



**City Of Kingston
Heritage Kingston
Meeting Number 07-2019
Confirmed Minutes
Wednesday July 17, 2019 at 9:30 a.m.
Council Chamber, City Hall**

Committee Members Present

Peter Gower; Chair
Councillor Doherty
Zoe Harris
William Kelley Hineman
Matthew McCartney
Jane McFarlane
Jeremy St-Onge
Donald Taylor

Regrets

Councillor Neill
Ashley Johnson
Jennifer Demitor

Staff Members Present

Jennifer Campbell, Manager, Cultural Heritage
Ryan Leary, Senior Planner
Derek Ochej Committee Clerk
Vanessa Smith, Planner

Others Present

Members of the Public were present

Meeting to Order

The Chair called the meeting to order at 9:33 a.m.

Approval of the Agenda

Moved by Mr. Taylor
Seconded by Mr. Kelley Hineman

That the agenda be amended to include an update from staff under Cultural Heritage, Business a) and an update from staff with respect to the appoint of the Heritage Kingston Review Working Group under Other Business, and as amended, be approved.

Carried

Confirmation of Minutes

Moved by Mr. St-Onge
Seconded by Ms. Harris

That the Minutes of Heritage Kingston Meeting Number 06-2019 held Wednesday June 19, 2019 be amended as follows:

On page 6, in the last paragraph, add the following words after to the end of the third sentence: "although because of cost issues this need not be required at this time."
and as amended, be approved.

Carried

Disclosure of Pecuniary Interest

Mr. McCartney declared a pecuniary interest with respect to File Number P18-042-2019, Application for a Heritage Permit under the *Ontario Heritage Act* – 53 King Street East as his employer has been hired by the applicant to complete the works.

Delegations

There were none.

Presentations

There were none.

Briefings

There were none.

Business

a) Cultural Heritage

Ms. Campbell advised the Committee that the City of Kingston Heritage Fund was currently accepting applications for grants for museums and projects within the cultural heritage pool

of interest. She stated that workshops are be run by the Kingston Association of Museums, Art Galleries and Historic Sites for those interested in applying for a grant. Ms. Campbell advised that the deadline for applications is mid-September, dependent on the stream of funding.

Ms. Campbell advised the Committee that the Cultural Heritage Working Group is still in need of members and requested that Committee members share this information within their networks.

Mr. Leary advised the Committee that the Heritage Grants Awards Ceremony would be taking place on Thursday July 25 from 2 to 4 p.m. in Memorial Hall as part of the Heritage Resource Centre lecture series.

b) Policy Development and Implementation

i. Review, First Capital Place Illumination Policy

c) Heritage Assets

i. Pump House Steam Museum

ii. MacLachlan Woodworking Museum

d) Statutory Business

**i. Subject: Application for Heritage Permit
Address: 86 Beverley Street (P18-071)
File Number: P18-039-2019**

Mr. Leary provided the Committee with a summary of the Report.

Mr. Taylor spoke to the work undertaken to maintain the character of the property and the design. He expressed concern with respect to the choice of siding for the application. Mr. Taylor inquired if a building permit is required and if that would allow the use of wood shingles as an acceptable siding. Ms. Mikaela Hughes, Agent, stated that the wall is 2.3 metres away from the centre of the rear laneway, which is used for the purpose of limiting distance.

Mr. Taylor suggested that stucco would be more in character with the stone building and would also resolve any potential issues with fire rating. He further suggested that cement board would be preferable as the juxtaposition between wood shingles and stone is unusual. Mr. Taylor cited a property on Albert Street as an example of stucco and stone in combination. He stated that the use of wood shingles is unique and that he is unsure as to why they were put in place originally.

The property owner spoke to the history of property, stating that a fire led to the reconfiguration of the building, adding that evidence of stucco was found at the front entrance. She further stated that stucco has disappeared from the building with the exception of rebuilding that took place in 1862. The property owner advised the Committee that the wood shingle walls existed when the property was given heritage designation in 1975.

