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# Centre Wellington

March 4, 2022

**RECEIVED**  
2022/03/18  
(YYYY/MM/DD)  
Ontario Heritage Trust

Lianne Carter, Executive Director  
Elora Centre for the Arts  
75 Melville Street  
Elora ON N0B 1S0

Dear Lianne Carter:

RE: Approval of Heritage Permit Application HP-2022-001  
75 Melville Street, Elora (Elora Centre for the Arts)

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This is to advise that your application for a Heritage Permit, pursuant to the *Ontario Heritage Act*, for alteration to the designated property at 75 Melville Street, Elora, including removal of a small one-storey rear vestibule on the east façade and construction of a new addition on the north and west facades of the building, was approved by Council on February, 28, 2022, with conditions and through the resolution below. Please note that the work is required to be carried out in accordance with the information provided in Heritage Permit application HP-2022-002, received on February 11, 2022.

*THAT the Council of the Township of Centre Wellington approves Heritage Permit Application HP-2022-001 for alterations to the designated property municipally known as 75 Melville Street, Elora, pursuant to Section 33 of the Ontario Heritage Act, R.S.O. 1990, c. O.18, subject to the four conditions outlined in staff report PLN2022-09 dated February 28, 2022.*

- 1. A record of alteration shall be maintained and kept on file at the property for future reference. This document should thoroughly document via pictures and notes all alterations impacting the existing masonry and should do so in a way that future practitioners may reverse any changes. This documentation should be in a format that is easily accessible and shall remain with the property in any future real estate transactions. A copy of the record of alteration shall also be provided to Township planning staff upon project completion.*
- 2. Where masonry material must be removed to facilitate the new opening on the north facade, the removed material shall be labeled and retained on site, including any material that is re-used in the new structure so that it is identifiable in any future use.*
- 3. Any attachment points between the extant structure and the new construction must be reversible. Any attachments should be made in the mortar and not in the limestone, as doing so maintains the integrity of the limestone, prevents irreversible damage and facilitates repair in an element that is sacrificial in nature and therefore intended to undergo repair during the life of the structure.*
- 4. All construction occurring immediately adjacent to the extant stone structure should be conducted in a way that limits vibration and minimizes undue damage to the existing structure. Any accidental damage should be documented and included in the alteration record.*

Township of Centre Wellington – Planning

1 MacDonald Square, P.O. Box 10, Elora, ON N0B 1S0 - Office: 519-846-9691 Fax: 519-846-2190

[www.centrewellington.ca](http://www.centrewellington.ca)



## Centre Wellington

If you have any questions, please do not hesitate to contact the undersigned at (519) 846-9691, ext. 289.

Yours truly,

A handwritten signature in black ink, appearing to read 'M. Iglesias'.

Mariana Iglesias  
Senior Planner, Heritage & Development

Copy: Heritage Centre Wellington, Ontario Heritage Trust