



**City of Kingston  
Kingston Heritage Properties Committee  
Meeting Number 01-2024  
Agenda**

**Wednesday, December 20, 2023 at 9:30 a.m.  
Hosted at City Hall in Council Chamber**

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Please provide regrets to Iain Sullivan, Committee Clerk at 613-546-4291, extension 1864 or [isullivan@cityofkingston.ca](mailto:isullivan@cityofkingston.ca)

**Committee Composition**

Councillor Glenn  
Councillor Oosterhof  
Jennifer Demitor  
Peter Gower  
Gunnar Heissler  
Alex Legnini  
Jane McFarlane  
Daniel Rose  
Ann Stevens

- 1. Election of Officers**
- 2. Meeting to Order**
- 3. Approval of the Agenda**
- 4. Confirmation of Minutes**
  - a) **That** the minutes of Kingston Heritage Properties Committee Meeting Number 10-2023, held Wednesday, November 15, 2023, be approved.
- 5. Disclosure of Pecuniary Interest**

**6. Delegations**

**7. Briefings**

**8. Business**

**a) Pre-consultation**

**i. Subject: Request for Information**

**Address: 610 Montreal Street**

**File Number: P01-002-2023**

The Report of the Commissioner of Community Services (HP-24-001) is attached.

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Recommendation:

This report is for information purposes.

**b) Policy Development and Implementation**

**c) Stream Two Permits – Approval through Delegated Authority**

**i. Subject: Application for Heritage Permit**

**Address: 36 University Avenue**

**File Number: P18-073-2023**

The Report of the Commissioner of Community Services (HP-24-004) is attached.

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Recommendation:

**That** alterations to the Agnes at 36 University Avenue, 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: P18-073-2023), which was deemed complete on September 7, 2023 with alterations to include the replacement, via demolition, of the 1974, 1984 and the southeast portion of the 2000 additions with a larger addition that consists of painted corrugated metal vertical siding, large sections of glazing covered with semi-regularly spaced wooden pole or painted aluminum louvre accents, and clear glazing with operable windows and/or doors along all elevations, in addition to:

1. West Elevation:
  - a. A three-storey addition connected to the retained portion of the 2000 addition;
  - b. A painted aluminum overhead door;
  - c. A new garbage enclosure with associated screens;
  - d. A new screened generator on the retained 2000s addition;
  - e. An elevator overrun with associated stair access atop the third storey;
  - f. New rooftop mechanical equipment, likely a condensing unit or air cooler;
2. South Elevation:
  - a. A three-storey addition that steps down to one storey to the east along with a cantilevered second story over the southern entrances/exits;
  - b. Various rooftop exhaust fans/ducts;
  - c. An elevator overrun atop the third storey;
  - d. Bicycle racks near the ground floor entrance;
  - e. The addition of new stand alone signage;
3. East Elevation:
  - a. A three-storey addition that steps down to one storey close to University Avenue along with a completely glazed two-storey eastern entrance;
  - b. A honed grey granite stone base for the stepped down addition;
  - c. A painted guardrail around the top of the one storey addition;
  - d. A half storey addition consisting of clear glazing that abuts the historic house;
  - e. The incorporation of a portion of the historic house into the interior of the property that will cover three window openings from the 1920s addition;
  - f. The addition of storm windows over existing Period Windows on the historic house, where necessary;
  - g. The restoration of various heritage attributes of the historic house including its masonry, pilasters along the historic eastern entrance, and various window repairs;
  - h. The removal of the French door and iron balustrades for the balcony attached to the historic house and their storage in a secure climate controlled area;
  - i. New bench installations along Indigenous Walk;

- j. A rooftop elevator overrun atop the second storey;
  - k. The addition of new stand alone signage;
4. North Elevation:
- a. The addition of storm windows over existing Period Windows on the historic house;
  - b. The restoration of various heritage attributes of the historic house including its masonry and various window repairs;
  - c. The removal of the French door and iron balustrades along the northern elevation of the historic house and their storage in a secure climate controlled area;
  - d. The installation of a new accessible multi-light glazed door in the place of the French door to accommodate an accessible entrance;
  - e. The installation of a concrete ramp with an associated terrace that connects to the Indigenous Walk, poured on a separate foundation, with an associated guardrail;
  - f. Recess the existing projecting window on the historic house's 1920s addition and replace it with curtain wall glazing;
  - g. Replacement of the existing rooftop vents on the historic house with two rooftop mechanical units;
  - h. New bench installations along the Indigenous Walk;
  - i. The like-for-like repair of the existing flat roof of the historic house;
  - j. The addition of new stand alone signage; and

