

Review of the Heritage Designation Process and Delegated Authority to Consent to Heritage Permits under the *Ontario Heritage Act*

Terms of Reference

That Planning Division staff shall undertake a review of:

- a) The delegated authority to consent to heritage permits for alterations under the *Ontario Heritage Act*, including:
 - i. Background regarding By-law No. 05-364, as amended by 07-322, delegating the power to consent to heritage permits to the Director of Planning;
 - ii. An assessment of the current delegated authority to consent to heritage permits, including the identification of any issues with the current process or any opportunities for improvement;
 - iii. A summary and comparison of municipal practices across Ontario;
 - iv. Consultation with the Hamilton Municipal Heritage Committee and engagement of relevant stakeholders; and,
 - v. Recommendations for amendments to the heritage permit process and/or the delegated authority to consent to heritage permits, as deemed appropriate.

- b) The Council-approved heritage designation process, including:
 - i. Background on the Council-approved process for addressing requests to designate properties under Part IV of the *Ontario Heritage Act*;
 - ii. An overview of recent Council direction to designate properties as high priorities outside of the typical designation process and staff work program;
 - iii. An assessment and evaluation of the current designation process, including the identification of any issues with the current process or any opportunities for improvement;
 - iv. A summary and comparison of municipal practices across Ontario;
 - v. Consultation with the Hamilton Municipal Heritage Committee and engagement of relevant stakeholders; and,
 - vi. Recommendations for amendment to the designation process, as deemed appropriate.