



**KINGSTON MUNICIPAL HERITAGE COMMITTEE (L.A.C.A.C.)  
MINUTES  
MEETING No. 2010-05  
Monday 12 April 2010 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 Coleman  
Mr. John Duerkop  
Mr. Michael Gemmell (left at 4:30 p.m.)  
Ms. Christine Sypnowich (arrived at 12:20 p.m.)  
Mr. Don Taylor

**STAFF PRESENT**

Ms. Katrina Guy, Planner  
Mr. Marcus Letourneau, Heritage Planner  
Ms. Susan Powley, Committee Clerk  
Ms. Marnie 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. Gower, Chair, called the meeting to order.

**RECOGNITION:**

**WELCOME and INTRODUCTIONS:**

**POSSIBLE PECUNIARY INTEREST:**

Mr. Bob Cardwell declared a possible pecuniary interest for Application P18-445-026-2010, Heritage Property Grant HG-03-2010 and Application P18-445-027-2010 for a property located at 230 James Street (Barriefield) as he is a co-owner of the properties.

Mr. R. Bruce Downey declared a possible pecuniary interest for Application P18-720-020-2010 and PRE-KMHC-03 for a property located 218 King Street East as the firm Hughes Downey Architects is working on the project.

Mr. Michael Gemmell declared a possible pecuniary interest for Application P18-163-038-2010 for a property located at 237 Johnson Street as he may possibly be involved in the contract of work to be carried out.

Ms. Christine Synowich declared a possible pecuniary interest for Heritage Property Grant Application HG-02-2010 and Application P18-427-025-2010 for a property located at 249 Main Street, Barriefield Village as the property is owned by herself and her husband.

Mr. Gower noted that those declaring a possible pecuniary interest could remain in their seats for the presentation and questions, and then leave their seat and the discussion until a vote is taken. He requested that members refrain from discussing the application during the presentation.

**CONFIRMATION OF AGENDA:**

*Moved by Mr. Downey  
Seconded by Councillor Glover*

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

- *Timber Frame Shed at 80 Gore Road*

**CARRIED**

**CONFIRMATION OF MINUTES:**

Councillor Glover reported that a motion in regard to the Outer Montreal Street Train Station which was approved by the Committee as noted on page 13 of the March minutes, was ruled out of order by Council as public safety is not within the Committee mandate.

*Moved by Mr. Gemmell  
Seconded by Mr. Ariss*

*THAT the minutes of the Kingston Municipal Heritage Committee Meeting No. 2010-04 held on 08 March 2010 be confirmed with agreed to edits.*

**CARRIED**

**DELEGATIONS:**

**BRIEFINGS:**

**UPDATES:**

**A. Planning & Development Department Staff**

**Updates were provided regarding:**

**a) Working Groups:**

**i. Historic Properties Research Working Group (David Ariss, Don Taylor)**

Mr. Ariss asked Ms. Finley to provide an update on behalf of the working group.

Solar Panels and Satellite Dishes

Ms. Finley suggested that a policy be considered for solar panels, noting that the attachment of bracketing is part of a solar option. Satellite dishes could also be considered.

Coach House Demolition

Ms. Finley also referenced the Corrections Canada demolition of the coach house, noting that it is a substantial building and very few coach houses are left. She added that while it was suggested in the media that it wasn't well built as it was constructed with rubble stone, that 85% of City buildings are built with rubble stone.

It was noted that individuals could write to their member of parliament or local conservative association regarding concerns. It was further noted that while many federal buildings have had work done on them which may not be seen, this one which is slated for demolition is visible to the public.

#### Ham House, Loyalist Township

Discussions regarding Ham House in Loyalist Township were referenced. Another teleconference communication with staff will be held in July.

#### *ii.* **Communications and Education Working Group** (Bob Cardwell, John Duerkop, Peter Gower)

Mr. Letourneau invited Mr. Duerkop to provide an update to the Committee.

Mr. Duerkop reported that two walking tours have just been revised, and that a brochure regarding sites related to the navy in the City is being developed based on the tours template. He noted that ads removed from the front page of the brochures will allow more space for additional information.

Councillor Glover expressed thanks to Mr. Duerkop for the work he has done on City brochures.

#### *iii.* **Exterior Coverings Working Group** (Michael Gemmell, Christine Sypnowich)

Mr. Letourneau advised that there is no report at this time.

#### *iv.* **Accessibility and Heritage Working Group** (Peter Gower, Bruce Downey)

Mr. Letourneau advised that there is no report at this time.

#### **b) Delegated Authority:**

Ms. Guy noted the following applications which were approved through the Delegated Authority process:

*i.* 130 Johnson Street - Application P18-045-039-2010 (DA) for an approval to re-paint entire existing wood fascia of existing Kingston Frontenac Public Library Central Branch-Bishop Alexander MacDonell House only. Colour to match existing with details described within a submission.

*ii.* 80 Gore Road - Application P18-510-040-2010 (DA) for an approval to re-paint (colour to match existing) entire existing wood fascia of existing Hawthorn Cottage of Kingston Frontenac Public Library Pittsburgh Branch.

*iii.* 237 Johnson Street – Application P18-163-023-2010 (DA) for an approval for scraping and repainting.

#### **c) Technical Circulations to Staff:**

*i.* 3303 Sand Hill Road – minor variances to Zoning by-Law 32-74 in order to construct a garage to the easterly side of the dwelling

Schedule Pages 1-3.

Ms. Guy confirmed that within correspondence dated December 2008, it had been indicated that drawings are to be submitted to the Heritage Planner. Ms. Venditti added that there are no changes proposed for the building at this time, and that the current circulation relates only to the side yard.

It was agreed that there were no built Heritage concerns in regard to the minor variance on the side yard.

- ii. 76-78 Gore Street – consent to sever for the purpose of a single unit residential development  
Schedule Page 4.

Ms. Guy advised that the requested Heritage Impact Statement (HIS) had been passed on to the Committee for review.

A discussion took place regarding an understanding by members that both portions of the severance retain the Designation.

Ms. Venditti compared the process for this property with the process which was undertaken for 76 Mowat Avenue, whereby the HIS indicated that the reasons for the Designation pertained to the building and not to the land; the HIS was then updated to reflect the new legal description of the severed portion. She suggested that a similar condition could be attached, to note that the balance of the lands be considered adjacent lands rather than designated lands.

To a comment that anything on the 30' wide strip of land would affect the buildings on both sides, and that it would be simpler to leave it as a Part 4, Mr. Letourneau advised that the area will be part of the Old Sydenham Ward Heritage Conservation District, which will fall under Part 5 of the Ontario Heritage Act. The existing lot has a Part 4 designation, and the new lot would need to be examined against that designation, as a vacant lot can't be designated. Mr. Letourneau added that the area will be protected by Part 5 once the Heritage District is in place.

Ms. Finley expressed concern regarding the severance. She described the garden frontage the house now has, and noted a laneway beside it with an unknown status. She noted that it goes at least part way through the block. She referred to a severance which was done on the hill on which a designation was kept on which proved to be beneficial. Ms. Finley referred to the height of the house at 76 Gore Street, and another house on the corner, and stated that the involvement of the Committee is important regarding the appearance of a new building on the lot.