The property owner expressed concern for the ability of the wall to bear the weight of a heavier material as suggested by Mr. Taylor.

Ms. McFarlane sought further details regarding the skylight in the vestibule. Ms. Hughes responded that the vestibule was added for security reasons and that the skylight allows for the vestibule to be lit. Ms. McFarlane inquired about the profile of the skylight. Ms. Hughes responded that the skylight would be low-profile.

Mr. Kelley Hineman stated that the skylight does not fit within the profile of the building and that if light is required an appropriate heritage light fixture could be installed.

The Chair afforded members of the public with an opportunity to provide comment.

There were no comments from the public.

Mr. Taylor advised the property owner that his suggested use of stucco or cement board is merely a suggestion that he hoped they would consider.

Moved by Mr. Taylor
Seconded by Ms. McFarlane

That it is recommended to Council that alterations to the property at 86 Beverley Street, be approved in accordance with the details described in the application (File Number P18-039-2019), which was deemed complete on June 18, 2019, with said alterations to include the:

1. Construction of a second storey rear addition, clad in wood siding, with standing seam profile hip roof;
2. Enlargement of a south facing window to accommodate a new door;
3. Construction of a rear vestibule, clad in wood siding; and

That the approval of the alteration be subject to the following condition:

1. A Building Permit shall be obtained, as necessary;
2. Any *Planning Act* approvals, such as a minor variance application, shall be obtained, as necessary;
3. All masonry works shall be completed in accordance with the City's Policy on Masonry Restoration on Heritage Buildings;

4. All window works shall be completed in accordance with the City's Policy on Window Renovations in Heritage Buildings;
5. All objects/tools, etc. must maintain a minimum clearance of 3 metres from the high voltage powerlines. If work cannot be completed safely or if clearance cannot be maintained from the lines, the applicant shall complete a service request and submit to Utilities Kingston for isolation of the powerlines; and
6. Details of the finalized vestibule door design shall be submitted to Heritage Planning staff for review and approval, to ensure that the door complements the heritage character and attributes of the property; and
7. The applicant shall carefully consider the use of stucco or cement board siding as an appropriate alternative to wood siding.

**Carried as Amended
(See Motion to Amend that Carried)**

Moved by Mr. Taylor
Seconded by Mr. Kelley Hineman

That the motion moved by Mr. Taylor and seconded by Ms. McFarlane regarding an Application for a Heritage Permit – 86 Beverly Street, be amended by inserting the following bullet point after the sixth bullet in the second recommendation clause:

“The applicant shall carefully consider the use of stucco or cement board siding as an appropriate alternative to wood siding.”

Carried

- ii. Subject: Application for Heritage Permit
Address: 112 Montreal Street (P18-657)
File Number: P18-045-2019**

Ms. Smith provided the Committee with a summary of the Report

Mr. Taylor stated that while the staircase is in poor condition, more work needed to be completed in order for the application to be acceptable. He stated that the application does not include specifications or dimensions for the new staircase. Mr. Taylor stated he would prefer to see proper drawings and input from City Building Department staff. He stated that he would not support the application.

Ms. McFarlane stated that it was difficult to visualize the final product and that she would like more details in order to ensure that the replacement staircase is consistent in design with the existing staircase. She stated that it is important that period appropriate details are included in the staircase. Ms. McFarlane stated that Barriefield has many examples of appropriate staircases. She stated that she did not support the application.

Mr. Kelley Hineman stated that he would like to have seen more details included in the application.

Councillor Doherty inquired about the process if the Committee wished to see more details on the application. Mr. Leary advised the Committee that they could add appropriate conditions to the recommendation or they could defer the application in order to receive further information. Mr. Leary spoke to the application, stating that the applicants wish to make the staircase safe for their tenants and are working with a limited budget. He further stated that the staircase itself is not a heritage asset and that the goal is to ensure that the new staircase does not further impact the heritage quality of the building.

Mr. Gower suggested that a deferral could be sought requesting that additional details regarding the colour and size of the staircase be reported to the Committee.

