelin, 1117 and 1119 Concession Street (both in the HCD)	General Comment	Please accept this email as my notification that I do not approve of the proposed Heritage Conservation District by-law. My properties are 1117 and 1119 Concession Street. Please keep me informed.	Acknowledged added to the circulation list. No action required	
131	Denise St-Jean et Ron Labelle, 215 Castor St (in the HCD)	General comment	Une lettre suivra, jeudi 19 novembre 2020 afin de demander de retirer le 215 rue Castor à Russell du plan proposé.	Noted. Removing individual properties from the proposed HCD is not being recommended by the Planning Department as it would defeat the purpose of a proposed HCD which is to protect the overall character of an area excluding any property where someone could, wanted or planned to make alterations or redeveloped would not achieve this objective.	
132	Denise St-Jean et Ron Labelle, 215 Castor St (in the HCD)	General comment	Nous sommes fiers de savoir que notre maison a attiré votre attention. Nous avons beaucoup de plaisir à l'enjoliver. Cependant, une désignation patrimoniale nous empêcherait d'avoir l'autonomie dans nos choix. Pour ces raisons, nous nous opposons à l'idée d'une désignation et vous demandons de l'exclure de vos travaux. Nous ne voulons pas non plus imposer ce fardeau à nos héritiers. Nous avons travaillé de nombreuses années avec des conseils d'administration ou des comités. Maintenant que nous sommes à la retraite, nous évitons toutes ces situations et préférons d'autres activités. En attendant une réponse de votre part, nous vous prions d'agréer nos sincères salutations.	Acknowledged. No action required	

133	Peggy and Harry Honey, family member own 1109 Concession St. (in HCD - not owners)	General Comment	Thanks for the info. I cannot find where we are supposed to send our comments. Both myself and my Husband Harry oppose the Heritage plan and are trying to watch meeting on Monday if we can obtain better internet. We also would like decision to be delayed by council as many people I have talked to were like us and not aware of this Heritage plan. (also spoke by phone)	No actions required. Communication efforts throughout the 2 years the designation process has been underway have included multiple mail outs to property owners in the HCD study area and proposed HCD, emails to interested parties, Facebook notices and postings in Le Reflet.	
134	Alison McDonald, Team Lead Planning Approvals South Nation Conservation (SNC regulated areas within the HCD).	2.2.1 Beyond the Boundary	(July 2020 public meeting) The Russell Weir is both a built heritage (1916) and part of the natural heritage (castor river). It looks like the weir is just outside of the district. South Nation Conservation can offer more information on the history of this feature if it is of interest to include.	Information about SNC assets near the HCD with heritage attributes were noted in text based on previous discussions and comments. No further actions required.	
135	Alison McDonald, Team Lead Planning Approvals South Nation Conservation (SNC regulated areas within the HCD)	4.2.2 When is a heritage permit required	(July 2020 public meeting) Permits for removal of major trees seems reasonable; it is not a prohibition, just a review. Regrowing these community trees takes a lifetime.	After further discussions with MTBA and the Infrastructure Department, it was determined that we would revise the draft Plan and Guidelines not to require a heritage permit to cut a mature tree within the HCD. This was done as there was very little ability to enforce property owners getting a permit to cut a mature tree through the HCD plan and Guidelines and development of a tree-cutting by-law is underway in the Infrastructure Department and it was discussed that this tree-cutting by-law could include provisions for trees in the HCD. This would allow one by-law for tree cutting for all areas of the municipality making it easier to administer than having to get permits from multiple departments.	
136	John Mesman, Team Lead Communications and Outreach, South Nation Conservation Authority (SNC regulated areas in the HCD along the river)	Section 2.2.1 Beyond the Boundary	Thanks again for meeting with us, really happy to see the Heritage Conservation District Plan moving ahead!  As discussed, we don't think there's immediate merit in including the Russell Weir or the W.E. Burton Conservation Area in the proposed heritage district, though they're certainly worth mentioning as important landmarks with significance to the community.  Thanks for providing the "Beyond the Boundary" draft text, further investigation would be required to include the parks in future plan updates, but they're definitely worth exploring. We're supportive of what you've proposed.  I couldn't locate a current Russell Dam photo, but I've attached a post-construction picture from 1970 and will try and locate a recent photo for you tomorrow.  I've included some notes below on the history of the dam and park, let me know if we can dig anything else up for you guys! (more below)	Information about SNC assets near the HCD with heritage attributes were noted in text based on previous discussions and comments. No further actions required.	
137	John Mesman, Team Lead Communications and Outreach, South Nation Conservation Authority (SNC regulated areas in the HCD along the river)		(continued) The Russell Weir is a 79 m long reinforced concrete wall about 4 m high which was constructed by South Nation Conservation in 1967, downstream from the original 1916 dam site on the Castor River.  The structure creates a reservoir of water within the village and ensures that water remains in the river year-round for recreational purposes. If the structure was not there, the water would dry up in the summer and people could walk across the river, similar to what it looks like on the other side of the weir around this time of year. This is an example of what the river may have looked like after the old dams were removed from the river (from an old Russell Postcard):  Though the land used to create the J. Henry Tweed Conservation Area (north-west of the heritage district) was donated to the Authority by several Russell families, the land used to create the W.E. Burton Conservation Area was expropriated from a farmer to construct the Russell Dam.  To construct the Russell Dam, land was purchased in 1966 through expropriation from the Hay family who farmed the area north and south of the Castor River. The land was purchased to construct the weir and also because the area being farmed would be flooded.  In 1993, SNC transferred the property to the north of the river to the municipality to construct the Russell Centennial Pool in exchange for some forested land adjacent to the dam and parkland to expand the Conservation Area and provide access to a red and white pine plantation. These properties to the south of the Castor River around the dam were used to create the W.E. Burton Conservation Area which runs alongside the Castor River with a 3-kilometres recreational trail that provides river access, scenic views and recreational activities. The park was named after past the Russell Township representative and SNC Chairman who lead the creation of the "Russell Reservoir" in 1965.	Information about SNC assets near the HCD with heritage attributes were noted in text based on previous discussions and comments. No further actions required.	
138	Celine Guitard, Township of Russell Director of Parks and Recreation (some municipal managed properties in the HCD)	General comment	(Comments on the 80% draft) There are a few figures that have no pics or no caption. Not sure if they were just missing or they did not print. Anyhow I did note the ones missing:  Fig. 32-44 – no caption Fig. 47 – no caption Fig. 51 – no pic Fig. 56 – 64 – no caption Fig. 74-76- 77-92-93 – no pics	The consultant MTBA has advised us they were still working on inserting all the planned images and captions but sent us the draft to be reviewed as they worked on these. I have passed on your notes just in case these still needed to be incorporated (complete)	
139	Celine Guitard, Township of Russell Director of Parks and Recreation (some municipal managed properties in the HCD)	3.3.1 Open space heritage areas	Section 4.4 -Can you tell me if I will have new parks in the HCD?	The HCD Plan and Guidelines does not create any new parks. If new parks are created in the HCD in future, it would be through other normal park creation processes such as subdivision development which you would be included in.	
140	Celine Guitard, Township of Russell Director of Parks and Recreation (some municipal managed properties in the HCD)	Appendix 1.2 Policy Review - Township of Russell Official Plan	Section 5.2.7 Cycling Facilities Could you tell me where I can see what would be compatible with the character of the streetscape per the HCD plan and Guidelines?	I believe what you are referring to are the recommendations for amendments to the Township Official Plan on page 106 (now 156) of the report. There is no detailed design that must be followed for new cycling facilities within the proposed HCD. The HCD provides guidelines that would help inform the design of new cycling facilities for example but it is not a prescriptive document that states exactly how cycling facilities must be developed. I will ask the consultant to clarify what guidelines would apply to potential new cycling facilities.	
141	Celine Guitard, Township of Russell Director of Parks and Recreation (some municipal managed properties in the HCD)	Appendix 1.2 Policy Review - Township of Russell Official Plan	Section 6.3 Trees and Canopies -You are talking about a Tree Cutting By-law, are you planning of getting this by-law?	I think what you are referring to here is the recommendations for amendments to the Township Official Plan on page 107 (now 156) of the report. This recommendation is simply to add wording to the Official Plan that would support protecting the mature trees and tree canopies within the HCD through the creation of a tree-cutting by-law. This recommendation is based on the importance of the tree canopy as a natural heritage feature within the HCD. The 2019-2022 Strategic Plan included under the Pillar: "Foster Healthy and Inclusive Communities" the following strategy "preservation of urban tree by-law." It is our understanding that this strategy is under the purview of the Infrastructure Department.	

142	Celine Guitard, Township of Russell Director of Parks and Recreation (some municipal managed properties in the HCD)	Section 4 Implementation	Section 3.10.2 – Heritage Permits [Section number has changed] -Will those heritage permits be required after the HCD plan approved?	Yes, if the Heritage Conservation District is approved heritage permits will be required for alterations in the HCD in accordance with section 4.2. This is still a draft so the type of heritage permit required, if any, is still in draft format and we are looking for feedback on this as well as other sections.	
143	Renee Gendron & Martin Bakkes , 1156 Concession (adjacent to the HCD/across the street)	Appendix 7 - Individual property evaluations	(November 2020 public meeting) How do I know if my house (1156 Concession St) is within the District? I got 2 letters, one saying it was adjacent the other saying it was inside the district.	1156 Concession is outside of the HCD area, it was included in the study area but did not warrant inclusion in the proposed HCD. The property is across the street from an HCD property and would therefore be subject to applicable guidelines for compatible adjacent development.	
144	Cory Lohnes, 236 Castor Street (in the HCD)	General comment	(November 2020 public meeting) Is there criteria that outlines what "should" items will be passed/accepted? or is Should not at all something that needs to be formally defended in any application? and would NOT have to argue or defend their choice in order to have their application approved?	We use the term "should" as best practice; what we would like to see. The use of the word should is intended to convey that property owners in those situations can choose to do something other than best practice. I am going to use wood windows as an example. Original wood windows should be conserved, they should be kept where possible. However, if a property owner chooses not to keep wood windows, the guidelines as they are drafted right now would allow that property owner to choose to replace them with a modern design window and that could include vinyl windows, for example. There are some criteria that set out, if you're switching from wood windows to vinyl windows, it should maintain the form and the division of panes that the original wood windows had.	
145	Norm Hotchkiss, Representative of the Masonic Lodge, 1129 Concession Street (in the HCD)	Appendix 7 - Individual property evaluations	(November 2020 public meeting) I'm representing the Masonic Lodge in Russell--1129 Concession (I believe). The Lodge Building is in the Commercial District. Does this mean the building will be classified as a commercial building?	No, it is classified as an institutional building. It is part of the traditional commercial streetscape, which is why it is part of the "Traditional Commercial Heritage Area." The Masonic Lodge is already zoned in the zoning by-law of the Township of Russell Village Core (VC). The HCD does not change the use of the building.	
146	Dean Drevniok, 108 Mill Street & 1128 Concession Street (both in the HCD)	Appendix 7 - Individual property evaluations	(November 2020 public meeting) As owner of 108 Mill Street I see that the property has been assigned as strongly contributes, how do I get the specific report itemizing what components or justification for this assigned level. If I disagree, how do I go about challenging the designation?	You can contact Alix Jolicoeur by email for the individual property evaluation (has been provided). If you disagree with the individual property evaluation, these are still draft and we are accepting comments. If Council chooses to approve an HCD anyone who has provided written comments in advance of the decision and anyone who has provided written/oral comments at a public meeting is entitled to appeal the decision of Council to approve an HCD to the Local Planning Appeal Tribunal.	
147	Dean Drevniok, 108 Mill Street & 1128 Concession Street (both in the HCD)	General question	(November 2020 public meeting) Will the property tax rate for the heritage district be different than other areas within the township?	The HCD would not change the applicable tax rate for properties in the District. Taxes are calculated based on the tax rate which is applied to the value of the property as determined by MPAC.	
148	Dean Drevniok, 108 Mill Street & 1128 Concession Street (both in the HCD)	General Comment	(November 2020 public meeting) Has council ever surveyed the current land owners affected by the HCD as to whether they support the HCD or not?	There has been no mandatory survey on whether residents within the proposed HCD support the HCD or not. There has been a general survey done during the study phase to get input but it was not specific to property owners in the proposed HCD. Property owners within the HCD have been sent notices by mail at several points during the HCD process to get their feedback and some property owners have provided comments and feedback which will be included in the package to Council for their consideration.	
149	Stuart Brink, United Church Trustee, church is 38 Mill Street. (in the HCD)	3.2.2. Conserve and Maintain Built Heritage, and various other sections	(November 2020 public meeting) What is meant by "encouraging" good maintenance? How would this be enforced? Is it enforced?	Encouraging good maintenance means that the Planning Department will support property owners in maintenance of heritage buildings and assets. This may be as simple as providing information or links to information about maintenance of heritage properties. This is not something that will be enforced beyond what is already enforced under the Ontario Building Code for all properties or property maintenance standards within the Township which apply to all properties. The HCD Plan and Guidelines will not require property owners to repaint siding or trim for example though it is encouraged.	
150	Stuart Brink, United Church Trustee, church is 38 Mill Street. (in the HCD)	General question	(November 2020 public meeting) Are the buildings within the District considered or designated Heritage Buildings if this plan is approved? Can we be forced to become a Heritage building?	Under the Ontario Heritage Act, there are two types of historical designations. There's individual property designation which would designate an individual building and that's a part 4 designation. There's also part 5 designation, which designates the district as a whole. When a district is designated, those properties are designated heritage as part of the district but they don't hold individual designations for each building. The difference is the district focuses on the overall feel of the district whereas the individual designation is specific to that property and it can sometimes be more detailed in terms of what it's protecting. To be clear, it terms of municipal district designation, the designation we are discussing today is a part 5 and it does not apply to anything within the buildings at all, ever. Permission of a property owner is not required to designate a property under Part 4 or Part 5 of the Heritage Act, however, anyone who makes written comments on a proposed Heritage Conservation District Plan and Guidelines prior to their approval or who makes oral/written comments at a public meeting has the right to an appeal a Council's decision to approve a heritage conservation district to the Local Planning Appeal Tribunal.	
151	Anonymous	General comment	(November 2020 public meeting) Is there some way to create a central park or sitting area, similar to other municipalities in our area such as Winchester and Chesterville?	This is a little bit outside the scope of the heritage conservation district. The creation of parks is managed through our Parks and Recreation Department. Obviously, the Heritage Conservation District supports maintaining and keeping green spaces. The guidelines would support that type of development that had a seating area, a park area, but they're not the tool that would be used to create a park. That would be something that would go through our Parks and rec department.	
152	Dave Dyer, 75 Mill St. (in the HCD)	4 Implementation	(November 2020 public meeting) Who manages the HIA process?	The HIA process is specifically referring to the heritage impact assessment. This assessment would be done by a third party heritage consultant. If a heritage impact assessment is required for the type of permit someone is applying for, let's say for a new infill development, they would have an external third party heritage consultant prepare that impact assessment that would then be submitted with the permit application. The HCD process is managed by the Planning Department. Depending on the type of permit, minor or major, decisions are made by the Planning Department or Council. This is still part of the draft so there is still room to make adjustments there if we have suggestions for another management or structure for making decisions on different applications.	
153	Dave Dyer, 75 Mill St. (in the HCD)	3.5.6 Parking	(November 2020 public meeting) There has to be a practical element built into the guidelines. Parking access for the Vet building for patrons with sick animals is required at the front door.	This comment was made in relation to the guidelines that encourage new parking at the rear of the building and where new parking must be located in front yards must be designed to maintain the landscaped character with retention of mature trees and a landscaped buffer. These guidelines would not affect existing parking such as parking at the vet's office.	
154	Anonymous	General Question	(November 2020 public meeting) What will the rezoning of houses that "somewhat contribute" prevent us from doing? I mean, what impact will there be on a house that is somewhat contributing?	The HCD will not rezone any properties. The permitted uses for properties in the HCD will remain the same if the HCD is approved. If zoning amendments are being recommended in future, this would be a separate process which would include public notice as per the Planning Act. The HCD Plan and Guidelines will simply manage how changes to properties are implemented. Whether these changes are permitted by zoning including permitted uses, setbacks, etc. will not change.	

