



**KINGSTON MUNICIPAL HERITAGE COMMITTEE (L.A.C.A.C.)
MINUTES
MEETING No. 2009-12
Monday 14 September 2009 at 12:00 noon*
in Council Chambers, City Hall**

MEMBERS PRESENT

Mr. Peter Gower, Chair
Mr. R. Bruce Downey, Vice-Chair
Councillor Bill Glover
Mr. David Ariss
Mr. Robert Cardwell
Mr. John Duerkop
Mr. Michael Gemmell
Ms. Christine Sypnowich

REGRETS

Mr. Craig Sims

STAFF PRESENT

Ms. Cynthia Beach, Commissioner, Sustainability & Growth
Ms. Katrina Guy, Planner
Mr. Marcus Letourneau, Heritage Planner
Ms. Susan Powley, Committee Clerk
Ms. Marni Venditti, Manager, Planning & Development
Mr. George Wallace, Director, Planning & Development

OTHERS PRESENT

Ms. Helen Finley

THIS IS NOT A VERBATIM REPORT

MEETING TO ORDER:

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

RECOGNITION:

WELCOME and INTRODUCTIONS:

POSSIBLE PECUNIARY INTEREST:

Mr. Downey declared a possible pecuniary interest as he was asked by the owner to assist with Application P18-557-072-2009 for a property located at 233 Johnson Street regarding the design of a railing for the balcony door, and for Application PRE-KMHC-016-2009 for a property located at 218 King Street East as he was acting as agent for the owner.

Ms. Christine Sypnowich declared a possible pecuniary interest for Application P18-427-081-2009 for a property located at 249 Main Street Barriefield as she is the owner of the property.

CONFIRMATION OF AGENDA:

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

THAT the agenda and addendum be confirmed as amended to add under 'Other Business':

- Richardson Bathhouse
- Barriefield issues

CARRIED

CONFIRMATION OF MINUTES:

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

THAT the minutes of the Kingston Municipal Heritage Committee Meeting No. 2009-11 held on 10 August 2009 be confirmed with an agreed to amendment.

CARRIED

DELEGATIONS:

BRIEFINGS:

- a) **Ms. Cynthia Beach, Commissioner, Sustainability & Growth** - to brief the Committee on next steps in regard to Heritage Processes

Ms. Beach noted remarks at a previous meeting by Mr. Gerard Hunt, CAO, and that there would be follow up in regard to staff organization and support to the Committee.

Ms. Beach noted changes have occurred since 01 January in order that staff could be better positioned from a cultural and heritage perspective. She said she would provide a brief description which may or may not affect the Committee, and questions could be asked at the end.

In January, Mr. Brian McCurdy, Cultural Director, was brought in to be involved with the cultural area of the City and to also be responsible for City owned museums. A major piece in the cultural area will be the Grand Theatre as well as museums. Ms. Beach noted that there are a number of museums, and City museums are being recognized as an extremely important piece of Heritage. As well, she highlighted the repurposing of the J.K. Tett building and that the cultural group are looking at making a synergistic cluster, piecing in a Heritage building to help the City move forward with arts and culture.

In August, Mr. Colin Wiginton, Manager, Culture and Heritage joined staff with much experience in the visual arts and programs to assist in working out a Cultural Master Plan, a process that will take place in the next 1 ½ years, and which will link into the Committee.

In regard to Heritage, Ms. Beach noted a great deal of change, and that as of June, Heritage staff began working out of the Planning & Development office to include a physical move to the John Counter Boulevard offices. Co-location of staff would assist in multi-approval applications, increasing consistency in the approval process, and cross training with staff. She noted that the position of a Heritage specialist staff is currently under review.

In regard to the Heritage Conservation District Study for the Old Sydenham Heritage Area, Ms. Beach advised that the designation is moving forward, and that with the assistance of a Built Heritage Specialist, some work will be delegated to staff of the many issues coming to the Committee.

Ms. Beach noted a recent meeting where ways of improving reports coming to the Committee were reviewed, and that staff are reviewing timelines, processing of information, a tracking system and comments. Ms. Beach noted that more flexibility could be provided for the pre-consultation process, and noted a review of agenda items. She advised that applicants are being encouraged to come in for pre-consultations to ensure more complete applications. Heritage Impact Statements and guidelines for their requirements are being reviewed.

In regard to mandate review, Ms. Beach advised that this is an overall initiative and a regular update regarding the status of the process will be provided to the Committee. She noted that staff had met with the Committee in May regarding the mandate, and comments were received from members. Research has been undertaken with other cities and a report is forthcoming to the next meeting in regard to the process. Ms. Beach said that comments would be requested from the Committee before proceeding with reports to Council.

Ms. Beach said that she would provide a summary of her comments within a document for the Committee for reference.

UPDATES:

A. Planning & Development Department Report – by Planning & Development Staff

Updates will be provided regarding:

a) Working Groups:

i. Historic Properties Research Working Group (David Ariss)

Mr. Letourneau advised that six properties for designation are being worked on at this time.

