



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

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

Committee Members Present

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

Regrets

None

Staff Members Present

Kevin Gibbs, 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
Derek Ochej, Deputy City Clerk
Phil Prell, Intermediate Heritage Planner
Jeff Rempel, Manager, Facilities Construction Services

Others Present

Members of the public were present.

Election of Officers

Mr. Ochej called for nominations for the position of Chair.

Moved by Ms. Stevens

Seconded by Ms. Demitor

That Councillor Glenn be elected as Chair of the Kingston Heritage Properties Committee.

Carried

Mr. Ochej called for nominations for the position of Vice-Chair.

Moved by Mr. Legnini

Seconded by Mr. Stevens

That Jane McFarlane be elected as Vice-Chair of the Kingston Heritage Properties Committee.

Carried

Meeting to Order

The Chair called the meeting to order at 9:32 a.m.

Approval of the Agenda

Moved by Ms. Stevens

Seconded by Ms. Demitor

That the agenda be approved.

Carried

Confirmation of Minutes

Moved by Mr. Legnini

Seconded by Ms. Stevens

That the minutes of Kingston Heritage Properties Committee Meeting Number 10-2023, held Wednesday, November 15, 2023, be approved.

Carried

Disclosure of Pecuniary Interest

There were none.

Delegations

There were none.

Briefings

There were none.

Business

- a) **Pre-consultation**
 - i. **Subject: Request for Information**
Address: 610 Montreal Street
File Number: P001-002-2023

Camille Lewis & Darryl Hood, Agents for the Applicant, conducted a PowerPoint presentation regarding the Request for Information – 610 Montreal Street, a copy of which may be obtained by contacting the City Clerk's Department.

Mr. Gower spoke to past problems with solar panel installations on heritage buildings, adding that the current guidelines are out of date. Regarding the application, he suggested that panels be added to the south roof as it is very well hidden from the view from Montreal Street.

In response to Mr. Gower's comments, Ms. Lewis advised that not placing solar panels on the main structure is in keeping with the standards and guidelines for heritage

conservation. She added that the funding their client is looking to access require that sustainable elements be included as part of new elements of the build.

Ms. McFarlane commended the applicant for their consideration of sustainability and the proposed window restoration. She cautioned that special care needs to be taken with insulating heritage buildings. Ms. McFarlane asked if the applicant had considered the use of a permeable surface for the driveway and parking area. Ms. Lewis responded that permeable surface landscaping is included in the proposal. She added that there are concerns regarding permeable parking surfaces and that consideration is ongoing.

Ms. McFarlane cited as examples of permeable surfaces the Utilities Kingston rain garden. She suggested that the applicant consider the use of condenser dryers for the building.

Mr. Heissler expressed concern with the proposed fencing, suggesting that the site should be kept open and inviting instead of the fortress type fencing currently proposed. He stated that the current proposed location of the solar panels would not be in the most efficient area due to roof slope and tree coverage. Mr. Heissler agreed with Mr. Gower's suggestion regarding solar panel placement. He inquired if the Indigenous community had been involved regarding the location of the sweat lodge. Mr. Heissler questioned if the project would be cost feasible based on the current proposal.

In response to Mr. Heissler's comments Ms. Lewis spoke to the collaboration with the Kingston Native Centre and Language Nest (KNCLN), adding that the design presented reflects the desire of the group. Mr. Hood spoke to the fencing currently proposed, adding that there is interest in more naturalized fencing near the children's play area. He added that the frontage on the street is open and transparent while maintaining the necessary level of security. Regarding the solar panels, Mr. Hood stated the goal is to reduce the building's carbon footprint and achieve net zero emissions.

Councillor Oosterhof questioned the sufficiency of the parking area and sought further details regarding potential usage. Mr. Hood stated that in consultation with the KNCLN that the proposed parking area is sufficient for their programming needs.

Councillor Oosterhof spoke to the importance of parking and the lack of public parking space in the area.

Ms. Demitor spoke in favour of the proposal and connection of the addition to the existing building. She sought further details regarding what stage of completion the design was in, suggesting that the connection between the addition and the building could be more sculptural in nature while respecting heritage attributes. Ms. Demitor

advised of the resources available to the Applicant regarding best practices for insulating heritage buildings.

