



**KINGSTON MUNICIPAL HERITAGE COMMITTEE (L.A.C.A.C.)
MINUTES**

**MEETING No. 2009-04
Monday 02nd March 2009 at 12:00 noon
Council Chambers, City Hall**

MEMBERS PRESENT

Mr. Peter Gower, Chair
Mr. R. Bruce Downey, Vice-Chair
Councillor Bill Glover
Mr. David Ariss
Mr. Anthony Barlow
Mr. Robert Cardwell
Mr. John Duerkop
Mr. Craig Sims
Ms. Christine Synnowich

STAFF PRESENT

Ms. Cynthia Beach, Commissioner, Sustainability & Growth
Ms. Lindsay Lambert, Planner
Mr. Marcus Letourneau, Heritage Planner
Mr. Brian McCurdy, Director, Culture and Recreation
Ms. Susan Powley, Committee Clerk

OTHERS PRESENT

Ms. Helen Finley

REGRETS

Mr. Michael Gemmell

6 members of the public.

THIS IS NOT A VERBATIM REPORT

MEETING TO ORDER:

Mr. Peter Gower, Chair, called the meeting to order.

RECOGNITION:

Mayor Rosen was present to recognize the contribution of the Kingston Municipal Heritage Committee, 'one of the older municipal heritage committees in Ontario', further to the City's receipt of the 2008 Lieutenant Governor's Ontario Heritage Award in the category of a city with a population of 50,000 to 125,000. The award was presented to the City by the Ontario Heritage Trust on 20 February 2009.

A copy of the Media Release dated 18th February 2009 was attached to the agenda as Schedule Pages 1-3.

Mayor Rosen recognized the contributions of the present Heritage Committee and its predecessors in upholding the Heritage of the City. He commended Mr. Letourneau for the quality of the submission which was made to the Ontario Heritage Trust.

Mr. Gower advised that the award would be recognized by Council at the meeting to be held the next evening on 03 March 2009.

WELCOME and INTRODUCTIONS:

POSSIBLE PECUNIARY INTEREST:

Mr. Craig Sims and Ms. Christine Sypnowich declared possible pecuniary interests as they reside in close proximity to a property located at 250 Main Street, Barriefield Village considered under Request PRE-KMHC-003-2009.

It was noted that Mr. Tony Barlow would refrain from the discussion of a property located at 250 Main Street, Barriefield Village considered under Request PRE-KMHC-003-2009 as he was a past agent for owners of this abutting property.

Mr. Bob Cardwell declared a possible pecuniary interest as he resides in close proximity to a property located at 220 Green Bay Road, Barriefield Village considered under Request PRE-KMHC-006-2009.

CONFIRMATION OF AGENDA:

*Moved by Mr. Downey
Seconded by Mr. Sims*

THAT the agenda be confirmed as amended to delete:

Under Briefings:

- Mr. Brian McCurdy, Director, Cultural Services and Mr. Gordon Robinson, Curator, Pump House Steam Museum and Civic Collection - to brief the Committee on preliminary concepts for the expansion of the Pump House Steam Museum

And to add:

Under Culture Services Department Report:

- Accessible Built Environment

CARRIED

CONFIRMATION OF MINUTES:

*Moved by Mr. Downey
Seconded by Mr. Sims*

THAT the minutes of the Kingston Municipal Heritage Committee Meeting No. 2009-03 held on 09th February 2009 be confirmed with agreed to edits.

CARRIED

UPDATES:

A. Culture Services Department Report – by Ms. Lindsay Lambert, Planner.

Ms. Lambert provided updates regarding the following:

a) Working Groups:

i. Historic Properties Research Working Group
(David Ariss)

Ms. Lambert noted that staff are currently working on a draft by-law for the Denyes monument based on information submitted to staff by the working group.

ii. Communication and Education Working Group
(John Duerkop)

Four tours are advancing through various stages of production with the assistance of the Communications Department.

Mr. Duerkop advised that further to a meeting with Ms. Therese Greenwood, Manager, Communications, a press run of up to 5000 copies per tour with advertising has been proposed.

