



**City of Kingston
Kingston Heritage Properties Committee
Meeting Number 09-2023
Minutes**

**Wednesday, October 18, 2023 at 9:30 a.m.
Hosted at City Hall in Council Chamber**

Committee Members Present

Councillor Glenn, Chair
Councillor Oosterhof
Peter Gower
Alex Legnini
Ann Stevens

Regrets

Jennifer Demitor
Gunnar Heissler
Jane McFarlane

Staff Members Present

Kevin Gibbs, Acting Director, Heritage Services
Niki Kensit, Heritage Planner
Joel Konrad, Manager, Heritage Planning
Ryan Leary, Senior Heritage Planner
Alan McLeod, Senior Legal Counsel & Deputy City Solicitor
Christine O'Connor, Committee Clerk
Phil Prell, Intermediate Heritage Planner
Iain Sullivan, Committee Clerk

Others Present

Members of the public were present.

This is not a verbatim report.

Meeting to Order

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

Approval of the Agenda

Moved by Ms. Stevens
Seconded by Mr. Gower

That the agenda be approved.

Carried

Confirmation of Minutes

Moved by Mr. Legnini
Seconded by Mr. Gower

That the minutes of Kingston Heritage Properties Committee Meeting 08-2023 held Wednesday, September 20, 2023, be approved.

Carried

Disclosure of Pecuniary Interest

None.

Delegations

None.

Briefings

None.

Business

- a) Pre-consultation**
- b) Policy Development and Implementation**
- c) Stream Two Permits – Approval through Delegated Authority**

- i. Subject: Application for Heritage Permit**

Address: 106 Montreal Street

File Number: P18-077-2023

Mr. Prell introduced the application.

David Forbes, Applicant, was present. He expressed his thanks to staff for the work done and discussed the merits of the application.

Mr. Gower commented that he normally did not approve of shed dormers but that this application had merit. He noted that the dormers would be difficult to see from the street. He stated that they would be similar to the neighbouring properties' dormers. He added that the proposal had shown it would be a useful addition to the building.

The Chair provided an opportunity for members of the public to speak. There were no comments received from the public.

Moved by Mr. Legnini

Seconded by Ms. Stevens

That alterations to the property at 106 Montreal Street, be referred to the Director of Heritage Services for the issuance of final approval, in accordance with the details described in the application (File Number: P18-077-2023), which was deemed completed on September 1, 2023 with said alterations to include:

1. A rear yard facing roof addition that is approximately 5.8 metres wide by 5.2 metres long with 0.8 metres of height from the drip edge;
 - a. The addition will feature grey wood board and batten siding as well as two window openings with white aluminum multi-frame folding windows;
2. The entire roof and front facing dormers (including its sides) will change from asphalt to standing seam metal roofing in a matte charcoal colour/finish;
3. The like-for-like repair of the front yard facing dormers and roof structure, as necessary;
4. The relocation of existing roof vents on the western roof pitch, as necessary;
and

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

1. That Heritage Planning staff review and approve the finalized window and roofing design/colour prior to installation to ensure it complements the heritage character and attributes of the property;
2. That the standing seam roof maintain a seam width of approximately 16-20 inches;
3. Should any part of the front dormer or exterior feature of the roof require complete removal and replacement, Heritage Planning staff shall review and approve the proposed replacement prior to installation;
4. Should replacement be required, the applicant shall subtly note the year of installation away from public view for future repair and legibility purposes;
5. That Heritage Planning staff review and approve the finalized location/design of the roof vents prior to installation, to ensure they are not visible on Montreal Street and maintain the heritage character of the property;
6. All window works shall be completed in accordance with the City's Policy on Window Renovations in Heritage Buildings;
7. All masonry works shall be completed in accordance with the City's Policy on Masonry Restoration in Heritage Buildings;
8. Any replacement masonry units shall be sourced to match, as close as possible, in colour, size and profile with the existing;
9. An encroachment and/or temporary access permit shall be obtained, as necessary;
10. All Planning Act approvals shall be completed, as necessary;
11. A Building Permit shall be obtained, as necessary;
12. Heritage Planning staff shall be circulated the drawings and design specifications tied to the Building Permit and *Planning Act* application(s) for review and approval to ensure consistency with the scope of the Heritage Permit sought by this application; and

13. Any minor deviations from the submitted plans, which meet the intent of this approval and do not further impact the heritage attributes of the property, shall be delegated to the Director of Heritage Services for review and approval.

Carried

d) Stream Three Permits – Approval through Council Authority

i. Subject: Application for Heritage Permit

Address: 216 Ontario Street

File Number: P18-065-2023

Mr. Prell introduced the application.

The Committee did not provide comment.

The Chair provided an opportunity for members of the public to speak. There were no comments received from the public.