155	Norm Hotchkiss, Representative of the Masonic Lodge, 1129 Concession Street (in the HCD)	General Question	(November 2020 public meeting) Will the HCD change the property tax classification and the amount of the taxes?	The HCD would not change the applicable tax rate for properties in the District. Taxes are calculated based on the tax rate which is applied to the value of the property as determined by MPAC. Property values can be affected by an HCD over the long term resulting in increased property values, or stabilized property values (stabilized property value - where similar properties in non-HCD areas are experiencing declining values ).
156	Anonymous	3.6.2 Landscaping and Planting	(November 2020 public meeting) Can soft vs hard landscaping be clarified?	Hardscape is for example paving or stone and softscape is shrubs, hedges, grass etc.
157	Anonymous	3.7.6 Commercial Signage	(November 2020 public meeting) I am interested in the thoughts of how commercial signage will be addressed? The Registry building is a great example, gorgeous building, terrible signage.	Proposed Guidelines for Commercial signage were presented later in the meeting and are in section 3.7.6 Commercial signage of the HCD Plan and Guidelines.
158	Anonymous	3.6.3 Fences & 3.6.4 Hedges	(November 2020 public meeting) do the hedges & fences apply to back yards?	These provisions apply only to fences and hedges visible from the public realm (typically front and exterior side yards)
159	Brian Young, 200 Equinox (not in the HCD)	General comment	(November 2020 public meeting) I did not observe a section on accessibility ("Accessible Heritage") in the report. How would the AODA standards be integrated with the planning approval process for the proposed heritage district? Especially site plan approval, major renovations, ramps, sidewalks, parking.	AODA standards are not covered in the HCD Plan and Guidelines as the HCD focuses on protecting the heritage character though it is important to note that the guidelines are intended to manages changes such as increased accessibility not prevent it. The Guidelines specify that when adapting buildings to meet current accessibility standards that historic features and materials should be retained as much as possible. A guideline was also added to Section 3.2.2 Conserve and maintain built heritage that states the following, "9.10 Alterations which improve the universal accessibility of buildings to meet current Accessibility for Ontarians with Disabilities Act (AODA) requirements are supported by the HCD Plan and Guidelines. Alterations to the exterior of a building which are visible from the public realm shall follow applicable HCD Guidelines to maximize compatibility with the District."
160	Harry Baker, 208 Forced Road (not in HCD)	4 Implementation	(November 2020 public meeting) will there be a Township Heritage Committee or will the Planning Committee deal with the applications?	Currently, there is no heritage committee and there is no intention, at the moment, to have a committee. Minor heritage permits decisions will be made by staff based on the guidelines and plan that are approved by Council if they're approved by Council. Major heritage permits would go to Council for a decision. If the decision of a minor permit is appealed, it would go to Council for their consideration. If a major permit is appealed, it would go to the Local Appeal Tribunal for review. One of the reasons we did not decide to include too many individuals into the review process is the time it takes to review. We wish to ensure that we are not adding more waiting time to permits to be issues. By dealing with only the planning staff for minor permits, we are ensuring that the permit will not be delayed.
161	Anonymous	4 Implementation	(November 2020 public meeting) what qualifies as minor vs major permit?	Section 4 Implementation of the proposed HCD Plan and Guidelines details when a major versus minor permit is required. Examples include: general maintenance such as repainting wood windows on a contributing building - no permit required, new roof covering of a different material on a contributing building - minor permit, A building addition on the front of a contributing building - major permit. See the Plan and Guidelines for a full table of when which type of permit is required.
162	Dave Dyer, 75 Mill St. (in the HCD)	4 Implementation	(November 2020 public meeting) How do we know when an application is submitted for a permit?	The heritage permit process, like the building permit process, is not a public process so there would not be notice provided to the public when an application for a heritage permit was received. For Major heritage permits that require Council approval, the applications will be included in the Council agenda and Council package when they are being presented to Council.
163	Emily Kadantseva, 3 Mill St (in the HCD)	General comment	(November 2020 public meeting) Can you conduct a poll to determine how many people within the impacted boundary is in attendance this evening.	This was not something we had planned. We will be providing as much information as possible to Council about where comments on the HCD are coming from. The comments table includes whether the commenter owns property in the HCD or not where their address is known.
164	Anonymous	4 Implementation	(November 2020 public meeting) Will there be a fee for decisions concerning HCD issues?	The fees for any heritage permit application would need to be approved by Council if the HCD is approved. That being said for most heritage permits in other municipalities there is no or very minimal fees for processing of heritage permits. As an example with the Township of Russell, there is no fee for community improvement program applications so something similar may be possible for heritage permits.
165	Dave Dyer, 75 Mill St. (in the HCD)	3.7.4 Windows and Doors	(November 2020 public meeting) You've got to be kidding about wood windows. Maybe in California but the guidelines should align with Green ONT program. Wood is not good in our climate.	Comments were made in reference to Carly's comment that wood windows can be maintained so as to be as energy efficient as newer vinyl windows. The HCD Plan and Guidelines as proposed does allow for replacement of wood windows with similar windows of modern design allowing property owners to determine which window type is best for their building though retention of wood windows is encouraged and information is available on how to make them as energy efficient as possible.
166	Norm Hotchkiss, Representative of the Masonic Lodge, 1129 Concession Street (in the HCD)		(November 2020 public meeting) Is the Lodge Building designated a Heritage Building?	No, the building is not designated under a part 4. If the HCD is approved, it would be designated as part of a Part V Heritage Conservation District under the Heritage Act.
167	Anonymous	3.4 Urban Planning and the Public realm	(November 2020 public meeting) I love Russell. I think it does a great job at keeping the streets clean and cleared of snow, plowing the sidewalks, and the services are very convenient. What concerns me about the HCD is that the streets have hydro poles in the road and the sidewalks are all falling apart.  Why isn't the municipality improve those things before telling homeowners how they should "maintain" their own properties?	The location of hydro poles is not something the municipality necessarily can control as these are or were installed by Hydro. In terms of the condition of sidewalks, it is our understanding that the Infrastructure Department has an inventory of assets which includes information on the state of those assets and prioritizes their replacement and or repair accordingly based on the available budget. Language in the HCD Plan and Guidelines does encourage maintenance of heritage properties and built resources but this is simply included as it is an important part of maintaining the heritage attributes of buildings. It is included to make it clear that the HCD is intended to support property owners in maintaining their properties not to limit maintenance. Just like when a homeowner makes decision about home improvements based on their budget the municipality does the same for municipal assets like sidewalks.