Mr. Letourneau invited Mr. Ariss to comment on work being undertaken. Mr. Ariss requested that Ms. Finley provide an update.

Cataraqui Cemetery Designation

Ms. Finley advised that this designation is one of the largest being done, and that there will be a meeting with the Cataraqui Cemetery Board.

Rocheleau House, 68-72 Princess Street

Ms. Finley advised that some improvements have been made at the property, and that she is contacting the Building and Licensing department and Ontario Heritage Trust.

Washrooms at Lake Ontario Park (LOP)

Ms. Finley noted initial concerns regarding the buildings, their location, and that LOP is to be an ecological park. She highlighted a public meeting which will be taking place on 16th September. Councillor Glover noted a condition report on buildings within the LOP public document wherein most buildings were defined as being in very good condition. He said that an assessment of the washrooms is included within the document.

Fort Henry Ad in the Kingston Life Magazine

Ms. Finley highlighted and circulated a copy of an ad in the Kingston Life Magazine for a new 'Fort Fright' program being run at Fort Henry, a UNESCO World Heritage Site which depicted an English castle in the background. A discussion took place regarding concerns within the context of the role of the Committee.

*Moved by Councillor Glover
Seconded by Mr. Downey*

THAT the an item of business in regard to the 'Fort Fright' program being held at Fort Henry be placed on the October agenda for discussion.

CARRIED

ii. Communications and Education Working Group (John Duerkop)

Mr. Letourneau advised that a meeting of this group will be held on 28th September. Mr. Duerkop added that this meeting will be specific to a discussion of plaquing and markers.

As an update regarding pamphlets, Mr. Duerkop advised that all pamphlets have gone out including a distribution in Sydenham Ward. He said this could be a project that is repeated again next year.

Councillor Glover suggested that the pamphlets could also be printed in French-language, so that all are welcomed to the City and information is made easily available.

*Moved by Councillor Glover
Seconded by Mr. Downey*

THAT the Kingston Municipal Heritage Committee recommend to staff that consideration be given to making walking tour pamphlets developed by the Communications and Education Working Group in conjunction with the Communications Department also available in French-language.

CARRIED

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

Mr. Letourneau thanked Mr. Duerkop and Mr. Cardwell for their review of the draft by-law and character defining elements, as well as others for their involvement in the project.

Mr. Gower noted that a number of by-laws would be brought forward at the October meeting and requested that Mr. Letourneau distribute them earlier than the agenda if possible.

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

There was no report.

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

There was no report.

b) Delegated Authority:

i. Update regarding Application P18-523-077-2009 (DA) for a property located at 1345 Woodbine Road requesting approval for Renovation of Kitchen – interior designation, with details described within a submission filed August 24, 2009.

Ms. Guy advised that Delegated Authority approval is pending the finalization of one aspect of the work.

c) Technical Circulations:

d) Preliminary considerations for Designation:

e) Site Visits:

- i.* 248 Division Street relating to Heritage Property Grant Application HG-014-2009 (see Business Item 10 F. i. on page 5)

Mr. Letourneau advised that staff are satisfied that the work has been completed in accordance with the application.

f) Grant and Tax Applications:

g) Other:

- i.* Technical Circulation D10-515-2009 & D10-523-2009 regarding minor variances to the Zoning By-Law for 30 and 34 Colborne Street.

Ms. Venditti explained that further to consideration of comments provided by the Committee, the Committee of Adjustment approved all applications for severance. She explained the decision in terms of the split zoning on the property.

Mr. Gower summarized that the Queen Street United Church will no longer have parking on the site, that it was noted that within the Downtown and Harbour By-law and the zoning for the church, there is no parking requirement in the area, and thus the decision complies with the zoning for the area.

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

- i.* Update regarding Application P18-510-071-2009 for a property located at 914 Highway 15, also known as 80 Gore Road requesting approval to install a fence for a proposed off leash dog park (update as change to size of mesh wire fencing)

Mr. Gower provided an update regarding the change in size of mesh wire fencing within the approval for this application.

- ii.* Report regarding Archaeological Seminar

An archaeological seminar held 13 August 2009 was noted. Mr. Letourneau advised that a public meeting would be held regarding the Archaeology Master Plan at the 15 October Planning Committee meeting, and that a May 2009 revised edition is available on the City website.

- iii.* Information regarding Solar Panels

Mr. Gower noted that situating solar panels could arise for south facing houses.

Mr. Downey said that staff are providing links regarding solar panels that he will share these with members of the Committee.

- iv.* Request for submissions for Frontenac Heritage Foundation Awards Committee for projects that emphasize the architectural and historical value of a building or structure - due 15th September 2009.

Schedule Page 1.

- v.* Heritage Plaque Presentations at Council.

Mr. Letourneau advised that the date for Heritage plaque presentations at Council has been changed to 20th October.

- vi.* Update regarding outstanding Heritage Grant Applications.

Ms. Guy will provide an update regarding the status of Heritage Grant Applications at the next meeting.