Mr. Hood advised the Committee that concerns regarding proper insulation are top of mind for the applicant. He advised that the design of the addition is still in the preliminary stage.

The Chair provided an opportunity for members of the public to speak.

Don Taylor stated that he was impressed with the design of the addition, adding that it does not compete with the heritage structure. He expressed support for the encouragement of outdoor activities on the property as it is a former school site. Mr. Taylor expressed concerns with the proposed replacement of natural gas with electricity due to the capacity issue of the provincial power grid. Mr. Taylor suggested that the installation of heat pumps be deferred until greater cost certainty can be obtained.

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

Mr. Prell introduced the application. Catherine Riddell, Agent for the Applicant, provided additional information.

Ms. Stevens expressed concern regarding the removal of the French doors and the potential for the loss of the doors when they are put into storage. She asked if there was any way for the doors to be maintained in their current location. Ms. Riddell responded that removing any heritage features was not the first choice of the Applicant. She explained that maintaining the doors and accommodating universal accessibility was not possible with the current masonry openings and that the proposed option provided the best chance for reinstatement. Ms. Riddell advised that the doors could be reinstalled in the artisan residence in a shorter timeframe. She added that creating an accessible entrance at the front of the house would have a greater negative impact on heritage attributes of the building.

Ms. Stevens sought further explanation as to the why the accessible entrance could not be included in the newer portion of the building accessible off Bader Lane. Ms. Riddell responded that the site was examined holistically and on the current paths of travel for the campus. She added that the house will serve as a community hub and the proposed

location of the accessible entrance prevents users from having to travel throughout the entire building.

Mr. Gower stated that the house is slowly being forgotten and hidden by the proposed addition. He suggested that the addition be moved further away from the house.

In response to committee member comments, Mr. Prell stated that with the substantial alterations that have taken place to the original house, the application proposes a positive redesign. He added that because of the number of iterations, there is a chance for the doors to be reinstalled.

Ms. McFarlane asked if a condition of the application is for the current conditions to be documented. Ms. Riddell confirmed that a full documentation of the current conditions will be completed. Mr. Prell added that this documentation will be provided to City before any installation or demolition is permitted.

Mr. Rose sought further details regarding how the original elements being removed will be stored and catalogued as being part of the house. Ms. Riddell advised that the hope is for the doors to be stored within the house itself, and that work is being undertaken by the Queen's University curatorial team. She added that doors will be referenced in the easement agreement and considered character-defining elements.

Ms. Stevens inquired if the Benidickson and Etherington families had been consulted as part of the application. Ms. Riddell responded that Queen's University had reached out to the families, adding that she was unsure if any response had been received. She added that they would be happy to receive any comments.

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

Mr. Gower spoke to the size and visibility of the project. He expressed concerns with the procedures regarding approval and that Council would not have an opportunity to review.

In response to Mr. Gower's comments, Mr. Prell and Mr. Ochej provided the Committee with further information regarding the approval process for the application.

Ms. Stevens expressed concern with the portions of the application regarding the removal of the French doors.

Mr. Heissler sought clarity regarding the scope of the application. Mr. Prell advised that the application scope was the building itself and the impact of any of the new structures around the building.

Mr. Heissler spoke to issues regarding massing of the building. He stated that he was satisfied that the house was not being damaged irreparably but expressed concern with the overall effect of the application.

Ms. Demitor stated that as long as the current building is properly preserved, heritage elements can be reinstated, adding that this is how she is reconciling the removal of a heritage element from the building.

Moved by Ms. Demitor

Seconded by Councillor Oosterhof

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.

Lost

- 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**

Mr. Leary introduced the Report.

The Committee did not provide comment.

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

Moved by Mr. Heissler

Seconded by Mr. Gower

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 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.

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, January 24, 2024 at 9:30 a.m.

Adjournment

Moved by Mr. Rose

Seconded by Mr. Legnini

That the meeting of the Kingston Heritage Properties Committee adjourn at 10:44 a.m.

Carried