168	Cory Lohnes, 236 Castor Street (in the HCD)	3.4 Urban Planning and the Public realm	(November 2020 public meeting) Have any studies analyzed the impact on property taxes with the introduction of HCD in order to accommodate the changes/restrictions that get imposed on the township? And my question was more about the OVERALL taxation level in communities that add HCDs - given the added requirements and expenses directly related to these parameters (e.g., heritage-style lighting, signage, seating, etc.) - do communities see a parallel increase in the operating costs that results in an increase in the tax rate?	There is no reference made in the U of Waterloo study that I could find that referred to property taxes in these municipalities - it focused on property value. Not certain if there is a study that looks at taxation rates in comparison to a recent heritage conservation district approval but this is a question that came up during the streetscape master plan because that plan was recommending styles of benches and lighting and the reality is that these types of interventions, generally, the cost to the municipality isn't very high on those interventions when they're necessary anyway. So like homeowners, if you're not proposing any changes, we are not going to be forcing you to make any. The municipality is under the similar kind of situation where approving a heritage conservation district is not going to force the municipality to install all new signage for the entire heritage conservation district or replace lighting in the heritage conservation district. It's just going to mean that when we are choosing new lighting when it is needed, we will be looking to make sure that the new lighting that we are choosing is compatible with the heritage conservation district. And so often, those decisions don't need to come with a huge additional price tag because we're replacing old lighting anyway. So the decision between a non-compatible light and a compatible light may be revenue neutral. There may be no difference in price between a non-compatible light and a compatible one. Sometimes, there is an additional cost but that depends on the specific decision made.
169	Cory Woodmas, 435 Church Street (adjacent to the HCD)	Appendix 7 - Individual property evaluations	(November 2020 public meeting) It appears that my house at 435 Church Street has been considered a strong contributor, is this going to affect my property taxes?	435 Bank Street is not in the proposed HCD, it is adjacent and across the street from the HCD, though it should be noted that the HCD would not change the applicable tax rate for properties in the District. Taxes are calculated based on the tax rate which is applied to the value of the property as determined by MPAC.
170	Anonymous	3.7.7 Commercial Signage & Appendix 7 Individual property evaluations	(November 2020 public meeting) The County Registry Office has a heritage designation under Part 4. Why is the lighted sign allowed to cover one of the heritage aspects of that building? Would the Planning Dept have decided differently if it was under the Heritage District designation?	Alteration of heritage buildings is based on the heritage property evaluation for a specific property this applies to buildings under Part 4 and Part 5. This is why it is so important to get property evaluations for a potential heritage conservation district right. In terms of the lighted sign at the Registry office if the HCD as proposed had been in place, the proposed HCD guidelines would have allowed the Planning Department to have supported the applicant in designing/locating a sign that maintained heritage attributes and was compatible with the heritage character of the building and the district.
171	Anonymous	4 Implementation	(November 2020 public meeting) Hello. So far no mention has been made as to whether there will be a fee if a private property owner (with heritage designation) needs to ;make a request for a change. Will there be additional fee(s) on top of any usual and customary building permit fees?	The fees for any heritage permit application would need to be approved by Council if the HCD is approved. That being said for most heritage permits in other municipalities there is no or very minimal fees for processing of heritage permits. As an example with the Township of Russell, there is no fee for community improvement program applications so something similar may be possible for heritage permits.
172	Anonymous	3.7.1 Materials & appendix 7 Individual property evaluations	(November 2020 public meeting) As I'm fairly certain, stucco-covered homes is not heritage so would it be OK if I changed from stucco to a tin home cladding?	Stucco is not typical of the HCD. However this would depend on the individual property evaluation of your particular home specifically whether your home is considered a key, contributing, somewhat contributing or non-contributing property and whether the stucco is considered a heritage attribute and whether the new material proposed meets compatibility criteria set out for alterations. You can contact the Planning Department to discuss this particular request.
173	Sandra McNeil, 119 Mill Street (in the HCD)	4 Implementation	(November 2020 public meeting) Would there be an increase in building permit costs if the property is within the HDC district?	The fees for any heritage permit application would need to be approved by Council if the HCD is approved. That being said for most heritage permits in other municipalities there is no or very minimal fees for processing of heritage permits. As an example with the Township of Russell there is no fee for community improvement program applications so something similar may be possible for heritage permits.
174	Anonymous	4 Implementation	(November 2020 public meeting) So how much will major and minor heritage permits cost private homeowners?	The fees for any heritage permit application would need to be approved by Council if the HCD is approved. That being said for most heritage permits in other municipalities there is no or very minimal fees for processing of heritage permits. As an example with the Township of Russell, there is no fee for community improvement program applications so something similar may be possible for heritage permits.
175	Anonymous	4 Implementation	(November 2020 public meeting) Please, what is the cost of a minor or major permit and will that fee be on top of a regular Russell building permit?	The fees for any heritage permit application would need to be approved by Council if the HCD is approved. That being said for most heritage permits in other municipalities there is no or very minimal fees for processing of heritage permits. As an example with the Township of Russell, there is no fee for community improvement program applications so something similar may be possible for heritage permits.
176	Cory Lohnes, 236 Castor Street (in the HCD)	Appendix 7 - Individual property evaluations	(November 2020 public meeting) Where did you say we can obtain a copy of our Heritage Property Evaluation?	By emailing alixjolicoeur@russell.ca (now also available on the HCD page of the Township website)

177	Anonymous	4 Implementation	(November 2020 public meeting) does a heritage permit cost more than a non-heritage building permit (of any type)?	The fees for any heritage permit application would need to be approved by Council if the HCD is approved. That being said for most heritage permits in other municipalities there is no or very minimal fees for processing of heritage permits. As an example with the Township of Russell, there is no fee for community improvement program applications so something similar may be possible for heritage permits.
178	Anonymous	3.4.1 Significant views	(November 2020 public meeting) Don't you think that homes with both a street view and a view from the river are being double impacted by this heritage deal?	If you are not planning any addition or renovations on your building, then there is no impact. And if you are planning on doing renovations or something that is stipulated as requiring a permit under the heritage, then the guidelines will inform how to achieve what you would like to do while ensuring it meets applicable HCD guidelines. I feel that impact gives a negative connotation to the what we are trying to achieve. Yes, if you are facing the street and the river, there are two sides of your building that are subject to the guidelines. However, similar to corner properties which have facades on two streets, and the idea is simply that changes are compatible with those views so it doesn't mean that the facades are frozen in time. Yes, it has an impact, to use your word, on those two facades and what can be done on those two facades, but the intention is to manage change, not prevent it. We would be looking at changes that would happen on the front facade and the facade facing the river, but it's to consider the effect they have on the overall district and ensure their compatibility. We did extensive consultation with the community and what we found was that people who live in the village of Russell, love the village of Russell. The fact is we could lose the character of the village of Russell if we don't manage change. The planning guidelines are to protect the reason why you live there. It's trying to protect that value. It's trying to do it in a way that's very flexible and works with property owners so that it's not a strict regime, these are guidelines.
179	Anonymous	3.4.1 Significant views	(November 2020 public meeting) How will this impact property decisions for homeowners with river properties?	Same as above
180	Stuart Brink, United Church Trustee, church is 38 Mill Street. (in the HCD)	4 Implementation	(November 2020 public meeting) How would a home owner or business owner know they need a permit if changing roofing material or changing windows, etc. i.e., minor repairs, etc. If a building is sold how would a new owner know what or if permits are needed?	We are going to continue to communicate as much as possible about the HCD and keep people informed about the Heritage Conservation District, if it's approved. What that would look like is going to be evolving as we get better at communicating what's required. Some of the options to keep property owners informed and remind them is to send periodic mail out to property owners within an approved heritage conservation district and put posting on our website and our Facebook page. It's also going to be when people come in for building permits. If they're in the heritage conservation district, they will be guided at that point in terms of the fact that they are in that district and what that means to them.
181	Dean Drevniok, 108 Mill Street & 1128 Concession Street (both in the HCD)	General Question	(November 2020 public meeting) Is there a HCD proposed for the village of Embrun?	In 2015, when we started this process, MTBA was retained to proceed with the evaluation of properties in both the village of Embrun and Russell. Those evaluations were to be designated under part 4 of the Act and not as a district. In the report, there were properties in Embrun that were identified as of heritage value as well as in Russell. Council decided not to proceed with part 4, however, in the report on individual heritage properties with heritage value MTBA identified that there was potential heritage resources worth protecting via a heritage district in Russell. We started the process with MTBA for the Russell District instead of individual properties based on this. No concentration of heritage resources for consideration as an HCD was identified in Embrun.
182	Norm Hotchkiss, Representative of the Masonic Lodge, 1129 Concession Street (in the HCD)	3.7 Conservation of Built Resources & Appendix 7 - Individual property evaluations	(November 2020 public meeting) If a property owner wants to renovate using green, energy efficient materials--such as non-wood windows or doors--it seems like that would not be permitted. Is this correct?	Energy efficiency can be achieved in many ways. One of those ways can be maintaining wood windows for example, but it can be replacing them with newer windows and that is something that is permitted. Our guidelines say wood windows 'should be maintained' but it doesn't require them. If the house already has older vinyl windows, then those can be replaced by newer higher efficiency vinyl windows. Wood windows should be maintained and there are ways of maintaining them and improving wood windows but they can also be replaced. Similarly with doors, we encourage maintaining doors where they are a heritage feature when they're really iconic and really contribute to the overall character of the building but for energy efficiency purposes, nothing prevents someone from introducing energy efficiency. We do have guidelines on modern equipment so if you're looking at things like solar panels that can be done. The guidelines would support doing that in a compatible way.
183	Anonymous	4 Implementation	(November 2020 public meeting) Why don't you "grandfather-in" participation in the Heritage Program? i.e.: current homeowners not affected but once the home goes for sale then the new Heritage rules would then apply.	By doing so, we would not achieve what we are trying to achieve to protect the village of Russell. It would be difficult to manage because we do not always know when the property is sold. The Heritage Conservation guidelines are written so that they can be applied to everyone in the same manner. There is no preferential treatment for certain property owners. The designation is attached to the property and not the owner.
184	Anonymous	4 Implementation	(November 2020 public meeting) LOVE the idea that someone had of "grandfathering-in" Heritage rules.	Same as above
185	Cory Lohnes, 236 Castor Street (in the HCD)	4 Implementation	(November 2020 public meeting) Can you advise whether there will be an additional fee for these HCD-related permits above the building permit? and what about those projects which don't otherwise require a building permit but would require an HCD permit?	The fees for any heritage permit application would need to be approved by Council if the HCD is approved. That being said for most heritage permits in other municipalities there is no or very minimal fees for processing of heritage permits. As an example with the Township of Russell, there is no fee for community improvement program applications so something similar may be possible for heritage permits.
186	Anonymous	4 Implementation	(November 2020 public meeting) What is the appeal process for Heritage Buildings?	There are multiple layers to that question. For the district itself, if Council decides to approve a heritage conservation district, anyone who made comments at a public meeting or written comments in advance of the decision of Council or anyone who the appeal board determines has grounds to do so, may appeal the decision of Council to the Local Planning Appeal Tribunal. Anybody who owns property within the district and anybody who is already on our circulation list will receive notice of the decision of Council. It will be sent by mail and if you are on our email circulation list, you will receive it by email. If the HCD is approved and you're asking about a decision on a permit, it depends on the type of permit: minor heritage permits, the decision can be appealed to Council and major heritage permits, the decision can be appealed to the Local Planning Appeal Tribunal.

187	Anonymous	General Comment	(November 2020 public meeting) We appreciate your flexibility and wanting to protect the village of Russell. We all love Russell but managing change should be done at an individual level. The whole district being considered Heritage seems excessive. How can we take our house out of HCD?	<p>A HDC is a district as a whole. We're not looking at designating individual properties under part 4 of the heritage Act. We're looking at designating the whole area under a part 5. You can express that you're not interested in being part of the HCD. We will include that comment in our consolidated comments that we present to Council. There really isn't a mechanism in place to opt out a single property from within the district. What we have found over the years, we see that if we leave it to individuals, the value is not preserved. It's not blaming any individual, each person has a different opinion on how their property should evolve over time. Like a lot of accomplishments of a community, they're usually done together. These are pretty large objectives but we can set it up and we believe we have set it up. That will be up to Council to decide, but we believe that we have set it up so that there's a pretty high degree of flexibility. If you have too much flexibility, all the way to what the questioner is proposing, leaving it up to the individual, you won't accomplish that community objective. I say that not because I know Russell intimately and everybody who lives there, but because that's been proven over and over again in municipalities across Ontario. We don't want to disrupt the real estate market, in the sense that we don't want to try and cause inflated values beyond what would be appropriate or deflated values beyond what would be appropriate. This process in Ontario has been going on since the 1980s and the University of Waterloo study, although it doesn't talk about tax value, shows in fact that they work. These district studies and plans and guidelines actually do work. The satisfaction rate is actually really quite high. It works for property owners, it works for communities and that's now proven after all these years of doing them. The City of Ottawa has the highest per capita of these districts and this has not changed their tax rate. I don't know of one instance in the province of Ontario where it's been reported that the overall tax was increased. As a property owner, if your neighbour decides to sell to a developer, the developer does not consider the heritage of the property. Their goal is to develop the property to have as many units as possible. This will protect and limit what can be done on the neighbouring properties to ensure it is compatible.</p>	
188	Cory Lohnes, 236 Castor Street (in the HCD)	General comment	(November 2020 public meeting) THANK YOU for indulging our questions. I truly hope you don't feel too "beat up" by all of these questions. This is a GREAT initiative, and it WILL be a positive way of protecting what we ALL love about Russell... this has been a reassuring and informative way of allowing us to discover more about the Plan and raise our concerns.	No action/response required	