- vii. Press Release regarding Healthy Community Fund Applications for Grants which support Heritage, Community Development & Recreation.

Schedule Pages 2-3.

BUSINESS:

A. Reports

B. Heritage Permit Applications Requesting Approval

1:00 p.m.

- i. Delegation regarding Application P18-369-070-2009 for a property located at 135-137-139 Alfred Street requesting approval to replace stairs & railings, with details described within a submission filed July 20, 2009 and deemed complete by the Planning and Development Department July 28, 2009.

Distributed at the August meeting

Application P18-369-057-2009 was submitted for consideration at the 06 July 2009 meeting and was deferred to the August meeting so an agent could be present for the discussion. The agent requested that consideration be given to a new application. A new application P18-369-070-2009 was filed July 20, 2009, and deemed complete by the Planning and Development Department July 28, 2009. The application was brought forward at the August meeting and deferred to the September meeting so an agent could be present for the discussion.

Mr. Peter Bryant, representative from Queen's, was present for the discussion. He clarified that the application is requesting replacement of what is already there such as stairs, stringers, railings and wood which has rotted. He said that the stairs are not original to the property, and that the replacement would be in keeping with the architecture of the building.

A discussion took place regarding the 90 day requirement in relation to the process. It was agreed that Mr. Downey would submit details to staff for the applicant's consideration prior to the next meeting.

*Moved by Mr. Downey
Seconded by Councillor Glover*

THAT consideration of Application P18-369-070-2009 for a property located at 135-137-139 Alfred Street requesting approval for the replacement of porchwork, removal and replacement of existing stairs and stringers ***BE DEFERRED*** to the 05th October 2009 meeting with the understanding that the applicant will receive details for consideration for the reconstruction of the porch railing which are appropriate to the character of the building.

CARRIED

- ii. Delegation regarding Application P18-269-076-2009 for a property located at 189 Ontario Street requesting approval for a new business sign, new coloured awnings, new paint on trim with details described within a submission filed August 24, 2009 and deemed complete by the Planning and Development Department August 25, 2009.

Schedule Pages 4-5.

It was noted that the 189-191 Ontario Street address on the submission should be corrected to 189 Ontario Street.

A discussion took place regarding what is permitted under 'Delegated Authority'. Mr. Letourneau advised that staff could not approve the request. Ms. Guy advised that two comments had been received from the Engineering Department. Paint samples and a copy of the sign were circulated for consideration.

*Moved by Mr. Downey
Seconded by Mr. Gemmell*

THAT Application P18-269-076-2009 for a property located at 189 Ontario Street requesting approval for a new business sign, new coloured awnings, new paint on trim **BE APPROVED** in accordance with details described within a submission filed August 24, 2009 and deemed complete by the Planning and Development Department August 25, 2009.

- and further -

THAT prior to the commencement of work, the applicant will be required make applications to the Engineering Department for an encroachment permit if the works require materials and equipment to be placed within the public right of way, and that consideration will need to be given to the rerouting of pedestrian traffic if the works require closure of the sidewalk with contact made with Brad Morton, Engineering Technician at 613-546-4291 ext. 3147,

- and further -

THAT this be considered by Council on September 15, 2009 due to the urgency to complete the work before the cold weather.

CARRIED

- iii. Delegation regarding Application P18-538-078-2009 for a property located at 36 Simcoe Street requesting approval for the repair/replacement of siding on the upper floor dormer with details described within a submission filed August 26, 2009 and deemed complete by the Planning and Development Department September 2, 2009.

Schedule Pages 6-11.

This application is a joint application with Application P18-539-079-2009 for a property located at 40 Simcoe Street.

Ms. Bev Baines, owner of 40 Simcoe Street was present on behalf of the applicant and described the application. She noted that the properties don't look the same as different widths of siding have been used. She noted that historic pictures of the properties don't show a third storey. She referenced Photo #4 and that they want to match as closely as possible the siding on 32 Simcoe Street.

The history of work on the properties was queried. Mr. Letourneau noted that work at the rear of 32 Simcoe Street had come before the Committee two years ago. Information related to prior works would require a review of the records.

Comments included that from a visual point of view, it would be preferable for all dormers to appear the same. However, it was recognized that the dormers appear more prominent due to their colour, and that blending the dormer colour with the roof would address this concern and would provide uniformity for all three properties. It was noted that stained wood with stain could be applied and that the installation of the wood is important so there isn't decay. It was further noted that while exposure over time could have an effect, the vinyl dormer on the other property could be painted to match the stained wood option so that all three dormers match.

