



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

**MINUTES**

**MEETING No. 2010-08**

**Monday 05<sup>th</sup> July 2010 at 12:00 noon\*  
in the 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 5:00 p.m.)  
Ms. Christine Synnowich (left at 5:00 p.m.)  
Mr. Don Taylor

**STAFF PRESENT**

Mr. Jamie Brash, Supervisor, Facilities Maintenance  
Mr. Rob Crothers, Project Manager, Real Estate & Construction  
Mr. Stephen Grainger, Capital Projects Technician  
Ms. Lindsay Lambert, Planner  
Mr. Marcus Letourneau, Heritage Planner  
Mr. Rob McGlashan, Capital Project Coordinator  
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:**

None was declared.

**CONFIRMATION OF AGENDA:**

*Moved by Mr. Downey  
Seconded by Ms. Synnowich*

**THAT** the agenda and addendum be confirmed as presented, and that item 10. D. iv) be withdrawn.

**CARRIED**

**CONFIRMATION OF MINUTES:**

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

**THAT** the minutes of the Kingston Municipal Heritage Committee Meeting No. 2010-07 held on 07<sup>th</sup> June 2010 be confirmed with agreed to edits.

**CARRIED**

**DELEGATIONS:**

**BRIEFINGS:**

**UPDATES:**

**A. Planning & Development Department Staff**

**Updates will be provided regarding:**

**a) Working Groups:**

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

Mr. Letourneau invited Mr. Ariss to provide an update. Mr. Ariss advised that there was no report for this meeting.

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

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

Mr. Duerkop advised that the Working Group met since the June meeting and began the discussion for a process for how to commemorate someone or something, and how priorities should be set. The design of plaques for commemorative purposes was also discussed. Mr. Duerkop noted the Gaskin Lion Plaque which has been approved for French, Ukrainian and English text. He further noted the unveiling of the Gaskin Lion at a ceremony to be held on Friday 09<sup>th</sup> July. The Gaskin Lion template would be used with some variation for future plaques.

Ms. Sypnowich enquired regarding the reproduction of a Barriefield Village Walking Tour pamphlet for the public. This pamphlet had been prepared by residents for an event in Barriefield on 19<sup>th</sup> June.

Mr. Duerkop noted the involvement of the Communications Department for these materials.

Mr. Gower suggested that a copy of the pamphlet be provided at the next meeting as information.

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

There was no report.

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

There was no report.

**b) Delegated Authority:**

*i.* Application P18-494-076-2010(DA) for a property located at 244 Main Street, Barriefield Village with approval granted for the replacement of front/side porch elements, and work to be done in kind with details described within a submission filed May 26, 2010 and deemed complete by the Planning and Development Department June 01, 2010.

Ms. Lambert noted staff approval of this application which had been revised from an initial submission for vinyl elements.

**c) Technical Circulations to Staff:**

**d) Designation Matters:**

**e) Site Visits**

*i.* 239 Johnson Street regarding windows and balcony

A site visit at this property was noted.

*ii.* 230 Johnson Street regarding windows

Details of the site visit were attached to the addendum and noted.

*iii.* 241 Johnson Street regarding windows

Details of the site visit were attached to the addendum and noted.

*iv.* 85 Stuart Street (Theological Hall, Queen's University) regarding windows

Schedule Pages 1-2.

Details of the site visit were attached and noted during the discussion of the application (see page 17).

*v.* 189 King Street West regarding windows

A site visit at this property was noted and referenced during the discussion of the application (see page 7).

*vi.* 212 King Street East regarding Heritage Grant Approval

A site visit for 212 King Street East was deferred, and will be held prior to the next meeting (see page 22).

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

**g) Other:**

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

**Updates will be provided regarding:**

*i.* Naming of Lily Lane

Report No. 10-179 'Naming of Lily Lane' can be currently be viewed at:  
[http://www.cityofkingston.ca/pdf/council/agenda/2010/COU\\_A1710-10179.pdf](http://www.cityofkingston.ca/pdf/council/agenda/2010/COU_A1710-10179.pdf)

A copy of the report to Council 10-179 was distributed separately to members as information.

*ii.* Outer Station on Montreal Street

A resolution of Council on 15<sup>th</sup> June 2010 was distributed to members as information.

Mr. Gower noted that a motion from the Committee had been ruled out of order at Council on 06<sup>th</sup> April 2010. Since that time, Council resolved that action be taken regarding this property.

*iii.*     Barriefield Village Soccer Dome

Correspondence from Mr. Craig Sims was distributed separately to members.

It was noted that this is a federal matter, that the concern falls beyond the jurisdiction of the Committee and Council, and that individuals may write or petition the Mayor and Council regarding their concerns.

*iv.*     KMHC Mandate Working Group (Bruce Downey, John Duerkop)

There is no update at this time.

*v.*     Signing authority in the absence of the Chairs

Mr. Gower described a suggestion in regard to signing authority in the absence of both the Chair and Vice-Chair of the Committee. (See 10. L. iv. on page 24).

*iv.*     Ontario Medal for Good Citizenship

Mr. Gower noted this opportunity.

*vii.*    Appointment to the Rideau Heritage Network

Schedule Pages 3.

A copy of a circulation entitled 'Rideau Canal Connections – Newsletter of the Rideau Heritage Network' June 11, 2010 was attached to the addendum.

Mr. Gower advised that following Mr. Letourneau's 5-year tenure with the Rideau Heritage Network, Ms. Lambert had agreed to assume the position.

Councillor Glover noted Mr. Letourneau's longstanding City representation with the network and thanked him for his service there.

*viii.*    Nominations for Frontenac Heritage Foundation Awards

Mr. Gower noted this opportunity for both exterior and interior renovations.

**BUSINESS:**

**A.     Reports**

**a)     Properties of Cultural Heritage Value ('Listed' Properties) to the City of Kingston Heritage Properties Register**

The Report of the Commissioner, Cynthia Beach, Sustainability and Growth (KMHC-10-004) 'Addition of Properties of Cultural Heritage Value ('Listed' Properties) to the City of Kingston Heritage Properties Register' and exhibits were attached to the June agenda. They can currently be viewed on the City website at: <http://www.cityofkingston.ca/cityhall/committees/lacac/agendas.asp>.

A revision to page 3 of the exhibit to the above report was attached to the agenda as Schedule Page 4.

The Information Report of the Commissioner, Sustainability and Growth Group (KMHC-10-010) dated 05 July 2010 was attached to the agenda as schedule pages 5-7.

The recommendation of the Committee at the 07<sup>th</sup> June 2010 meeting was noted.

Mr. Letourneau noted an error in the report on page 2, Clause #1. The following portion of clause 1 which reads 'and cannot be replaced by other processes. The Official Plan for the City of Kingston, which was

adopted by Council, also states what material is required in support of a demolition application' would be deleted. The section will now read 'Provisions already exist for Heritage Impact Statements within the Official Plan. These provisions are found under Section 7.1.7; 7.1.8; and 7.19 of the Official Plan. Heritage Impact Statements may be required, when appropriate, for the demolition of heritage property'. Mr. Letourneau also noted a correction from Albert Street to Alfred Street within the schedule of listed properties.

Councillor Glover noted recent discussions expressing concerns. He said that it appears that a Heritage Impact Statement (HIS) may or may not be required.