Moved by Mr. Legnini

Seconded by Mr. Gower

That the Kingston Heritage Properties Committee supports Council approval of the following:

That alterations to the property at 216 Ontario Street, be approved in accordance with details as described in the application File Number P18-065-2023), which was deemed completed on September 18, 2023 with said alterations to include:

1. The installation of an interchangeable blue and grey accessible sign approximately 1.2 metres wide by 0.75 metres tall atop a pedestal near the southern, northern and eastern entrances;
2. The installation of an angled stainless-steel pedestal with a matte finish that is approximately 1 metre tall with a face plate that is approximately 1.1 metres wide and 0.6metres tall, and a base plate approximately 0.6 metres wide by 0.25 metres deep; and

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

1. That Heritage Planning staff review and approve the finalized location of the pedestal and signage prior to installation;
2. Utility locates shall be obtained as required;

3. Obtain a temporary access and encroachment permit, as necessary;
4. That the installation occurs outside any softscape area to avoid root systems or as determined by Forestry Services;
5. That a minimum 1.5 metre width pedestrian aisle be maintained on all sidewalks; and
6. Any minor deviations from the submitted plans, which meet the intent of this approval and does not further impact the heritage attributes of the property, shall be delegated to the Director of Heritage Services for review and approval.

Carried

e) Notice of Intention to Designate under the Ontario Heritage Act

- i. **Addresses: 13 Aragon Road, 1311 Turnbull Way, 131 & 133-137 Princess Street, 1360 Sydenham Road, 1397 Sydenham Road, 203 & 205 Sydenham Street, 207-209 & 211 Queen Street, 61 Alwington Avenue and 71 Montgomery Boulevard**

Mr. Leary introduced the Report.

Mr. Gower congratulated staff for moving forward with additional intentions to designate. He noted that descriptions of properties occasionally contain minor errors and asked for clarification if the descriptions could be edited if required. Mr. Leary explained that the *Ontario Heritage Act* provided a mechanism for designation by-laws to be amended if needed.

The Chair provided an opportunity for members of the public to speak. There were no comments received from the public.

Moved by Ms. Stevens

Seconded by Councillor Oosterhof

That the Kingston Heritage Properties Committee recommends to Council:

That Council direct staff to serve a Notice of Intention to Designate the property located at 13 Aragon Road, known as the Hogan House, as a property of cultural heritage value or interest pursuant to Section 29 of the Ontario Heritage Act, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of

Intention to Designate, the Designation By-Law for 13 Aragon Road, attached as Exhibit B to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 1311 Turnbull Way, known as the Rankin House, as a property of cultural heritage value or interest pursuant to Section 29 of the Ontario Heritage Act, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 1311 Turnbull Way, attached as Exhibit C to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 131 Princess Street, known as the City Hotel building, as a property of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 131 Princess Street, attached as Exhibit D to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 133-137 Princess Street, known as the City Hotel building, as a property of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 133-137 Princess Street, attached as Exhibit D to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 1360 Sydenham Road, known as the Harpell Farmstead, as a property of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 1360 Sydenham Road, attached as Exhibit E to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 1397 Sydenham Road, known as Powley Farmhouse, as a property of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 1397 Sydenham Road, attached as Exhibit F to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 203 Sydenham Street, known as the Matthews House, as a property of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 203 Sydenham Street, attached as Exhibit G to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 205 Sydenham Street, known as the Matthews House, as a property of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 205 Sydenham Street, attached as Exhibit G to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 207-209 Queen Street, known as the Cohen House and the McKenzie House, as a property of cultural heritage value or interest pursuant to Section 29 of the Ontario Heritage Act, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 207-209 Queen Street attached as Exhibit H to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 211 Queen Street, known as the McKenzie House, as a property of cultural heritage value or interest pursuant to Section 29 of the Ontario Heritage Act, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 211 Queen Street, attached as Exhibit H to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 61 Alwington Avenue, known as the Graham House, as a property of cultural heritage value or interest pursuant to Section 29 of the Ontario Heritage Act, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 61 Alwington Avenue, attached as Exhibit I to Report Number HP-23-032, be presented to Council for all three

readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act; and

That Council direct staff to serve a Notice of Intention to Designate the property located at 71 Montgomery Boulevard, known as the Wellborn House, as a property of cultural heritage value or interest pursuant to Section 29 of the Ontario Heritage Act, attached as Exhibit A to Report Number HP-23-032; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 71 Montgomery Boulevard, attached as Exhibit J to Report Number HP-23-032, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act.

Carried

- f) Working Groups**
- g) Permit Approvals / Status Updates**
 - i) Permit Reporting to Committee**

The Committee did not provide comment.

Motions

There were none.

Notices of Motion

There were none.

Other Business

There was none.

Correspondence

There was none.

Date and time of Next Meeting

The next meeting of the Kingston Heritage Properties Committee is scheduled for
Wednesday, November 15, 2023 at 9:30 a.m.

Adjournment

Moved by Mr. Legnini
Seconded by Mr. Gower

That the meeting of the Kingston Heritage Properties Committee adjourn at 9:49 a.m.

Carried