The impact of any building on this property was highlighted. It was suggested that a list of characteristics/attributes for any proposal on the property could assist in ensuring that the historic character of the areas isn't negatively impacted.

Ms. Venditti clarified that this is a technical circulation, the severance hasn't gone forward yet as the lot will need to meet all zoning requirements, and an HIS will be required. The requirements will be flagged on the title of the property. Ms. Venditti noted that there will be requirements for development within the Sydenham Heritage Conservation District document.

To a concern regarding the removal of the Part 4 designation, Ms. Venditti advised that as an adjacent property, an HIS would be required to ensure that what is proposed doesn't detract from other properties. Mr. Letourneau added that protection is provided within Section 2.6.3 of the Provincial Policy Statement and within Official Plan policies.

Concern was expressed that while an HIS for a designated property comes to this Committee, an HIS for adjacent properties doesn't necessarily come to the Committee for review. Councillor Glover noted that a professional determination of what is complementary or not for adjacent properties is only found within the expertise of the Committee at this time, and as a safeguard, the designation should be left on the property.

It was highlighted that the concern lies with what the proposed building will look like, and that it is the Committee that must address this. An HIS done at this time to identify that the severed property will not affect the qualities of the building doesn't address what qualities the building should have which is important. The impact on the vacant property where mature trees are currently located should also be addressed.

It was suggested that support of a de-designation should include attributes as there are architectural elements that would impact the buildings not necessarily addressed by zoning regulations. The author of the HIS should bear responsibility for the protection of the property.

Staff clarified that it was determined that an HIS was required further to the submission which was received in December 2009.

The recommendations which followed from the study of the 76 Gore Street property were noted as follows:

1. That the severance of L132NW from the 76 Gore Street property be permitted, as it does not appear to impact the property's cultural heritage value
2. That L132NW should not be designated as a cultural heritage landscape under Part IV of the Ontario Heritage Act
3. That by-law 84-65 be amended to reflect the heritage attributes of the newly-defined 76 Gore Street property, as reflected in the Statement of Significance provided in Appendix C
4. That any future proposal for the physical development of L132NW require a heritage impact statement in support of that development, illustrating its compatibility with the heritage attributes of adjacent heritage resources and the streetscape value of Gore Street
5. No development or site alteration of L132NW shall occur that contravenes the Ontario Heritage Act, or compromises the heritage character of the area
6. That a Stage 1 archaeological assessment of the property be required

*Moved by Mr. Duerkop  
Seconded by Councillor Glover*

***THAT*** further to consideration of Technical Circulation for D10-572-2010 for a property located at 76-78 Gore Street for a Consent to sever for the purpose of single unit residential development, that recommendation #2 on page 15 of the Heritage Impact Statement dated February 2010 be amended to read:

***THAT*** L132NW should continue to be Designated as a Cultural Heritage Landscape under Part IV of the Ontario Heritage Act, but that this HIS be returned to the author with a request for:

- i.* an assessment of the impact of any future construction on the lot to the vegetation,
- ii.* a description of required attributes of any new construction in order to remain compatible with surrounding Heritage structures, and
- iii.* specifically a description of the Heritage attributes of #78 Gore Street that must be respected.

- and further -

***THAT*** it be understood that a decision of the Committee regarding the severance be deferred until the recommendations are fulfilled.

**CARRIED**

**d) Designation Matters:**

- i.* Status of Property designations

Mr. Letourneau noted that two property designations are being brought forward at this meeting, and two more will be ready for the next meeting.

- ii.* Status of Old Sydenham Heritage Area as a Heritage Conservation District

Mr. Letourneau advised that staff meetings are being scheduled, with a public meeting anticipated for late May.

**e) Site Visits**

*i.* 218 King Street East

A site visit was conducted for this property which will be considered under 'Heritage Permit Applications Requesting Approval' (see page 6).

*ii.* 1 Emily Street

Mr. Downey advised that a deeper bottom rail on the proposed doors is being considered by the fabricator.

**f) Status of Heritage Grant and Heritage Tax Applications:**

The status of Heritage Grant and Heritage Tax Applications will be brought forward at the May meeting.

Mr. Gower noted that monies currently available will cover 12 grants, and that additional monies which will be reported next month will assist in further grant coverage for this year.

**g) Other:**

*i.* Standards for Maintenance and Occupancy

Mr. Letourneau advised that an information report regarding this matter is forthcoming to the May meeting.

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

**Updates were provided regarding:**

*i.* Working Group regarding KMHC Mandate

Mr. Duerkop, a member of the working group together with Mr. Downey, reported that they had met with representatives for the City the Thursday prior to this meeting. He advised that other members of the committee were also in attendance. A division of work would allow the main committee as it stands to continue to deal with built Heritage and structures, and another committee could deal with other matters. Another meeting will be held to discuss further details.

Mr. Downey added that further to information sharing and discussion, some matters such as technical advisors still need to be resolved.

To a question regarding next steps, Mr. Duerkop advised that another meeting is scheduled for 20<sup>th</sup> April.

*ii.* Barriefield Birthday

Mr. Gower advised that the Barriefield Heritage Conservation District will be 30 years old next Wednesday. He noted that By-law 17-80 was passed 21<sup>st</sup> April 1980.

**BUSINESS:**

**A. Reports**

**a) Update to Designation By-Law – Newcourt House (889 King St W)**

The Report of the Commissioner, Cynthia Beach, Sustainability and Growth (KMHC-10-007) was attached to the agenda as Schedule Pages 5-17.

Mr. Letourneau referred to the 'Description and Reasons for Designation' within the document. He advised that as the historical reference can't be proven and would have no impact on the character defining elements, that the by-law be amended to remove the second paragraph on page 2.

*Moved by Mr. Duerkop*

*Seconded by Mr. Downey*

**WHEREAS** Section 29 of the Ontario Heritage Act, R.S.O. 1990, Chapter 0.18 authorizes the Council of a Municipality to enact by-laws to designate real property, including all buildings and structures thereon, to be of cultural heritage value or interest;

**AND WHEREAS** the Ontario Heritage Act requires the Council of a municipality to service Notice of Intention to Designate a property as having cultural heritage value and interest;

**AND WHEREAS** when the Council of a municipality has appointed a Municipal Heritage Committee, the Council shall, before giving notice of its intention to designate a property, consult with its Municipal Heritage Committee;

**AND WHEREAS** the Kingston Municipal Heritage Committee recommended to Council to serve Notice of Intention to Amend the Designation By-law for Newcourt House under the Ontario Heritage Act on November 2, 2009;

**AND WHEREAS** the Council of the Corporation of the City of Kingston approved serving Notice of Intention to Amend the Designation By-law for Newcourt House on November 17, 2009, and the Notice was published in the Kingston Whig Standard on December 1, 2009;

**AND WHEREAS** no notices of objection were received;

**THEREFORE**, it is recommended:

**THAT** Council adopt the updated Designation By-law under the Ontario Heritage Act for the property located at 889 King Street West (Part Lot 17 Concession 1 City of Kingston, Being Parts 1, 2, 3, 4, 5 and 6 on Plan 13R 19655, Being Part of PIN 36004-0397 ( R )) also known as Newcourt House;