Mr. Letourneau noted the deferral of this report at the previous meeting, and highlighted that Council endorsement of the report will provide protection for Listed Properties. He suggested that an additional clause could be added in September regarding HIS requirements.

Councillor Glover suggested that wording could be added that the Committee recommend that all uses of an HIS be reviewed by staff, including but not limited to those in the clauses above, and reported to the Committee.

Mr. Downey suggested deferral, and questioned if an alternative to an HIS could be a benefit. He expressed concern regarding a future discussion as to whether or not an HIS is a valid source of information, following approval of this recommendation. He expressed concern regarding the definition of demolition as understood by the public, and the actual definition which means any alteration where a portion of the building is removed in order to accommodate some work. He also expressed concern regarding freedom of movement for Heritage property owners if an HIS requirement is in place.

Mr. Letourneau clarified that as presented, the intent is that the demolition requirement doesn't include alterations; a demolition would be for the removal of a complete structure, or removal of enough of it so it can't stand on its own. He said that an HIS wouldn't be requested in all cases, but only for an irreversible change to a structure. He clarified that alternatives have been considered. Mr. Letourneau added that a legal opinion had been provided in regard to Clause 4 on page 2. To provide flexibility, and HIS would be required when deemed appropriate. This provides the only opportunity for a Heritage look at the structure other than for designation.

Mr. Gower advised that an update in regard to Heritage Impact Statements has been requested.

Mr. Downey noted past opportunities when the Committee of Adjustment has suggested that a property come before the Committee for comment. These discussions proved to be beneficial in the past. It is suggested that rather than having to obtain an HIS, that a discussion be held and it is suggested that it be done through the Committee.

*Moved by Mr. Duerkop  
Seconded by Councillor Glover*

**WHEREAS** the following recommendation was deferred 07<sup>th</sup> June 2010 and staff were requested to investigate options for applications for demolition to appear before the Kingston Municipal Heritage Committee, and

**WHEREAS** it was agreed at the 05<sup>th</sup> July 2010 meeting that a discussion could not be completed due to a lack of time,

**THEREFORE BE IT RESOLVED THAT** the following recommendation **BE DEFERRED** to the September meeting for discussion:

**THAT** all properties, identified within Exhibit 'A', entitled City of Kingston Properties of Cultural Heritage Value and Interest ("Listed") For Addition to the City of Kingston's Heritage Properties Register – March 2010 be reaffirmed by Council as properties of cultural heritage value and interest;

**AND THAT** all properties within Exhibit 'A' be added to the City of Kingston Heritage Properties Register;

**AND THAT** staff be authorized to amend the Statements of Significance from time to time as required;

**AND THAT** the owners of the properties in Exhibit 'A' be sent a courtesy notice advising them of their property's status;

**AND THAT** any notice to demolish or remove a building or structure located upon real property listed on the City's Heritage Properties Register as a property of cultural heritage value or interest, or the demolition or removal of a structural element (such as a wall or roof) on a piece of real property listed on the City's Heritage Properties Register as a property of cultural heritage value or interest, be accompanied by a Heritage Impact Statement prepared in accordance with the City's requirements;

**AND THAT** any proposal for a permit under the Ontario Building Code that includes the complete removal of a building or structure located upon real property identified as having cultural heritage value or interest by the municipality under Section 27 (1.2) of the Ontario Heritage Act ('listed' property) is considered as demolition or removal under Section 27(3) of the Ontario Heritage Act and that such applications are required to adhere to the requirements of Section 27 (3), Section 27 (4), and Section 27 (5) of the Ontario Heritage Act (which governs the demolition and removal of a building or structure);

**AND THAT** any proposal for a permit under the Ontario Building Code that includes the removal of a structural element (such as a wall) of a building or structure located upon real property identified as having cultural heritage value or interest by the municipality under Section 27 (1.2) of the Ontario Heritage Act ('listed' property), and that this removal will result in the structure or building being unable to stand without support, is considered as demolition or removal under Section 27(3) of the Ontario Heritage Act and that such applications are required to adhere to the requirements of Section 27 (3), Section 27 (4), and Section 27 (5) of the Ontario Heritage Act (which governs the demolition and removal of a building or structure).

**CARRIED**

**b) Approval of Heritage Committee Mandate Amendment**

A line item for this report was placed on the agenda, with a notation that the report would be distributed separately. A memo dated 02<sup>nd</sup> July 2010 from the City Clerk (KMHC-10-011) was attached to the addendum. The memo requested deferral of consideration of the report until after the Cultural Master Plan was dealt with by the Arts, Recreation and Community Policies Committee (ARCP).

Mr. Gower read the memo noting deferral of this report.

**B. Heritage Permit Applications Requesting Approval**

Applications were considered beginning at approximately 1:00.

Comments for the following applications (with the exception of 189 King Street West) were attached to the addendum.

- i.* Delegation regarding Application P18-361-066-2010 for a property located at 73 Sydenham Street requesting approval for the repair/replacement of 3 pillars and 3 columns to match the existing with details described within a submission filed May 10, 2010 and deemed complete by the Planning and Development Department May 21, 2010.

Schedule Pages 8-15.

This application was deferred at the June meeting.

Mr. Warren Bennett, co owner of the property, was present for the discussion. It was noted that this project is well underway. Further to a brief discussion, it was highlighted that venting could be advantageous at the base and top of the column.

To a question regarding any indication of gold leaf having been originally applied, Mr. Bennett confirmed that the restoration of gold leaf was approved within an application submitted 5 years ago.

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

**THAT** Application P18-361-066-2010 for a property located at 73 Sydenham Street requesting approval for the repair/replacement of 3 pillars and 3 columns to match those existing **BE APPROVED** in accordance with details described within a submission filed May 10, 2010 and deemed complete by the Planning and Development Department May 21, 2010,

- and further –

**THAT** original elements are to be conserved wherever possible and any necessary replacement work is done in kind with a suggestion that ventilation be incorporated into the base and top of the columns.

**CARRIED**

- ii. Delegation regarding Application P18-226-061-2010 for a property located at 189 King Street West requesting approval for addition of new porch deck & stairs with a small roof portico over it, replacement/repair of porch ceiling and soffit, and windows with details described within a submission filed May 13, 2010 and revisions deemed complete by the Planning and Development Department June 15, 2010.

Schedule Pages 16-19.  
Large drawings distributed separately.

A site visit at the property was noted.

A discussion took place to clarify details of the project. It was clarified that the original narrow glazing bars should remain.

*Moved by Mr. Duerkop  
Seconded by Ms. Sypnowich*

**THAT** Application P18-226-061-2010 for a property located at 189 King Street West requesting approval for addition of new porch deck & stairs with a small roof portico over it, replacement/repair of porch ceiling and soffit, and windows **BE APPROVED** in accordance with details described within a submission filed May 13, 2010 and revisions deemed complete by the Planning and Development Department June 15, 2010,

- and further –

**THAT** it be understood that the second floor balcony indicated in the east elevation be removed, and that the line of the main level porch roof will be extended to cover the area of the balcony as depicted in diagram A-3,

- and further –

**THAT** it be understood that details regarding the porch railing will be incorporated as discussed, and further –

- and further –

**THAT** as the result of a site visit by members, that two windows on the main level as indicated on the east elevation that show narrower side window panels will remain and be refurbished; and that windows directly above these, and two on the opposite side of the second level of the building will also remain and be refurbished as they are original to the structure.

