



**KINGSTON MUNICIPAL HERITAGE COMMITTEE
AGENDA
MEETING No. 2012-01
Monday 05th December 2011 at 12:00 noon*
in the Council Chamber, City Hall**

*~ Please provide regrets to Susan Powley, Committee Clerk at 546-4291, ext. 1204 or spowley@cityofkingston.ca ~
a light lunch will be served in advance of the meeting

COMMITTEE COMPOSITION

Mr. Peter Gower, Chair	Mr. R. Bruce Downey, Vice-Chair
Councillor Bill Glover	Mr. Robert Cardwell
Mr. John Coleman	Mr. John Duerkop
Mr. Michael Gemmell	Mr. Mac Gervan
Ms. Christine Sypnowich	Mr. Don Taylor

STAFF

Ms. Ashley Henderson, Building & Plumbing Official
Ms. Lindsay Lambert, Planner
Ms. Susan Powley, Committee Clerk
Ms. Marnie Venditti, Manager, Development Approvals

1. **MEETING TO ORDER**
2. **ELECTIONS**
 - Chair
 - Vice-Chair
3. **RECOGNITION**
4. **WELCOME and INTRODUCTIONS**
5. **CONFIRMATION OF AGENDA**
6. **CONFIRMATION OF MINUTES**

THAT the minutes of the Kingston Municipal Heritage Committee Meeting No. 2011-13 held on 07th November 2011 be confirmed.

Distributed Separately

7. **POSSIBLE PECUNIARY INTEREST**
8. **DELEGATIONS**

9. BRIEFINGS

10. UPDATES

A. Planning & Development Department – updates will be provided by Staff

a) Working Groups:

- i.* Historic Properties Research Working Group (Don Taylor)
- ii.* Communications and Education Working Group (John Duerkop, Chair, Bob Cardwell, Peter Gower)

b) Delegated Authority:

- i.* Application P18-030-002 for alterations to the designated property located at 1, 3, 5 Cassidy Street also known as Grand Trunk Railway Terrace for the replacement of black asphalt shingles with black asphalt shingles.

c) Technical Circulations to Staff:

- i.* Zoning By-Law Amendment and Draft Plan of Subdivision for 999 Purdys Mill Road – File No.'s D14-220-2011 & D12-064-2011

Schedule – Pages 1-4.

Cultural Heritage Impact Statement distributed separately*

d) Designation Matters:

e) Site Visits and Reports

- i.* 244 King Street East (41 William Street) further to a pre-consultation at the November meeting regarding the replacement of windows
- ii.* 226 King Street East requesting final grant approval for the restoration of windows (see page 4)

f) Status of Heritage Grant and Heritage Tax Applications:

g) Other:

- i.* Accessible Built Environment Standards – update on the status of provincial standards being drafted to respond to the Accessibility for Ontarians With Disabilities Act (2005)

Draft document distributed separately*

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

- i.* 2012 Heritage Conference – 31st May – 03rd June 2012
- ii.* Kingston Remembers Program – Commemoration on City property
Schedule – Pages 5-6.
- iii.* Ontario Medal for Young Volunteers – deadline for nominations January 31, 2012
See Schedule – Page 33.
- iv.* Update regarding the restoration of Fort Henry National Historic Site
See Schedule – Page 34.
- v.* CHO News

11. BUSINESS

A. Staff Reports

B. Ontario Heritage Permit Applications Requesting Approval

C. Heritage Permit Applications for Emergency Works requiring Reaffirmation

i. Update regarding Application P18-030-001-2011EA at 157-161 Queen Street.

The applicant is requesting Council consent to the reaffirmation of alterations to the designated property located at 157-161 Queen Street, in accordance with the details described in Application P18-030-001-2011EA and the submission dated November 01st, 2011 that was deemed complete by the Planning and Development Department on November 09th, 2011, said alterations requesting approval for the repair of a portion of the stone wall on the Queen Street façade, including the replacement of some cracked stones, the replacement of glass in two of the large grade level windows, and a request to expand the scope of work for masonry work if necessary.

Schedule – Pages 7-13.
Engineering report distributed separately*

ii. Update regarding Application P18-056-003-2012EA at 18 Barrie Street.

