



**KINGSTON MUNICIPAL HERITAGE COMMITTEE
AGENDA
MEETING No. 2012-03
Monday 06th February 2012 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

Please note that general timing has been applied to some sections of the agenda, and by request specific times have been applied in some instances. The times are approximate, and each delegation and section will be heard as closely as possible to the noted times.

1. MEETING TO ORDER

2. APPROVAL OF THE AGENDA

THAT the agenda be approved.

3. CONFIRMATION OF MINUTES

THAT the minutes of the Kingston Municipal Heritage Committee Meeting No. 2012-02 held on 09th January 2012 be confirmed.

Distributed Separately

4. DISCLOSURE OF PECUNIARY INTEREST

5. DELEGATIONS

6. BRIEFINGS

- i.* **Mr. R. Bruce Downey, Vice-Chair** – will provide an update further to a Passive House Institute conference he attended in November.

7. BUSINESS

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

- a) Working Groups**

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

- b) Delegated Authority**

- c) Technical Circulations to Staff**

- d) Designation Matters**

- e) Site Visits and Reports**

- i.* 27-33 Princess Street further to a discussion regarding steps

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

- g) Other:**

- i.* 223 and 225 Main Street, Barriefield Village
- ii.* 102 Centre Street - Designation

- B. Chair's Updates** – updates provided by Mr. Peter Gower, Chair

- i.* Ontario Heritage Week 2012 – February 20-26
- ii.* Correspondence to Communications Museum, Ontario Heritage Trust regarding Heritage Week activity, and to Hank Dornekamp for hosting a one and a half hour tour comprehensive tour of the Smith Robinson renovations.
- iii.* Additional comments regarding PRE- KMHC-005 (2012) at 216 Ontario Street for location and room numbering signage for the interior of City Hall.

- C. Staff Reports**

- D. Ontario Heritage Permit Applications Requesting Approval**

Applications will be considered beginning at approximately 1:00 p.m. Please note those items that are time specific.

12:30 p.m.

- i.* Delegation regarding Application P18-233-009-2012 at 623 King Street West also known as Portsmouth Town Hall.

The delegation is requesting Council consent to the approval of alterations to the designated property located at 623 King Street West also known as Portsmouth Town Hall in accordance with the details described in Application P18-233-009-2012 and the submission dated January 17th, 2012 that was deemed complete by the Planning and Development Department on January 26th, 2012, said alterations requesting approval for a restoration project involving replacement of main roofing material with a wood shingle system, restoration of the cupola including replacing the wood structure of the roof associated with the cupola, replacement of cupola roof with a terne coated stainless steel shingle, repair/replacement of elements of the flashing and flagpole, replacement of soffit, fascia and gutters on an in-kind basis, masonry repairs, some stone replacement to match existing, repairs to chimney masonry, replacement of chimney flashing and installation of a chimney cap, installation of a furnace vent through a rear facade windowpane.

Schedule – Pages 1-15.

- ii.* Delegation regarding Application P18-487-006-2012 at 262 Main Street, Barriefield Village.

The delegation is requesting Council consent to the approval of alterations to the designated property located at 262 Main Street, Barriefield Village in accordance with the details described in Application P18-487-006-2012 and the submission dated January 12th, 2012 that was deemed complete by the Planning and Development Department on January 26th, 2012, said alterations requesting approval to add a 6' x 12' extension to the attached garage, with two fixed skylights, shingles and vinyl siding to match existing garage/house.

Schedule – Pages 16-38.

- iii.* Delegation regarding Application P18-308-007-2012 at 137 Queen Street.

The delegation is requesting Council consent to the approval of alterations to the designated property located at 137 Queen Street in accordance with the details described in Application P18-308-007-2012 and the submission dated January 13th, 2012 that was deemed complete by the Planning and Development Department on January 26th, 2012, said alterations requesting approval for the restoration of the Stuart Monument in the Lower Burial Ground involving repointing on the inside and out and several areas of stone rebuilding and restoration.

Schedule – Pages 39-46.

- iv.* Delegation regarding Application P18-696-010-2012 at 320-322 King Street East.