**CARRIED**

- iii. Delegation regarding Application P18-172-082-2010 for a property located at 1 King Street East also known as Richardson Bath House and Newlands Pavilion requesting approval for scraping, repair, and repainting of the Newlands Pavilion, upgrading of landscaping, and second floor window replacement to Richardson Bath House with details described within a submission filed May 10, 2010 and deemed complete by the Planning and Development Department May 21, 2010.

Schedule Pages 20-40.

Mr. Steve Grainger, Capital Projects Technician, Mr. Ernest Cromarty, Project Architect, and Mr. Jamie Brash, Supervisory, Facilities Maintenance were present for the discussion. It was noted that they had attended the Committee for a pre-consultation. They provided boards and pictures and described details of the project.

It was noted that extensive pruning of two Norway maples located at the front of the building, and those at the back of the building would improve site lines of the building. Due to damages to the foundation, Mr. Cromarty noted that drainage has been added at the front of the building.

Removal of the trees at the front of the building was recommended. It was suggested that early photos of the property be reviewed.

To questions regarding the work, Mr. Grainer confirmed that the rafter tails will be scraped and painted. In regard to windows on the second floor, Mr. Cromarty said they are working with metal fabricators at this time. Mr. Grainger added that the building may be heated, the existing windows are single pane windows, and it is unknown if they will support a double glazed pane. Mr. Downey confirmed that the windows have been damaged over years and would need to be remade.

To questions by Ms. Finley, Mr. Grainer said that they would try to match the paint to the existing. Parking spaces are being optimized, but some of the existing asphalt will be turned back to turf.

Ms. Lambert noted the replacement of page 30 with a more recent site plan on page 40 of the agenda.

*Moved by Mr. Duerkop  
Seconded by Mr. Cardwell*

**THAT** Application P18-172-082-2010 for a property located at 1 King Street East also known as Richardson Bath House and Newlands Pavilion requesting approval for scraping, repair, and repainting of the Newlands Pavilion, upgrading of landscaping, and second floor window replacement to Richardson Bath House **BE APPROVED** in accordance with details described within a submission filed May 10, 2010 and deemed complete by the Planning and Development Department May 21, 2010,

- and further -

**THAT** samples of the paint colours are submitted to the Planning and Development Department for our records,

- and further -

**THAT** no subsurface disturbance of the site occurs until such time as the Planning and Development Department is in receipt of a final review and acceptance letter from the Ministry of Tourism and Culture indicating that the archaeological resources of the site have been properly conserved.

**CARRIED**

- iv. Delegation regarding Application P18-273-087-2010 for a property located at 216 Ontario Street also known as City Hall requesting approval for the replacement of a wooden stage ramp in Memorial Hall with a vertical lift with details described within a submission filed June 11, 2010 and deemed complete by the Planning and Development Department June 23, 2010.

Schedule Pages 41-45.

Mr. Jamie Brash, Supervisor, Facilities Maintenance and Mr. Rob McGlashan, Capital Project Coordinator were present to describe the proposal for a vertical lift to replace the ramp which was a temporary measure. Several different lifts had been considered. Two panels of the stage and a storage area on that side would be affected by the installation, and column support ends would be moved back.

Concern was expressed regarding its obtrusive appearance.

To questions, Mr. Brash explained that the lift is a complete package and is an engineered piece of equipment. A portable lift was considered but there would be no storage capacity for it. The angle of the stage is a challenge for the installation. When the 42" lift with a full height door is at floor level, the barrier free box of plexiglass and an aluminum frame will be visible. The lift can be operated by the user. The footprint of the lift is 6', and the project would involve cutting into the stage. The positioning is so not to block the view of the portrait .

It was queried if the current ramp could be improved. Concern was expressed regarding the possibility of operating sounds which draw attention to the user.

Ms. Finley noted a positive solution for an accessible access through one of the main doors for Osgood Hall. She highlighted that Memorial Hall is a special room and symmetry is very important. She agreed that the architectural design problem needs to be addressed for this piece of machinery.

Mr. Brash advised that they are now working with Mr. Crothers in regard to this matter.

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

**THAT** Application P18-273-087-2010 for a property located at 216 Ontario Street also known as City Hall requesting approval for the replacement of a wooden stage ramp in Memorial Hall with a vertical lift **BE APPROVED** in accordance with details described within a submission filed June 11, 2010 and deemed complete by the Planning and Development Department June 23, 2010

- and further -

**THAT** it be understood that approval will be with the provision that further consideration will be given to locate the lift closer to the outside edge of the stage,

- and further -

**THAT** the width of the clear path might need to be wider than the minimum specified in the Facility Accessibility Design Standards (FADS) document.

**DEFERRED**  
(see motion to defer)

*Moved by Councillor Glover  
Seconded by Mr. Gemmell*

**THAT** Application P18-273-087-2010 for a property located at 216 Ontario Street also known as City Hall requesting approval for the replacement of a wooden stage ramp in Memorial Hall with a vertical lift **BE DEFERRED** to the September meeting in order to request staff consideration in regard to the archaeological and design implications to Memorial Hall.

**CARRIED**

- v. Delegation regarding Application P18-273-089-2010 for a property located at 216 Ontario Street also known as City Hall requesting approval for the relocation of portraits and plaster repairs resulting from the relocations with details described within a submission filed June 11, 2010 and deemed complete by the Planning and Development Department June 21, 2010.

Schedule Pages 46-55.

Mr. Brash described the proposal to move some of the portraits in City Hall which will require some refilling and painting after they are moved.

Mr. Letourneau added that there are places requiring more extensive plaster work. Plaster is a character defining element which requires that an application be brought forward. He noted the movement of some portraits to the hallway to the Clerk's Department.

To a query regarding possible removal of outlets, Mr. Brash advised that these can be blanked off and covers painted to match the wall colour.

*Moved by Councillor Glover  
Seconded by Mr. Gemmell*

**THAT** Application P18-273-089-2010 for a property located at 216 Ontario Street also known as City Hall requesting approval for the relocation of portraits and plaster repairs resulting from the relocations **BE APPROVED** in accordance with details described within a submission filed June 11, 2010 and deemed complete by the Planning and Development Department June 21, 2010,

- and further -

**THAT** the plaster repairs be carried out by a contractor with experience in plaster repair involving built heritage fabric.

**CARRIED**

- vi. Delegation regarding Application P18-060-064-2010 for a property located at 80 Barrie Street requesting approval for a new entrance and connection between 80 and 82/84 Barrie Street to create a new administration entrance to the School of Medicine with details described within a submission filed May 10, 2010 and deemed complete by the Planning and Development Department as revised June 17, 2010.

Schedule Pages 56-67.  
Large Drawings Distributed Separately.

Comments from the Accessibility Committee were noted.

Mr. Zaback, Shoalts and Zaback provided an overview of the project.

The proposed connection of the buildings was commended.

To questions by members, Mr. Zaback confirmed that a tree between the two houses will stay. The designing of the approach to the entrance for 80 Barrie Street has been challenging.

It was requested that the approach be resolved in some way to retain the formality of the building.

Ms. Lambert requested a copy of documentation for the back of the building. She noted that a revised Heritage Impact Statement would be requested as part of the Site Plan process, and will be circulated to the Committee at that time. Mr. Zaback noted that the site plan has been submitted and that a site plan amendment will be required.