Ms. Lambert advised that a follow up meeting will be scheduled to further discuss the tours.

To a question regarding process, Ms. Lambert advised that decisions regarding the walking tours have come forward from the staff working group. She noted that some costs for this undertaking will come out of the Cultural Services operating budget.

- iii.* Interior of City Hall Working Group
(Tony Barlow, Bob Cardwell, John Duerkop, Michael Gemmell)

There is no update at this time.

- iv.* Exterior Coverings Working Group
(Michael Gemmell, Christine Sypnowich)

There is no update at this time.

- v.* Accessibility and Heritage Working Group
(Peter Gower, Bruce Downey)

Ms. Lambert advised that an application will be forthcoming from the Engineering Department with a staff report. Comments from the Accessibility Group will be included.

b) Delegated Authority:

c) Technical Circulations:

d) Preliminary considerations for Designation:

- i.* Draft By-law to Amend By-law No. 9360A to reflect the Cultural Heritage value and Interest of Newcourt House - 889 King Street West.

A copy of the draft by-law was distributed separately at the February meeting.

Mr. Letourneau noted that comments had been provided by staff and St. Lawrence College and that he would attempt to address all concerns within a report.

e) Site Visits:

f) Grant and Tax Applications:

- i.* 2009 Applications received to date

Ms. Lambert advised that one tax refund application and four grant applications have been received since Friday 27th February. These are expected to be brought forward for consideration at the next meeting.

g) Other:

- i.* 'Adjacent Properties/HIS Policy (Report PC-07-001: Implementing New Provincial Policies Regarding Adjacent Properties and Outlining a Process for Heritage Impact Statements for Integration into the Current Planning Process' – a review will be provided.

Copies of Report PC-07-001, and the 'Roles, responsibilities and process for the review of matters under the Ontario Heritage Act and the Ontario Planning Act' were distributed separately for the February meeting.

Ms. Lambert noted that a report will be brought forward rather than having a general open discussion regarding policy. Comments from members will be welcomed in regard to the above noted policy. She advised that Cultural Services staff have met with Planning staff to work on process issues to improve communications and that Ms. Lambert will attend bi-weekly meetings with the Planning staff regarding Committee of Adjustment matters so the applicant will be made aware of requirements under the Ontario Heritage Act and the Planning Act at the same time.

Ms. Beach added that comments regarding particular issues around policy would be accepted at any time and that a review will be conducted with the Committee. Ms. Beach commended Ms. Lambert for her assistance in clarifying processes for an applicant. She noted that the current policy was set out in 2007 which has been tested through the current application process. She advised that meetings will be established through the Chair to determine how to move forward.

ii. Status of Heritage Conservation District Study for the Old Sydenham Heritage Area

Mr. Letourneau advised that a review of the Heritage Conservation District Study for the Old Sydenham Heritage Area has been conducted by Dr. Brian Osborne, a staff report is awaiting the amended document, which will be forwarded to the Commissioner's office when received.

iii. Chronology for Frontenac County Court House

Distributed separately

Ms. Lambert noted a document entitled 'Chronology of The Frontenac County Court House' by Matthew Flecher 2008.

iv. Accessible Built Environment

Ms. Lambert advised that she had attended a draft accessibility built environment standards meeting where documentation was provided regarding 'Accessible Built Environment Standard Draft Initial Proposal – January 2009'. Mr. David Grightmire, a member of the 'Accessible Built Environment Standards Development Committee', provided an overview of the document at that meeting. Comments by staff and members of the Committee can be received by Ms. Lambert, with a deadline for submission to Mr. Grightmire by 06 March. Public consultation will take place later in the year. A scanned or paper copy of the document will be made available for members who wish to read it.

To a question regarding a summary of the document from a Heritage point of view, Ms. Lambert advised that Mr. Grightmire had not elaborated on how the plan intersects with Heritage, but did note that the document would not emphasize adversely affecting a character defining element.

Ms. Finley noted how well adaptations are being made for the front entrance to Osgoode Hall in Toronto, and the incorporation of landscaping into these changes.