*Moved by Councillor Glover
Seconded by Mr. Cardwell*

THAT Application P18-538-078-2009 for a property located at 36 Simcoe Street requesting approval for the repair/replacement of siding on the upper floor dormer **BE APPROVED** in

accordance with details described within a submission filed August 26, 2009 and deemed complete by the Planning and Development Department September 2, 2009, and with an option that the existing wood siding might remain and be repaired and stained a darker colour or new wood siding replace the existing and stained a darker colour to blend with the roof colour could be used and any wood should not be closer to the roofing than four to six inches to limit deterioration,
- and further -

***THAT** prior to commencement of the work the applicant will be required to make application to the Engineering Department for a temporary encroachment permit in the event that the materials required to undertake the alteration encroach in the public right of way (i.e. scaffolding, dumpsters). In particular there will need to be consideration for the rerouting of pedestrian traffic if the works require closure of the sidewalk. The contact person in the Engineering Department is Brad Morton, Engineering Technician at 613-546-4291 ext. 3147.*

CARRIED

- iv. Delegation regarding Application P18-539-079-2009 for a property located at 40 Simcoe Street requesting approval for the repair/replacement of siding on the upper floor dormer with details described within a submission filed August 26, 2009 and deemed complete by the Planning and Development Department September 2, 2009.

Schedule Pages 12-16

This application is a joint application with Application P18-538-078-2009 for a property located at 36 Simcoe Street.

Ms. Bev Baines, owner of 40 Simcoe Street was present. The above discussion regarding 36 Simcoe Street was referenced.

*Moved by Councillor Glover
Seconded by Mr. Cardwell*

***THAT** Application P18-539-079-2009 for a property located at 40 Simcoe Street requesting approval for the repair/replacement of siding on the upper floor dormer to match the already completed dormer **BE APPROVED** in accordance with details described within a submission filed August 26, 2009 and deemed complete by the Planning and Development Department September 2, 2009, and with an option that the existing wood siding might remain and be repaired and stained a darker colour or new wood siding replace the existing and stained a darker colour to blend with the roof colour could be used and any wood should not be closer to the roofing than four to six inches to limit deterioration,*

- and further -

***THAT** prior to commencement of the work the applicant will be required to make application to the Engineering Department for a temporary encroachment permit in the event that the materials required to undertake the alteration encroach in the public right of way (i.e. scaffolding, dumpsters). In particular there will need to be consideration for the rerouting of pedestrian traffic if the works require closure of the sidewalk. The contact person in the Engineering Department is Brad Morton, Engineering Technician at 613-546-4291 ext. 3147.*

CARRIED

- v. Delegation regarding Application P18-262-080-2009 for a property located at 128-132 Ontario Street requesting approval for the installation of new windows on the second and third levels of the Ontario Street facade, the installation of new windows at the back of the building facing King Street, painting of all doors and window frames on the Ontario Street façade, painting of all doors and window frames at the back of the building facing King Street with details described within a submission filed August 27, 2009 and deemed complete by the Planning and Development Department September 04, 2009.

Schedule Pages 17-26.

A previous application was denied at the August meeting. Consideration was requested for a new submission.

Ms. Carol McCready and an agent Mr. Richie Oomen, contractor for windows, were present for the discussion. Ms. Oliver clarified that the proposed new windows on the second and third floors would be vinyl windows to duplicate what is there.

It was highlighted that true muntins need to be used. Generally windows are one over one showing a true divider. With clad windows, it is suggested that they be two over two so there wouldn't be as many muntin panes. Concern was expressed regarding the process for replacing windows noting the sills and sashes haven't been viewed. Mr. Oomen explained that the stone has repositioned somewhat.

Concern was expressed regarding the installation of trim to clad from the window frame to the stone. Mr. Cardwell confirmed that only some of the second floor windows and none of those on the third floor were seen with a previous site visit. He noted that it appears that the building has both original and replacement windows; however, a full assessment of the building has not been made.

Mr. Oomen who was present clarified that the third floor is accessible. It was agreed that a site visit would be arranged for the next day and that decisions regarding the application would be deferred until the next meeting.

Ms. Guy noted comments received from the Building and Engineering Departments. Mr. Letourneau advised that hard hats, masks and steel toed boots would be required, and that staff can provide hard hats and masks.

*Moved by Mr. Downey
Seconded by Councillor Glover*

***THAT** consideration of Application P18-262-080-2009 for a property located at 128-132 Ontario Street requesting approval for the installation of new windows on the second and third levels of the Ontario Street facade, the installation of new windows at the back of the building facing King Street, painting of all doors and window frames on the Ontario Street façade, painting of all doors and window frames at the back of the building facing King Street **BE DEFERRED** to the 05th October 2009 meeting with the understanding that a site visit will take place and the applicant will provide information on the specific process for window replacement.*

CARRIED

- vi. Delegation regarding Application P18-427-081-2009 for a property located at 249 Main Street, Barriefield Village requesting approval for the restoration of two chimneys & the installation of chimney caps with details described within a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 2, 2009.

Schedule Pages 27-40.

Ms. Sypnowich, owner of the property, declared a possible pecuniary interest and abstained from the discussion.

It was noted that the proposed chimney caps could have lower roofs.