Landscaping was discussed as an option to assist with marking the entrance. Mr. Letourneau confirmed that a landscaping plan would be brought to the Committee for consideration.

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

**THAT** Application P18-060-064-2010 for a property located at 80 Barrie Street requesting approval for a new entrance and connection between 80 and 82/84 Barrie Street to create a new administrative entrance to the School of Medicine **BE APPROVED** in accordance with details

*described within a submission filed May 10, 2010 and deemed complete by the Planning and Development Department June 17, 2010,*

*- and further –*

**THAT** *in regard to the new entrance to the link, that consideration be given to maintaining a visual reminder of the formal straight main entrance walk through landscaping,*

*- and further –*

**THAT** *the attachment of the new vestibule be completed in accordance with the Heritage Masonry Guidelines, and*

**THAT** *the built heritage features that will be obscured through the proposal are documented through photographs prior to construction, and*

**THAT** *the recommendations from the Stage 2 Archaeological Assessment (Past Recovery, September 2009) should be carried forward and applied to this project, and*

**THAT** *in the event that deeply buried or previously undiscovered archaeological deposits are discovered in the course of development or site alteration, all work must immediately cease and the site must be secured, and*

**THAT** *the Cultural Program Branch of the Ministry of Tourism and Culture (416-314-7123) and the City of Kingston Heritage Planner (613-546-4291 ext 1386) must be immediately contacted, and*

**THAT** *in the event that human remains are encountered, all work must immediately cease and the site must be secured. The Kingston Police (613-549-4660), the Registrar of Cemeteries Regulation Section of the Ontario Ministry of Consumer Business Services (416-326-8494), the Cultural Program Branch of the Ministry of Tourism and Culture (416-314-7123), and the City of Kingston Heritage Planner (613-546-4291 ext 1386) must be immediately contacted.*

**CARRIED**

- vii. Delegation regarding Application P18-597-077-2010 for a property located at 44 Earl Street requesting approval for the relocation of an electric meter from outside to inside the building with details described within a submission filed May 26, 2010 and deemed complete by the Planning and Development Department June 09, 2010.

Schedule Pages 68-78.

Ms. Finley, owner, was present to describe the application. She provided a copy of her remarks for the record.

Councillor Glover noted an upcoming Utilities Kingston shareholders meeting at which time he will raise members concerns under 'Other Business'. Mr. Gower suggested that any interested member who wishes to attend the meeting with staff could advise Councillor Glover or Ms. Lambert.

Staff recommended denial based on comments from Kingston Hydro Corporation.

*Moved by Councillor Glover  
Seconded by Mr. Gemmell*

**THAT** *Application P18-597-077-2010 for a property located at 44 Earl Street requesting approval for the relocation of an electric meter from outside to inside the building **BE DEFERRED** to the September meeting in order to provide Utilities Kingston with an opportunity to reconsider the placement of electrical meters on the main facade of buildings and discuss the matter with staff.*

**CARRIED**

- viii. Delegation regarding Application P18-200-078-2010 for a property located at 224 King Street East requesting approval for the replacement of the existing asphalt roof with a black asphalt roof , resealing of the roof deck, prepainted black metal drip edges, ice and water shield, prepainted valley flashing, replace bathroom vent flanges, 6 dome type attic vent flanges, prepainted metal counter and chimney flashing, and black cap flashing over limestone coping stones with details described within a submission filed May 28, 2010 and deemed complete by the Planning and Development Department June 01, 2010.

Schedule Pages 79-89.

Mr. Peter Gray, owner of the property, was present for the discussion.

Mr. Gray confirmed that he preferred black flashing over grey. He also described his decision to use coping stones with a black covering. In regard to roofing materials, it was recommended that a replication of wooden shakes not be used, but rather a 3-tab black asphalt shingle.

*Moved by Mr. Cardwell  
Seconded by Ms. Sypnowich*

**THAT** Application P18-200-078-2010 for a property located at 224 King Street East requesting approval for the replacement of the existing asphalt roof with a 3-tab black asphalt roof, resealing of the roof deck, prepainted black metal drip edges, ice and water shield, prepainted valley flashing, replace bathroom vent flanges, 6 dome type attic vent flanges, prepainted metal counter and chimney flashing, and black cap flashing over limestone coping stones **BE APPROVED** in accordance with details described within a submission filed May 28, 2010 and deemed complete by the Planning and Development Department June 01, 2010,  
- and further –

**THAT** should any materials or equipment be placed within the City right of way, a Temporary Encroachment Permit from the Engineering Department will be required,

- and further –

**THAT** to the greatest extent possible, the fastening of the cap flashing is done in accordance with the Heritage Masonry Guidelines.

**CARRIED**

- ix. Delegation regarding Application P18-647-079-2010 for a property located at 226 King Street East requesting approval for the installation of black metal cap flashing over limestone coping stones with details described within a submission filed May 28, 2010 and deemed complete by the Planning and Development Department June 01, 2010.

Schedule Pages 90-91.

*Moved by Mr. Downey  
Seconded by Ms. Sypnowich*

**THAT** Application P18-647-079-2010 for a property located at 226 King Street East requesting approval for the installation of black metal cap flashing over limestone coping stones **BE APPROVED** in accordance with details described within a submission filed May 28, 2010 and deemed complete by the Planning and Development Department June 01, 2010,  
- and further –

**THAT** should any materials or equipment be placed within the City right of way, a Temporary Encroachment Permit from the Engineering Department will be required.

**CARRIED**

- x. Delegation regarding Application P18-715-083-2010 for a property located at 271 Main Street, Barriefield Village requesting approval for the construction of a new dwelling with details described within a submission filed June 07, 2010 and deemed complete by the Planning and Development Department June 11, 2010.

Schedule Pages 92-93.

Large Drawings Distributed Separately.

A section, plot plan, and tree report as well as large drawings of the plot plan were distributed with the addendum.

A discussion took place regarding the proposal (see Application P18-716-084-2010- 273 Main Street on page 14).

*Moved by Mr. Downey  
Seconded by Councillor Glover*

**THAT** Application P18-715-083-2010 for a property located at 271 Main Street, Barriefield Village requesting approval for the construction of a new dwelling **BE APPROVED** in accordance with details described within a submission filed June 07, 2010 and deemed complete by the Planning and Development Department June 11, 2010,

- and further –

**THAT** it be understood that a platform will be implemented as a means of safe egress, with a subsequent change of grade on the streetscape,

- and further –

**THAT** plantings be local indigenous species only,

- and further –

**THAT** the dry stone wall at the street line be repaired where it is, that a new stone wall not be reinstated where it wasn't located previously,

- and further –

**THAT** an option be provided to the owner to continue the dry stone wall on the north side of the driveway, using the five feet of stone wall removed to accommodate the driveway, if there is found to be a previous foundation located there,

- and further –

**THAT** clarification be provided further to comments provided by Utilities Kingston within a memorandum dated July 2, 2010,

- and further –

**THAT** the Environmental Construction Notes received June 29, 2010, be placed on the drawings, and

**THAT** when the servicing is being installed the contractor for the applicant will have to obtain a Cut Permit from the Engineering Department for any works required in the City right of way, and

**THAT** Entrance permits will be required for each property. Application for entrance permits can be made through the Engineering Department, and