189	Anonymous	Appendix 7 - Individual property evaluations	(November 2020 public meeting) I have a leaking and broken "coal delivery door" of cast iron that needs to be taken out and the foundation repaired....could I do that without consulting with the Heritage Committee? It is not quite on the street side?	Send us an email with your address and we can guide you through the guidelines whether the HCD is approved or not. Generally, if the feature is not visible from the public realm it is not subject to protection under the proposed HCD.	
190	Anonymous	General question	(November 2020 public meeting) Will taxes be lowered in the Heritage conservation district since the houses will need to be insured as Heritage and that cost more for housing insurance (especially fire)?	The Ontario Ministry of Heritage, Sport, Tourism and Culture Industries has published an information page confirming that a Heritage District Designation would not increase your insurance though other factors such as the age of a home may already. This information page is now available through the HCD page on the Township website.	
191	Anonymous	3.7 Conservation of Built Resources & Appendix 7 - Individual property evaluations	(November 2020 public meeting) Many people want to renovate their houses/ upgrade the exteriors/ landscaping because the market is so high. What kinds of restrictions are being placed on us for renovations, etc.?	The guidelines are not intended to prevent you from making improvements to your property. They're intended to shape how those improvements are made in a compatible way. Depending on your specific property evaluation, it would identify if any of the exterior components of your building, like the siding material or the location of windows are heritage attributes and that could shape how you redo of the outside of the building is done but it won't prevent you from improving the exterior of your building. These guidelines are specific to what is visible from the road. It has no impact on the interior of the building. Ninety-five percent of the guidelines don't cost any more money. It's just showing you a way of designing it or executing it that is compatible with the neighbourhood.	
192	Anonymous	3.7 Conservation of Built Resources & Appendix 7 - Individual property evaluations	(November 2020 public meeting) My house is part of the HCD and the previous owner did not maintain it well. I am a young homeowner and I want to redo it (especially the outside) one day when I can afford to. How will these new regulations impact me?	The guidelines are not intended to prevent you from making improvements to your property. They're intended to shape how those improvements are made in a compatible way. Depending on your specific property evaluation, it would identify if any of the exterior components of your building, like the siding material or the location of windows are heritage attributes and that could shape how you redo of the outside of the building is done but it won't prevent you from improving the exterior of your building. These guidelines are specific to what is visible from the road. It has no impact on the interior of the building. Ninety-five percent of the guidelines don't cost any more money. It's just showing you a way of designing it or executing it that is compatible with the neighbourhood.	
193	Dave Dyer, 75 Mill St. (in the HCD)	General comment	(November 2020 public meeting) Mark, the majority rules. Some antagonists just don't like rules/guidelines. Ask this person why they moved to Russell or conversely if they don't like the concept then move out. We need guidelines to preserve the District and the ambiance of the community. Once a heritage feature is lost, it is gone forever. A community is based on cooperation.	No action/response required	
194	Rachel Thibeau, address unknown	Appendix 7 - Individual property evaluations	(November 2020 public meeting) It seems like many ugly buildings are being included in the core. We have many beautiful buildings that should be maintained but some marked heritage would include the garage at the end of Castor Street. That building should be changed not preserved, like many in that area. It would be better for only the nice buildings to be included.	Heritage is not always about the showstopper houses. Heritage is about the entire build up of a community. Sometimes, that includes some buildings that are not as showy as the painted lady or the registry office, but they really do contribute to the heritage of a community or played an important role in shaping our community to where it is today. That being said, some heritage buildings that are identified as strongly contributing or somewhat contributing are identified as, for example, somewhat contributing because of the heritage character has already been lost through replacement or siding with materials that haven't held up well. So, there are some buildings in the HDC that are identified as somewhat contributing or strongly contributing that could use some reinvestment but again, the guidelines are not intended to prevent that reinvestment. It's not intended to freeze those buildings in time. It's intended to shape how that reinvestment is done, making sure that it's compatible with the heritage character of the village of Russell. The HCD is to protect the existing building but also what is built on the neighbour's property. If one of the non-contributing houses is being demolished, we can guide the new construction as well to meet the guidelines. It's not just to protect the existing buildings but to protect that feeling, that place called the village of Russell as a whole and not just the units. Some houses are very old: 150 years old, and they've been changed a lot so it may not be obvious why they're important but they have stories to tell and some of them were owned by some of the first residents to settle in Russell. For that reason, they're score may be a little higher than some of the showier properties.	
195	Anonymous	4 Implementation	(November 2020 public meeting) I think you should give tax breaks and tax incentives to people in the districts instead of doing the HCD.	We do have a CIP program which offers tax incentive to businesses inside the village core. If the HCD is approved, we could propose inclusion this type of program as part of the CIP or similar program. Any incentives, if approved, would likely be to support the HCD not instead of the HCD.	
196	Anonymous	3.6 Conservation of Natural Resources and Landscapes	(November 2020 public meeting) Since this study is protecting the shoreline of the Castor River, what will the municipality be doing to make sure it stays flowing and nice? This summer was very dry and swamp-like. Can we fix that?	This is out of the scope of the HCD. South Nation Conservation Authority would be the best place to ask this question.	
<b>Comments on the draft HCD Plan and Guidelines received at or after the Council meeting March 1, 2021 until March 31, 2021 at 11:00 am</b>					
197	Gilles Bérubé, 204 Castor St (in the HCD)	General comment & Appendix 7 Individual Property Evaluations	<p>Firstly: I am opposed to making the Russell village or part of the Russell village a Heritage Area. I have found many mistakes in the assessment made by MTBA ASSOCIATES;</p> <p>#1 Construction Date before 1908, This is False It is possible that there was a shed at this location a long time ago and it was torn down. In 1950 Mr. Albert Cousineau built the Russell Dance Hall, which included an apartment on the second floor. My father and mother purchased the Dance Hall and moved with their two sons myself and my brother on April 1, 1957, from Carlsbad Springs. That explains the knowledge I have of this site. Please open IMG_5904 This is the original building built in 1950 until changes in 1963./1964. Please open IMG_5910 In 1964 my father renovated and added an extension on the west side, one floor only and was the extension of the reception hall. The building exterior was covered with white stucco. Please open IMG_5905 and 5908. In 1978/1979 the construction of a 10-unit apartment building was constructed by Réjean Paquette, Chantal Development. As you see on the image, nothing resembles the images of 1950 and 1964. The MTBA assessment claims, "CONSTRUCTION DATE BEFORE 1908" ????? This claim is totally false. Therefore I request that this building at 204 Castor is re-evaluated and declared 4- NONE Heritage Contribution. Please add Clarification of terms used in the assessment; #1 eclectic arrangement of windows and siding #2 visually scaling down large-block form</p>	Information provided by Gilles Bérubé was forwarded to MTBA for consideration and potential individual property evaluation revision (March 1, 2021). Property evaluation revised to a Category 4 based on the information provided. Description of eclectic arrangement of windows and siding and visually scaling down large-block form provided though these are no longer part of the property evaluation.	

198	John Corvinelli, 53 Craig (future owner - in the HCD)	Appendix 7 Individual Property Evaluations	<p>Good morning, I bought 53 Craig St. last fall to close this summer, and now I see that it is within the Heritage District. This home has no foundation, no insulation, no kitchen, but has mould, and was moved to that location in the 70s. Can I get the property evaluation because I see it's been named as a key property. My intention is to build a new but old-looking building. thank you</p>	<p>Information provided by John Corvinelli was forwarded to MTBA for consideration and potential individual property evaluation revision (March 1, 2021). The property evaluation was revised based on the information provided and is now a category 3, somewhat contributing property. HCD allows demolition of even category 1 properties if the building is beyond reasonable repairs as confirmed by an engineer or other building professional. New construction must meet infill guidelines regarding compatibility in section 3.5 Intensification and new construction.</p>
199	Ferdinand Habets and Susan Greenfield-Habets, 232 Castor Street (in the HCD)	General comment & Appendix 7 Individual Property Evaluations	<p>Thank you for your notice of council meeting set for tonight. I have reviewed the document and overall agree with the concept. In fact, it should have been implemented 20 years ago to have been able to maintain more of the original character of the Village of Russell (the industrial siding on what was formerly the historical Russell House on Mill Street being a prime example).</p> <p>However, what is not clear is what control home owners lose over the exterior of their property. We live in a 104-year-old house (232 Castor) which has seen numerous changes. Currently the house has cheap vinyl siding and vinyl windows, both installed about 35 years ago. We intend to replace the siding (or paint it) as well as replace all the windows this summer. The original wooden siding was covered over decades ago with insulbrick and then vinyl and due to expansion of the house only a small portion of the house has the original wooden siding.</p> <p>Should this heritage district plan pass council, what limitations would be imposed by township? The document indicates that what we intend to do would be a "minor" variance but it is not clear what that entails or what costs would be associated with such a variance. Would township be dictating the material and colour? We plan on adding corbels to the soffits in order to make the house look more "Victorian" and to reduce the effect of the flat roof. Would this also need township approval? Please add our email to the HCD circulation list and we look forward to reading the minutes of tonight's meeting.</p>	<p>Provided individual property evaluation. Provided section numbers for materials (3.7.1) and advised changes proposed are possible under the proposed guidelines as replacing vinyl with vinyl is no issue, replacing wood siding with vinyl is not preferred but is not prohibited. Minor heritage permits would be required for changing wood siding to other materials. Adding Corbels will require minor heritage permits and is possibly provided they are compatible in size, proportion and character of the building and streetscape, etc. There is no rule on colours but must be compatible so hot pink corrugated metal siding is as an example of an incompatible colour/material but a different shade of beige grey or most other standard siding colours is fine. No minor variance is required simply a minor heritage permit for these changes if the HCD is approved.</p>
200	Marc Lalonde, 1092 Concession Street (in HCD)	General Comment	<p>I just wanted to thank you both for the insight and thoughtful answers you provided to Council and the public on the finer points of the HCD. I understand that in certain cases, there will be extra careful thought and consideration brought to bear on applications and permit issuance which makes good sense.</p> <p>One example that comes to mind at this point is the properties (vacant and soon to be torn down) at the south-west end of Craig street. I believe those properties belong to the Corvinelli group. It is to hope this long-established local family business will appreciate the good purpose and intent of the HCD plan which impacts on their properties located at one of the 3 main entrances to our village.</p> <p>I have faith in the terms and conditions you have developed in the Plan as to how it should treat of these and other eventual issues and opportunities. I appreciate that it will not be as simple as adding up score results to determine a pass or fail mark. But the guidelines and principles for evaluation that have been proposed to appear to be reasonable and fair.</p> <p>Look forward to the final reading and passage of the Plan!</p> <p>Thank you both for the hard work and dedication you have invested in this important community initiative!</p>	<p>No action required</p>
201	Dave Dyer, 75 Mill St. (in the HCD)	General comments & Implementation	<p>The process is taking a bit longer than anticipated. Are there changes in the study and recommendations since the November version was published that we should be aware of?</p> <p>During conversations with neighbours and colleagues, there were questions that came up relating to a situation where a Heritage Impact Assessment is required. I'm hoping you can help. These included:</p> <ul style="list-style-type: none"> <li>Who can request an HIA? Can citizens concerned about a project request an HIA or just the proponent of a project?</li> <li>Who is responsible for the costs associated with an HIA? Can you indicate the typical fees and total cost associated with an HIA in other municipalities?</li> </ul> <p>The concern I think is a developer would have a significant advantage in taking a project to the HIA level especially if they have the ability to recoup associated costs through future charges. A private citizen or a community group would have limited resources to support an HIA if there were significant costs associated with the process.</p> <p>Also, in a previous email I had referenced a Q &amp; A document that was published by the City of Toronto in association with designating Cabbagetown as an HDC. Has this been considered for our study? I received the same notice as below in the mail earlier this week so am assuming that all homeowners in the designated area received the same notice. I know there are still some misconceptions in the community about the impact of an HCD designation and there are repeat questions that come up during Zoom calls and public meetings. A Q &amp; A document could address these before attitudes could be developed. As a reminder I have attached the document from Toronto.</p>	<p>There were some changes to the draft since the November version based on comments and questions during the public meeting and following the public meeting. HIA are required based on the type of work being proposed and would be requested by the Township at time of heritage permit applications where required. It would be the proponent of the project that would be required to have the HIA conducted. Fees for an HIA can vary depending on the scope of the proposed project. MTBA has advised that HIA fees are typically between \$2,000 and \$20,000 but that the more expensive HIAs were generally for large projects such as the Chateau Laurier addition. HIAs are only required where work proposed is significant as per the table in the implementation section of the HCD draft. There are some Q and A document from earlier in the HCD process available on our website we have not yet created a Q and A document for the Plan and Guidelines as we did not want to get too far ahead of ourselves. If the HCD is approved, I think this would be an excellent tool to help answer common questions and share basic information and we will keep this example in mind. Called Dave and discussed.</p>
202	Theresa Weever, 1087 Concession St (adjacent to the HCD)	General comment on communications	<p>Just thought it was strange that we would get a notice of a meeting after the meeting happened. In the future it would be nice if we received it "in advance."</p>	<p>Apologized and offered to add them to the HCD email list to receive future notices directly. Still accepting comment</p>
203	Catherina Shane, 1107 Concession St (in the HCD)	General Comment, Individual property evaluation	<p>I am extremely concerned about this designation as our property is within these boundaries. We own an old house which should never be deemed heritage. There are no special qualities on the house that would make it look heritage. It has siding, a front deck and a tin roof, nothing special. I feel this is a violation of my right as a property owner and a taxpayer to do what I would like with my property within the confines and boundaries of the law.</p> <p>When I bought this property there was never any question about it becoming heritage land and therefore you are changing MY land to accommodate the township's wishes.</p> <p>I would like to know why the township believes that infringing on one's rights in this way is anything but taking my right away as a property owner and a taxpayer.</p> <p>There are a number of properties in this potential area that should be cleaned up and fixed up if you would like it to become heritage. The corner of concession and the road from Embrun is but a car lot (which is in no way heritage). The lot where all the U-Haul trucks are parked is in no way heritage. Is the MacEwen gas station heritage? Is the Bank Heritage? None of these, in my opinion, are heritage buildings. This is just a few examples of a complete disregard of what heritage is really about. If you want heritage why it is not just the buildings that would be considered heritage.</p>	<p>Referred them to the HCD website page which includes, history of how we came to be considering potential HCD, draft plan and guidelines, summary of individual property evaluations, table of comments received and the report submitted to Council March 1, 2021. Explained that each property is categorized from 1 key contributing to 4 non-contributing and that guidelines only protect heritage attributes of contributing properties and require all other alterations be compatible with heritage attributes and buildings. Explained we had worked hard to strike balance between protecting heritage attributes and providing flexibility to property owners to make choices about their own properties. Asked if I could add them to the email list.</p>