Ms. Smith clarified for the Committee that the increase in size of materials is required to satisfy Building Code requirements.

Mr. Leary advised the Committee that the deadline for approval of the application is September 3, 2019.

Councillor Doherty inquired if there is any urgency in approving the application. Ms. Smith responded that the applicant is concerned with the safety of the steps due to their poor condition.

Ms. Harris spoke to the time impacts of potential deferral on the completion of work on the staircase.

Mr. Kelley Hineman stated that the Committee should appreciate the fact that the increase in size of materials is required to meet the Building Code.

Mr. Gower requested that Mr. Taylor assume the role of Chair.

Mr. Gower stated that the staircase could easily be replaced in the future with one that may contain more appropriate heritage details.

Mr. Gower resumed the role of Chair.

Mr. Taylor suggested that the applicant could have sought to have the staircase safety issue addressed through an emergency approval. He reiterated that he would not support

an application with poor design and lacking in details of what the final product would look like.

Mr. Gower requested further information regarding the emergency approval process. Mr. Leary spoke to the process for approving an emergency repair.

Councillor Doherty suggested that more details regarding the heritage aspects of the new staircase should be included in the Report.

Mr. Taylor spoke to the requirement for obtaining a building permit. He stated his preference that Committee members be given the ability to provide feedback on the design of the staircase.

Mr. Gower inquired of staff if drawings of the staircase could be circulated to Committee members, when available. Mr. Leary stated that drawings could be circulated to Committee members.

Ms. Smith advised the Committee that the agent for the property owner has provided plans for the staircase. She further stated that the staircase is of the same design as the current staircase with larger supporting structure as required by the Building Code.

Moved by Ms. Harris
Seconded by Mr. McCartney

That it is recommended to Council that alterations to wooden exterior front staircase of the property at 112 Montreal Street, be approved in accordance with details described in the application (File Number P18-045-2019), which was deemed complete on June 5, 2019 with said alterations to include the removal of the existing 0.1 metre by 0.1 metre (4 inch by 4 inch) supports with larger 0.15 metre by 0.15 metre (6 inch by 6 inch) supports, the replacement of the 0.05 metre by 0.25 metre (2 inch by 10 inch) stringers with larger 0.05 metre by 0.3 metre (2 inch by 12 inch) stringers, the replacement of existing 0.05 metre by 0.25 metre (2 inch by 10 inch) headers with larger 0.05 metre by 0.3 metre (2 inch by 12 inch) headers and the replacement of the handrails with a slightly more rounded profile handrail. All other alterations will be replaced with parts matching existing dimensions and that the staircase be repainted the existing taupe colour; and

That the approval of the alterations be subject to the following conditions:

1. A Building Permit shall be obtained for structural alterations to the existing staircase;
2. An Encroachment Permit shall be obtained;
3. Utilities locates shall be done prior to any excavations; and

4. All alterations shall be constructed in accordance with the City of Kingston's Policy on Masonry Restoration in Heritage Buildings.
5. Details of the finalized staircase and hand rail design shall be submitted to Heritage Planning staff for review and approval, to ensure that they complement the heritage character of the property

**Carried as Amended
(See Motions to Amend that Carried)**

Moved by Mr. Kelley Hineman
Seconded by Councillor Doherty

That the motion moved by Ms. Harris and seconded by Mr. McCartney regarding an Application for a Heritage Permit – 112 Montreal Street, be amended by inserting the following bullet point after the fourth bullet point in the second recommendation clause:

“Details of the finalized staircase and hand rail design shall be submitted to Heritage Planning staff for review and approval, to ensure that they complement the heritage character of the property.”

Carried

Moved by Councillor Doherty
Seconded by Mr. Kelley Hineman

That the motion moved by Ms. Harris and seconded by Mr. McCartney regarding an Application for a Heritage Permit – 112 Montreal Street, be amended by inserting the following words after the word ‘alterations’ in the first sentence of the first recommendation clause:

“...to the wooden exterior front staircase of...”