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

***THAT** Application P18-427-081-2009 for a property located at 249 Main Street, Barriefield Village requesting approval for the restoration of two chimneys & the installation of chimney caps **BE APPROVED** in accordance with details described within a submission filed August 28, 2009 and*

deemed complete by the Planning and Development Department September 2, 2009 with the understanding that a lower roof on the chimney cap to reduce its prominence would be an additional option.

CARRIED

Ms. Sypnowich returned to the discussion.

- vii. Delegation regarding Application P18-273-082-2009 for a property located at 216 Ontario Street also known as Kingston City Hall National Historic Site requesting approval for a drum column repair with details described within a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 3, 2009.

Schedule Pages 41-44.

Mr. Jamie Brash, Supervisor, Facilities Maintenance and Mr. Andy Huctwith were present to describe the column repairs. Mr. Brash emphasized the urgency to complete the project before winter. Mr. Huctwith described the procedure to completely waterproof the area.

It was agreed that permission for repairs be granted for all columns.

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

THAT Application P18-273-082-2009 for a property located at 216 Ontario Street also known as Kingston City Hall National Historic Site requesting approval for a drum column repair **BE APPROVED** for all columns that need repair in accordance with details described within a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 3, 2009.

CARRIED

- viii. Delegation regarding Application P18-719-083-2009 for a property located at 15 Arch Street (formerly 9 Arch Street) requesting approval for a new Queen's School of Medicine building attached to 80, 82, 84 Barrie Street with details described within a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 2, 2009.

Schedule Pages 45-79.

Mr. Don Schmidt and Mr. John Featherstone, Diamond & Schmidt Architects, Mr. Ray Zaback, Shoalts and Zaback Architects Ltd, and Mr. Mike Finn, Queens were present for the discussion. Sketches of views of the project were provided and indicated proximity of the buildings to 80, 82, and 84 Barrie Street houses which will be restored.

To a question regarding the height of the proposal in relation to houses on Barrie Street which will be in the Sydenham Heritage District, Mr. Schmidt said that while the detail is not fully resolved, they will come back to provide details of the proposals to the committee with the intent of a faithful restoration.

Mr. Schmidt highlighted the significant setback of the penthouse from Arch and Barrie Streets to accommodate both an adequate setback and mechanical requirements.

It was requested that further setbacks of the penthouse area be considered if possible.

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

THAT Application P18-719-083-2009 for a property located at 15 Arch Street (formerly 9 Arch Street) requesting approval for a new Queen's School of Medicine building to be attached to 80, 82, 84 Barrie Street **BE APPROVED** for any additions with details described within a submission

filed August 28, 2009 and deemed complete by the Planning and Development Department September 2, 2009,

- and further –

THAT *the approval is subject to the completion of recommended mitigation clauses as outlined within the Heritage Impact Statement,*

- and further –

THAT *it be understood that additional information will be provided to the Committee for consideration regarding proposed work at 80, 83 and 84 Barrie Street.*

CARRIED

- ix. Delegation regarding Application P18-186-084-2009 for a property located at 165 King Street East requesting approval for the replacement of four windows on the third floor of the building with details described within a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 4, 2009.

Schedule Pages 80-95.

Mr. and Mrs. Davey, owners of the property, were present for the discussion. It was agreed that a site visit would take place and the matter would be considered at the October meeting.

*Moved by Mr. Downey
Seconded by Councillor Glover*

THAT *consideration of Application P18-186-084-2009 for a property located at 165 King Street East requesting approval for the replacement of four windows on the third floor of the building **BE DEFERRED** to the 05th October 2009 meeting with the understanding that a site visit will take place.*

CARRIED

C. Heritage Permit Applications for Emergency Works requiring Reaffirmation

- i. Discussion regarding Application P18-557-074-2009(EA) for a property located at 233 Johnson Street requesting approval for the installation of balcony railing with details described within a submission filed August 10, 2009 and deemed complete by the Planning and Development Department August 11, 2009.

Schedule Pages 96-97.

The design for the balcony railing was circulated to the Committee for review at the 10 August meeting. It was agreed that this could move forward as an emergency approval which would be reaffirmed at the September meeting.

Mr. Downey declared a possible pecuniary interest and abstained from the discussion.

Ms. Guy advised that she had visited the site. She noted that Mr. Downey had provided a proposed design to the owner on behalf of the Committee.

*Moved by Mr. Cardwell
Seconded by Councillor Glover*

THAT *Application P18-557-074-2009(EA) for a property located at 233 Johnson Street requesting approval for the installation of balcony railing **BE REAFFIRMED** in accordance with a submission filed August 10, 2009 and deemed complete by the Planning and Development Department August 11, 2009.*

CARRIED

Mr. Downey returned to the discussion.

- ii. Discussion regarding Application P18-134-075-2009(EA) for a property located at 149 Earl Street requesting approval for the upgrade of electrical service and relocation of meters with details described within a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 4, 2009.

Schedule Pages 98-109.

Ms. Guy described the urgency of the request.

It was noted that the application had been filed in July, and had missed a departmental deadline for the August meeting. A discussion took place regarding process, and how members could be involved in an earlier decision. It was noted that efforts are being made to streamline processes.