The applicant is requesting Council consent to the reaffirmation of alterations to the designated property located at 18 Barrie Street, in accordance with the details described in Application P18-056-003-2011EA and the submission dated November 07th, 2011 that was deemed complete by the Planning and Development Department on November 07th, 2011 said alterations requesting approval for the replacement of a structural beam, wood framing (supporting an area of soffit) and shoring of the south porch column.

Schedule – Pages 14-21.
Photos and drawings distributed separately*

D. Heritage Property Grant Applications

Resolution of Council June 07, 2011

E. Pre-Consultation Requests

i. Delegation regarding PRE- KMHC-001 (2012) at 9 George Street.

Advice is being requested regarding the replacement of four windows.

Schedule Page 22.

ii. Delegation regarding PRE- KMHC-003 (2012) at 81-83 King Street East.

Advice is being requested to discuss options for the replacement of a fire escape in response to a fire inspection report.

Schedule Pages 23-31.
Photos, drawings and fire inspection report distributed separately*

F. Heritage Grant Applications Requesting Release of Funding

- i.* Update regarding Heritage Property Grant Application HG-10-2011 for a property at 226 King Street East requesting final approval for the restoration of exterior original windows.

Schedule Page 32.

A site visit has taken place.

Resolution of Council April 15, 2008

THAT Application P18-647-023-2008 for a property located at 226 King Street East requesting approval for the restoration of twelve exterior original windows **BE APPROVED** in accordance with a submission dated 03rd March 2008;

- and further -

THAT Application HG-004-2007 for this property **BE PROVISIONALLY APPROVED** for a Heritage Property Grant of 50% of the costs associated with the Eligible Work as submitted by receipts and up to a maximum amount of \$2000;

- and further -

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

G. Heritage Property Grant Abandoned Applications

H. Heritage Property Tax Refund Applications

I. Property Designations

J. Technical Circulations

K. Other

- i.* Request for an information meeting in regard to a property at 85 Fifth Field Company Lane also known as the Queen's Theological Hall.

12. MOTIONS

13. NOTICE OF MOTION

14. OTHER BUSINESS

15. UPCOMING EVENTS

31st May – 03rd June - 2012 - Heritage Conference in Kingston

2011 Frontenac Heritage Foundation Series beginning at 2:00 p.m.

- i.* **10th December – at the Common Market**

16. CORRESPONDENCE/CIRCULATIONS

Copies of documents will be available at the meeting if a member wishes to review the full document.

A. Reports to/from Council

- i.* 07th November 2011 – Heritage Report No. 13-2011 – considered on 15th November 2011.

E. Correspondence Received

- i.* Ministry of Citizenship and Immigration – Ontario Medal for Young Volunteers – Deadline for nominations is January 31, 2012 (www.ontario.ca/honoursandawards).
Schedule Page 33.
- ii.* Parks Canada – Restoration of Fort Henry National Historic Site’s glacia through the development of a Cultural Landscape Conservation Plan.
Schedule Page 34.
- iii.* Mr. Henk Wevers – suggestion for the development of walking maps in addition to or editing those already available.
Schedule Page 35.

C. Correspondence Sent

Copies of the following will be available at the meeting if a member wishes to review the full document.

Correspondence from Mr. John Bolognone, City Clerk to:

- i.* Kingston Terminal Properties Ltd. – Application P18-509-089-2011 regarding property located at 330 King Street East.
- ii.* Kincore Holdings – Application P18-696-105-2011 regarding property located at 318-322 King Street East.
- iii.* Ontario Heritage Trust, Jim Leonard, Registrar, – City of Kingston Municipal Heritage Committee (LACAC) Approvals – approvals, November 15th, 2011.

Correspondence from Mr. Grant C. Bain, Director, Planning & Development to:

- i.* Carl Croy, 948 Highway 2 East – Heritage Property Grants Program completion
- ii.* Barbara-Lee Langmuir and Frank Wilcox, 226 Main Street - Heritage Property Grants Program completion.

Correspondence from Mr. Peter Gower, Chair to:

- i.* Queen’s University - 144 Barrie Street and 146 Barrie Street – Deferral of Applications
- ii.* Mr. Claude Tardif – 112 Rideau Street – Withdrawal of Application P18-666-082-2011
- iii.* Mr. Gerald Finley and Ms. Helen Finley - Congratulations as recipients of the Margaret Angus Award from the Frontenac Heritage Foundation on October 11, 2011.