**AND THAT** the draft By-law attached hereto as Exhibit 'A' be adopted;

**AND THAT** the entry in the City of Kingston Heritage Properties Register for the property located at 889 King Street West (Part Lot 17 Concession 1 City of Kingston, Being Parts 1, 2, 3, 4, 5 and 6 on Plan 13R 19655, Being Part of PIN 36004-0397 ( R )) be amended to reflect the updated designation of the property;

**AND THAT** as required under the Ontario Heritage Act, the Clerk of the municipality shall ensure a copy of the By-law, together with a statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property shall be served in accordance with the requirements of Section 67 of the Ontario Heritage Act on the owner of the property and on the Ontario Heritage Trust, and to be registered against the property affected in the proper Land Registry Office;

**AND THAT** as required under the Ontario Heritage Act, the Clerk of the municipality shall ensure that notice of the passing of the Designation By-law be published in a newspaper having general circulation in the municipality and that this notice shall include: an adequate description of the property so that it may be readily ascertained; a statement explaining the cultural heritage value or interest of the property; and a statement that further information respecting the Designation By-law is available from the municipality,

- and further -

**THAT** the 'Description and Reasons for Designation' be amended to remove the second paragraph on page 2.

**CARRIED**

**b) Designation Recommendation – Denyes Monument**

The Report of the Commissioner, Cynthia Beach, Sustainability and Growth (KMHC-10-008) was attached to the agenda as Schedule Pages 18-27.

Moved by Mr. Downey  
Seconded by Mr. Duerkop

**WHEREAS** Section 29 of the Ontario Heritage Act, R.S.O. 1990, Chapter 0.18 authorizes the Council of a Municipality to enact By-laws to designate real property, including all buildings and structures thereon, to be of cultural heritage value or interest;

**AND WHEREAS** the Ontario Heritage Act requires the Council of a municipality to service Notice of Intention to Designate a property as having cultural heritage value and interest;

**AND WHEREAS** when the Council of a municipality has appointed a Municipal Heritage Committee, the Council shall, before giving notice of its intention to designate a property, consult with its Municipal Heritage Committee;

**AND WHEREAS** the Kingston Municipal Heritage Committee recommended to Council to serve Notice of Intention to Designate under the Ontario Heritage Act on November 2, 2009;

**AND WHEREAS** the Council of the Corporation of the City of Kingston approved serving Notice of Intention to Designate under the Ontario Heritage Act on November 17, 2009, and the notice was published on the Kingston Whig Standard on December 1, 2010;

**AND WHEREAS** no notices of objection were received;

**THEREFORE**, it is recommended:

**THAT** it be recommended to Council to designate under Section 29 of the Ontario Heritage Act the property located at Part Lots 8-9, Concession 3; Part Road Allowance Between Concession 2 & 3, All Being Expropriation Plan 657, Expropriation Plan 868 as Widened by Expropriation Plan 1197, Expropriation Plan 1198, Part 1, Expropriation Plan 1431, Parts 1 & 2 Expropriation Plan 1453, Part 1, Expropriation Plan 1472, Part 3 13R-826, Part 2, 13R-6086, FR275816, Part 1, 13R-7983, FR114988, FR171331, Parts 5-9, Expropriation Plan 1388; Part Lot 8, Concession 2, being Part 1, RP490778, Part of Part 4, Expropriation Plan 1388; All lying W of the SLY EXT of the SW Corner of Part 3, Expropriation Plan FR652804 & E of the SLY EXT of the WLY limit of Bayridge Drive (formerly Cataraqui Woods Drive), aka the King's Highway No. 2; Kingston Township PIN 36087-0388 (R), also known as the Denyes Monument;

**AND THAT** it be recommended to Council that the draft By-law attached hereto as Exhibit 'A' be adopted;

**AND THAT** it be recommended to Council that property located at Part Lots 8-9, Concession 3; Part Road Allowance Between Concession 2 & 3, All Being Expropriation Plan 657, Expropriation Plan 868 as Widened by Expropriation Plan 1197, Expropriation Plan 1198, Part 1, Expropriation Plan 1431, Parts 1 & 2 Expropriation Plan 1453, Part 1, Expropriation Plan 1472, Part 3 13R-826, Part 2, 13R-6086, FR275816, Part 1, 13R-7983, FR114988, FR171331, Parts 5-9, Expropriation Plan 1388; Part Lot 8, Concession 2, being Part 1, RP490778, Part of Part 4, Expropriation Plan 1388; All lying W of the SLY EXT of the SW Corner of Part 3, Expropriation Plan FR652804 & E of the SLY EXT of the WLY limit of Bayridge Drive (formerly Cataraqui Woods Drive), aka the King's Highway No. 2; Kingston Township PIN 36087-0388 (R), also known as the Denyes Monument, be added to the City of Kingston Heritage Properties Register;

**AND THAT** as required under the Ontario Heritage Act, the Clerk of the municipality shall ensure a copy of the By-law, together with a statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property shall be served in accordance with the requirements of Section 67 of the Ontario Heritage Act on the owner of the property and on the Ontario Heritage Trust, and to be registered against the property affected in the proper Land Registry Office;

**AND THAT** as required under the Ontario Heritage Act, the Clerk of the municipality shall ensure that notice of the passing of the Designation By-law be published in a newspaper having general circulation in the municipality and that this Notice shall include: an adequate description of the property so that it may be readily ascertained; a statement explaining the cultural heritage value or interest of the property; and a statement that further information respecting the Designation By-law is available from the municipality.

**CARRIED**

**B. Heritage Permit Applications Requesting Approval**

- i. Delegation regarding Application P18-368-033-2010 for a property located at 10 Union Street also known as St. James Anglican Church requesting approval for the removal of skylight from roof of MacMorine (Parish) Hall, framing of the opening and covering with black asphalt shingles when the roof is resingled with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 19, 2010.

Schedule Pages 28-35.

Dr. Jack Pike and Ms. Sharon Dunlop, Churchwarden for St. James Anglican Church were present regarding the application.

A discussion took place regarding the application which was submitted further to a pre-consultation which took place in December. Suggestions made during the pre-consultation were brought forward by members. It was noted that correspondence sent following the pre-consultation went out with no concern regarding the removal, and did not include suggestions which had been made. It was noted that the church has been conscientious in regard to other matters, and an apology was extended regarding any confusion in regard to the matter.

Mr. Downey noted past and more recent discussions with Dr. Pyke in regard to the skylight which involved suggestions to cover the skylight and cap it with flashing.

Concern was expressed regarding the loss of this lantern within the church hall. A suggestion was made that if it is to be removed, that the entire unusual artefact be stored in the attic space set on the rafters, to include as much glass as possible. Documentation should include photos, measurements, and a scale drawing.

Correspondence provided by Mr. Andre Scheinman, Heritage Consultant, upholding the importance of the skylight was noted. Mr. Downey referenced discussions with Mr. Scheinman regarding its retention, and noted a site visit to the attic space to view the unique skylight structure. He noted that the removal seems unnecessary, and that it would take more work to remove it than to cover and preserve it.

Ms. Dunlop noted that a membrane had been put on to keep rain and snow out.