Carried

- iii. **Subject: Application for Heritage Permit under the *Ontario Heritage Act***
Address: 53 King Street East (P18-177)
File Number: P18-042-2019

Ms. Smith provided the Committee with a summary of the Report

The Chair sought confirmation that the comments submitted via DASH were captured correctly in the report. Members of the Committee advised that they did not receive the application circulation via DASH.

The Chair afforded members of the public with an opportunity to provide comment.

There were no comments from members of the public.

Mr. Kelley Hineman stated that the repointing will be a significant improvement to the property.

Mr. Taylor stated that he did not receive a circulation of the file via DASH. Mr. Leary stated he would look into the matter further.

Mr. Taylor stated that he had no concerns with the contractor's ability to complete the work. He questioned if the use of hydraulic lime mortar would be in keeping with the City's Masonry Policy. Mr. Leary responded that it may be an issue of terminology with respect to use of hydraulic lime mortar, adding that staff would clarify this in advance of the Report going to Council.

Moved by Mr. St-Onge

Seconded by Mr. Kelley Hineman

That Heritage Kingston supports Council's approval of the following:

That alterations to the property at 53 King Street East, be approved in accordance with the details described in the application (File Number P18-042-2019) which was deemed complete on June 7, 2019, with said alterations to include the masonry work of raking and repointing mortar joints, isolated stone replacement using local Kingston Limestone and the repointing and inspection of the chimneys; and

That the approval of the alterations be subject to the following conditions:

1. The existing stone pattern be retained through the repointing, with as much retention and reuse of stones as is possible and in accordance with prudent construction practice;
2. All masonry work shall be completed in accordance with the City's Policy on Masonry Restoration in Heritage Buildings; and
3. A service request to Utilities Kingston shall be conducted if work cannot be completed safely or if clearance cannot be maintained from nearby hydro lines.

Carried

**iv. Subject: Application for Heritage Property Tax Refund
Address: 81 King Street East (P18-178)
File Number: HT-01-2018**

Ms. Smith provided the Committee with a summary of the Report

Mr. Leary provided the Committee with an overview of the Heritage Property Tax Refund program.

Mr. Kelley Hineman stated that the property owners have shown true care for the property and that it is important to support property owners in their efforts to restore heritage properties.

Moved by Mr. Kelley Hineman
Seconded by Mr. Taylor

That it be recommended to Council that the Heritage Property Tax Refund application Number HT-01-2018 for the designated property at 81 King Street East, be approved, as the works undertaken meet the eligibility requirements of By-Law Number 2005-257 "A By-Law to Establish a Heritage Property Tax Refund Program".

Carried

f) Working Group Reports

i. Heritage Properties Working Group

Ms. Harris sought further details regarding the building at 103 Main Street and its possible demolition. Mr. Leary stated that the building was recently flagged by the Working Group regarding its possible heritage value. He further stated that the Working Group was not overly concerned with the heritage value of the property.

Moved by Councillor Doherty
Seconded by Mr. Taylor

That the Heritage Properties Working Group notes be received.

Carried

ii. Cultural Heritage Working Group

iii. Heritage Assets Working Group

f) Update regarding Emergency Approvals

Motions

There were none.

Notices of Motion

There were none.

Other Business

Mr. Ochej provided the Committee with an update on the appointment of members to the Heritage Kingston Review Working Group.

Mr. Leary advised the Committee that Community Heritage Ontario would be holding a workshop in Lyn, Ontario.

Councillor Doherty advised the Committee of Council's decision regarding the Application for a Heritage Permit for 9 Wellington Street.

Correspondence

There was none.

Date and time of Next Meeting

The next meeting of Heritage Kingston will be held on Wednesday August 21, 2019 at 9:30 a.m. in Council Chamber.

Adjournment

Moved by Mr. Taylor
Seconded by Councillor Doherty

That the meeting of Heritage Kingston now adjourn.

Carried

The meeting adjourned at 11:13 a.m.