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

THAT Application P18-134-075-2009(EA) for a property located at 149 Earl Street requesting approval for the upgrade of electrical service and relocation of meters **BE REAFFIRMED** in accordance with a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 4, 2009.

CARRIED

- iii. Discussion regarding Application P18-195-086-2009(EA) for a property located at 212 King Street East requesting approval for filling in the unused east side door to stabilize the structure with details described within a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 3, 2009.

Schedule Pages 110-121.

On behalf of the owner, Mr. Patrick Jennings was present to clarify and further describe the work being undertaken to correct a bulge in the corner of the building at King and Earl which appears to have been caused by past work where an opening was created too close to the corner of the building. He explained that if the door is turned into a false window recess, he would include a means of tying back the corner to the wall along the King Street side using plates and rods. In tying the walls together, every second stone along the jamb of the false opening would be toothed to accept a new stone. He noted that he would like the stone fitting into the toothed recess to span across the window recess. He further noted that only every second stone would be affected along the original jam.

Mr. Letourneau distributed copies of photos of the building, noting that the area to be filled in with masonry is directly behind the fire hydrant in the photo.

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

THAT Application P18-195-086-2009(EA) for a property located at 212 King Street East requesting approval for filling in the unused east side door to stabilize the structure **BE REAFFIRMED** in accordance with a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 3, 2009.

CARRIED

- iv. Discussion regarding Application P18-239-087-2009(EA) for a property located at 662 King Street West requesting approval for the stabilization of the rear east stone foundation wall with details described within a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 4, 2009.

Schedule Pages 122-125.

Ms. Guy explained that the work would bring the property into compliance with a property works order.

Mr. Choi, owner, was present to describe the one storey back addition which is not as old as the other addition. He said that this addition was on top of a ledge and over the years the stone next to the original building had crumbled away. Although the building was braced, it was not structurally sound. The work order was to stabilize the structure as there were gaps between the old and new building. Mr. Choi noted that structural work has been done on other buildings to restabilize the whole area.

Members requested that photos be provided for the property.

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

THAT Application P18-239-087-2009(EA) for a property located at 662 King Street West requesting approval for the stabilization of the rear east stone foundation wall **BE REAFFIRMED** in accordance with a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 4, 2009.

CARRIED

- v. Discussion regarding Application P18-386-088-2009(EA) for a property located at 47 Wellington Street requesting approval for the replacement of a deck with details described within a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 3, 2009.

Schedule Pages 126-131.

Ms. Guy described the application. Mr. Letourneau explained that the rental unit was to be occupied 01st September.

Members noted the importance of routine maintenance for properties, and queried the differentiation between emergency works and lack of routine maintenance. Mr. Letourneau advised that with changes to the Ontario Heritage Act, stronger property standards requirements can be established.

To a question regarding the issuance of a work order, staff confirmed that a work order had not been filed for this property.

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

THAT Application P18-386-088-2009(EA) for a property located at 47 Wellington Street requesting approval for the replacement of a deck **BE REAFFIRMED** in accordance with a submission filed August 28, 2009 and deemed complete by the Planning and Development Department September 3, 2009.

CARRIED

D. Pre-Consultation Requests

- i.* Delegation regarding Application PRE-KMHC-015-2009 for a property located at 271-273 Main Street, Barriefield Village (corrected from 173-175 Main Street, Barriefield Village and 273-275 Main Street, Barriefield Village) requesting advice regarding building two new bungalows with a walk out at the water side of the lot.

Schedule Pages 132-134.

Mr. Letourneau confirmed a correction in the address from 173-175 Main Street to 271-273 Main Street at the Marks House location.

Mr. Letourneau requested any feedback on the general placement of structures and highlighted page 134 which showed the placement of properties in relation to Marks House.

To a question regarding the historical landscape, Mr. Cardwell advised that the property was a farm with the Marks House as the farmhouse, and that other buildings were located on the site as well. Concern was expressed regarding saving at least two of the three trees, recognizing there are limitations for the location of the driveway. A stump of a stone wall protrudes was noted which comes up at the edge of the driveway.

It was clarified that the owner wants to ensure that new construction would not be visible behind the Marks House, and that the driveway could possibly be slightly adjusted.

Mr. Letourneau advised that other Planning staff reviewed zoning compliance, and that a Heritage application would need to be submitted in accordance with the Ontario Municipal Board ruling.

- ii.* Delegation regarding Application PRE-KMHC-016-2009 for a property located at 218 King Street East requesting advice regarding the addition of two peaked dormers on the King Street side and the addition of a second level over the brick addition at the rear of the stone building with a third level gabled dormer.

Schedule Pages 135-144.

Mr. Downey declared a possible pecuniary interest.

Ms. Laurie Davey-Quantick, owner of the property was in attendance.

Mr. Gower invited Mr. Downey, agent for the owner, to present the application.