204	Sandi Berry, 13 Craig St (in the HCD)	3.4.2 Traffic management	<p>I'm really sorry if this email is asking repeated questions that may have been posed at a meeting regarding the heritage district plan. The meeting dates haven't aligned with my schedule thus far or have been found in my mailbox after the fact.</p> <p>1) are meeting minutes posted anywhere  2) has the issue of traffic in Russell's proposed district been touched upon? (To be honest I don't see how what I know about Heritage Districts aligns with the volume of heavy traffic that barrels through Russell's core every day - and I mean heavy as in transports, heavy machinery, etc.)</p>	<p>The issue of heavy traffic through the district has been raised several times throughout the potential Heritage Conservation District public consultation projects. Unfortunately, though Heritage Conservation Districts have many benefits traffic control is not within the scope of what a Heritage Conservation District can do. A Heritage Conservation District can help shape how traffic interventions such as traffic calming or street lights are implemented in terms of their design but does not control traffic volumes. This being said, given that this concern was raised multiple times and has an impact on a potential Heritage Conservation District, if approved, Appendix A1 "Policy Review" of the draft Heritage Conservation District includes recommendations for other Township policies and by-laws that would support the potential Heritage Conservation District, if approved, including a recommendation that heavy traffic be rerouted away from the Heritage Conservation District if approved. This is only a recommended change for other policies so even if the potential Heritage Conservation District was approved any rerouting of heavy traffic would be subject to Council approval.</p> <p>For the meeting minutes or recording of the Council meeting March 1, 2021, if you would like them, you will need to contact the Clerk's office to ask when these documents are available as they are responsible for preparing these. The email for the Clerk's office is clerk.greffe@russell.ca</p>
205	Sandi Berry, 13 Craig St (in the HCD)	Individual property evaluations	<p>The materials are interesting to read and I appreciate the time you took to consolidate them in one place. I would very much like my email added to the list. I am happy to know I am not the only person that feels the traffic is an issue. Thanks for the direction re: where to find minutes as well.</p> <p>I have no further comments about the proposal. Am interested to see what happens. Admittedly, it's neat to read about one's house and think that it's significant in any way outside of being just a comfortable dwelling. Also nice to learn about the surrounding properties. Thanks again,</p>	<p>Email added to circulation list. No further action required</p>
206	Marc Lalonde, 1092 Concession Street (in HCD)	Communication strategy	<p>Now that the HCD plan has passed the first reading would it make sense to provide some sort of general notice (similar to the one that went out to residents living in the affected area) to known local builders like Melanie, Donnelly, Krista, Frecon and Corvinelli as well as architects like Chris Deimling? For educational purposes.</p>	<p>We will keep this suggestion in mind if the HCD is approved for a potential communication strategy for implementation. Any developer who owns property within the potential district received notice by mail.</p>
207	Ferdinand Habets, & Susan Greenfield-Habets, 232 Castor (in the HCD)	General Comment, Individual property evaluation	<p>I have reviewed the document and overall agree with the concept. In fact, it should have been implemented 20 years ago to have been able to maintain more of the original character of the Village of Russell (the industrial siding on what was formerly the historical Russell House on Mill Street being a prime example).</p> <p>However, what is not clear is what control home owners lose over the exterior of their property. We live in a 104-year-old house (232 Castor) which has seen numerous changes. Currently the house has cheap vinyl siding and vinyl windows, both installed about 35 years ago. We intend to replace the siding (or paint it) as well as replace all the windows this summer. The original wooden siding was covered over decades ago with insulbrick and then vinyl and due to expansion of the house only a small portion of the house has the original wooden siding.</p> <p>Should this heritage district plan pass council, what limitations would be imposed by township? The document indicates that what we intend to do would be a "minor" variance but it is not clear what that entails or what costs would be associated with such a variance. Would township be dictating the material and colour? We plan on adding corbels to the soffits in order to make the house look more "Victorian" and to reduce the effect of the flat roof. Would this also need township approval?</p>	<p>The individual property evaluation identifies what is protected if an HCD is approved. The Plan and Guidelines provide details on the degree of protection apply to types of heritage assets such as roofing material. Provided quick summary of some of the guidelines that would apply to the renovations mentioned, type of heritage permit required if any, and confirmed no specific colour palette but must be compatible. None of these changes would require a variance they would simply require a minor heritage permit if the potential heritage conservation district is approved by Council. The costs of a minor heritage permit would need to be set by Council, however, in most municipalities that have heritage district heritage permits have no associated fee or the associated application fee is extremely minimal (under \$100). If Council approves the potential HCD staff will prepare a report to Council outlining suggested application fees.</p>
208	Ferdinand Habets, & Susan Greenfield-Habets, 232 Castor (in the HCD)	General Comment, Individual property evaluation	<p>Thank you very much for the detailed response. We will further review the heritage plan but it looks like township should not have any issues with our plans. Hot pink is definitely out – we were thinking black windows with some earth tone siding.</p> <p>Please note the following corrections/issue with the description of our house:  1. House is 100% vinyl siding applied in 1985 and 1992  2. The main foundation is poured concrete but made to look like cinder blocks from the outside. In the 1960's the house was lifted and the stone foundation replaced by poured concrete (according to long-time neighbour/resident).  3. According to Keith Boyd (a neighbour before he passed away) our house was built in 1917 by a local mill owner (as were the two houses east of ours) to avoid income tax instituted as the result of WW1.</p>	<p>Changes made to the individual property description to reflect this additional information</p>
209	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD)	General Comment	<p>(Comment received at the Council meeting March 1, 2021) Have the HCD Plan and Guidelines been updated since the meeting in November?</p>	<p>Yes, a new draft version of the HCD February 2021 is available on the HCD page of the website. An even newer version was also posted to the HCD website in March 2021.</p>
210	Harry Baker, 208 Forced Road (not in HCD)	Individual property evaluations	<p>(Comment received at the Council meeting March 1, 2021) Has the 1854 Church Museum building asset been downgraded because the wood siding has been replaced by an engineered wood product?</p>	<p>No, the property was not devalued. The HCD is not approved. That is the first part of the answer. When work is done, it will be done as per the HCD, therefore, it will not be re-evaluated because we are expecting to protect the architectural attributes that will be identified for each property. Therefore, there will be no need to re-evaluate the property each time there is work done as per the HCD.</p>
211	Vraja Wacławski, 1122 Concession St (in the HCD)	Individual property evaluations	<p>(Comment received at the Council meeting March 1, 2021) Where do we find the proposed Plan? Could you summarize how the plan would affect the old town's registry office? How would this affect the sale of the property?</p>	<p>The documents can be found on the Russell township website under town hall, projects and developments, heritage conservation district. The Old Town registry office: it will not be affected in any way since there are no changes proposed. If there are changes proposed to the property, then they may have to be reviewed by the planning department. This property is also registered with the Ontario Government under a part 4, it has an individual designation as well. Regarding the sale of the property, again, since it's under a part 4, the regulations are stricter than what is being proposed for the district.</p>
212	Marc Lalonde, 1092 Concession Street (in HCD)	Communication Strategy	<p>(Comment received at the Council meeting March 1, 2021) Has the Planning Department given any preliminary thought yet to how Township might promote/showcase the eventual approved HCD?</p>	<p>We did not want to get too far ahead. If Council decides to move forward with this plan, we will work on a communication strategy for the HCD</p>
213	Marc Lalonde, 1092 Concession Street (in HCD)	3.4.2 Traffic management	<p>(Comment received at the Council meeting March 1, 2021) With no recommendations made in the report on how to deal with heavy truck traffic running through the middle of the proposed HCD, does Council intend to review this important issue itself?</p>	<p>This is not part of the HCD mandate. There is a community traffic study that considers required interventions to meet anticipated increasing traffic at key intersections.</p>
214	Marc Lalonde, 1092 Concession Street (in HCD)	General comment	<p>(Comment received at the Council meeting March 1, 2021) Is it safe to assume Council recognizes/appreciates the good purpose in preserving and protecting the rich and unique history of the Village of Russell?</p>	<p>The HCD has been in the works for 5 years. I believe Council is very aware of its significance.</p>
215	Jeannette Mongeon, address unknown	Implementation	<p>(Comment received at the Council meeting March 1, 2021) What is the purpose of these fees, to help people maintain their building?</p>	<p>The fee refers more to how much staff time is being used. That's usually how permit fees are determined. If this is approved, then we will propose a minimal fee to reflect the amount of time staff spends on reviewing the application. Similar to the Community Improvement Plan a no fee application can be considered. All fees are subject to Council approval.</p>

216	Dave Dyer, 75 Mill St. (in the HCD)	3.5.2 Lot size and frontage	(Comment received at the Council meeting March 1, 2021) Regarding page 79, the explanation includes the term "is not appropriate." Does this mean the consolidation of lots to build a townhouse or multi-unit apartment that previously featured two single family homes would not be permitted?	The wording in this section of the guidelines says consolidation of land parcels is strongly discouraged except where existing lots are smaller than the traditional pattern and consolidation would support a traditional pattern of development. The sketch that is being referred to (image 100) shows a larger lot being severed into very narrow lots for a townhouse, which would be inconsistent with the pattern of development within the HCD. If someone already had a larger lot and was looking into subdividing it into smaller lots, which is what is shown in figure 100, those smaller lots still need to be of a size that is consistent with the historical pattern of the lots within the HCD. And the reverse applies as well. If they are looking to consolidating parcels, we would be encouraging that parcels remain consistent with the historical pattern of development. However, when it comes to severing into smaller lots, it says that severances into smaller lots shall not be permitted where it's not consistent with the historical pattern of development. On the other hand, merging lots is not something that the Municipality has authority over. Even severances, it's done through the UCPR that they would obtain severance approval. The Municipality does provide comments on that so we can say we do not support the severance, whereas merging properties is often done through a legal mechanism. They can go to a lawyer and have two properties merged together. So it's something that we can discourage but it's not something we can actually prevent the owner from doing. But what they build on those properties still has to be consistent with the scale and character of the district. So if they consolidate parcels to make a larger parcel, the building or buildings being proposed on that property have to fit with the scale and character of the area.
217	Pat Hunter, 18 Parklands (adjacent to the HCD)	4.2.4 Adjacent lands development	(Comment received at the Council meeting March 1, 2021) With regard to properties that border on the proposed HCD zone, but the residence is not in the zone i.e., the HCD is the property line, will all HCD criteria apply to the residence, or is the HCD more concerned with the area along the property line?	Properties that are adjacent to the HCD are not protected under the district but there are provisions for properties adjacent to the district to ensure that any development on those properties is not detrimental to the character of the district. Most work that is adjacent to the district is not going to apply for any kind of heritage permit or review. It's really only if the work is very major i.e., a brand new development building and it's clearly incompatible with the district. The section covering this question in the guidelines is 4.2.4
218	Anonymous	Implementation	(Comment received at the Council meeting March 1, 2021) What is the report name you mentioned?	It's a Heritage Impact Assessment. It depends on the type of work that is being proposed. As part of the plan, if you could refer to the section of implementation, it says exactly when an HIA is required depending on the type of work that is being proposed.
219	Anonymous	Implementation	(Comment received at the Council meeting March 1, 2021) Will a heritage impact assessment be required if you're adding a garage?	People in the HCD should really be looking at how their property is designated. This would give them a better idea of what is required. If you refer to the implementation section of the HCD guidelines, it identifies that any new garage or outbuilding is subject, generally, to a minor heritage permit and that's regardless if it's a contributing property or not. It indicates that a HIA is possible and may be required. The reason is says 'may be required' is it depends partially on the location of this garage in relation to the building itself and the scale and size of that garage. So, a discreetly located garage that's around the side of the building, for example, where it's setback from the front facade of the building, or is in the rear yard of an existing property. Those would likely not require a HIA. It may be required if someone proposes a two- or three-car garage facing the road at the front of their property. A HIA could be requested in those cases to ensure that it's going to be done in a way that is compatible.
220	Anonymous	General comment	(Comment received at the Council meeting March 1, 2021) Why should a heritage homeowner pay more if the house may contribute to the local economy via tourism?	The costs should not be that expensive unless one is doing major work on their property and requires an HIA. If the HCD is approved the Planning Department will need to have the application fee for heritage permits approved by Council. This could range from minimal fees based on cost recovery or no fee applications such as those in the CIP. We can also look at grant opportunities for people in the HCD similar to those in the CIP as part of the next budget review. The idea is to encourage people to come to the office when planning any changes to the property and adding a substantial fee will not accomplish that.
221	Anonymous	Individual property evaluations	(Comment received at the Council meeting March 1, 2021) Under the proposal how would a property owner find out what designation they fall under (i.e.; category 1, 2, 3, or 4)?	All property assessments are part of the study and available online.
222	Anonymous	Individual property evaluations	(Comment received at the Council meeting March 1, 2021) How is it that our house was originally rated as non-contributing and later rated as level 2 importance when we did renovations that made the house look heritage? Therefore, we contributed to an HCD look but now we may be restricted in certain renovations e.g., adding a garage via an impact assessment report now required on an originally non-contributing property? I would consider challenging the designation then and how would I do that?	Additional information including the address in question would be required to reply to this question.