*Moved by Councillor Glover  
Seconded by Mr. Taylor*

**THAT** Application P18-368-033-2010 for a property located at 10 Union Street also known as St. James Anglican Church requesting approval for the removal of skylight from roof of MacMorine (Parish) Hall, framing of the opening and covering with black asphalt shingles when the roof is resingled **BE APPROVED** in accordance with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 19, 2010,

- and further -

**THAT** the applicant applies for a building permit for the work,

- and further -

**THAT** if accessing property from location other than driveway proper permit/permission is required, contact Brad Morton at 613-546-4291 ext. 3147,

- and further -

**THAT** Prior to commencement of the work the contractor 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,

- and further -

*THAT the skylight's current condition and removal be completely documented through photos, and submitted to the City of Kingston for its files,*

- *and further –*

*THAT the skylight's removal be a reversible change*

- *and further-*

*THAT the skylight be carefully removed and stored in the roof space directly below its location with as much glazing as possible following the removal.*

*LOST*

*(See Recorded Vote)*

A Recorded Vote on the motion was requested by Councillor Glover

YEAS: Councillor Glover, Mr. Coleman, Mr. Cardwell, Mr. Taylor (4)

NAYS: Mr. Gower, Mr. Downey, Mr. Ariss, Mr. Gemmell, Mr. Duerkop, Ms. Sypnowich (6)

To a request by Dr. Pyke for clarification, discussions were noted regarding an application process three years earlier, and at the December meeting in regard to the pre-consultation.

Ms. Dunlop requested a copy of the December minutes which were provided. She explained that a membrane had been suggested in the fall on an offer by a roofing company so there would be no further structural damage. She said that considerable work is to be done on the inside of the hall, and that a permanent long term solution is being sought which will be costly. The skylight has not been working as a skylight since the 1920's. She noted concerns regarding timing as there are current roofing problems which must be addressed.

It was noted that guidance regarding an emergency approval had been provided at the December meeting. Ms. Guy advised that an emergency application had not been received.

Mr. Downey offered to attend the site on behalf of the Committee to assist in resolving the situation as soon as possible in accordance with methods provided which were intended to be solutions to the concerns provided by representatives. To questions by Ms. Dunlop, Mr. Downey described a method which could be used to seal off the skylight by cleaning the edges, removing the shingles, placing a plastic membrane over the top which would be sealed, and adding a metal cap over the skylight. He explained that the addition of a plastic membrane would assist in retaining a Heritage element of a building.

Mr. Downey clarified options for repair of the skylight. He noted that repair work would be easier than removal, whereby there would be a risk of damage. Capping and sealing the skylight is consistent with Heritage guidelines, and would allow it to be uncovered and repaired at some point if this is desired.

To a question by Dr. Pike regarding grant eligibility, Mr. Letourneau advised that the skylight is not a character defining element as defined within the designation by-law.

Mr. Gower described the process regarding the recommendation of the Committee which will be forwarded to Council for their consideration.

- ii. Delegation regarding Application P18-353-034-2010 for a property located at 32 Simcoe Street requesting approval to add a second storey to the existing addition with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 19, 2010.

Schedule Pages 36-45.

Ms. Guy noted comments from the Committee of Adjustment, noting the drawings will need to go the Planning Department to confirm they are the same as the drawings accepted by the OMB prior to a building permit issuance.

To a request for clarification, Mr. Wallace confirmed that the Building Department holds responsibility for the OMB ruling to be followed. Mr. Wallace advised that the Planning Department will ensure that the OMB ruling is provided to them.

*Moved by Councillor Glover  
Seconded by Mr. Duerkop*

**THAT** Application P18-353-034-2010 for a property located at 32 Simcoe Street requesting approval to add a second storey to the existing addition **BE APPROVED** in accordance with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 19, 2010,

- and further –

**THAT** a copy of the design of the railing for the addition be submitted to Heritage staff for the record,

- and further –

**THAT** the applicant is required to apply for and meet the requirements for a Building Permit,

- and further –

**THAT** if the applicant needs to access the property other than the driveway, that a proper permit/permission is required.

**CARRIED**

- iii. Delegation regarding Application P18-268-035-2010 for a property located at 192 Ontario Street also known as Woodenheads Restaurant requesting approval for repointing and brick replacement on coping wall with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 19, 2010.

Schedule Pages 46-51.

Mr. Geoff McKay, agent for the owner, was present for the discussion.

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

**THAT** Application P18-268-035-2010 for a property located at 192 Ontario Street also known as Woodenheads Restaurant requesting approval for repointing and brick replacement on coping wall **BE APPROVED** in accordance with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 19, 2010,

- and further –

**THAT** a letter of permission/agency from the property owner be provided regarding the work to be done,

- and further –

**THAT** prior to commencement of the work the contractor 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,

- and further –

**THAT** it be understood that the work will be done in accordance with Heritage Masonry Guidelines and masonry units suggested by the applicant.

**CARRIED**

- iv. Delegation regarding Application P18-181-036-2010 for a property located at 131-133 King Street East requesting approval to repair and rebuild solarium unit 2 with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 19, 2010.

Schedule Pages 52-60.

Mr. Geoff McKay, agent for the owner, was present for the discussion regarding the skylight and flashing. He noted that the pitch and design is a challenge. It was recommended that there would be no damming at the front of the skylight.

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

**THAT** Application P18-181-036-2010 for a property located at 131-133 King Street East requesting approval to repair and rebuild solarium unit 2 **BE APPROVED** in accordance with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 19, 2010,

- and further –

**THAT** the applicant will be required to obtain a building permit and a full permit review will be done at that time subject to Part 9 of the OBC, and that once the old solarium is removed the new one has to meet code,

- and further –

**THAT** if accessing the property from a location other than driveway, proper permit/permission is required,

- and further –

**THAT** prior to commencement of the work the contractor 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. dumpsters). In particular there will need to be consideration for the rerouting of pedestrian traffic if the works require closure of the sidewalk.

**CARRIED**

- v. Delegation regarding Application P18-519-037-2010 for a property located at 250 Main Street, Barriefield Village requesting approval to construct a new house with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 17, 2010.

Schedule Pages 61-96.

Mr. Szabo, owner, was present for the discussion.

Mr. Gower referenced documents included with the package to include the application P18-519-037-2010 submission, a second submission, a response provided by Mr. Downey on behalf of the Committee to the original application, and the response by the applicant. The design on page 79 of the agenda was considered.

Mr. Downey referenced a meeting the previous week with the Chairs and staff which had been suggested by the Committee at the March meeting. The configuration of the windows was considered at that time, and a request for a different grouping was made. It was noted that the windows are now grouped in a similar manner as the north elevation with a 3 bay element.

Ms. Finley suggested that a venetian style window is prevalent in the area and could be achieved by bringing smaller windows closer together both upstairs and downstairs.

Mr. Szabo noted the discussions at the earlier meeting regarding the windows, and steps they had taken to ensure the windows are in the same vertical frame on the first and second floors. He described the elements and explained their choices as depicted in the latest submission.

In regard to the peak, it was suggested to Mr. Szabo that the ventilator be better articulated as it fits the triangular area.

Mr. Szabo provided samples of two types of stone he was considering to use as facing. He described a supporting ledge which would be left. He queried the difference between the use of fibreglass siding or the stone he was proposing.

A discussion took place regarding previous discussions for options of applying stucco, or continuing the wood all the way down, or replacing fabricated stone with stucco. It was noted that it had been clarified at the meeting last week that an alternative for the fabricated stone would likely be required.