17. DOCUMENTS

An asterisk * notes items where documents are distributed separately on a usb. The following documents are available for viewing on the City of Kingston website:

- i.* Code of Conduct for Council and Committee Members at:
<http://www.cityofkingston.ca/cityhall/committees/infrastructure/index.asp>

- ii. Council Procedural By-law 2010-1 at:
<http://www.cityofkingston.ca/cityhall/bylaws/index.asp>
- iii. Committee By-law 2010-205 at:
<http://www.cityofkingston.ca/cityhall/bylaws/index.asp>
- iv. City of Kingston Heritage Properties Register and Listed Properties Consolidation
at: www.cityofkingston.ca/heritageproperties

18. HERITAGE LINKS

- i. Ontario Heritage Act: 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/live/main.php>
- iii. Provincial Policy Statement: <http://www.mah.gov.on.ca/Asset1421.aspx>
- iv. Accessibility in Museums:
<http://www.culture.gov.on.ca/english/heritage/museums/munote12.htm>
- v. General Accessibility: <http://www.mcass.gov.on.ca/NR/rdonlyres/F8C53147-3A0E-41F1-9C95-C8829DD5485C/1118/AGUIDETOANNUALACCESSIBILITYPLANNINGJan07E.pdf>
- vi. Archaeological Master Plan:
<http://www.cityofkingston.ca/residents/culture/heritage/archaeology/>
- vii. Architectural Conservancy of Ontario newsletters:
<http://visitor.r20.constantcontact.com/manage/optin/ea?v=001QKOUjm76P7atNhc9cspLoQ%3D%3D>
- viii. Ontario Heritage Directory: www.ontariohistoricalsociety.ca
- ix. City Heritage Properties Register:
<http://www.cityofkingston.ca/residents/culture/heritage/properties.asp>

19. NEXT MEETING DATES

The following schedule of meetings has been established for 2012 at 12:00 noon in the Council Chamber:

- 09 January
- 06 February
- 05 March
- 02 April
- 07 May
- 04 June
- 09 July
- 13 August
- 10 September
- 01 October
- 05 November
- 03 December

Any updates regarding the location, date and time will be noted on each meeting agenda and on the City meeting calendar at:

<http://www.cityofkingston.ca/calendar/meetings/all/>.

20. ADJOURNMENT:



~ ABEYANCE ITEMS ~
Kingston Municipal Heritage Committee

	Date Item Placed in Abeyance	Description of Item	Who Is To Respond	Timeline for Response	Status
DESIGNATIONS and DISTRICT PLANS					
1.	07 July 2008 (KMHC)	Designation – <u>82 Beverley Street</u>	Heritage Planner & Historic Properties Research Group	To Be Determined	Research is being compiled 12 Jan 2009 – update provided to KMHC following November 2008 site visit 12 September 2011 – update provided that research has been done for the preparation of a by-law.
2.	17 November 2009 (Council)	Designation – <u>2312 Princess Street</u> – (Pleasant View) – Appeal to CRB	Heritage Planner	To Be Determined	17 November 2009 – Council resolution – Notice of Intent to Designate 11 January 2010 – Notice of Objection (CRB) noted to KMHC August 2010 – site visit
3.	06 October 2009 (Council)	Heritage Conservation District - Old Sydenham Heritage Area	Heritage Planner	To Be Determined	On hold pending allocation of staff resources.
OHA BY-LAW DEVELOPMENT PRE-DESIGNATION and DISTRICT PLAN UPDATES					
4.	December 2009 (KMHC)	Designation - <u>2203 Princess Street</u> at Sydenham Road - The Beamish House	Heritage Planner & Historic Properties Research Group	To Be Determined	January 2010 – Update provided by HPRG
5.	December 2002 (KMHC)	Cataraqui Village Designations	Heritage Planner & Historic Properties Research Group	Q2 2012	This project was initiated by the Heritage Committee in 2002.