**THAT** the Heritage Impact Statement is revised to the satisfaction of the Planning and Development Department, and

**THAT** Construction Drawings and exterior finishes specific to 271 Main Street be submitted for final approval, and

**THAT** confirmation of the excavation methods and specifications for the asphalt roofing be provided to the Planning & Development Department, and

**THAT** in the event that deeply buried or previously undiscovered archaeological deposits are discovered in the course of development or site alteration, all work must immediately cease and the site must be secured. The Cultural Program Branch of the Ministry of Tourism and Culture (416-314-7123) and the City of Kingston Heritage Planner (613-546-4291 ext 1386) must be immediately contacted, and

***THAT** in the event that human remains are encountered, all work must immediately cease and the site must be secured. The Kingston Police (613-549-4660), the Registrar of Cemeteries Regulation Section of the Ontario Ministry of Consumer Business Services (416-326-8494), the Cultural Program Branch of the Ministry of Tourism and Culture (416-314-7123), and the City of Kingston Heritage Planner (613-546-4291 ext 1386) must be immediately contacted.*

**CARRIED**

- xi. Delegation regarding Application P18-716-084-2010 for a property located at 273 Main Street, Barriefield Village requesting approval for the construction of a new dwelling with details described within a submission filed June 07, 2010 and deemed complete by the Planning and Development Department June 11, 2010.

Schedule Pages 94-102.  
Large Drawings Distributed Separately.

A copy of a revised plot plan was distributed separately at the meeting.

Mr. Mac Gervan, agent for the owners, was present together with the owners for the discussion of the proposed construction of new dwellings at both 271 and 273 Main Street.

To a comment regarding a Heritage Impact Statement (HIS) for the property, Mr. Gervan confirmed that he had conducted the HIS. He clarified that his position is not as contractor, but rather as agent for the owner. Councillor Glover noted that the process allows for the request of a peer review if necessary.

The plot plan indicating the relationship of the proposed construction to the Mark's House was recognized. The view plane from the Cataraqui River up a steep incline was queried. Mr. Gervan clarified that the maximum height for the zoning for this property is 9 meters, which is measured from the main ground level and not from the walk out basement. Mr. Wallace added that typically building height is measured from the average of the finished grade around the entire structure. It appears to meet the height requirement, which would be reviewed through the Building Permit process.

It was noted that the building height on the water side is mitigated by the balcony detail which breaks up the façade.

Mr. Gervan confirmed that drawings for both 271 and 273 Main Street are the same footprint. In regard to drawings, only elevation drawings have been submitted for 273 Main Street. He noted that they are virtually identical houses with minor adjustments, with the exception of board and batten siding proposed for 271 Main Street. He explained that they wish to do work at the same time for both houses such as blasting, driveways, excavations and foundations.

Ms. Lambert confirmed that staff have recommended receipt and review of all documents prior to final approval. Discussions have taken place in regard to safety and egress of the entrance, and it was agreed that a platform would be implemented at the top of the lane as a means of safe egress so there would be a change of grade on the streetscape. Staff have reviewed the HIS and recommended some amendments which don't affect the overall content of the current proposal. An archaeology acceptance letter has been received.

In regard to the Tree Report, it was suggested that further to the necessary removal of trees for mostly utility reasons, that owners replant as much as possible.

The owner confirmed that one utility trench rather than two would be used.

In regard to a question about the stone fence at the road, Mr. Gervan explained that the stone fence is in a state of disrepair, and the owners propose to rebuild it to the edge of the property as it was originally. Concern was expressed that about 5' of the wall could be lost. It was clarified that it is not suggested that the wall be relocated to a place where it didn't exist previously. It was noted that since initial discussion

about the wall, that site lines are a concern, and the north wall could go in on the existing foundation no farther north than where it is presently, and which would be shorter than the wall on the south side.

To a question regarding landscaping comments at the site plan approval stage, Mr. Wallace confirmed that under the current site plan by-law, there would be no requirement for a site plan control application for this application. It was then suggested that only local indigenous trees be planted. It was recognized that most trees on the site are black locust trees, and that the tree report lists five species of indigenous trees which are recommended for planting.

*Moved by Mr. Downey  
Seconded by Councillor Glover*

**THAT** Application P18-715-084-2010 for a property located at 273 Main Street, Barriefield Village requesting approval for the construction of a new dwelling **BE APPROVED** in accordance with details described within a submission filed June 07, 2010 and deemed complete by the Planning and Development Department June 11, 2010,

- and further –

**THAT** it be understood that a platform will be implemented as a means of safe egress, with a subsequent change of grade on the streetscape,

- and further –

**THAT** plantings be local indigenous species only,

- and further –

**THAT** the dry stone wall at the street line be repaired where it is, that a new stone wall not be reinstated where it wasn't located previously,

- and further –

**THAT** an option be provided to the owner to continue the dry stone wall on the north side of the driveway, using the five feet of stone wall removed to accommodate the driveway, if there is found to be a previous foundation located there,

- and further –

**THAT** clarification be provided further to comments provided by Utilities Kingston within a memorandum dated July 2, 2010,

- and further –

**THAT** the Environmental Construction Notes received June 29, 2010, be placed on the drawings, and

**THAT** when the servicing is being installed the contractor for the applicant will have to obtain a Cut Permit from the Engineering Department for any works required in the City right of way, and

**THAT** Entrance permits will be required for each property. Application for entrance permits can be made through the Engineering Department, and

**THAT** the Heritage Impact Statement is revised to the satisfaction of the Planning and Development Department, and

**THAT** Construction Drawings and exterior finishes specific to 271 Main Street be submitted for final approval, and

**THAT** confirmation of the excavation methods and specifications for the asphalt roofing be provided to the Planning & Development Department, and

**THAT** in the event that deeply buried or previously undiscovered archaeological deposits are discovered in the course of development or site alteration, all work must immediately cease and the site must be secured. The Cultural Program Branch of the Ministry of Tourism and Culture (416-314-7123) and the City of Kingston Heritage Planner (613-546-4291 ext 1386) must be immediately contacted, and

***THAT** in the event that human remains are encountered, all work must immediately cease and the site must be secured. The Kingston Police (613-549-4660), the Registrar of Cemeteries Regulation Section of the Ontario Ministry of Consumer Business Services (416-326-8494), the Cultural Program Branch of the Ministry of Tourism and Culture (416-314-7123), and the City of Kingston Heritage Planner (613-546-4291 ext 1386) must be immediately contacted.*

**CARRIED**

- xii. Delegation regarding Application P18-263-090-2010 for a property located at 136 Ontario Street also known as the Nicholson Meat Market requesting approval for the installation of three new commercial signs with details described within a submission filed June 18, 2010 and deemed complete by the Planning and Development Department June 28, 2010.

Schedule Pages 103-108.

Additional information regarding the signage was attached to the addendum.

Ms. Louise Stalker, new business owner, was present for the discussion, and described proposed changes to the signs proposed initially.

Ms. Lambert highlighted updated drawings attached to the addendum.

In regard to the securing of the signs, it was suggested that fasteners go into mortar joints so they can be repaired in the future. A template needs to be developed, rather than putting the sign up and drilling in. Regarding the installation of lighting, it was cautioned that installation from the inside which may pop the face off the stone. One access point from the outside in, could allow for the incorporation of a conduit along the top of the sign to avoid a number of holes, and which could allow for four requested lights.