The Barriefield Conservation District Plan was referenced regarding the use of materials. It was highlighted that the use of authentic materials is upheld by the Committee. Details which occur at the foundation and corners and where siding meets the stone, tell the difference between a skin and a foundation material. It was noted that it would be better to replace the stone material with siding and have an insulated foundation come up above grade so the siding is the primary finish material. In order to provide an expression of the base, an alternative could be to bring the foundation up to the windowsill of the windows.

Mr. Szabo expressed concern regarding snow up against siding, and advised he was not in favour of the option of stucco.

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

**THAT** Application P18-519-037-2010 for a property located at 250 Main Street, Barriefield Village requesting approval to construct a new house **BE APPROVED** in accordance with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 17, 2010,

- and further -

**THAT** it be understood that the proposed masonry cladding is not approved, and that it is recommended that this area be covered with siding with the foundation coming up to around 10 inches above grade or even up to the sills of the windows on the lower level.

**CARRIED**

- vi. Delegation regarding Application P18-196-041-2010 for a property located at 218 King Street East requesting approval for the replacement of all windows with details described within a submission filed March 26, 2010 and deemed complete by the Planning and Development Department March 26, 2010.

Schedule Pages 97-102.

Mr. Downey declared a possible pecuniary interest.

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

Mr. Downey noted a site visit which took place with other members, and described findings of the sills of windows which had been buried by internal alterations. The interior has been reconstructed to expose the full lower sash. The applicant proposes to remove the upper and lower sash, and install a new sash series that fits in against the existing rough framing with minimal trim work applied.

To a question regarding the possibility of retaining and repairing two of the older 19<sup>th</sup> Century windows, Mr. Downey advised that the applicant has requested replacement. He further noted that openings and masonry are not changed, and that the original window frames will be kept.

To a question regarding the windows as a defined character element, Ms. Guy read the description, and it was noted that the windows are described but are not noted as character defining elements.

Mr. Downey left the discussion at this time.

A discussion took place regarding the windows, noting that it is unlikely that the windows are original so retention shouldn't be required. The attic window appears to be an original window, the upper windows are replacement windows and not original, and a window in the rear wall will be converted into a doorway.

*Moved by Mr. Cardwell  
Seconded by Mr. Taylor*

**THAT** Application P18-196-041-2010 for a property located at 218 King Street East requesting approval for the replacement of all windows **BE APPROVED** in accordance with details described within a submission filed March 26, 2010 and deemed complete by the Planning and Development Department March 26, 2010,

- and further –

**THAT** it be understood that it is strongly recommended that the existing two over two windows be retained,

- and further –

**THAT** if accessing the property from a location other than driveway, that proper permit/permission is required,

- and further –

**THAT** prior to commencement of the work the contractor 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.

**CARRIED**

Mr. Downey returned to the discussion.

- vii. Delegation regarding Application P18-445-026-2010 for a property located at 230 James Street (Barriefield) requesting approval for installation of new eaves troughs and downpipes with details described within a submission filed March 01, 2010 and deemed complete by the Planning and Development Department March 18 2010.

Schedule Pages 103-106.

Mr. Cardwell declared a possible pecuniary interest and left the discussion.

Consideration was given to the application.

*Moved by Mr. Taylor  
Seconded by Mr. Downey*

**THAT** Application P18-445-026-2010 for a property located at 230 James Street (Barriefield) requesting approval for installation of new eaves troughs and downpipes **BE APPROVED** in accordance with details described within a submission filed March 01, 2010 and deemed complete by the Planning and Development Department March 18 2010.

**CARRIED**

Mr. Cardwell returned to the discussion.

- viii. Delegation regarding Application P18-163-038-2010 for a property located at 237 Johnson Street requesting approval for the repair of the veranda floor, repainting and replacement of elements in kind, repairing mortar joints and brick with details described within a submission filed March 10, 2010 and deemed complete by the Planning and Development Department March 29 2010.

Schedule Pages 110-123.

Mr. Wright, agent for the owner, advised that he had met with Ms. Guy following receipt of a work order. He advised of the work which is required. He provided a sample brick which he had researched, and that he has found that replacement brick is no longer available. Mr. Wright clarified the work to be done which will include the upper deck above the front entrance.

It was noted that masonry repairs are complicated as some units are angled and shaped, and care must be taken with how the repairs are done.

It was agreed that a site visit would be conducted.

*Moved by Mr. Downey  
Seconded by Councillor Glover*

**THAT** Application P18-163-038-2010 for a property located at 237 Johnson Street requesting approval for the repair of the veranda floor, repainting and replacement of elements in kind, and repair of mortar joints and brick **BE APPROVED** in accordance with details described within a submission filed March 10, 2010 and deemed complete by the Planning and Development Department March 29, 2010,

- and further -

**THAT** a permit will be required for this as there are porch support issues and the existing deck and guards require replacement,

- and further -

**THAT** in regard to the proposal for repairing mortar joints and brick, that a site visit be arranged to meet with the mason in order to view the brick work and discuss the procedure with a report back to the Committee,  
with the understanding that the work to be done is included within the general outline within the submission,

- and further -

**THAT** it be understood that the masonry repair of the brick and re-pointing use 1:2:9 mortar mix, using a chisel to remove mortar. Any brick replacement and mortar must be matched in colour and size; preference is for vintage brick (suitable for exterior use) or "John Price" brick.

**CARRIED**

**C. Heritage Permit Applications for Emergency Works requiring Reaffirmation**

- i. Delegation regarding Application P18-361-022-2010(EA) for a property located at 73 Sydenham Street requesting approval for the replacement of black asphalt shingles with details described within a submission filed March 04, 2010 and deemed complete by the Planning and Development Department March 08, 2010.

Schedule Pages 107-109.

The work which was done was noted.

*Moved by Mr. Taylor  
Seconded by Mr. Downey*

**THAT** Application P18-361-022-2010(EA) for a property located at 73 Sydenham Street requesting approval for the replacement of black asphalt shingles **BE REAFFIRMED** in accordance with a submission filed March 04, 2010 and deemed complete by the Planning and Development Department March 08, 2010.

**CARRIED**

**D. Pre-Consultation Requests**

- i. Delegation regarding a pre-consultation for 185 William Street

Distributed Separately

A representative was present for the discussion.

A list of the planned work was requested, and a site visit was suggested.

- ii. Delegation regarding a pre-consultation for a property located at 237 Johnson Street

Ms. Guy advised that Mr. Wright requested that his application be considered for a decision. (see page 15)

- iii. Delegation regarding a pre-consultation for a property located at 1 King Street East also known as Richardson Bath House

Mr. Letourneau advised that a full application will be submitted at the May meeting, further to the direction of Council, as the work is projected for this summer. He noted that a site visit could be arranged.

It was agreed that more specific information will be required. A memo will be directed to staff indicating that there are no objections with the preliminary information, and to request that a site visit be arranged together with more details.

**E. Heritage Property Grant Applications**

- i. Delegation regarding Heritage Property Grant HG-03-2010 and Application P18-445-027-2010 for a property located at 230 James Street, Barriefield Village requesting approval for repainting and minor repair of wooden surfaces and trim with details described within a submission filed March 02, 2010 and deemed complete by the Planning and Development Department March 15, 2010.  
Schedule Pages 124-130.

Mr. Cardwell declared a possible pecuniary interest.