223	Jesse and Alicia Achtereekte, 20 Bank Street Russell (in the HCD)	General Comment	<p>We are one of the properties affected by the proposed HCD plan. We strongly disagree with the proposal. We feel this adds restriction and limits options to "upgrade" to everyone's property. We just recently purchased this house with plans to make changes in the future. Our home is only 30 years old and I know some other properties on the map are younger and we feel there is no historical visual identifiers on some properties. I feel there are already lots of bylaws and regulations in place that regulates what a homeowner can do with their properties.</p> <p>The HCD map is far too large and I feel would negatively affect the selling of these properties. These additional restrictions are a deterrent to potential buyers.</p> <p>We would like to reiterate that we strongly oppose any plans that further restrict property owners rights to build/renovate or make changes to their own properties such as this HCD plan. If the conservation of such buildings and areas are of that much importance to the public, then let all of the public purchase these buildings when they come up for sale and do as they please with them when they own them.</p> <p>We are far too over governed as it is, please stop!</p>	<p>Same comment as previously received. Comment noted for Council consideration. Replied and acknowledged, and advised 20 Bank Street is categorized as 4 non-contributing, alterations mostly only need to be compatible. HCD is not meant to freeze properties in time but to manage change Shared links and additional HCD information.</p>	
224	Peter Sorby, 220 Castor St (in the HCD)	Individual property evaluations	<p>I am planning on having an emergency generator installed by the gas meter in the front of my house at 220 Castor. I am also going to get an air conditioner installed at the same area.</p> <p>If the Heritage Conservation District plan is approved, will there be any requirements that will affect my plans to install the units mentioned at the locations indicated above?</p>	<p>220 Castor is categorized as 4 non-contributing. The Draft Heritage Conservation District Plan and Guidelines include guidelines on modern equipment such as air conditioners or generators. The draft guidelines in section 3.7.8. Modern Equipment state:</p> <p>1. Modern equipment should be located discretely to the rear or side of the building where possible.</p> <p>a) Locating window mounted air-conditioning units on a main façade or other location visible from the public realm is discouraged"</p> <p>If the proposed generator and air conditioning unit are planned for the west side of the existing house where the gas meter appears to be located then they would meet the proposed guideline. Some planting such as shrubs or ornamental grasses to screen the equipment from view would be suggested, if it is not already present.</p> <p>If they are being proposed in front of the existing house the proposed guidelines for the HCD as draft says they should not be located here but it does not prohibit it, however, the existing approved zoning by-law requires minimum 6 m of setback between the building (and mechanical equipment) and the front lot line. It is my understanding that the current front yard setback is only approximately 4.6 m therefore a new generator or air conditioning unit could not be located closer to the front lot line than the existing house. The potential HCD guidelines would not affect the zoning requirements and would not further limit the location of the proposed air-conditioning unit and/or generator.</p>	
225	Peter Sorby, 220 Castor St (in the HCD)	General comment	<p>I would like to make a VERBAL representation at the April 6th meeting.</p> <p>Please advise how this can be done as stated in the Russell Township letter dated March 19th, 2021, "Any person may attend the Council meeting and/or make written or verbal representation either in support of or in opposition to the proposed Heritage Conservation District"</p>	<p>Clerks Department provided instruction on how to request to make verbal presentation to Council and how to add written comments at the Council meeting</p>	
226	Denise St-Jean, 215 Castor St (in the HCD)	General comment	<p>In your notice for the meeting of April 6th, it advises that any person can make a verbal presentation.</p> <p>Please advise how we can participate verbally to the public meeting?</p> <p>Please respond as soon as possible.</p>	<p>Clerks Department provided instruction on how to request to make verbal presentation to Council and how to add written comments at the Council meeting</p>	
227	Chris Ball & Tracey Saumure, 101 Mill St (in the HCD)	General comment	<p>As we are located within the proposed Heritage Conservation District Subject Lands we would like to know how to officially register our position regarding this plan. How would we go about giving our official opinion whether in support or in opposition?</p>	<p>Emailed reply - Comments can be provided by:</p> <ol style="list-style-type: none"> <li>Provide written comments by email by sending an email to me or other Planning Staff. Written comments should include your address. All written comments received are included in the report to Council as part of the consolidated table of comments.</li> <li>Provide written comments (hand written or typed) submitted by mail or via the drop box accessible from outside Town Hall. Written comments should include your address. Please let me know by phone or email if you are going with this option so I can make sure to look out for your comments and let you know when we have received them. All written comments received are included in the report to Council as part of the consolidated table of comments.</li> <li>By asking questions (typed) during the question period at the upcoming Council meeting where the HCD is being presented for further consideration, April 6, 2021. The link to join the Council meeting will be available on the following webpage: Council &amp; Meetings - Russell</li> </ol>	
228	Christine Robinson, 101 Castor Street (in the HCD)	General comment	<p>Hi, Just touching base to be added onto the email list for the HCD circulation list.</p>	<p>Acknowledged and added to email circulation list.</p>	

229	Laura Leifso, 1088 Concession (in the HCD)	General Comment, Traffic Management	<p>I can appreciate why you would like to do this but in my opinion we are a few years to late. You've already allowed two large buildings with newer construction designs, bright lights, and to be honest they look very new not at all fitting in with the current. On another note, my concern is with traffic on the main roads where all these heritage homes are located. If these large trucks keep coming down the road to enter these new construction sites at the edges of town and there's no plan to reroute them then what's the point of even putting in a heritage designated area. The vibrations from these large trucks have caused cracks in my plaster walls and other concerns that have led me to think I need to ask an engineer to come in. They all they also vibrate the mortar out of the bricks in our homes to the point that I can think of a couple homes that need to be completely repointed which is not a cheap endeavor. I understand these homes were built closer to the road and then a completely different time. Then I think we should consider putting in bylaws that protect those homes. In our 30-minute conversation the other day I had to stop speaking over 13 times due to large trucks coming down the road, cement trucks, loads of gravel, and three loads of trusses heading towards the new subdivision. I can appreciate why you want to keep these homes looking as there because they're absolutely beautiful that's why we bought here 6 years ago, but in that time the truck traffic has become unbearable to the point you can't open your windows in the warmer months because of noise and dust. You can't leave any glass anywhere in your home because of the vibrating( I've had two beautiful antique pauses vibrated right off of my piano) it truly impedes your quality of living. I guess what I am trying to get across is...</p> <p>If you don't plan on putting in bylaws to control the other factors such as traffic what's the point of doing this at all.</p> <p>Also, if you expect us to maintain these homes and not do anything about the traffic how can you expect us to continuously pay year after year to fix all these problems in our homes to keep them in good condition and replace them with quality products at a cost that is exorbitant. An example is my front porch the bricks are falling out at all needs to be redone I can't afford to completely redo my front porch in brick. It's just not feasible nowadays that's why our insurance is outrageously high. I know that we spoke that there may be some grants available in the future which is great but I think it just seems so silly that we can't be looking more long-term and see that if we reroute traffic it could resolve alot of issues. I know they say it's expensive but let's look at the bigger picture for once.</p>	Comment acknowledged, no action required.	
230	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD)	General comment	<p>We received in the mail last night notice of the April 6th council meeting where the proposed Heritage Conservation District (HCD) will receive it's second, third and final reading. While we are not hopeful that our voices will be heard, we wanted to reach out to you, our elected officials, to implore you to please not pass this proposed plan at this meeting.</p> <p>We moved to Russell in July of 2019 and knew nothing of the proposed HCD until we received, by mail, the notice of the November 24th, 2020 public meeting. We read the study and the proposed guidelines and sent our concerns and feedback to Alix and Dominique. We were reassured that the meeting on November 24th was to get feedback from the public about the proposal and were added to the email list that had been generated regarding this specific project.</p> <p>We watched the YouTube videos made public from the two virtual meetings that took place and sent another email expressing again our feeling that the property owners impacted by the proposed HCD had not been adequately consulted.</p> <p>After the meeting on November 24th, we sent a third email asking for more information. This email was unanswered until we followed up by the December 10th deadline to supply feedback to which we were told that our comments would be included in a table of comments provided to the council. Our questions and concerns have not been specifically addressed, prior to it going to council.</p> <p>We have attached these emails for your reference but would ask if the purpose of a public meeting is to solicit feedback, why was our feedback not addressed before being presented to council?</p> <p>We have several concerns surrounding the proposed HCD which we will address for you now: (continued below)</p>	Comment noted. We advised that the purpose of the public meeting and public consultation was to solicit feedback on the potential HCD. Comments and questions were considered when revising the draft and included in the consolidated comments. All comments were considered but not all changes requested can be incorporated. Specific replies to comments made in November were provided by email including the number of Councillor in attendance at the November public meeting, public attendance at the November public meeting, etc.	
231	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD) - continued	General comment	<p>We are fascinated with section 4.3 of the study (Project Website and Community Questionnaire). The survey which was conducted from November 7 to December 6th, 2018 garnered a meager 95 respondents. Paragraph one states that "the Township's population is 16,520 – the number of respondents represent about 2% of the population". The paragraph is mathematically incorrect. This number represents .06% of the population of the Township. That said, paragraph three states that "most of the respondents live outside of the Village".</p> <p>Paragraph two states "There is a definite appetite for an HCD as indicated by the respondents in this survey". We respectfully disagree. While we cannot understand why this gained any traction, this survey clearly demonstrated that there was a need for further public consultation with the residents impacted by the HCD.</p> <p>As asked in our email to Alix and Dominique, we do not understand why the scope of this HCD has become so large. There are 134 HCDs across Ontario. Of these, 26 are comparable by population and only 8 of these include residential houses (3 of which are located in Cobourg). Cobourg aside, this proposed HCD would be the largest (percentage wise) to include residential homes across the Province. (continued below)</p>	I believe there is an error in the wording of this section of the study phase as 95 respondents represents 2% of the population of the Village of Russell (4,464). The survey asked respondents about their connection to the Village Heritage Conservation District Study Area which included options such as own property in the study area, rent in the study area, etc. not whether they lived in the village of Russell so I believe this is another error in how this information was presented. Further public consultation has been undertaken as part of the HCD Plan and Guidelines Phase (detailed in the report to Council) and is presented in the consolidated table of comments for consideration by Council, this included multiple notices by mail to all property owners within the potential HCD inviting them to public meetings and how to provide comments, ask questions or find additional information. There are 134 HCDs across Ontario and of these approximately 90 are residential or include some residential houses. Heritage Conservation Districts are used generally to manage change and are most useful in areas with heritage assets that are also experiencing high development pressure which could lead to a loss of these assets which is the case in the Village of Russell. The size of an HCD is not based on population or percentage of a community but on the heritage assets that are to be preserved. The size of heritage conservation districts varies greatly between the 134 HCDs from just 6 properties to over 1000.	