Mr. Downey provided copies of documentation and recalled previous presentations to the Committee. He noted a Heritage Impact Statement (HIS) which had been prepared for the property. As other planning applications are required through the Committee of Adjustment, it was determined that further details would need to be included within the HIS.

Mr. Downey recounted previous suggestions for the property to include narrowing the dormers and removing an arched top, lowering the eave of the addition below the eave of the stone building, mitigating the massing of a single dormer on the rear elevation, removing garage doors and other details relating to railings, doorway, retaining the back chimney as a prominent element at the back of the structure, and cottaging of two sides of the addition at the back.

To a question regarding a dormer policy, it was noted that guidelines are in place. Mr. Letourneau added that regulations within the zoning by-law are related to recommendations from the Downtown Residence Review and that there may be requirements.

The size of the dormers and their application to the building was queried. To a question regarding simplifying or minimizing it, Mr. Downey noted the peak and that it could be finished with siding or a decorative wood element.

To a question regarding the appropriateness of a shed roof for the period of house, Mr. Downey noted the size which generally has a peaked roof and that it would not be supported within the by-law. He said that he could provide examples of other buildings with dormers on the front which could be helpful. Ms. Finley agreed with the shape of the dormer and suggested that increased glazing be investigated.

Members suggested that more glass in the rear dormer would assist in it reading more like a gable than a dormer. It was further suggested that consideration be given to increasing the width of the window to at least the width of the sliding door on the roof top.

To a question regarding the rear chimney, Ms. Davey-Quantick noted repairs of chimneys last year. She advised that the rear chimney would be kept as two original fireplaces had been located behind the wall, and it will be determined if they can be used as functioning fireplaces. One functioning fireplace is located on the second floor. The chimney flue may be extended but not the brick work.

Members recalled concerns expressed previously that neighbouring windows and garden can be viewed from the balcony. Ms. Finley suggested that a lattice section could be incorporated into the balcony.

Ms. Venditti noted that the impact can be reviewed through minor variance approvals where natural green screening could be considered.

In regard to skylights, concern was expressed that the roofline could become cluttered with skylights; however, it was further noted that only the skylight on the Earl Street side would be visible.

Ms. Davey-Quantick thanked members for their review of the property.

Mr. Downey returned to the discussion.

E. Heritage Property Grant Applications

F. Heritage Grant Applications Requesting Release of Funding

- i. Update regarding Heritage Property Grant Application HG-014-2009 for a property at 248 Division Street requesting final approval for masonry work on the south side of the house and replacement and painting of soffit and fascia.

Schedule Pages 145-147.

A Resolution of Council 16 June 2009 was noted.

*Moved by Councillor Glover
Seconded by Mr. Downey*

WHEREAS the owner of at 248 Division Street has requested final approval for Heritage Grant Application HG-014-2009, and

WHEREAS in accordance with BY-Law No. 2005-258 'A By-Law to Establish a Heritage Grants Program', a site visit to review the completed works took place,

THEREFORE BE IT RESOLVED THAT Heritage Property Grant HG-014-2009 for 248 Division Street **BE APPROVED** for masonry work on the south side of the house and replacement and painting of soffit and fascia,

- and further –

THAT staff be authorized to issue a cheque for \$1188.08.

CARRIED

G. Heritage Property Grant Abandoned Applications

H. Heritage Property Tax Refund Applications

J. Property Designations

K. Technical Circulations

L. Motions

M. Other Matters

i. Richardson Bathhouse

Mr. Downey referenced a request by staff that he review windows at the Richardson Bathhouse, and distributed photos to members. He pointed out wood windows located on the main level, and steel windows on the second level. As water has entered the building, he advised that the windows would need to be removed for repairs. He highlighted that the steel windows are more delicate than the wood windows, and that it would be preferable to leave the steel windows in the building. He said that retrofitting of windows on the first floor could be considered.

Mr. Downey informed members in order to determine if there were any objections for further investigations for repair.

Mr. Gower thanked Mr. Downey for the update.

11. OTHER BUSINESS:

i. 222 Green Bay Road

An email dated 03 September from the Building Department was referenced which noted that inspectors had gone out to measure the location of the wall, and noted that the wall was built after the foundation and wasn't included on the foundation survey.

Mr. Cardwell recalled that previous minutes provided an explanation for the extension above the stone work. The Clerk was requested to research the resolution and provide information to members.

ii. Barriefield Street Names

Mr. Gower asked Mr. Cardwell to provide a listing of Barriefield Street Names for a future discussion.

iii. Access Road Rubble Cleanup

Mr. Cardwell said that a clause within an agreement should include returning the site to grade. Mr. Cardwell described the location as adjacent to the City owned access road to the site where Utilities Kingston started crossing the Catarauqui River which can be accessed by turning right at the second turn off James Street.

iv. Roof Work on Market Street

Ms. Guy confirmed that an application for work on Market Street has been received and approval is forthcoming.