Mr. Gower invited Mr. Cardwell, co-owner of the property, to describe the application.

*Moved by Mr. Downey  
Seconded by Mr. Taylor*

**THAT** Application P18-445-027-2010 for a property located at 230 James Street, Barriefield Village requesting approval for repainting and minor repair of wooden surfaces and trim **BE APPROVED** in accordance with a submission filed March 02, 2010 and deemed complete by the Planning and Development Department March 15, 2010,

- and further -

**THAT** Application HG-03-2010 for this property **BE PROVISIONALLY APPROVED** for a Heritage Property Grant of 50% of the costs associated with the Eligible Work as submitted by receipts and up to a maximum amount of \$2000,

- and further -

**THAT** this approval is provisional upon the eligible work being satisfactorily completed as outlined within By-Law No. 2005-258 'A By-Law to Establish a Heritage Grants Program', with the grant payable to the owner following a final inspection of the eligible work, a determination that the

*eligible work has been performed in accordance with the Ontario Heritage Act and any permit issued thereunder, and the final approval of Council.*

**CARRIED**

Mr. Cardwell returned to the discussion.

- ii. Delegation regarding Heritage Property Grant Application HG-01-2010 and Application P18-515-024-2010 for a property located at 948 Highway 2 East requesting approval for the replacement of a steel roof with details described within a submission filed March 01, 2010 and deemed complete by the Planning and Development Department March 01, 2010.

Schedule Pages 131-142.

Mr. Croy, owner, was present to explain the application for a new galvanized pre-painted steel roof.

Ms. Guy circulated a colour sample, and to a question regarding the original roof, indicated that there is no record of the roof that was previously on the house. She noted that it had been suggested that a 50 year roof had replaced another 40 year roof. Ms. Guy indicated that the grant application was for the conservation of existing elements.

It was noted that this is an important house due to its association with Sir John A. Macdonald. It was noted that the original roofing was likely shingles, and that the current roof had the appearance of a copper roof.

To a question regarding the eligibility for grants, Mr. Gower noted wording within the by-law to permit the repair or restoration of the exteriors of buildings including roofs, and that it has been agreed in the past that sometimes it can be difficult to restore to an original element. Mr. Letourneau added that the original intent of the by-law was to focus on and conserve character defining elements.

A discussion took place regarding the roof replacement, noting the work done to date by the owners. Concern was expressed regarding the difference between the current roof which has narrower and higher seams than the proposed roofing.

Mr. Croy responded that he had discussed options with roofers, and that the proposed standing seam product was one of several explored, and that it is called a Heritage series.

It was noted that a standard backed roof stands 1 ½ inches above the roof, and that batten roofs have a flat top rather than a pointed look. An example of a recent copper roof in the City was noted. It was clarified that a batten roof would be grantable.

Ms. Finley invited Dr. Croy to view the work of a local company who have created similar roofing to the existing roof.

*Moved by Mr. Downey  
Seconded by Councillor Glover*

**THAT** Application P18-515-024-2010 for a property located at 948 Highway 2 East requesting approval for the replacement of a steel roof **BE APPROVED** in accordance with a submission filed March 01, 2010 and deemed complete by the Planning and Development Department March 01, 2010,

*- and further –*

**THAT** it be understood that preference be given to the re-installation of a batten roof,  
*- and further –*

**THAT** Application HG-01-2010 for this property **BE PROVISIONALLY APPROVED** for a Heritage Property Grant of 50% of the costs associated with the Eligible Work as submitted by receipts and up to a maximum amount of \$2000 with the understanding that the grant be approved for the installation of a batten roof only ,

- and further –

*THAT this approval is provisional upon the eligible work being satisfactorily completed as outlined within By-Law No. 2005-258 'A By-Law to Establish a Heritage Grants Program', with the grant payable to the owner following a final inspection of the eligible work, a determination that the eligible work has been performed in accordance with the Ontario Heritage Act and any permit issued thereunder, and the final approval of Council.*

**CARRIED**

- iii. Delegation regarding Heritage Property Grant Application HG-02-2010 and Application P18-427-025-2010 for a property located at 249 Main Street, Barriefield Village requesting approval for re-pointing and installation of two chimney caps with details described within a submission filed March 01, 2010 and deemed complete by the Planning and Development Department March 15, 2010.

Schedule Pages 143-158.

Ms. Synowich declared a possible pecuniary interest and left the discussion.

Mr. Patrick Jenkins, contractor for the project, was present for the discussion.

Correspondence on page 147 highlighting the required intervention to preserve the masonry was noted.

Concern was expressed regarding the amount of metal above the screen as it should be as inconspicuous as possible. It was suggested that the roof over the screening be lowered, which would be functional to shed water.

Mr. Jenkins advised that an 8" proposal had been lowered to 6", and that they wanted the cap to be the same height as the mesh. He noted that this would usually be a black galvanized metal.

To a question of whether the application would qualify for a grant, Mr. Jenkins explained that they are seeking to preserve the function of the chimney.

It was noted that repairs to the chimney are grantable, but the cap would not be included at the time that final approval is considered.

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

*THAT Application P18-427-025-2010 for a property located at 249 Main Street, Barriefield Village requesting approval for re-pointing and installation of two chimney caps **BE APPROVED** in accordance with a submission filed March 01, 2010 and deemed complete by the Planning and Development Department March 15, 2010, with the understanding that consideration be given to lowering the height of the rooflet above the screen,*

- and further –

*THAT Application HG-02-2010 for this property for masonry repairs **BE PROVISIONALLY APPROVED** for a Heritage Property Grant of 50% of the costs associated with the Eligible Work as submitted by receipts and up to a maximum amount of \$2000,*

- and further –

*THAT this approval is provisional upon the eligible work being satisfactorily completed as outlined within By-Law No. 2005-258 'A By-Law to Establish a Heritage Grants Program', with the grant payable to the owner following a final inspection of the eligible work, a determination that the eligible work has been performed in accordance with the Ontario Heritage Act and any permit issued thereunder, and the final approval of Council.*

**CARRIED**

- iv. Delegation regarding Heritage Property Grant HG-04-2010 and Application P18-420-028-2010 for a property located at 215 Main Street, Barriefield Village requesting approval to restore, repair and replace where needed five sash windows, fascia and eavestroughing with details described within a submission filed March 02, 2010 and deemed complete by the Planning and Development Department March 17, 2010.

Schedule Pages 159-165.

Ms. Garvie, owner of the property, was present for the discussion.

It was noted that a drip edge would keep the water from running down. Ms. Garvie concurred that this installation is included in the application.

Ms. Garvie clarified that the grant request is for windows.

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

**THAT** Application P18-420-028-2010 for a property located at 215 Main Street, Barriefield Village requesting approval to restore, repair and replace where needed five sash windows, fascia and eavestroughing **BE APPROVED** in accordance with a submission filed March 02, 2010 and deemed complete by the Planning and Development Department March 17, 2010,

- and further –

**THAT** Application HG-04-2010 for this property for the repair and replacement of five sash windows **BE PROVISIONALLY APPROVED** for a Heritage Property Grant of 50% of the costs associated with the Eligible Work as submitted by receipts and up to a maximum amount of \$2000,

- and further –

**THAT** this approval is provisional upon the eligible work being satisfactorily completed as outlined within By-Law No. 2005-258 'A By-Law to Establish a Heritage Grants Program', with the grant payable to the owner following a final inspection of the eligible work, a determination that the eligible work has been performed in accordance with the Ontario Heritage Act and any permit issued thereunder, and the final approval of Council.

