



Hamilton

**BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE
REPORT 15-002**

8:00 a.m.

Tuesday, February 10, 2015

Room 264, 2nd Floor

Hamilton City Hall

71 Main Street West

Present: Councillor M. Green
Susan Braithwaite – International Village BIA
Kathy Drewitt – Downtown Hamilton BIA
Shelly Wonch – Barton Village BIA
Craig Waters – Westdale Village BIA
Patty Hayes – Ottawa Street BIA
Wilf Arndt – Waterdown BIA
Lisa Anderson – Dundas BIA
Jennifer Mattern – Ancaster BIA
Doug Sutherland – Stoney Creek BIA

Absent: Concession Street BIA Representative
Main West Esplanade BIA Representative
Lia Hess – King West BIA
Tony Greco – Locke Street BIA

**THE BUSINESS IMPROVEMENT AREA ADVISORY COMMITTEE PRESENTS
REPORT 15-002 AND RESPECTFULLY RECOMMENDS:**

1. Change of Tax Class (Item 7.1)

That the City of Hamilton Taxation Department notify BIAs of any changes in tax classification or exemption for commercial properties in their respective areas.

2. Christmas Grant Funds (Added Item 7.2)

That starting with the 2015 Christmas Grant Fund Program, unallocated Christmas Grant Funds be distributed equally between BIAs that participated in the grant program.

FOR THE INFORMATION OF COMMITTEE:

Members' Updates

The Committee members used this opportunity to provide updates of activities, events, new businesses and other items of interest taking place in their respective BIA's.

(a) CHANGES TO THE AGENDA (ITEM 1)

The agenda for the February 10, 2015 meeting was approved, as presented.

(b) DECLARATIONS OF INTEREST (ITEM 2)

There were no declarations of interest.

(c) APPROVAL OF PREVIOUS MINUTES (ITEM 3)

3.1 January 13, 2015

The January 13, 2015 Minutes of the Business Improvement Area Advisory Committee were approved, as presented.

(d) GENERAL INFORMATION/OTHER BUSINESS (ITEM 6)

(i) A-Frame Signage (Item 6.1) (no copy)

Al Fletcher, Manager of Licensing Inspections and Enforcement, gave a presentation regarding City of Hamilton Sign By-Law 10-197, with the use of PowerPoint Presentation. A copy of the presentation has been included in the public record. The presentation included, but was not limited to, the following:

- (1) General provisions of the by-law
- (2) Permit validity, length and timing
- (3) Structure, content and location of signage
- (4) Distance between the sign and the building
- (5) Fees and fines
- (6) Temporary signage restrictions

The presentation from Al Fletcher, Manager of Licensing Inspections and Enforcement, respecting City of Hamilton Sign By-Law 10-197, was received.

(ii) Property Standards (Item 6.2) (no copy)

Kelly Barnett, of Municipal Law Enforcement gave a verbal report on Property Standards with the aid of brochures. Copies of the brochures have been included in the public record. The verbal report included, but was not limited to, the following:

By-law 101

- (1) Yard Maintenance By-laws to bring properties into compliance
- (2) Compliance issues will come to the Properties Standards Committee upon appeal
- (3) Order-extensions
- (4) Snow removal by-law

SOS – Snow Off Sidewalks

- (1) Property owners are given 24 hours to clean and remove snow and ice off sidewalks surrounding their properties
- (2) This includes portions of the sidewalks at street corners known as access ramps
- (3) It is illegal to throw snow on a road

The update from Kelly Barnett, of Municipal Law Enforcement respecting Property Standards was received.

(iii) New Zoning By-law (Item 6.3) (no copy)

Joanne Hickey-Evans, Manager, Planning Policy and Zoning By-Law Reform, gave a verbal report on the new zoning by-law. The verbal report included, but was not limited to, the following:

- (1) Public Engagement session and Public Consultation
- (2) Reports deal with height/density and infill development in commercial areas

The update from Joanne Hickey-Evans, Manager, Planning Policy and Zoning By-Law Reform, respecting the new zoning by-law was received.