B. Chair Report – by Mr. Peter Gower, Chair

Updates were provided regarding:

i. Application P18-597-005-2009 for a property located at 44 Earl Street – comments received further to the request of the Committee

Masonry details were provided by the applicant at the request of the Committee and distributed for comment by email 13th February.

It was noted that the report provided by Patrick Jenkins Masonry was thorough. Further to circulation of the details by e-mail, Mr. Gower noted suggestions were made and noted as follows: 'that the joint type not be raised from the units or set in but form a flush line with stone units and be boomed or wiped with a burlap bag to remove the shine from the tooling - and the units themselves wiped clean of mortar around the joint – some masons use a rubber ball as a mortar eraser'.

- ii. Technical Circulation D10-439-2009 and D10-440-2009 for consents for a property located at 176 Mowat Avenue.

Mr. Gower noted a decision by the Committee of Adjustment to permit consents at 176 Mowat Avenue. Comments were provided by the Committee (see Correspondence page 12).

To a question by Ms. Finley regarding the designation status of the new lot, Mr. Letourneau advised that the designation would carry over to existing designated boundaries. He advised that character defining elements on that lot should be reviewed.

The impact of a possible de-designation or amending by-law in regard to consideration of a property that could be considered as an adjacent property was queried. Mr. Letourneau advised that following a removal of the designation of a property, a review of an adjacent property through a Heritage Impact Statement would be required. He confirmed that a de-designation process would take place through Council in consultation with the Committee.

- iii. Chairs Meeting

Mr. Gower advised that he had attended a Committee Chairs meeting on 24 February 2009 which provided a forum for an exchange of information regarding meeting protocols.

- iv. Heritage Matters

Mr. Gower noted a publication 'Heritage Matters' and that one copy is provided for the Committee. Mr. Letourneau added that subscriptions are available through Heritage Trust.

BRIEFINGS:

- a) **Mr. Brian McCurdy, Director, Cultural Services and Mr. Gordon Robinson, Curator, Pump House Steam Museum and Civic Collection** - to brief the Committee on preliminary concepts for the expansion of the Pump House Steam Museum to include facilities to house exhibits and dedicated programming space that will focus on the development of science and technology. The proposed expansion would be a green, environmentally friendly leader in Energy and Environmental Design (LEED) facility.

The briefing by Mr. McCurdy and Mr. Robinson was withdrawn from the agenda.

DELEGATIONS:

BUSINESS:

- A. Reports
- B. Heritage Permit Applications Requesting Approval
- C. Heritage Permit Applications for Emergency Works requiring Reaffirmation
- D. Pre-Consultation Requests

- i.* Delegation regarding Request PRE-KMHC-006-2009 for a property located at 220 Green Bay Road, Barriefield Village requesting advice regarding the construction of a new single unit dwelling with detached garage and gravel driveway.

Schedule Page 4-13.

Mr. Cardwell declared a possible pecuniary interest and withdrew from the discussion.

Mr. Ian Moffat was present to describe the proposed structure. He noted a smaller house and t-shaped floorplan further to previous discussions.

Comments were provided regarding the measurement from grade, increasing the thickness of window casings, and a suggestion was made for skylights at the rear.

To a question regarding the usability of a 4' deep front porch, Mr. Moffat highlighted the aesthetic value.

Ms. Lambert recommended consultation with Planning staff to ensure zoning compliance. She added that the property was cleared regarding archaeological potential. She advised that staff would work with the agent regarding requirements for a complete application, and that more information on a detached garage is required. Concern was expressed regarding proposed exterior finishes.

In regard to windows, it was noted that aluminum clad windows have been accepted for infilling construction.

Ms. Lambert confirmed that a full set of construction drawings as required for submission to the Building Department would be required for the Heritage application circulation.

Mr. Downey noted that drawings for eg. a mechanical system wouldn't be necessary, and that drawings showing the building envelope and architectural features would assist the Committee.

Ms. Lambert further clarified that requirements for submission would be for the exterior construction of the building.

Mr. Moffat requested a site visit by members.

Mr. Cardwell returned to the discussion.

- ii.* Delegation regarding Request PRE-KMHC-007-2009 for a property located at 72-74 Barrie Street requesting advice for the addition of a barrier-free ramp to side/rear of the building.