**CARRIED**

- v. Delegation regarding Heritage Property Grant HG-05-2010 and Application P18-540-029-2010 for a property located at 50 Montreal Street requesting approval to repoint and/or replace deteriorating brick with details described within a submission filed March 04, 2010 and deemed complete by the Planning and Development Department March 18, 2010.

Schedule Pages 166-172.

Mr. Perrault, agent for the owner of the property, was present to explain the project. He advised that parging was done by the previous owner, and that they are unable to reuse the deteriorated brick; however, a new brick won't match exactly.

An explanation was provided regarding the difference between waterproofing and damp proofing, the benefit of excavating and establishing a waterproof barrier below.

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

**THAT** Application P18-540-029-2010 for a property located at 50 Montreal Street requesting approval to repoint and/or replace deteriorating brick **BE APPROVED** in accordance with a submission filed March 04, 2010 and deemed complete by the Planning and Development Department March 18, 2010,

- and further –

*THAT the repair of the brickwork be done with the understanding that an investigation will be undertaken regarding the condition of the brick below grade, that the area below grade will have a moisture inhibiting masonry unit and a damp proof course will be installed above grade, that the selection of brick and mortar will match in size and colour as closely as possible to the brick,*

- and further –

*THAT Application HG-05-2010 for this property **BE PROVISIONALLY APPROVED** for a Heritage Property Grant of 50% of the costs associated with the Eligible Work as submitted by receipts and up to a maximum amount of \$2000,*

- and further –

*THAT this approval is provisional upon the eligible work being satisfactorily completed as outlined within By-Law No. 2005-258 'A By-Law to Establish a Heritage Grants Program', with the grant payable to the owner following a final inspection of the eligible work, a determination that the eligible work has been performed in accordance with the Ontario Heritage Act and any permit issued thereunder, and the final approval of Council.*

**CARRIED**

- vi. Delegation regarding Heritage Property Grant HG-06-2010 and Application P18-303-030-2010 for a property located at 85 Queen Street requesting approval to repoint stone work and replace two window sills with details described within a submission filed March 04, 2010 and deemed complete by the Planning and Development Department March 18, 2010.

Schedule Pages 173-182.

Mr. Perrault, owner of the property, was present for the discussion.

A discussion took place regarding the sills. Mr. Perrault noted that the contractor has recommended limestone sills which will match two sills previously replaced by the owner.

It was noted that the original sills were likely wooden, and that the grant would not apply to the request. Concern was expressed regarding the installation of limestone sills, and it was recommended that a site visit take place to determine if the introduction of a stone sill is appropriate.

It was further noted that the stone in one section of the wall is smaller than the other, that an old and new stone wall may be in place, and that there are two different heights visible. Mr. Perrault advised that an adjacent wall may have disappeared.

*Moved by Mr. Downey*

*Seconded by Mr. Cardwell*

*THAT Application P18-303-030-2010 for a property located at 85 Queen Street requesting approval to repoint the foundation and west stone wall, install concrete formed caps, and replace two window sills **BE APPROVED** in accordance with a submission filed March 04, 2010 and deemed complete by the Planning and Development Department March 18, 2010,*

- and further –

*THAT a site visit be conducted to view the sills and to provide advice regarding the possibility of retaining wooden sills,\**

- and further –

*THAT if accessing property from location other than driveway, a proper permit/permission is required,*

- and further –

*THAT prior to commencement of the work the contractor 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,*

*- and further –*

**THAT** Application HG-06-2010 for this property to repoint the stone wall **BE PROVISIONALLY APPROVED** for a Heritage Property Grant of 50% of the costs associated with the Eligible Work as submitted by receipts and up to a maximum amount of \$2000,

*- and further –*

**THAT** this approval is provisional upon the eligible work being satisfactorily completed as outlined within By-Law No. 2005-258 'A By-Law to Establish a Heritage Grants Program', with the grant payable to the owner following a final inspection of the eligible work, a determination that the eligible work has been performed in accordance with the Ontario Heritage Act and any permit issued thereunder, and the final approval of Council.

**CARRIED**

\* Paragraph 2 of the clause was inadvertently omitted from the clause which was approved by Council on 04<sup>th</sup> May 2010.

- vii. Delegation regarding Heritage Property Grant HG-07-2010 and Application P18-407-031-2010 for a property located at 185 William Street requesting approval for the restoration of windows and front doors and exterior painting with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 19, 2010.

Schedule Pages 183-203.

Mr. Green was present to describe the application.

*Moved by Mr. Downey  
Seconded by Councillor Glover*

**THAT** Application P18-407-031-2010 for a property located at 185 William Street requesting approval for the restoration of windows and front doors and exterior painting **BE APPROVED** in accordance with a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 19, 2010,

*- and further –*

**THAT** Application HG-07-2010 for this property **BE PROVISIONALLY APPROVED** for a Heritage Property Grant of 50% of the costs associated with the Eligible Work as submitted by receipts and up to a maximum amount of \$2000,

*- and further –*

**THAT** this approval is provisional upon the eligible work being satisfactorily completed as outlined within By-Law No. 2005-258 'A By-Law to Establish a Heritage Grants Program', with the grant payable to the owner following a final inspection of the eligible work, a determination that the eligible work has been performed in accordance with the Ontario Heritage Act and any permit issued thereunder, and the final approval of Council.

**CARRIED**

- ix. Delegation regarding Heritage Property Grant HG-08-2010 and Application P18-074-032-2010 for a property located at 37-43 Brock Street requesting approval to remove and reinstall bricks, repoint and repair/replace damaged wood as required with details described within a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 18, 2010.

Schedule Pages 204-210.

Mr. Doulas, agent for the company, was present for the discussion.

To questions regarding the project, Mr. Doulas explained that there is currently no flashing, and that a limestone cap is in place. He advised that water may be coming in through the side wall, but not through the top as it was sealed. The chimney belongs to the abutting property.

To a question regarding the finish of the brick, Mr. Doulas advised that their intention is to remove all paint on the brick from all sides of the building. He advised that some brick will require replacement. He further noted that a roof requires replacement this year.

In regard to a current appeal, Mr. Doulas explained that they wish to repaint sections of the brick where the paint has come off.

It was understood that the removal of all paint on the building is required; however, Mr. Doulas indicated that he cannot commit to a timeline at this time.

Councillor Glover noted that consideration of a timeline at the Appeals Committee has been for two years. Mr. Doulas advised that he will discuss a timeline for the full extent of the work, but that at this time he cannot commit to the cleaning of all brick by the spring of 2012. He advised that the removal of paint and scraping of paint will be on the portion of the wall being done currently, and not on the rest of the building.