The delegation is requesting Council consent to the approval of alterations to the designated property located at 320-322 King Street East in accordance with the details described in Application P18-696-010-2012 and the submission dated January 19th, 2012 that was deemed complete by the Planning and Development Department on January 26th, 2012 said alterations requesting approval for the installation of 100” wide new signage in the form of 8 individual 'letter cans', 12” x 12” and 6” deep with LED back lit lighting for the last three letters.

Schedule – Pages 47-55.

- v. Delegation regarding Application P18-576-011-2012 at 354 King Street East.

The delegation is requesting Council consent to the approval of alterations to the designated property located at 354 King Street East in accordance with the details described in Application P18-576-011-2012 and the submission dated January 24th, 2012 that was deemed complete by the Planning and Development Department on January 26th, 2012, said alterations requesting approval for the installation of a new 16’ awning attached with galvanized steel bolts to an existing wooden panel of the facade.

Schedule – Pages 56-61.

- vi. Delegation regarding Application P18-257-012-2012 at 76 Mowat Avenue.

The delegation is requesting Council consent to the approval of alterations to the designated property located at 76 Mowat Avenue in accordance with the details described in Application P18-257-012-2012 and the submission dated January 24th, 2012 that was deemed complete by the Planning and Development Department on January 26th, 2012 said alterations requesting approval for the demolition of a detached shed and the construction of a detached board and batten sided shed with asphalt shingles that is slightly larger 16’ x 12’ with overhangs on the south and north sides. Details have also been revised for a screened in porch (P18-257-001-2009 previously approved in February 2009) to install a double inswing terrace door and construct a solid roof with a skylight instead of a roof with removable screens.

Schedule – Pages 62-79

- E. Heritage Permit Applications for Emergency Works requiring Reaffirmation**
- F. Heritage Property Grant Applications**
- G. Pre-Consultation Requests**
- H. Heritage Grant Applications Requesting Release of Funding**
- I. Heritage Property Grant Abandoned Applications**
- J. Heritage Property Tax Refund Applications**
- K. Property Designations**

- L. Technical Circulations**

- i.* 36 Simcoe Street - Application to enlarge or extend the existing legal non—conforming structure to construct an 8.2 square metre, single storey, ground floor addition (vestibule on the northerly side; and to repair the second floor roof; and to reconstruct the roof deck on the second floor by raising the deck 0.813 metres; with the deck rail raised to Building Code standard – D10-824-2012.

Schedule – Page 80.

M. Upcoming Events

- i.* **20th – 26th February 2012** - Ontario Heritage Week 2012
ii. **31st May – 03rd June 2012** - Heritage Conference in Kingston

2012 Frontenac Heritage Foundation Series beginning at 7:30 p.m. (unless otherwise noted)

- i.* Tuesday February 21st at RCHA Club: KMHC Panel discussion
ii. Tuesday March 13th at RCHA Club: The New Stones of Kingston: Marcus Letourneau on the TD Bank building on Market Square
iii. Tuesday April 10th: Peter Gower leads a tour of St. George's Cathedral, including some rarely viewed places
iv. Tuesday May 8th at RCHA Club: Annual General Meeting
v. Sunday June 3rd: A tour of Boldt and Singer Castles. \$95 per person. Passports required. Shuttle bus from Confederation Park at 8.30 or boat from Rockport at 10. Advance booking required at contact@heritagekingston.com
vi. Saturday July 14th, 2.00 at Fluhrer Park: Mary Farrar will show the plans for the Cataraqi River Trail
vii. Tuesday August 14th at the Market Square fountain: Sue Bazely and Jennifer McKendry will talk about above and below ground in Market Square.
viii. Saturday September 15th, 10.00 at the Millhaven Ferry Terminal: Marc Raymond will lead a tour of Amherst Island.
ix. Tuesday October 16th at Renaissance Event Venue: 30th Annual Heritage Conservation Awards
x. Tuesday November 13th at RCHA Club: André Scheinman will talk on Heritage Preservation
xi. Tuesday December 11th at 149 Earl Street: Ron Tasker and Bonnie Crook will lead us through the Vosper House.

N. Other

8. MOTIONS

9. NOTICES OF MOTION

10. OTHER BUSINESS

11. CORRESPONDENCE

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

A. Reports to/from Council

- i.* 09th January 2012 – Heritage Report No. 02-2012 – considered on 24th January 2012.