A suggestion was made that the bump up of the sign be at the bottom rather than the top in order to maintain this fine facade.

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

***THAT** Application P18-263-090-2010 for a property located at 136 Ontario Street also known as the Nicholson Meat Market requesting approval for the installation of three new commercial signs **BE APPROVED** in accordance with details described within a submission filed June 18, 2010 and deemed complete by the Planning and Development Department June 28, 2010,*

*- and further -*

***THAT** the signage is installed in accordance with the Heritage Masonry Guidelines, and that in accordance with concerns provided, that care be taken in the placement of lighting to ensure electrical supplies are created from the outside in, only one electrical access point be created in the wall to serve all fixtures on each sign, lighting will be included for the mast arm sign, and electrical services and fasteners are set into mortar joints and not through the masonry units.*

**CARRIED**

- xiii. Delegation regarding Application P18-323-091-2010 for a property located at 85 Stuart Street also known as Queen's University Theological Hall requesting approval for the restoration and replacement of windows with details described within a submission filed May 06, 2010 and deemed complete by the Planning and Development Department June 30, 2010.

Schedule Pages 109-144.

A site visit at the property and follow up report was noted.

Mr. Ray Zaback, Shoalts and Zaback, was present to represent the application together with Mr. John Wiches and Mr. Mike Finn, Queen's, and Mr. Paul Everett, Building Science Consultant.

Mr. Zaback provided a PowerPoint overview of the project.

Mr. Everett described the proposed changes. He noted that they had received comments further to the site visit which suggested the investigation of a sealed unit into the sash. He described his concerns regarding the suggestion that the unit would need to be reinforced in some way as there would be no muntin bar left. Instead, they want to replace the existing windows with one large unit. He said the intention is to retain existing window frames and moldings, some of which are exquisite, and to add new contemporary windows with new sashes. There is a preference for prefinished aluminum which would keep the original appearance of the building as seen from 20 feet away.

Mr. Everett expressed concern that the Committee proposal is not consistent with the wishes of the donor and maintenance issues. He said they are hoping that some original frames are in place behind the panels and that on the second floor, that they can use the same windows in original frames. If this isn't the case, they would replicate the units in aluminum.

Mr. Downey thanked the representatives for the opportunity to tour the building, and noted members' agreement that the windows remain on the first floor. He noted the magnificence of the windows which are over 100 years old, with deterioration as the result of rodents getting into the building and affecting the bottom of the sashes which are otherwise in perfect condition. The windows appear to have been last painted a couple of decades ago. He noted the practice of the Committee to retain windows which are in good condition and represent the original shape, style, materials and tools used. Weather stripping can be added to the windows which can be retrofitted and improved, which would make them more energy efficient. Mr. Downey noted that it would benefit the building presence as a whole if all windows were of the appearance of those on the ground floor.

Further to a suggestion by Mr. Everett that some modern windows could denote replacement of all windows as such rather than the original period in order to maintain a period of restoration, it was highlighted that the practice of the Committee is to reinstate what was there before. As a public institution, they could assist in leading the way for others to follow.

It was recognized that financial difficulties can occur; however, this is one of the oldest, and one of the most important building on campus both architecturally and historically, so it is hopeful that the windows are reinstated as discussed.

Ms. Lambert advised that the alteration is governed by the Queen's Heritage agreement where it is noted that original materials are identified as a character defining element.

It was noted that given maintenance of the windows to date, moving forward with retrofits shouldn't affect maintenance costs.

Mr. Zaback highlighted concerns regarding costs, in particular to the restoration of large wooden windows. He advised that they are trying to get the upper floor windows back into their original pattern.

Mr. Downey summarized that the intent of the Committee is not that it look like an original building, but rather that it is the original building. This has been the practice and policy of the Committee if the wood was good enough to retrofit. These windows can be retrofitted which will retain original elements in an original building.

Ms. Finley noted the differences in effects of dark and clear glazing.

Ms. Lambert advised that staff request a submission of individual on site window alterations, to be submitted to the Planning Department for the records. She further noted that paint colours should be confirmed. Mr. Zaback responded that a green colour is being used.

Mr. Gower requested that Mr. Zaback confer with Ms. Lambert regarding this.

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

**WHEREAS** many of the windows are original units; and  
**WHEREAS** the windows in the building and the use of wood are explicitly identified as character defining elements; and  
**WHEREAS** the building's classification in a review prepared by Commonwealth Heritage Consultants for Queens is listed as excellent and recognized as one of the finest architecturally on campus the prominence and importance of which is noted in Commonwealth's Study of 1993; and  
**WHEREAS** the windows have been deemed to be in good condition during a site visit; and  
**WHEREAS** the intent of this application is to replace 153 window units including all the original windows on the main floor with new aluminum clad wood windows,  
**THEREFORE IT IS RECOMMENDED THAT** Application P18-323-091-2010 for a property located at 85 Stuart Street also known as Queen's University Theological Hall requesting approval for the replacement of windows on the first floor with details described within a submission filed May 06, 2010 and deemed complete by the Planning and Development Department June 30, 2010 **BE DENIED**,

- and further -

**THAT** the request to have all second storey aluminum windows replaced with aluminum clad windows matching the pattern and profile of original windows, with details described within a submission filed May 06, 2010 and deemed complete by the Planning and Development Department June 30, 2010 **BE APPROVED**, with a preference that the windows on the second floor also be wood to match the main level,

- and further -

**THAT** vertical sliders be applied instead of the proposed awning opening windows,

- and further -

**THAT** the wood detailing original to the design of the windows be conserved or reinstated to match throughout this project; and

**THAT** if there are to be any more in depth evaluations of individual windows, that they be submitted to the Planning & Development Department for the City's records and to assist with any future projects on this property; and

**THAT** confirmation of the proposed paint colour(s) for this project be provided prior to approval and that the specs of the paint colour(s) be submitted to the Planning and Development Department for the files.

- and further -

**WHERE** Council refuses the application, the owner may, within thirty days after receipt of the notice under Subsection (4) of Section 33 of the Ontario Heritage Act, apply to Council for a hearing before the Conservation Review Board;

- and further -

**THAT** applications requesting a hearing before the Conservation Review Board may be filed with the office of the Clerk of the City of Kingston, 216 Ontario Street, Kingston, ON K7L 2Z3 within 30 days of the receipt of this notice.

**CARRIED**

- xiv. Delegation regarding Application P18-714-092-2010 for a property located at 390 King Street West also known as the Stella Buck Building requesting approval for altering of existing structures and the addition of a new structure with details described within a submission filed July 05, 2010.

A copy of a document prepared by emA Architects inc. was provided at the meeting. A copy is attached to the record. A PowerPoint presentation was provided by Mr. Robert Matthews, emA Architects, noting the history of the project, the proposed alterations, and the addition of a new structure.

Mr. Gower referenced a special meeting requested by Council which is required to be held prior to a recommendation being made.

Committee comments in regard to the presentation included:

- the proposal is consistent with what the Committee is already aware of other than a view in regard to the retention of the chimney and the preservation of the windows as much as is possible,
- a focus on the Brewery Period for the project should not mean removal of elements of the Military Period

Ms. Venditti advised that the Heritage Impact Statement (HIS), updated HIS, and Engineering Report which are required prior to a public meeting, will be provided to members upon receipt.