Schedule Page 14-25.

Large drawings distributed separately.

A denial of a previous proposal in to add a ramp at the front of the building was noted. Options provided were considered, and the style of guardrail was queried. Ms. Lambert provided pictures of the property.

Mr. Malloy attended the meeting. He advised that it was determined that a ramp at the back would be less obtrusive and would require less work to the infrastructure.

A discussion took place regarding ramping, with consideration given to both options. While the first ramp described on page 15 of the submission seemed to be easier to negotiate in terms of access, it was noted that one of the turns would appear to require extra width. Option 2 was noted as a preferred option with access from the Barrie Street frontage. It was suggested that sidewalks be slightly sloped.

- iii.* Update regarding Request PRE-KMHC-003-2009 for a property located at 250 Main Street Barriefield Kingston requesting the evaluation of proposals for a house residential dwelling unit.

Initial documentation regarding proposals was distributed with the February agenda. Further documentation was received at the meeting. An additional proposal was distributed to members by email on 18th February.

Schedule Page 26-30.

Mr. Sims and Ms. Sypnowich declared possible pecuniary interests and abstained from the discussion. Mr. Barlow abstained from the discussion.

Ms. Lambert noted that the owner/agent had emailed a fourth proposal following the meeting. She advised that they would not be in attendance at this meeting.

Mr. Downey advised that the review which had been brought forward to the meeting for consideration was completed for the third proposal from the last meeting, prior to receipt of the fourth proposal.

It was noted that further information to assist in consideration of the proposals is required.

Ms. Lambert reiterated a comment made at the February meeting regarding the requirement of a Stage 1 archaeological assessment as part of the application as the property is in an area of archaeological potential. Ms. Lambert noted the varied development on that side of Main Street.

It was suggested that district plan policy statements and a sample submission be forwarded to the applicant to assist as a reference for their design, as the submission doesn't currently comply with the guidelines to the District Plan.

Comments included the following observations: the fourth proposal is a modern building; the mass of the building has been broken up; the design suggests two separate buildings. It was queried whether a t-shaped building might be considered.

Mr. Michael Roseberry, 252 Main Street, Barriefield Village

Mr. Roseberry queried the reason why three members were not participating in the debate. Mr. Gower noted that two of the members live close to the property and one member was previously an agent for a neighbouring property.

Mr. Pierre DuPrey, 248 Main Street, Barriefield Village

Mr. DuPrey noted the absence of valuable input from three members who are knowledgeable of the area. He expressed concern regarding the disturbance of the site for archaeological reasons. He referenced the first drawings where considerable excavation would take place at the front of the site, and the location of a retraining wall on the section close to 252 Main Street. He said this proposal would make a major alteration of the landscape and indicated concern regarding the loss of some materials. He queried the set back of the building. He noted the evolution of the streetscape, the proposed positioning of a new dwelling in relation to the dwellings on either side, and a possible disparity of the way buildings along the street would be located in relation to each other. He suggested that the position of the building could possibly be located between one that is set forward and one that is set back.

Mr. DuPrey queried proposed gables in relation to the character of the village. He noted that further consideration will be required and advised that he would like to be informed more directly of considerations regarding the property.

To a question regarding further consultation, Ms. Lambert noted the importance and level of concern for this property and that further pre-consultation would be possible. Ms. Lambert explained that the intent of a staff request for a Stage 1 archaeological assessment was to address archaeological potential prior to a building permit being issued. She noted that resources could be excavated and preserved, or the design of the building could accommodate leaving the resources in situ if requirements for further stages of assessment are necessary.

It was noted that the following information would be required in order to assist the owner: proposed setbacks, a view of the street and the relationship of existing houses to the proposal, the proposal as it relates to guidelines for new construction and general comments in the District Plan relating to the positioning of old and new buildings in a respectful manner.

Submissions will be provided by members to the Committee Clerk and a package of materials will be forwarded to the applicant.