6.	August 2006 12 November 2007 (KMHC)	Designation – Catarqui Cemetery	Heritage Planner & Historic Properties Research Group	To Be Determined	May 2011 - A site visit took place and a report will be provided.
7.	December 2009 (KMHC)	Market Square Conservation District Plan - Update	Heritage Staff	To Be Determined	A meeting with the consultants to determine the ongoing workplan for this project is scheduled for October 19, 2011
8.	December 2009(KMHC) 20 April 2010 (Council)	Barriefield Heritage Conservation District Plan - Update	Heritage Staff	To Be Determined	
9.	January 2010 (KMHC)	Designation – <u>71 Montgomery Blvd</u> – Welborne Farm House	Heritage Planner & Historic Properties Research Group	To Be Determined	
10.	March 2010 (KMHC)	Designation – <u>67 Kensington Ave</u>	Heritage Planner & Historic Properties Research Group	To Be Determined	
11.	November 2010 (Council)	Designation – <u>218 King Street East</u> also known as <u>39 Earl Street</u>	Heritage Staff	To Be Determined	This request for an update to the designation by-law will be completed through the Old Sydenham Ward HCD project.
REPORTS					
12.	12 January 2009 (KMHC)	Request for information regarding Heritage Impact Statements for different situations & needs	Heritage staff	To Be Determined	Staff are undertaking this request (see 'Planning and Development Department Heritage Work Plan to July 2012' Information Report of the Commissioner, Sustainability & Growth (KMHC-11-002).

13.	12 January 2009 (KMHC) May 2010 (KMHC)	Outstanding Grant Applications	Heritage Staff	April 2010	Correspondence directed to outstanding grant applicants in October 2010. Staff are reviewing status of: <ul style="list-style-type: none"> • 244 James St HG-07-2006 • 273 Main St HG-30-2006
14.	March 2008 July 2010	Review of Mandate and Committee Recommendations	Commissioner – Sustainability & Growth	To Be Determined	Under discussion
OTHER BUSINESS					
15.	December 2005 (KMHC)	DND Survey Markers, Barriefield Village (244-246/246-248 James Street)	Facilities		Staff are investigating options for the relocation of the markers to the correct location.
16.		Historic Survey Marker -north side of Highway #2 Adjacent to CFB Kingston			12 September 2011 – update provided that markers will be returned to their original position
17.	August 2007 (KMHC)	Regent Street/Constantine Arena Ditch, Barriefield Village	Community Services		2008 - Director, Recreation initiated discussions with DND to be reported back to the Committee. July 2009 – email forwarded by Chair.
18.	December 2008 February 2010 October 2010	Development of an Exterior Coverings Document	Exterior Coverings Working Group	To be Determined	Staff have indicated this task will be re-examined after the completion of the Old Sydenham Ward HCD process and the two HCD updates.
19.	October 2009 (KMHC)	Walkway in Barriefield Village	Staff	To be Determined	To be addressed as part of the Barriefield Heritage Conservation District Plan – Update.

20.	August 2005 (KMHC)	Sunnyside Gates	Heritage Staff		August 2005–correspondence directed to owner June 2009 – confirmation that gates are safe; correspondence directed to the owner requesting reinstatement of the gates. 12 September – Correspondence to owner.
21.	January 2009 (KMHC)	James Street at Green Bay Park Restoration	KMHC		Director, Recreation requested to review and report back to the Committee.
22.	December 2008 (KMHC)	Accessibility Matters in Village HCD	Heritage Staff	To Be Determined	Staff have indicated this will be addressed as part of the Barriefield Heritage Conservation District Plan – Update.
23.	February 2009 (KMHC) February 2011 (KMHC)	Application P18- 437-091-2008 <u>412</u> <u>Regent Street</u> - Fencing	Heritage Staff Heritage Staff	To Be Determined	Consideration of an existing accessory structure with increased height, altered roofline and foundation. Staff have provided correspondence to the owner regarding the installation of chain link fencing.
24.	October 2009/2010 (KMHC)	Walking Tours	Communications & Education Working Group and Staff		2 pamphlets produced each year, subject to budgetary approval.
25.	February 2010 (KMHC)	Heritage Commemoration Guidelines	Communications & Education Working Group	To Be Determined	
26.	March 2011	Summary and Use of the Heritage Tax Refund Program	Heritage Staff	To be Determined	Staff will provide a summary of how much the municipal programs are used which are currently in place. Staff are currently investigating this and will report back when sufficient information is gathered.
27.	June 2011 (KMHC)	Discussion regarding Landscaping as part of a Designation	KMHC	To be Determined	COMPLETE