B. Correspondence Received

C. Correspondence Sent

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

Correspondence dated 5th January 2012 from Ms. Marnie Venditti, Acting Director Planning & Development Sustainability & Growth to:

- i.* Mr. Richard Mitchell – regarding Heritage Property Grant Program for property located at 125 Brock Street.
- ii.* Chalmers United Church – regarding Heritage Property Grant Program for property located at 212 Barrie Street.
- iii.* Mr. Gaensbauer – regarding Heritage Property Grant Program for property located at 226 King Street East.

Correspondence dated 25th January 2012 from Mr. John Bolognone, City Clerk to:

- Toymar Holdings Inc. – Application P18-295-005-2011 regarding property located at 320 – 322 Princess Street.
- i.* Incorporated Synod of the Diocese of Ontario – Heritage Property Grant Application HG-01-2011 for property located at 268 Main Street, Barriefield Village.
 - ii.* Ontario Heritage Trust, Jim Leonard, Registrar, – City of Kingston Municipal Heritage Committee (LACAC) Approvals – approvals, January 24th, 2012.

Correspondence dated 27th January 2012 from Mr. Peter Gower, Chairperson, Kingston Municipal Heritage Committee to:

Ms. Annette Gillis, Curator, Military Communications and Electronics Museum – Application regarding the removal of a boundary marker to be replaced with a replica.

12. DATE OF NEXT MEETING

The dates of next meetings, to be held at 12:00 noon in the Council Chamber, have been established as follows:

- 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/>.

13. ADJOURNMENT:



DOCUMENTS

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

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=001QKOUjm76P7atNhc9cspL_oQ%3D%3D
- viii.* Ontario Heritage Directory: www.ontariohistoricalsociety.ca
- ix.* City Heritage Properties Register:
<http://www.cityofkingston.ca/residents/culture/heritage/properties.asp>

~ 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 and 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 and Historic Properties Research Group	To Be Determined	January 2010 – Update provided by HPRG
5.	December 2002 (KMHC)	Cataraqui Village Designations	Heritage Planner and 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 and 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 and Historic Properties Research Group	To Be Determined	
10.	March 2010 (KMHC)	Designation – <u>67 Kensington Ave</u>	Heritage Planner and 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.
12.	September 2011 (Council) January 2012 (Council)	Update Designation – 102 and 110 Centre Street	Heritage Staff		Approval was granted to serve Notice of Intent to Update the Designation By-law. The Designation By-law wording will be considered at a future meeting.
13.	December 2011 (Council)	Designation - <u>440 King Street West</u> (By-law 8497) and <u>462 King Street</u>	Heritage Staff		

		<u>West</u> (By-law 87-335).			
REPORTS					
14.	12 January 2009 (KMHC)	Request for information regarding Heritage Impact Statements which may be required for different situations and 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).
15.	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
16.	March 2008 July 2010	Review of Mandate and Committee Recommendations	Commissioner – Sustainability & Growth	To Be Determined	Under discussion
OTHER BUSINESS					
17.	December 2005 (KMHC)	DND Survey Markers, Barriefield Village (<u>244-246/246-248 James Street</u>)	Facilities		Staff are investigating options for the relocation of the markers to the correct location.
18.		Historic Survey Marker on the north side of Highway #2			12 September 2011 – update provided that markers will be returned to their original position

		Adjacent to CFB Kingston			
19.	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.
20.	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.
21.	October 2009 (KMHC)	Walkway in Barriefield Village	Staff	To be Determined	To be addressed as part of the Barriefield Heritage Conservation District Plan – Update.
22.	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 – revisited.
23.	January 2009 (KMHC)	James Street at Green Bay Park Restoration	KMHC		Director, Recreation requested to review and report back to the Committee.
24.	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.
25.	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.
26.	October 2009/2010 (KMHC)	Walking Tours	Communications & Education Working Group and Staff		2 pamphlets produced each year, subject to budgetary approval.

27.	February 2010 (KMHC)	Heritage Commemoration Guidelines	Communications & Education Working Group	To Be Determined	
28.	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.
29.	June 2011 (KMHC)	Discussion regarding Landscaping as part of a Designation	KMHC	To be Determined	