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

1. That the northern & eastern elevation French doors and iron balustrades be repaired in situ to the greatest extent possible prior to their removal and then be stored in a secure climate-controlled environment to allow for their future reinstallation;
2. That the opening dimensions for both removed French doors be retained;
3. That the northern elevation ramp/terrace be completely reversible by way of a separate foundation and use of bond breaker between historic house's wall/foundation;
4. That the refinishing of the eastern facing wood entrance door/surrounds be like-for-like;
5. That a Heritage Protection and Conservation Plan that includes a Vibration Impact Assessment/Plan be provided to Heritage Planning staff prior to demolition/construction;

6. That a Heritage Documentation Report of all removed additions, both inside and outside, be provided to Heritage Planning staff prior to demolition;
7. That the finalized design details/colour of the semi-regularly spaced wooden pole or painted aluminum louvre accents, corrugated metal vertical siding, northern elevation ramp, guardrails, aluminum garage door, terrace, mechanical equipment screening, garbage enclosure, storm windows and replacement second floor balcony French door, be provided to Heritage Planning staff for review and approval prior to installation;
8. That signage details, including the type, dimensions, illumination, finish, design and colour be provided to Heritage Planning staff prior to installation for review and approval to ensure it is sympathetic to the context of the area, the building and historic house;
9. Should any wood/masonry features on the historic house require complete removal, their replacement shall be like-for-like, will subtly note the year of creation (if possible), and Heritage Planning staff shall be notified for review and approval prior to installation;
10. That the finalized location of external utilities/mechanical units be provided to Heritage Planning staff for review and approval prior to installation;
11. That Heritage Planning staff be circulated the flat roof repair strategy for the historic house for review and approval prior to implementation;
12. All window works shall be completed in accordance with the City's Policy on Window Renovations in Heritage Buildings;
13. All masonry works shall be completed in accordance with the City's Policy on Masonry Restoration in Heritage Buildings;
14. Any replacement masonry units shall be sourced to match, as close as possible, in colour, size and profile with the existing;
15. All *Planning Act* applications, including Site Plan Control, shall be completed, as necessary;
16. Heritage Planning staff shall be circulated the drawings and design specifications tied to the Building Permit and *Planning Act* applications for review and approval to ensure consistency with the scope of the Heritage Permit sought by this application; and
17. 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.

- d) **Stream Three Permits – Approval through Council Authority**
- e) **Notice of Intention to Designate under the Ontario Heritage Act**
  - i. **Addresses: 101 & 103 Logan Street, 110 & 112 Ordnance Street, 114, 116 & 118 Ordnance Street, 124 Ordnance Street & 251 Sydenham Street, 201 Princess/30-32 Montreal Street, 207 Wellington Street and 4017 Unity Road**

The Report of the Commissioner of Community Services (HP-24-002) is attached.

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Recommendation:

**That** Kingston Heritage Properties Committee recommends to Council:

**That** Council direct staff to serve a Notice of Intention to Designate the property located at 101 Logan Street, known as Mrs. Dawson’s Tavern, 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-24-002; 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 101 Logan Street, attached as Exhibit B to Report Number HP-24-002, 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 103 Logan Street, known as Mrs. Dawson’s Tavern, 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-24-002; 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 103 Logan Street, attached as Exhibit B to Report Number HP-24-002, 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 110 Ordnance Street, known as the Crowley 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-24-002; 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 110 Ordnance Street, attached as Exhibit C to Report Number HP-24-002, 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 112 Ordnance Street, known as the Crowley 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-24-002; 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 112 Ordnance Street, attached as Exhibit C to Report Number HP-24-002, 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 114 Ordnance Street, known as the Ordnance Street Terrace, 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-24-002; 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 114 Ordnance Street, attached as Exhibit D to Report Number HP-24-002, 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 116 Ordnance Street, known as the Ordnance Street Terrace, 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-24-002; 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 116 Ordnance Street, attached as Exhibit D to Report Number HP-24-002, 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 118 Ordnance Street, known as the Ordnance Street Terrace, 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-24-002; 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 118 Ordnance Street, attached as Exhibit D to Report Number HP-24-002, 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 124 Ordnance Street, 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-24-002; 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 124 Ordnance Street, attached as Exhibit E to Report Number HP-24-002, 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 251 Sydenham Street, 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-24-002; 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 251 Sydenham Street, attached as Exhibit E to Report Number HP-24-002, 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 201 Princess Street/30-32 Montreal Street, 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-24-002; 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 201 Princess Street/30-32 Montreal Street, attached as Exhibit F to Report Number HP-24-002, 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 Wellington Street, known as the Crothers 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-24-002; 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 Wellington Street, attached as Exhibit G to Report Number HP- 24-002, 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 4017 Unity Road, 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-24-002; 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 4017 Unity Road, attached as Exhibit H to Report Number HP-24-002, 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.

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

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**9. Motions**

**10. Notices of Motion**

**11. Other Business**

**12. Correspondence**

**13. Date of Next Meeting**

The next meeting of the Kingston Heritage Properties Committee is scheduled for Wednesday, January 24, 2024 at 9:30 a.m.

**14. Adjournment**