232	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD) - continued	General comment	<p>We are still very concerned about the level of community awareness, specifically as it relates to the impacted property owners. We will note that 2020 saw a boom in real estate in our community and several of the homes impacted change ownership in the last year. In response to our inquiry about representation at public meetings, we read in the table of comments "we did not include a survey during the public meeting of who was a resident and who was not as the public meetings are open to everyone and everyone's feedback and input is valued a poll to ask who is and is not a property owner within the district may have served to make attendees who do not own property within the district feel excluded for the conversation." Again, we respectfully disagree. While we believe that every voice should be heard, we think that the property owners impacted by the HCD should get a louder voice in this instance. Why should someone living in Ottawa have any say at all? Perhaps a more collaborative approach would have been to conduct consultation/focus groups with the property owners within the proposed district and then take it to a public meeting at large.</p> <p>We are proud Russell residents and have been subscribers to the Municipality's email list shortly after moving here. We have looked and cannot find any messages that came through that channel since moving here in 2019. Why was this method of communication not utilized? (continued below)</p>	<p>The Planning Department has worked hard to communicate information regarding the potential HCD to the community. In particular we have done targeted communications to property owners within the potential HCD including multiple notices by mail to all individuals who own property within the potential HCD to try and ensure that property owners are aware of this process. Unfortunately, the nature or the current real estate market in Russell is such that there will likely always be several new owners within the potential district in any given year. We try to make sure new owners and potential purchasers are aware that an HCD is being considered if they contact us regarding a property purchase in the potential HCD so that they can get involved in the process, provide comments and ask questions. The consolidated table of comments presented to Council for consideration when making a decision includes property addresses of commenters, where known, and whether the property is within the HCD, adjacent to the HCD, or not in the HCD so that this information can be considered and weighed by Council when considering the potential HCD. The first public meeting as part of the study phase was communicated to all property owners within the study area (larger than the proposed HCD boundary) to try and get as much early input from owners within the district as possible. Some of the public meetings in the study phase did include breaking out into focus groups.</p>	
233	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD) - continued	General comment	<p>After the March 1st meeting, we sent an email asking for specific clarification about how the proposed HCD will impact the plans we had for our home. To date, we received an email acknowledging our request for more information as it relates to our home but nothing more.</p> <p>We understand that this project has been in the works for a long time and at the great expense of tax-payers dollars. We are further under the impression that Council is anxious to have this passed and that we will likely be unsuccessful in any attempts to work together to find a solution that would work for all parties.</p> <p>We want to express again that we are proud residents of the Russell community. We love living in this village and are proud homeowners. That said, we want to express our disappointment in this process.</p>	<p>Response to email regarding clarification for 3 Mill is below.</p>	
234	Emily Kadantseva & Steve Larocque, 3 Mill St (in the HCD) - continued	Individual Property Evaluation	<p>We are reaching out to you today to look for specific information as it pertains to our property, 3 Mill Street.</p> <p>We have not had a chance to review the updated HCD Plan and Guidelines (amended February 2021) but would like to know, if the HCD Plan and Guidelines are passed by council how it would specifically affect the plans we have for our property.</p> <p>We are located at the corner of Craig and Mill, a corner lot backing onto the river and essentially our entire property is within the "public realm".</p> <p>Our plans were to extend our garage to accommodate 2 vehicles which would include widening our driveway and to build a deck around our pool. We also were considering building a fence in what we consider our backyard.</p> <p>We understand that with current bylaws these projects would require a permit but could you please confirm that if the HCD passes we would require two permits?</p> <p>Further, should the HCD Plans and Guidelines be passed, we would like to know (in advance) are these projects considered minor or major and if a Heritage Impact Assessment would be required?</p> <p>We would also like further clarification as to why our property has been deemed a "key contributing" property. Neighbouring properties were designated as "strongly contributing". What is the difference between these two designations and what was the deciding criteria that made our home a "key property"?</p>	<p>Enlarge the existing detached garage for residential use</p> <ul style="list-style-type: none"> <li>-if approved minor heritage permit is required and could be submitted with the building permit application. The minor heritage permit application may require preparation of a heritage impact assessment (HIA). An HIA would be required if it is unclear if the proposed garage addition would meet the intent of the HCD guidelines. We do not have enough information to determine if what would be proposed would meet the HCD guidelines without knowing more details about the proposed garage addition This additional information would be required with a building permit application regardless of whether the potential HCD Plan and Guidelines are approved or not.</li> <li>- Based on the guidelines proposed, since the house is considered a key contributing property any garage addition should not further block views of the house</li> <li>- Section 3.5.5 Garages and outbuildings of the HCD Plan and Guidelines would apply if approved and where outbuildings are being located or enlarged in an area visible from the public realm they must be compatible in scale, proportion and character to the streetscape. This means the HCD would allow an addition to the existing detached garage provided it met the applicable guidelines in section 3.5.5. (subject to the other approvals)</li> <li>Widen the existing driveway for residential use</li> <li>- A minor heritage permit would be required – if being done at the same time as a garage addition this could be done on the same minor heritage permit application</li> <li>- New and expanded parking areas in the potential HCD would be subject to the guidelines in section 3.5.6 Parking. The guidelines in this section indicated that expanded parking areas shall be minimized and should be in rear yard or exterior side yards. Vegetation should be used to maintain the look and feel of landscaped front yards. Given the configuration of the subject property, parking in the rear yard is not feasible. A widening of the driveway could be permitted provided it was widened as little as possible and landscaping was used to minimize the impact on the front yard. (continued)</li> </ul>	

235				<p>Build a deck around the pool Decks below 2' above grade do not require guidance as long as they don't have balustrades and that they are seen by Municipal staff as generally compatible (no heritage permit). New decks visible from the public realm that are higher than 2' above grade and/or that have a balustrade would have similar requirements to new porches and balconies visible from the public realm. Information has been added to section 3.7.3. the latest draft to more clearly reflect this. I have quoted the new section below: "New decks in front yards or side yards visible from the public realm that are higher than 0.6 m above grade and/or that have a balustrade must be compatible with the existing building in terms of materials, scale, design, and architectural detailing. a. New decks in rear yards must respect 3.2.1 Conserve and Maintain Natural Heritage, 3.3.1 Open Space Heritage Area and 3.4.1 Significant Viewscapes." Building a fence "in what we consider our backyard" - A minor heritage permit would be required if the HCD is approved - The Guidelines from section "3.6.3 Fences" of the potential HCD would apply: 1. Existing decorative metal or wood fences should be conserved through regular upkeep and maintenance; 2. New fences at front yards, at exterior side yards and those which border Open Spaces shall conserve the character of the District and be compatible with the streetscape; a. New fences which are visible from the public realm should use traditional materials such as wood, wrought iron or natural materials. b. Traditional fence designs, such as wood picket or post and rail, are strongly encouraged. c. Chain link, PVC or solid board fencing are strongly discouraged. 3. New fences must not obstruct or obscure significant views within the district, such as the front façade of a contributing building; a. Fences located in front yards must be of a height no greater than 0.9 m. Shorter fences or designs with greater transparency are preferred. - I am unsure what you consider as the backyard of your property. Without additional information on what type of fence, fence height and location I cannot provide more detailed feedback. (continued below)</p>	
236				<p>Why is 3 Mill St a category 1 "key contributing" property in the potential HCD? 3 Mill street has higher contextual value than its neighbours due its more prominent location. It also most clearly expresses the associative values of the realignment of the roads, and is made of brick (likely Russell brick – an important local material).</p>	
237	Peter Sorby, 220 Castor St (in the HCD)		<p>As per your letter "Heritage Conservation District Plan and Guidelines" dated March 19th, 2021, I would like to submit my written representation opposing the proposed Heritage Conservation District. I would like to have my residence excluded from the Plan. I am also opposed the Plan for a number of reasons including: - I only became aware of the plan in November 2020 although I am told that the process has been going for 5 years - I am told that electronic meetings are advertised in "Le Reflect". That paper is often blown away or left in the rain making it unreadable. - There has not been an opportunity to attend an in-person public meeting to listen to taxpayers who either support or oppose the plan and the discussion of their comments - After considerable trouble finding the site, I listened to the electronic meeting of March 1st, 2021. Again, there was no means available for taxpayers to ask questions during that meeting - The letter for the March 1st meeting dated February 19th, 2021 stated, "No decision is being made at this Council meeting". My understanding is that a decision was in fact made to approve the first reading of the Plan - I do not understand why so many buildings are included in the Plan as many have been constructed or renovated many years since Wendell Stanley wrote "Swamp to Shanty". I do not see how the these newer or substantially renovated structure fall with a "Heritage" designation as many obviously have no "Heritage" value. Many examples can be found such as the gas station, drugstore and other businesses on Concession Street, the former Russell House etc. - The house located at 228 Castor Street – really. Whoever saw this as significant heritage value should get their eyes examined Have a look. - I firmly believe that the Plan will result in additional expenses to me as a home owner as well as a tax payer - I also believe that the Township will take away many of my rights to alter my dwelling if the Plan is approved - My house, for example, is not accurately described in the documentation referred to in the March 1st meeting. Maybe this is an example of a Donald Trump "alternative facts". (continued below)</p>	<p>Email was directed to Mayor Pierre Leroux with Municipal staff to be included in the consolidated comments table. Pierre replied: Thank you for sharing your thoughts. While you might feel there has not been enough consultation, this has been an ongoing process for many years. We had multiple in person open house meetings with staff, consultants and residents (pre-COVID) and several virtual meetings since then. All meetings (both in person and virtually) allowed for people to ask questions (if viewed live). All residents have also had years to submit written comments as well. Notices of these meetings were published in the local paper, by mail, on our website, on social media and by email to those who are subscribed to our email list. Here is the link if you would like to be kept up to date <a href="http://www.russell.ca/connect/stay_connected_24_7/email_notifications">http://www.russell.ca/connect/stay_connected_24_7/email_notifications</a>  Here as well is the link to all the information relating to the HCD which contains all documents, videos, and reports (under the process documents section) going back to 2015. <a href="http://www.russell.ca/town_hall/projects/heritage_conservation_district">http://www.russell.ca/town_hall/projects/heritage_conservation_district</a>  Many of your general concerns have been made in the past, discussed and clarified in Council meetings. Council has still made the decision to move forward to continue the process of a Heritage Conservation District (HCD) in order to make sure that aspects of the area are not further lost with time.  That being said, comments from both residents and Council members have helped to reshape the document since its first draft. If you have specific areas/sections of the plan that are of concern I invite you to specifically point them out so that these can be further discussed, evaluated and considered. Here is the direct link to the document (continued below)</p>	

