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## 2013 OPERATING BUDGET BRIEFING NOTE

### City Planning – Heritage Preservation Services

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#### Issue/Background:

- At its meeting of December 17, 2012, the Budget Committee requested information on how much of the Heritage Preservation Services budget is driven from development fees and application fees; how much of the workload of the Division is driven by applications to alter or demolish listed/designated properties; and how much is generated by requests from Council and the public to list or designate. This briefing note responds to the three parts in the Budget Committee's request.

How much of the Heritage Preservation Services budget is driven from development fees and application fees?

#### Key Points:

- The budget for Heritage Preservation Services (HPS) forms part of the larger budget for Urban Design.
- City Planning recovers costs for rezoning, site plan applications and other planning applications through planning application fees. Services of HPS staff involved in the review of planning applications are recovered from development fees.
- Heritage Preservation Services currently charges \$60 for extracts from the City of Toronto Inventory of Heritage Properties.
- No additional fees are charged for various heritage permit applications. Fees have been regarded as a disincentive and have been avoided in order to encourage heritage property owners to obtain permits to undertake good and necessary work on their heritage properties. New fees may also add to appeals to designations under Parts IV and V of the Ontario Heritage Act and ultimately result in fewer designations.

How much of the workload of the Division is driven by applications to alter or demolish listed/designated properties?

#### Key Points:

- HPS currently has an allocation of 8 FTEs dedicated to development review for heritage properties, including 2 managing Coordinators, 4 preservation officers and 2 preservation

assistants. This is approximately two-thirds of the current professional staff allocation for HPS.

- Of the 8 FTEs, two positions are vacant and the Division is moving forward to fill in 2013.
- In future years additional HPS staff resources assigned to development review will be required as the number of properties on the heritage register increases by new listings, designations and heritage conservation districts.

How much is generated by requests from Council and the public to list or designate?
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**Key Points:**

- Listings and designations are currently reviewed by a single FTE under the supervision of the Senior Coordinator. Staff routinely prioritizes listing and designation reports to ensure that the most urgent cases are attended to in as timely a manner as possible.
- On average, HPS can produce listing or designation reports for 3-4 potential heritage properties per reporting cycle. Currently, of the un-scheduled requests for listing and designation for the year ahead, 29% are a result of councillor or committee requests, 62% are related to planning or alteration applications, and 9% are the result of other municipal priorities and nominations from the public and preservation panels.
- Listing and designation requests from the public are received and logged by staff. They are generally added to the backlog, however, the urgency of the request and opportunity for HPS to successfully report out is also considered.
- The 2013 Recommended Operating Budget includes an additional Preservation Officer position achieved by the deletion of a vacant management position outside of HPS. This will help to address the current backlog with respect to listings and designations.

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