A discussion took place regarding a possible meeting date the end of July or the beginning of August. Timing relating to Committee and Council consideration of a recommendation was noted.

Mr. Matthews advised that he will speak with the Heritage Consultant in regard to requirements for the proposed 26<sup>th</sup> July public meeting date.

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

- i. Discussion regarding Application P18-090-086-2010(EA) for a property located at 26 Centre Street also known as Elmhurst requesting approval for a porch repair to include new posts, repair to beams, roof joists, roof decking, repair concrete column, column anchorage, replication and replacement of all millwork, and repair of roof flashing with details described within a submission filed June 10, 2010 and deemed complete by the Planning and Development Department June 14, 2010.

Schedule Pages 145-153.

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

***THAT** Application P18-090-086-2010(EA) for a property located at 26 Centre Street also known as Elmhurst requesting approval for a porch repair to include new posts, repair to beams, roof joists, roof decking, repair concrete column, column anchorage, replication and replacement of all millwork, and repair of roof flashing **BE APPROVED** in accordance with details described within a submission filed June 10, 2010 and deemed complete by the Planning and Development Department June 14, 2010.*

**CARRIED**

- ii. Discussion regarding Application P18-358-088-2010(EA) for a property located at 24 Sydenham Street requesting approval for the replacement of approximately 400 square feet of asphalt roofing on the front porch and associated flashing with details described within a submission filed June 14, 2010 and deemed complete by the Planning and Development Department June 15, 2010.

Schedule Pages 154-158.

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

***THAT** Application P18-358-088-2010(EA) for a property located at 24 Sydenham Street requesting approval for the replacement of approximately 400 square feet of asphalt roofing on the front porch and associated flashing **BE APPROVED** in accordance with details described within a submission filed June 14, 2010 and deemed complete by the Planning and Development Department June 15, 2010.*

**CARRIED**

**D. Pre-Consultation Requests**

- i. Delegation regarding a pre-consultation request for 129 William Street regarding the repair/restoration of a front porch.

Schedule Pages 159-161.

Dr. Emily O'Connor, owner of the property, was present to describe the proposed repair and restoration of the front porch. She said that they wish to return the porch to the original style. Improvements would include replacement of the canopy roof which had been replaced in the 1970's to a flatter style, and repair of the limestone base; the columns would be the same. She suggested sloping the walkway further up and putting the stair further down the sidewalk. Guards would need to be 24" above grade.

It was noted that this would be an opportunity to get the wood up off the stone. A handrail would be required now down the side. It was further noted that if the walk way is wider than 3'5", the Ontario Building Code requires handrails down both sides which could be simple black pipe 1 1/2" in diameter to make a simple rail system. Wood or limestone could be used for the base.

- ii. Delegation regarding a pre-consultation request for 27 Princess Street also known as the S&R Building regarding a property restoration to include repointing, upgrading and replacement of windows and a mansard roof.

Schedule Pages 162-166.  
Large Drawings Distributed Separately.

Mr. Ray Zaback, Shoalts & Zaback Architects, provided a PowerPoint presentation for the project. He noted that the plan is for a similar proposal as was provided to the City at their request earlier this year. He described the removal of the egress which was established under the building in the 1960's, as well as the awkward exit to Princess Street.

In regard to the ground floor plan, the building will be made more accessible for areas leased for retail and a restaurant. Elevator shafts will be maintained, as will two stairwells. A new entrance at the parking garage exit will be created as well as a new main entrance into the lobby. A corner entrance will be reinstated, and an entrance to offices above will be maintained from the parking lot. Three different levels are planned for the main floor; the upper floors will each have one level. The roofscape will be unfettered. New openings are proposed on the west side of the building. The Sorensen addition in 1965 had semi circle openings but no windows above, so they wish to complete that array of windows. More windows will need to be inserted for the office building. They wish to animate the gridded concrete side of the building.

Mr. Henk Doornekamp advised that this project is in keeping with the Jackson Press Building. He asked for input regarding proposed penetrations on the west elevation which is presently a mural wall. Mr. Zaback advised that the wall isn't all limestone, and that some brick and brick chimneys are underneath.

Mr. Zaback referenced research on the building when a mansard roof was added after a fire in 1908 when 3 walls were left standing. Further investigation will take place regarding slight arched features with crests on top designed by architect, George Browne.

Ms. Lambert noted that as part of the Planning Act and Ontario Heritage Act applications, staff and the Ministry of Tourism & Culture will review the archaeological impact as it is located in a sensitive area as noted in the Archaeological Master Plan.

Mr. Zaback and Mr. Doornekamp welcomed an opportunity for a site visit which will be coordinated by the Planner and Committee Clerk.

- iii. Delegation regarding a pre-consultation request for 320 King Street East regarding the installation of a fascia sign with a width of approximately 22 feet above the windows on the second floor.

Schedule Pages 167-170.

Mr. Kim Donovan, owner, was present with Allie and Hersh Jacob, proprietors of Studio 52 Gallery who wish to expose their business on the second floor to the Market Square and the street.

Ms. Jacob advised that they have been in the location approximately 4 years; however, many people don't know they are on the second floor. They are deliberately open on Friday nights as the lights help people notice that they are there. At this time, they have a mast sign over the door, and a green door to identify the entry. They wish to add a sign on the second floor similar to the sign for Block and Cleaver which is

located on the first floor. She noted their awareness of a need to attach signage into the mortar, and that a previous proposal with individual letters would not be possible.

Mr. Wallace advised that staff would consult with the Building Department to determine if it is possible to place a second sign on a building.

To a question regarding lighting for the sign, Mr. Jacob advised there would not be a light in the sign, but the intent is reflective signage.

It was noted that any signage should not encumber the arches which could possibly affect the size. Window colouring to match the door colouring was noted as a good way to gain interaction between the first and second floors.

- iv. Delegation regarding a pre-consultation request for 390 King Street West regarding alterations to the building.

Schedule Pages 171-179.

**E. Heritage Property Grant Applications**

- i. Delegation regarding Heritage Property Grant HG-11-2010 and Application P18-120-075-2010 for a property located at 49 Earl Street requesting approval for the re-setting of loose stones and repointing of a garden wall with details described within a submission filed May 20, 2010 and deemed complete by the Planning and Development Department June 01, 2010.

Schedule Pages 180-198.

Mr. John Cruikshank was present for the discussion.

Ms. Lambert confirmed that staff ensured with the applicant that the area of work is solely under their area of ownership.

*Moved by Councillor Glover  
Seconded by Mr. Duerkop*

***THAT*** Application P18-120-075-2010 for a property located at 49 Earl Street requesting approval for the re-setting of loose stones and repointing of a garden wall **BE APPROVED** in accordance with a submission filed May 20, 2010 and deemed complete by the Planning and Development Department June 01, 2010,

*- and further -*

***THAT*** Application HG-11-2010 for this property **BE PROVISIONALLY APPROVED** for the re-setting of loose stones and repointing of a garden wall 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*** the project be completed in accordance with the Heritage Masonry Guidelines,

*- 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**

- i.* Update regarding Heritage Property Grant Application HG-01-2009 for a property 212 King Street East requesting final approval for reroofing.

Schedule Page 199-202.

Final approval will be deferred to the August meeting.