238	Peter Sorby, 220 Castor St (in the hCd)		<p>I am also very concerned of the monies that have been paid for the plan so far and the monies in future. I do not recall hearing what the financial implications are during the March 1st meeting. I assume the past and future costs are paid by the tax payers. Is the Township in a financial position where they (actually the taxpayers) consider this Plan as a priority over other Covid-19, assistance to seniors, supplementary healthcare support i.e. to local hospitals and long term facilities that serve taxpayers in our community</p> <ul style="list-style-type: none"> <li>- The lack of public awareness of the "Heritage Conservation District Plan and Guidelines". Many residents do not have internet capability or the knowledge of how to navigate the Township website. In talking to numerous residents of Russell, they were completely unaware of the project. How many of the Township taxpayers living in Embrun, Limoges and Marionville are aware of the project of which is funded by taxpayers in these areas and farms.</li> <li>- I haven't seen similar projects for Limoges, Marionville of Embrun. Why not?</li> <li>- The selection of structures 'by district' doesn't make a lot of sense considering the many changes to buildings over the years. If specific buildings were identified that would allow individual building owners to make that determination on a voluntary basis. Buildings such as the registry office, Masonic Lodge, Churches, the museum and some individual houses would make more sense. Although I do not know you could obtain 'owners' consent, the cemeteries would also be worth serious consideration.</li> <li>- I have not heard details regarding a communications strategy if the plan is passed. For example, will there be public announcements that is focused to residents of the affected area providing a summary of how the plan may affect them. Will there be a future implementation date i.e. 6 months to allow residents to make changes or reconsider changes they are contemplating before the 'deadline'. Or will the Township take the attitude "too bad you should have known" even though there are a significant number of people who are not aware of the plan or its implications?</li> </ul>	<p>While this will be presented at our next Council meeting for final approval, Council has the choice to accept as proposed, deny, accept as only a second/third reading or give directions on further changes, therefore input on specific sections/aspects of the document are most welcome.</p> <p>As you will see in the document, most items have very minimal impacts for property owners (and won't require any permits), only those looking to do major renovations / demolitions and/or new constructions will be required some extra steps.</p> <p>Without such a plan in place, you could see (as already seen in area) older homes being torn down and replaced with new constructions that don't fit at all with the character of the village. This plan doesn't prevent such projects from moving forward, but puts a requirement in place that they are complementary to the surrounding area, not having something stick out like a sore thumb, which currently can happen.</p> <p>As previously mentioned by staff in previous response emails, you are welcome to submit your comments and if desired can make a presentation to Council through a delegation request. Staff also note: communication strategy for HCD if passed will be developed but staff did not want to work on a communication strategy for the HCD if approved until a decision has been made by Council; Similar clusters of heritage assets have not been identified in Limoges (Russell side), Marionville, or Embrun; Many of the concerns Mr. Sorby raises that could be better use of taxpayer monies are not within municipal jurisdiction such as assistance to seniors, healthcare, hospitals and long term care facilities; Opportunities to provide comments, ask question etc. have been provided at all virtual meeting in the Plan Phase, and public meetings during eth study phase were in person and similar all included Question and answer periods.</p>	
239	Various		<p>Dear Mayor:</p> <p>We are NOT in favour of the heritage designation as it will negatively affect our properties. We strongly propose that the Township postpone the 2nd reading until there is a public inperson meeting to allow taxpayers within and adjacent to the proposed area to voice any objections.</p> <p>The public in-person meeting should be communicated by letter to all those living within and adjacent to the proposed area. Not all residents have internet facilities and not residents receive "Le Reflect" in readable condition. Often "Le Reflect" is simply thrown on the driveway and blown away or is soaked beyond readable condition.</p> <p>We understand that you believe the process has been going on for 5 years. Many of us, as residents within the proposed area, only became aware of this in November 2020. The letter of February 19, 2021 indicated questions and answers would be available on the internet meeting BUT there was no opportunity for taxpayers to participate in the discussion - only member of Council. In addition, as previously stated not all residents have internet access or were available at that time slot. The letter of February 2021 stated, "No decision is being made at this meeting". In fact, a decision was made to table and approve the first reading. The proposed heritage designation basically removes our ability to decide on the future of our property and places decisions on council as proposed by a select group of people mostly who do not live in the area. In addition, members of Council do not live within the area.</p> <p>Many of the properties within the proposed area have no heritage value as many were built or renovated well after the "Swamp to Shanty" was written by Wendell Stanley. We also note that some of the buildings are not accurately described in the current proposal documents.</p> <p>We, as property owners within the proposed area have not had the opportunity to be excluded from the proposal. We are aware of many who do not want to be included.</p> <p>We would also be interested in knowing how much of our taxpayer money has been expended to date on this project and the financial forecast ahead.</p> <p>We again emphasise the need to postpone any subsequent readings and that a public in-person meeting be scheduled and communicated in writing to all residents. (signatories listed below)</p>		
240			<p>George MacMillan, 219 Castor St (adjacent to the HCD) &amp; Marilyn MacMillan, 219 Castor St (adjacent to the HCD)</p> <p>Adam MacMillan, 227 Castor St (adjacent to the HCD – across the street) &amp; Stephanie MacMillan, 227 Castor St (adjacent to the HCD – across the street)</p> <p>Denise St-Jean, 215 Castor St (in the HCD) &amp; Ron Labelle, 215 Castor St (in the HCD)</p> <p>Nicholas Honey, 1109 Concession St (in the HCD)</p> <p>Margaret Honey, 3181 Gregoire Rd (not in the HCD) &amp; Harry Honey, 3181 Gregoire Rd (not in the HCD)</p> <p>Peter Sorby, 220 Castor St (in the HCD)</p> <p>Gilles Bérubé, 204 Castor St (in the HCD)</p> <p>Willie Chaddie (sp?), 182 Castor St (in the HCD – owned by numbered company)</p> <p>Joanne Arseneault, 56 George St (not in the HCD)</p> <p>David Geurtin, 1126 Concession St (in the HCD)</p> <p>Rebecca Thompson, 14 Second Ave (not in the HCD)</p> <p>Dwight (no last name, no address)</p> <p>Christine Durocher, 472 Church St (not in the HCD – owned by UCPR)</p> <p>Bilal Gebara, 241 Sunset Cr (not in the HCD)</p> <p>Wendy Lowe, 1389 South Russell Rd (not in the HCD)</p> <p>Roy Anderson, 10 Moffat (not in the HCD, not in the Township - Morewood, North Dundas Township)</p> <p>Emily Kadantseva &amp; Steve Laroque, 3 Mill St (in the HCD)</p> <p>Therese Griffith, 15 Main St (in the HCD) &amp; Lloyd Griffith, 15 Main St (in the HCD)</p> <p>Ella Sorby, 228 Castor (in the HCD)</p> <p>Debbie LaHaise, 2 Gold Cr (not in the HCD) &amp; Ken Erickson, 2 Gold Cr (not in the HCD)</p> <p>Mia Beisheim, 12 Second Ave (adjacent to the HCD) &amp; Liam Tuck, 12 Second Ave (adjacent to the HCD)</p> <p>Chantal Daunais, 207 Tweed Cr (not in the HCD)</p> <p>Chris Ball, 101 Mill St (in the HCD) &amp; Tracey Saumure, 101 Mill St (in the HCD)</p> <p>Kareem Bakri, 14 Brickyard (not in the HCD)</p> <p>Ed Powel William, 472 Church St (not in the HCD – owned by UCPR)</p>	<p>33 signatories, representing 23 distinct properties have signed the petition as written. Of the properties represented 10 (43% of properties represented) are in the potential HCD, 3 (13% of properties represented) are adjacent to the potential HCD and 10 (43% of properties represented) are outside the HCD, including 1 property that is outside of the Township of Russell (North Dundas). Staff note that the petition states that an in-person public meeting should be communicated by letter mail to all property owners within the potential HCD. Letter mail notices have been sent to all property owners within the potential HCD on several occasions including invitations to the in-person public meetings held in the study Phase (pre-Covid-19). See the summary of public consultation in the report to Council for more details on public meetings and notices.</p> <p>Staff and MTA have worked hard to address concerns raised regarding loss of owner autonomy and many of the draft guidelines in the Plan were revised to provide greater flexibility for decision making replacing shall or must with should. If there are specific sections of continued concern we would be happy to revisit.</p> <p>If there are noted errors in individual property evaluations please note these to staff as these can be revised and have where comments have been received. Additionally staff have added a note to the introduction the individual property evaluations noting that where there was an discrepancy between the actual existing at time of passing and the evaluation the actual existing would prevail (documentation may be required). This ensure that even if something is missed for example if wood siding was replaced by vinyl siding after the evaluation was conducted but before HCD passing, the HCD recognizes the actual existing condition.</p>	

241	Jen Schaap, 228 Castor (potential purchaser)	General comment	<p>My husband and I are in the process of purchasing 228 Castor St.</p> <p>Please add me to the mailing list for information on the proposed Heritage Conservation District (HCD) Plan. I would like to be informed of any developments and meetings/votes.</p> <p>Please also send us a copy of the current HCD Plan for reference.</p>	<p>Link to HCD page provided, listed available documents including draft, report for March 1, 2021 Council meeting, HCD Study report, helpful resources and recordings. Added to email list.</p>
<b>Comments received after March 31, 2021 at 11:00 am until April 6, 2021 at 11:00 am (below)</b>				
242	Marc Lalonde, 1092 Concession Street (in HCD)	4.2. Heritage Permits	<p>The soffit below the fascia of my roofline is made of wood and suffering from rot/deterioration. I have scraped and painted it 3 times over the past twenty years but the rot is running it's natural course. The soffit wood is original to the house which means it's over 112 years old. I plan to cover it now in a siding product and design that will respect the integrity of the house. In the proposed HCD would this require a minor permit or none at all (like eaves)?</p>	<p>No heritage permit would be required for the replacement of soffit and/or fascia as per section 4.2 table. Applicable Guidelines would be form section 3.7.1 Materials and allow for contemporary materials.</p>
243	Tracey Saumure and Chris Ball, 101 Mill Street (in the HCD)	General Comment	<p>We are the owners of 101 Mill Street in Russell and we are taking this opportunity to lodge our official stance of opposing the potential Heritage Conservation District Plan. We feel that it is unfair to include many older homes that have been, in certain instances, heavily modified from their original states. We feel it is also unfair to apply, over and above typical and usual Township permit fees, additional fees to homeowners that happen to own an older home that is include in the proposed Heritage Area(s), if such homeowner should wish to make a change to their home (and castle). If you require further information please do not hesitate to contact us. Sincerely Yours, Tracey Saumure and Chris Ball, Home: -----</p>	<p>Acknowledged. Phone number removed for privacy. For Council consideration.</p>
244	Stewart and Julianne Bankley, 151 Castor Street (in the HCD)	General Comment, Individual property evaluation	<p>RE: Heritage Conservation District - Clarifications Requested</p> <p>We would like thank council for all the work on the proposed Heritage District designation in the Township of Russell. Shifting development between established areas of town and new suburban edges requires a delicate balance of preserving neighbourhood character and managing urban sprawl. As a resident family for over 25 years, directly affected by the HD boundaries and potential restrictions, we are asking for the following considerations:</p> <ol style="list-style-type: none"> <li>1. That Council consider delaying the third and final reading to a separate meeting. While the HD initiative is over a year old, we can report anecdotally that within the HD proposed boundaries in our neighbourhood the on-going pandemic has led to lack of time to participate in and to disengagement in municipal affairs. We have been working to gather information from our neighbours, included in this letter. There are still concerns. For this reason, we request that the 3rd and final reading of the HD proposed district be delayed to another meeting thereby giving residents in the affected boundaries time to potentially appeal the property level designations, for example, without ensuing costs and delaying the overall HD process.</li> <li>2. That building or renovation permit costs remain the same for all properties in the entire village, regardless of heritage designation attributed from individual property evaluations. (referencing the Heritage Impact Assessment (HIA) assessment reports required for new construction or outside renovations/construction). As per councillor Cindy Saucier's remarks at the March 1st, 2021 consultation meeting, one of the projected outcomes of the HD designation is to drive the local economy via tourism. The boosting of the local economy should not be made on the backs of homeowners who fall within the HD district.</li> <li>3. If there is to be a different fee structure needed to compensate for an HIA, then a grant system or township fund should be set up for homeowner applications. This ensures that the burden of cost is spread across all township residents benefiting from potential tourism dollars and overall increased home values due to an HD district. While an HIA is rare, it should not be a financially prescriptive system to individual homeowners whose residence contributes to the HD character of the village. (continued below)</li> </ol>	<p>Acknowledged and included for Council consideration</p>
	Stewart and Julianne Bankley, 151 Castor Street (in the HCD)	General Comment, Individual property evaluation	<p>4. How can we appeal a new level designation if the individual property evaluation is based on what is potentially incorrect information? We are requesting the detailed re-evaluation of our residence at 151 Castor street to find the reasoning behind a move from a level 3 to a level 1 designation. Could you please clarify:</p> <ul style="list-style-type: none"> <li>- Our house at 151 Castor Street was considered a "level 3-somewhat contributes" in the early phases of the report and property assessments.</li> <li>- Since we added a "heritage look" porch, our house is now listed as 1- Key property even though this is not original to the house. While we are evidently in favour of preserving the character of the neighbourhood, the level 1 designation is inappropriately assigned to a new build on a property which was originally assessed as otherwise less significant.</li> <li>- Potentially, there are other reasons the house was re-assigned to a level 1. However, we were not made aware of the change in property evaluation. While we did read the initial report, we did not think to go back and re-check our property evaluation.</li> <li>- Please appreciate that our concerns regarding costs associated with an HD designation and the accuracy of designated property preservation are reflective of several homeowners that fall within our proposed HD district.</li> </ul> <p>We ourselves are eager to maintain the character of our adopted village and see the Heritage District designation as an excellent conservation tool. Thank you for considering our requests and for any clarification you can offer.</p>	<p>Changes made to the individual property evaluation to reflect the porch is contemporary. Property was only categorized as category 2 in the very initial draft of the property valuation submitted during the HCD study phase. Property was recategorized to category 1 in the study phase before being presented to Council based on further research on the age of the building which confirm it was pre 1908 and based on the integrity of the original building including window locations, roofline etc. The porch was part of even the initial first draft of property evaluation and does not affect the category of the property.</p>