*Moved by Mr. Cardwell
Seconded by Mr. Downey*

THAT correspondence be directed to the owner and agent of 250 Main Street, Barriefield Village together with a package to include a review of requirements and policies as a comparative to third pre-consultation submission received 09th February 2009 with additional comments to assist the owner, a sample submission, Barriefield Heritage Conservation District Plan (Principles, policies and guidelines concerning new construction, and Guidelines for new construction – condensed).

CARRIED

Mr. Barlow, Mr. Sims, and Ms. Sypnowich returned to the discussion.

E. Heritage Property Grant Applications

F. Heritage Grant Applications Requesting Release of Funding

G. Heritage Property Grant Abandoned Applications

H. Heritage Property Tax Refund Applications

- i. Delegation regarding Application HT-01-2009 for a property located at 86 Beverley Street requesting a Heritage Property Tax Refund further to roof, lawn, garden, window glass, fence, and porch elements repairs and maintenance as described within a submission filed 17th February 2009.*

Schedule Pages 31-58.

Ms. Lambert advised that the applicant had intended to be present.

To questions regarding works described within the application such as repairs, maintenance, lawn care, Ms. Lambert advised that the property is subject to a Heritage Easement Agreement whereby all works deemed not to alter the facade do not require Council approval.

To questions regarding clarification of requirements of a Heritage Property Tax Refund, Mr. Letourneau explained the differences between this program and the grant program. It was noted that the owner would still be eligible for a credit even if some of the questioned work was excluded. Members noted concern regarding setting precedent for the inclusion of daily maintenance within this program could be precedent setting. The Chair requested that staff take comments provided by members under advisement.

Mr. Letourneau noted the requirements of the by-law and that the program will be examined and comments taken under advisement. He noted that although the submission was not typical, staff want to ensure care for the property.

To a question regarding any provision under an easement that requires certain work to be done, Mr. Letourneau advised that the level of control is much higher with an easement agreement, and that the municipality can go in to do the work. He advised that an easement has 1 ½ pages of information regarding maintenance for the property, and that the property could be eligible for other programs. Mr. Letourneau noted that the City is one of two municipalities that have additional requirements for properties; in most municipalities, a tax refund is provided automatically.

Mr. Letourneau advised that easement applications can still be made by owners.

*Moved by Mr. Downey
Seconded by Mr. Cardwell*

THAT Application HT-01-2006 for a property located at 68-74 Princess Street **BE APPROVED** for a Heritage Property Tax Refund as described within By-Law No. 2005-257, 'A By-law to Establish a Heritage property Tax Refund Program'.

CARRIED

J. Property Designations

K. Technical Circulations

- i. Delegation regarding Technical Circulation D10-458-2009 for a property located at 247-249 Brock Street for a Minor Variance to Zoning By-law 96-259, Downtown and Harbour Kingston (Kingston Central) to restore 249 Brock Street to its original use and to permit ground floor residential use.

Schedule Pages 59-60.

Ms. Lambert advised that there was a historical use for this property that is not permitted through the current zoning of the property, so the application is to reinstate the original use on the ground floor. Ms. Lambert noted that no exterior changes to the property are proposed.

Mr. Duerkop referenced the construction of the building in 1843 as a duplex, and that the building has remained unchanged with the exception of filling in the carriage way.

*Moved by Mr. Duerkop
Seconded by Mr. Downey*

THAT further to consideration of Technical Circulation for D10-458-2009 for a property located at 247-249 Brock Street for a Minor Variance to Zoning By-Law 96-259, Downtown and Harbour Kingston (Kingston Central) to restore 249 Brock Street to its original use and to permit ground floor residential use, there are no built Heritage concerns.

CARRIED

L. Motions

A Notice of the following motion was brought forward at the January 2009 meeting and was deferred at the February 2009 meeting in order to consider it in conjunction with a Heritage Impact Study discussion.

Councillor Glover noted a motion he brought forward regarding a meeting with Commissioner Beach and members of the Committee (see 'Other Business' on page 10'.

*Moved by Councillor Glover
Seconded by Mr. Downey*

THAT the following Notice of Motion **BE WITHDRAWN** further to the establishment of a meeting with Ms. Cynthia Beach, Commissioner, Sustainability & Growth for the purpose of reviewing the work and procedures of the Municipal Heritage Committee and related issues.