**(iv) Changing the Use of an Existing Commercial Space (Item 6.4)
(no copy)**

Joanne Hickey-Evans, Manager, Planning Policy and Zoning By-Law Reform, gave a verbal report on the Use of an Existing Commercial Space. The verbal report included, but was not limited to, the following:

- (1) Recommendations are scheduled to come to the March 3rd Planning Committee meeting.
- (2) Staff to make recommendation regarding change of use

The update from Joanne Hickey-Evans, Manager, Planning Policy and Zoning By-Law Reform, respecting the Changing the Use of an Existing Commercial Space was received.

(v) Change of Tax Class (Item 6.5) (no copy)

David Janaszek, Assessment Review Officer gave a verbal report on changes in tax class. The verbal report included, but was not limited to, the following:

- (1) Property classifications are based upon Municipal Property Assessment Corporation (MPAC) updates
- (2) Need to look at the issues of Zoning and taxation separately
- (3) List of triggers, including the sale of a property, set changes in tax class in motion
- (4) Residential properties can be taxed as Commercial

The update from David Janaszek, Assessment Review Officer respecting Change of Tax Class was received.

The Committee asked that Item 6.5 be brought forward to the March 10, 2015 meeting for further discussion.

(vi) QR Code Fees (Item 6.6) (no copy)

Carlo Gorni, BIA Coordinator gave a verbal report on the BIA Application (App), which included, but was not limited to:

- (1) The City of Hamilton will pay the annual maintenance fee for use of the application for 2015
- (2) BIAs will revisit the subject later in 2015 to decide on use of the application individually

The update from Carlo Gorni, BIA Coordinator respecting QR Code Fees for the BIA Application, was received.

(vii) Christmas Grant Information (Item 6.7) (no copy)

Carlo Gorni, BIA Coordinator gave a verbal report on Christmas Grant Information, which included, but was not limited to:

- (1) Funds have been received by BIAs
- (2) If a BIA did not apply for the grant, funds were not dispersed amongst those BIAs that applied

The information from Carlo Gorni, BIA Coordinator respecting the Christmas Grant Program was received.

(viii) Wayfinding Study Update (Item 6.8) (no copy)

Julia van der Laan de Vries, Senior Landscape Architect, gave an update respecting the Wayfinding Study, with the use of PowerPoint Presentation a copy of which has been included in the public record. The presentation included but was not limited to the following:

- (1) The approximate area covered in Phase 1 of the study
- (2) Directionality of Wayfinding Signage for Phase 1: entering the City from the West end via Highway 403
- (3) Map of Facilities to be signed
- (4) Proposed Wayfinding Signage family
- (5) Examples of Vehicular signage
- (6) Examples of Municipal Parking directional signage
- (7) Examples of Municipal Parking arrival signage
- (8) Examples of new Pedestrian Kiosks

The update from Julia van der Laan de Vries, Senior Landscape Architect, respecting the Wayfinding Study Update was received.

(ix) Alley Way Study, 2011 (Added Item 6.9) (no copy)

The Committee has asked that the status of the 2011 Alley Way Study be discussed at the April 14, 2015 meeting, and that Darrell Smith, Manager, Roads and Maintenance be invited to attend the meeting to address this topic.

The Committee also requested that Peter Wobshcall, Supervisor, Corporate Assets and Strategic Planning, be invited to present at that meeting on the topic of the alleyway beautification project carried out in the International Village and Downtown Hamilton BIAs.

(x) BIA Awards (Added Item 6.10) (no copy)

Information regarding ticket pricing for this year's event was communicated to the committee. Should anyone wish to attend, contact is Whitney Simmons at the Hamilton Chamber of Commerce at 905-522-1151.

(e) NOTICES OF MOTION (Added Item 7)

(i) Changes in Tax Classification (Added Item 7.1)

S. Braithwaite introduced the following motion:

That the City of Hamilton Taxation Department notify BIAs of any changes in tax classification or exemption for commercial properties in their respective areas.

For disposition on this matter, refer to Item 1

(ii) Christmas Grant Funds (Added Item 7.2)

W. Arndt introduced the following motion:

That starting with the 2015 Christmas Grant Fund Program, unallocated Christmas Grant Funds be distributed equally between BIAs that participated in the grant program.

That the rules be waived to allow for the introduction of a motion respecting Christmas Grant Funds.

For disposition on this matter, refer to Item 2.

(f) ADJOURNMENT (ITEM 8)

There being no further business, the Business Improvement Advisory Committee adjourned at 10:51 a.m.

Respectfully submitted

Councillor M. Green
Chair

Loren Kolar
City Clerk's Office