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

**THAT** Application P18-074-032-2010 for a property located at 37-43 Brock Street requesting approval to remove and reinstall bricks and repoint as necessary, and repair/replace damaged wood on soffit and fascia as required **BE APPROVED** in accordance with a submission filed March 05, 2010 and deemed complete by the Planning and Development Department March 18, 2010,

*- and further –*

**THAT** it be understood that brick repairs will not be painted as the whole building will have the paint removed in due time and loose paint will be brushed off at this time in the repair area,

*- and further –*

**THAT** proper permit/permission may be required for accessing property, contact Brad Morton at 613- 546-4291 ext. 3147,

*- and further –*

**THAT** prior to commencement of the work the contractor 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,

*- and further –*

**THAT** Application HG-08-2010 for this property **BE PROVISIONALLY APPROVED** for a Heritage Property Grant of 50% of the costs associated with the Eligible Work as submitted by receipts and up to a maximum amount of \$2000,

*- and further –*

**THAT** this approval is provisional upon the eligible work being satisfactorily completed as outlined within By-Law No. 2005-258 'A By-Law to Establish a Heritage Grants Program', with the grant payable to the owner following a final inspection of the eligible work, a determination that the eligible work has been performed in accordance with the Ontario Heritage Act and any permit issued thereunder, and the final approval of Council.

**CARRIED**

**F. Heritage Grant Applications Requesting Release of Funding**

**G. Heritage Property Grant Abandoned Applications**

**H. Heritage Property Tax Refund Applications**

**I. Property Designations**

**J. Technical Circulations**

**K. Notice of Motion**

**L. Other Matters**

*i.* Affordable Housing Matter in Barriefield Village

Ms. Sypnowich enquired regarding the status of the Affordable Housing proposal. She noted that the item is not on the agenda, and requested that the Committee be informed of the status at the May meeting, prior to a report which is to come before Council in June.

*ii.* Timberframe Shed at 80 Gore Road, Barriefield Village

Mr. Cardwell noted concerns regarding the timberframe shed at 80 Gore Road as explained within a submitted document.

Mr. Letourneau suggested that correspondence be directed to Ms. Lanie Hurdle, Direction, Recreation and Leisure Services.

**OTHER BUSINESS:**

*i.* Urban Design Guidelines

Ms. Finley noted that there is a Heritage component of the Urban Design Guidelines which includes intensification and infilling; the draft document is available on the City website and will be considered by the Planning Committee.

**UPCOMING EVENTS:**

**2010 Frontenac Heritage Foundation Series beginning at 7:30 p.m. (unless otherwise noted)**

- i.* **17<sup>th</sup> April** – Tour of Balleycanoe, 19<sup>th</sup> Century architectural salvage at 150 Rockfield Road, Mallorytown.
- ii.* **11<sup>th</sup> May** – Update on Board of Directors' activities and guest speaker to be announced at the RCHA Hall, 193 Ontario Street.
- iii.* **12<sup>th</sup> June** – Tour of restored cottage at 76 Mowat Ave at 2:00 p.m.
- iv.* **17<sup>th</sup> July** – Tour of Catarauqui Cemetery grounds at 2:00 p.m.
- v.* **10<sup>th</sup> August** – Invitation to Victoria Rose Inn at 279 King Street West, Gananoque
- vi.* **14<sup>th</sup> September** – Visit to the Warden's House known as Cedarhedge, home of the Penitentiary Museum, 555 King Street West
- vii.* **12<sup>th</sup> October** – Awards Night at the Renaissance Wedding and Event Venue, 285 Queen Street
- viii.* **09<sup>th</sup> November** – Talk by Joe Calnan regarding the restoration of the Anglican Rectory on Wolfe Island at RCHA Hall, 193 Ontario Street
- ix.* **04<sup>th</sup> December** – Tour of The Vosper House at 149 Earl Street at 2:00 p.m.

**CORRESPONDENCE/CIRCULATIONS:**

**A. Reports to/from Council**

- i.* 08<sup>th</sup> March 2010 – Heritage Report No. 04-2010 submitted to Council for consideration on 23 March 2010.

Schedule Pages 211-214.

**The report to Council was deferred to 06 April 2010 meeting of Council.**

**B. Correspondence Received as Information**

- i.* Email correspondence from Bert Duclos, Heritage Outreach Consultant, Culture Services Unit, Programs and Services Branch, Ministry of tourism and Culture, dated 15 March, 2009 2010 regarding the Tariff Fee-Land Registry Offices.

Schedule Pages 215-218.

**C. Correspondence Sent as Information**

**Copies of the following correspondence were sent out, and were available at the meeting if a member wished to review the full document:**

**Correspondence dated 10 March 2010 from Mr. Peter Gower, Chair, Kingston Municipal Heritage Committee to:**

- i.* Ms. Lenke Szabo, – Pre-consultation PRE-KMHC-04 regarding 250 Main Street, Barriefield Village.
- ii.* Anne Vivian-Scott & Stephen Scott, - Pre-consultation PRE-KMHC-05 regarding 1 Emily Street.
- iii.* Hughes Downey Architects, - Pre-consultation PRE-KMHC-03 regarding 218 King Street East.

**Information Memorandum dated 10 March 2010 from Ms. Susan Powley, Clerk, Kingston Municipal Heritage Committee to:**

- i.* Mr. Ted Stradford, Secretary/Treasurer, Committee of Adjustment regarding Technical Circulation D10-593-2010 85 Queen Street.

**Information Memorandum dated 9 March 2010 from Ms. Susan Powley, Clerk, Kingston Municipal Heritage Committee to:**

- i.* Ms. Carolyn Downs, City Clerk regarding Kingston Municipal Heritage Committee Mandate.

**Correspondence dated 10 March 2010 from Mr. George Wallace, Director, Planning & Development Sustainability & Growth, City of Kingston to:**

- i.* Ms. Marlene Young, regarding 70 Montreal Street and funds released from the Heritage Property Grants Program.
- ii.* Mr. and Mrs. Vincent Hamacher, regarding 2 Beverley Street - funds released from the Heritage Property Grants Program.
- iii.* Ms. Margot Finley, regarding 46 Earl Street - funds released from the Heritage Property Grants Program.

**Memorandum dated 24 March 2010 from Ms. Carolyn Downs, City Clerk, to:**

- i.* Ms. Cynthia Beach, Commissioner, Sustainability & growth, regarding **Kingston Municipal Heritage Committee (LACAC) Report to Council – March 23, 2010.**

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**DOCUMENTS:**

**HERITAGE LINKS:**

- i.* Ontario Heritage Act: [www.e-laws.gov.on.ca:81/ISYSquery/IRLC6BE.tmp/16/doc](http://www.e-laws.gov.on.ca:81/ISYSquery/IRLC6BE.tmp/16/doc)
- ii.* Ontario Heritage Connection: [www.ontarioheritageconnection.org](http://www.ontarioheritageconnection.org)  
<http://www.ontarioheritageconnection.org/live/main.php>
- iii.* Provincial Policy Statement: [www.mah.gov.on.ca/userfiles/HTML/nts\\_1\\_23137\\_1.html](http://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>
- vi.* Archaeological Master Plan: <http://www.cityofkingston.ca/residents/culture/heritage/archaeology/>

**NEXT MEETING DATES:**

The following meetings for 2010 are scheduled at 12:00 noon in the Council Chambers (with the exception of 10 May which will be held in the Councillors' Lounge):

- 10 May
- 07 June
- 05 July
- 09 August
- 13 September
- 04 October
- 01 November
- 06 December

**ADJOURNMENT:**

The meeting adjourned at 5:15 p.m.