Moved by Councillor Glover
Seconded by Mr. Downey

THAT where an application for proposed changes to a property has been recommended for approval by the Kingston Municipal Heritage Committee and the recommendations

have been approved by Council, that Council be requested to waive the requirement for a subsequent Heritage Impact Study.

CARRIED

M. Other Matters

Council Resolution on 06 January 2009 regarding Sir John A. MacDonald Signage

WHEREAS January 11th is the recognized Birthday of Sir John A. Macdonald; and
WHEREAS Sir John A. Macdonald was a City Councillor, Father of Confederation, Canada's 1st Prime Minister and a key builder of our nation; and
WHEREAS Sir John A. Macdonald's roots in Kingston go far and deep and Kingston has the status as Canada's First Capital, and birthplace of our nation; and
WHEREAS Kingston City Council has previously passed a motion, encouraging the federal government to designate a National Holiday in memory of this visionary Kingstonian;
THEREFORE BE IT RESOLVED THAT City Staff, in consultation with the Kingston Municipal Heritage Committee, and interested community stakeholders and Kingston enthusiasts, develop the wording and design of two bilingual signs commemorating Kingston as the home and final resting place of Sir John A. Macdonald, to be erected along Highway 401 at both the eastern and western entry points to the City of Kingston by June, 2009 and
THAT the destroyed sign on Sydenham Road indicating the way to Sir John A. Macdonald's final resting place at Catarauqui Cemetery be replaced as soon as possible; and
THAT staff, in consultation with the Kingston Municipal Heritage Committee investigate the development of a community plan on how to better commemorate Sir John A. Macdonald locally, and continue to work together with enthusiasts locally, regionally and nationally to raise this great Kingstonian's profile to properly remember the man and his lasting legacy, with the end goal being his commemoration with a National Holiday.

It was noted that staff will be undertaking the matter noted within the above motion. Mr. McCurdy welcomed suggestions from members.

OTHER BUSINESS:

Meeting with Ms. Cynthia Beach, Commissioner, Sustainability & Growth

*Moved by Councillor Glover
Seconded by Mr. Downey*

THAT not more than five members of the Committee be appointed to meet with Ms. Cynthia Beach, Commissioner, Sustainability & Growth for the purpose of reviewing the work and procedures of the Municipal Heritage Committee and related issues.

CARRIED

A request was made for less than a quorum of members to volunteer to meet with Commissioner Beach.

ACO/CHO 2009 Ontario Heritage Conference in Peterborough

Mr. Letourneau advised that he would provide details regarding the upcoming ACO/CHO conference to the Committee Clerk for distribution.

Barriefield Guidelines

Mr. Gower thanked Cultural Services staff for providing the Barriefield Guidelines compact disk for distribution to members.

UPCOMING EVENTS:

- i.* 29th – 31st May 2009 – ACO/CHO 2009 Ontario Heritage Conference in Peterborough

CORRESPONDENCE/CIRCULATIONS:

A. Reports to/from Council

- i.* 09th February 2009 – Heritage Report No. 03 submitted to Council for consideration on 03rd March 2009.

Schedule Pages 61-63.

B. Correspondence Sent as Information

Copies of the following correspondence dated 04th February 2009 were sent by Mr. John Bolognone, Deputy City Clerk, and were made available at the meeting for members who wished to review the full document:

- i.* Request to Federal Ministers of Finance and Environment to establish Tax Incentives to encourage Private Sector Investment in Rehabilitation of Heritage Properties – to Association of Municipalities of Ontario (AMO), Honourable Peter Miliken (MP), Honourable John Gerretsen (MPP), Honourable James M. Flaherty (Ministry of Finance), Honourable Jim Prentice (Minister of the Environment), Federation of Canadian Municipalities, Loyalist Township, Township of South Frontenac, Township of Leeds & 1000 Islands, City Of Brockville, Town of Perth (Town Hall), Town of Greater Napanee.