**G. Heritage Property Grant Abandoned Applications**

**H. Heritage Property Tax Refund Applications**

**I. Property Designations**

**J. Technical Circulations**

- a)* Discussion regarding Technical Circulation D11-294-2010M for a property located at 411 Wellington Street, Kingston East requesting a site plan modification for the addition of a portable at the northeast of J.E. Horton Public School.

Schedule Page 203-205.

There were no concerns in regard to this technical circulation.

**K. Notice of Motion**

**L. Other Matters**

- i.* Reaffirmation of submission in regard to Code of Conduct for Council and Committee Members

A copy of the submission was distributed separately with the June agenda.

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

***THAT*** the submission received by KMHC at the 10<sup>th</sup> May 2010 meeting which was requested and provided to Ms. Carolyn Downs, City Clerk, City Clerk, in regard to the Code of Conduct for Council and Committee Members, be affirmed.

**CARRIED**

- ii.* Request for Withdrawal of request for approval for the replacement of top and bottom rails and repainting of spindles on the porch for Application P18-640-063-2010 for a property located at 239 Johnson Street with details described within a submission filed April 01, 2010.

Consideration of details pertaining to the balcony was deferred at the 10<sup>th</sup> May 2010 meeting. A recommendation at this meeting to defer the application was noted. Since that time, a request for withdrawal of the application was made by the applicant.

*Moved by Councillor Glover  
Seconded by Mr. Taylor*

***THAT*** Application P18-640-046-2010 for a property located at 239 Johnson Street requesting approval for the replacement of top and bottom rails and repainting of spindles on the porch BE **WITHDRAWN** at the requested of the applicant.

**CARRIED**

*iii.*     Consideration of Public Meeting for 390 King Street West

Further to a resolution of Council on 01<sup>st</sup> June 2010, a public meeting was established for Monday 26<sup>th</sup> July 2010 at 7:00 p.m. in Memorial Hall.

*iv.*     Authorization of Members John Duerkop or Don Taylor

A proposed recommendation was considered.

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

*THAT in the absence of the Chair and Vice-Chair, that members John Duerkop or Don Taylor be authorized to make decisions on behalf of the Chair.*

**CARRIED**

**OTHER BUSINESS:**

**UPCOMING EVENTS:**

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

- iv.*     **17<sup>th</sup> July** – Tour of Cataraqi 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.*     05<sup>th</sup> June 2010 – Heritage Report No. 07-2010 submitted to Council for consideration on 15<sup>th</sup> June 2010.

Schedule Pages 206-210.

**B.     Correspondence Received as Information**

**C.     Correspondence Sent as Information**

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

**Information Memorandum dated 14th June 2010 from Ms. Susan Powley, Committee clerk, KMHC to:**

- i.*     Mr. Gerard Hunt, CAO, regarding Report of the Commissioner, Cynthia Beach, Sustainability and Growth (KMHC-10-004) – ‘Addition of Properties of Cultural Heritage Value (Listed’ Properties) to the City of Kingston Heritage Properties Register’ – Commendation to the CAO, and thanks and congratulations to all concerned.
- ii.*    Ms. Cynthia Beach, Commissioner, Sustainability & Growth, regarding Deferral – Report of the Commissioner, Cynthia Beach, Sustainability and Growth (KMHC-10-004) – ‘Addition of

Properties of Cultural Heritage Value ('Listed' Properties) to the City of Kingston Heritage Properties Register'

**Correspondence dated 7th June 2010 from Mr. John Bolognone, Deputy City Clerk, to:**

- i.* Ms. Cynthia Beach, Commissioner, Sustainability & Growth and Denis Leger, Commissioner, Transportation, Properties & Emergency Services regarding Kingston Municipal Heritage Committee- Designation of the Interior of City Hall.
- ii.* Ms. Cynthia Beach, Commissioner, Sustainability & Growth and Denis Leger, Commissioner, Transportation, Properties & Emergency Services regarding Kingston Municipal Heritage Committee- Application for expansion of Paved Fire Access off Hwy. 15 – 914 Hwy 15 (80 Gore Rd.).
- iii.* Ms. Cynthia Beach, Commissioner, Sustainability & Growth and Denis Leger, Commissioner, Transportation, Properties & Emergency Services regarding Kingston Municipal Heritage Committee- Application for replacement of existing cedar roof and rotted soffit and fascia – 86 Sunny Acres Road.
- iv.* Ms. Cynthia Beach, Commissioner, Sustainability & Growth and Denis Leger, Commissioner, Transportation, Properties & Emergency Services regarding Kingston Municipal Heritage Committee- Application for painting front porches and repointing stonework – 87-89 Norman Rogers Drive (also known as Rodden Park House).
- v.* Ms. Cynthia Beach, Commissioner, Sustainability & Growth and Denis Leger, Commissioner, Transportation, Properties & Emergency Services regarding Kingston Municipal Heritage Committee- Application for replacement of copper roofing and stone replacement – 216 Ontario Street (also known as City Hall).
- vi.* Ms. Cynthia Beach, Commissioner, Sustainability & Growth and Denis Leger, Commissioner, Transportation, Properties & Emergency Services regarding Kingston Municipal Heritage Committee- Application for restoration of slate roofing ornamental iron, gables and eaves trough – 209 Ontario Street (Tourist Information Bureau).
- vii.* Ms. Cynthia Beach, Commissioner, Sustainability & Growth and Denis Leger, Commissioner, Transportation, Properties & Emergency Services regarding Kingston Municipal Heritage Committee- Application for repointing, eaves fascias, soffits and roof repairs – 623 King Street West (also known as Portsmouth Town Hall).
- viii.* Correctional Services of Canada regarding Heritage application approval - 508 Portsmouth Avenue.
- ix.* G.E. Lloyd regarding Heritage application approval - 354 King Street East.
- x.* Georgina (Nina) Marshall regarding Heritage application approval - 350 King Street East.
- xi.* Mr. Michael and Ms. Lousanne Rodé regarding Heritage application approval - 176 Mowat Avenue.
- xii.* Nik-Liong Yu and Sua-Thing Yu regarding Heritage application approval - 239 Johnson Street.
- xiii.* Kingston General Hospital regarding Heritage application approval - 34 Barrie Street.
- xiv.* Queen's University regarding Heritage application approval - 36 Barrie Street.
- xv.* Excalibur Learning Resource Centre regarding Heritage application approval - 218 King Street East.
- xvi.* Mr. and Mrs. Michael Pickard regarding Heritage Grant approval - 230 Johnson Street.
- xvii.* Ontario Heritage Trust, Sean Fraser, Team Leader, Conservation Services – City of Kingston Municipal Heritage Committee (LACAC) Approvals – approvals, June 1, 2010.

**DOCUMENTS:**

**HERITAGE LINKS:**

- i.* Ontario Heritage Act: [http://www.e-laws.gov.on.ca/html/statutes/english/elaws\\_statutes\\_90o18\\_e.htm](http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90o18_e.htm)
- 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>

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- 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:**

A special meeting will be held on Monday 26<sup>th</sup> July 2010 at 7:00 p.m. in Memorial Hall in regard to 390 King Street West.

The following regular meetings for 2010 are scheduled at 12:00 noon in the Council Chambers:

- 09 August
- 13 September
- 04 October
- 01 November
- 06 December

**ADJOURNMENT:**

The meeting adjourned at 5:30 p.m.