UPCOMING EVENTS:

2009 Heritage Conservation Speaker and Tour Series sponsored by the Frontenac Heritage Foundation beginning at 7:30 p.m.

- i.* **08th September** - Ms. Sue Bazely, Executive Director of the Cataraqui Archaeological Foundation (CARF) will speak regarding the Morton Brewery at the CARF office, 611 Princess Street (at Albert Street).
- ii.* **10th November** – Queen’s University Archives – Queen’s University Archives Tour
- iii.* **08th December** – Royal Canadian Horse Artillery, 193 Ontario Street – 226 King Street East restoration

Other Events:

- iv.* **26th September** – St. Paul’s Anglican Church, Queen and Montreal Streets to celebrate the restoration of the Forsythe Monument.
Invitation distributed separately
- v.* **06th October** – Presentations of plaques will be made to property owners at City Council meeting.
- vi.* **13th October** - 185 Queen Street – 2009 Heritage Conservation Awards Ceremony held by the Frontenac Heritage Foundation 7:30 – 9:30 at the Renaissance Event Venue on Queen Street
- vii.* **24 – 25 October** – Cultural Heritage Landscape Workshop, Huron County Museum, Town of Goderich.
Details distributed separately with the addendum

CORRESPONDENCE/CIRCULATIONS:

A. Reports to/from Council

- i.* 10 August 2009 – Heritage Report No. 11 submitted to Council for consideration on 01 September 2009.

Schedule Pages 148-151.

Copies of the following correspondence were sent out from the Clerks’ Department, and will be available at the meeting if a member wishes to review the full document:

B. Correspondence Received as Information

- i.* Mr. Doug Thompson, Chair, Lower Burial Ground Restoration Society – regarding an invitation to KMHC to the unveiling of the Forsythe Monument at St. Paul’s Anglican Church.
Invitation distributed separately

C. Correspondence Sent as Information

Correspondence dated 12 August 2009 from Mr. Peter Gower, Chair, Kingston Municipal Heritage Committee and Ms. Susan Powley, Committee Clerk:

- i.* Mr. Peter Bryant - Application P18-369-070-2009 regarding 135-137-139 Alfred Street.
- ii.* Memorandum to Mr. Ted Stratford, Secretary/Treasurer, Committee of Adjustment – Technical Circulations D10-515-2009 and D10-523-2009 relating to properties located at 30 and 34 Colborne Street regarding consents to create new lots with associated minor variances.
- iii.* Memorandum to Mr. Ted Stratford, Secretary/Treasurer, Committee of Adjustment – Technical Circulations D10-507-2009 relating to a Minor Variance at 15 Arch Street.

Correspondence dated 02 September 2009 from Ms. Carolyn Downs, City Clerk to:

- i.* 1709818 Ontario Limited – Denied for Heritage Application– 128-132 Ontario Street.
- ii.* Ms. Susan Au - Approval for Heritage Application – 233 Johnson Street.
- iii.* Ms. Elizabeth Thomas & Allan Manson – Approval for Heritage Application 1049 Highway 2 East.
- iv.* Mr. Don Rogers – Approval for Heritage Application 92 Bagot Street.
- v.* Mr. Ernie Sterns – Approval for Heritage Application 68 Centre Street.
- vi.* Ms. Janice Couch – Approval for Heritage Application 247 Main Street, Barriefield.
- vii.* Mr. Nick Woolley – Approval for Heritage Application 76 Mowat Avenue.
- viii.* 1709818 Ontario Limited –Reaffirmed Heritage Application 128-132 Ontario Street.
- ix.* Mr. Ted Lester – Approval for Heritage Application 30 Sydenham Street.
- x.* Heritage Court (Kingston) Ltd. – Approval for Heritage Application 179 Queen Street.
- xi.* Ms. Rosemary Dobbin – Approval for Heritage Application 160 Earl Street.
- xii.* Ms. Elizabeth Cardwell– Approval for Heritage Application 3 Sharmans Lane Barriefield.
- xiii.* Ontario Heritage Trust, Sean Fraser, Team Leader, Conservation Services – City of Kingston – Municipal Heritage Committee (LACAC) Approvals – September 1st, 2009.
- xiv.* Cynthia Beach, Commissioner, Sustainability & Growth - Approval of Heritage Application – 914 Highway 15 (also Known As 80 Gore Road).
- xv.* Cynthia Beach, Commissioner, Sustainability & Growth - Approval of barn conservation requirements – 914 Highway 15 (also Known As 80 Gore Road) .
- xvi.* Cynthia Beach, Commissioner, Sustainability & Growth - Approval of Washroom Structures At Lake Ontario Park.
- xvii.* Ms. Susan Au - Approval of Heritage Application– 233 Johnson Street.

DOCUMENTS:

- i.* Disappearing Streets By-law
Distributed separately
- ii.* List of Designated Heritage Property Plaque Recipients
Distributed separately with the addendum

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 scheduled at 12:00 noon in the Council Chambers as follows, with the exception of the December meeting which will be held in the Councillors' Lounge:

- 05 October
- 02 November
- 07 December

ADJOURNMENT:

The meeting adjourned at 4:30 p.m.