C. Correspondence and Memorandums Sent

Copies of the following memorandums were sent out from the Clerks' Department, and were made available at the meeting for members who wished to review the full document:

Memorandum dated 7th January 2009 from Ms. Carolyn Downs, City Clerk to:

- i.* Ms. Cynthia Beach, Commissioner, Sustainability & Growth, regarding 'Motion (2) – January 6, 2009 – Sir John A. MacDonald Signage'.

Correspondence dated 4th February 2009 from Ms. Carolyn Downs, City Clerk to:

- i.* Elizabeth Cottage, Attention: Karen Sauerbrei - Final Approval for Heritage Property Grant for restoration of existing windows at 251 Brock Street.
- ii.* Excalibur Learning Resource Centre, Canada Corp., Attention: Laurie Davey-Quantick - Final Approval for Heritage Property Grant for repair of three chimneys on stone portion of building at 218 King Street East.
- iii.* Paul Fay, Panadew Property Management - Approval for demolition and removal of rear detached shed at 106-108 Clergy Street East.
- iv.* Elias Anagnostopoulos - Approval for replacement of existing wooden steps at front entrance with limestone steps at 108 Queen Street.
- v.* Elias Anagnostopoulos - Approval for replacement of existing wooden steps at front entrance with limestone steps at 110 Queen Street.
- vi.* Ying Lee and Nicholas Wooley - Approval for repairs and /or replacement of siding, trim, windows, shingles, chimney & addition of side vestibule, screened porch and rear skylights at 76 Mowat Avenue.

Correspondence dated 05th February 2009 from Ms. Carolyn Downs, City Clerk to:

- i.* Ontario Heritage Trust, Sean Fraser, Team Leader, Conservation Services – City of Kingston – Municipal Heritage Committee (LACAC) Approvals.

Memorandum dated 10th February 2009 from Ms. Susan Powley, Committee Clerk to:

- i.* Mr. Ted Stratford, Secretary/Treasurer, Committee of Adjustment regarding 'Technical Circulations D10-439-2009 and D10-440-2009 for consents for a property located at 176 Mowat Avenue to sever a lot containing an existing dwelling which was a former church rectory, and to permit a lot addition to 188 Mowat Avenue.
- ii.* Mr. Ted Stratford, Secretary/Treasurer, Committee of Adjustment regarding 'Technical Circulation for Applications D10-453-2009 for consent for a property located at 140 Yonge Street, and D10-454-2009 for a Minor variance for property located at 140 Yonge Street, and D07-455-2009 for Minor Variance for property located at 142 Yonge Street.

Memorandum dated 12th February 2009 from Ms. Susan Powley, Committee Clerk to:

- iii.* Ms. Lindsay Lambert, Planner, regarding Application P18-437-091-2008 for a property located at 412 Regent Street, Barriefield Village.

DOCUMENTS:

- i.* The Barriefield Heritage Conservation District Plan (cd)

Distributed Separately

HERITAGE LINKS:

- i.* Ontario Heritage Act: www.e-laws.gov.on.ca:81/ISYSquery/IRLC6BE.tmp/16/doc
- ii.* Ontario Heritage Connection: www.ontarioheritageconnection.org
- iii.* Provincial Policy Statement: www.mah.gov.on.ca/userfiles/HTML/nts_1_23137_1.html
- iv.* Accessibility in Museums: <http://www.culture.gov.on.ca/english/heritage/museums/munote12.htm>
- v.* General Accessibility: <http://www.mcass.gov.on.ca/NR/rdonlyres/F8C53147-3A0E-41F1-9C95-C8829DD5485C/1118/AGUIDETOANNUALACCESSIBILITYPLANNINGJan07E.pdf>

NEXT MEETING DATES:

Meetings for 2009 have been tentatively scheduled at 12:00 noon in the Council Chambers as follows:

- 06 April
- 04 May
- 01 June
- 06 July
- 10 August
- 14 September
- 05 October
- 02 November
- 07 December

It was noted that a special meeting was called for Friday 06th March at 1:30 p.m. in the Councillors' Lounge to review the design concept for the Stella Buck building site (Tett Centre Site) and the Queens Performing Arts Centre.

ADJOURNMENT:

The meeting adjourned at 2:20 p.m.

