



**City of Kingston  
Committee of Adjustment  
Meeting Number 03-2024  
Addendum**

**Monday, February 26, 2024 at 5:30 p.m.  
Hosted in City Hall in Council Chamber**

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**8. Business**

The consent of the Committee is requested for the deletion of Exhibit A to Report COA-24-021 (Application for Minor Variance – 62 Hatter Street) and the substitution of new Exhibit A attached as Addendum Pages 1 – 2

Addendum Pages 1 – 2

## **Recommended Conditions**

The approval of minor variance application, File Number D13-001-2024, to construct a 2-storey addition containing an attached garage and an additional residential unit, shall be subject to the following recommended conditions:

### **1. Limitation**

That the approved minor variance applies only to the proposed attached garage and related second storey at 62 Hatter Street as shown on the approved drawings attached to the notice of decision.

### **2. No Adverse Impacts**

The owner/applicant shall demonstrate to the satisfaction of the City that there are no adverse impacts on neighbouring properties as a result of any modifications to on-site grading or drainage.

### **3. Building Permit Application Requirements**

The owner/applicant shall provide to the Building Services a copy of the decision of the Committee of Adjustment, together with a copy of the approved drawings, when they make application for a Building Permit.

The drawings submitted with the Building Permit application must, in the opinion of the City, conform to the general intent and description of the approved drawing(s), including any amendments and conditions approved by the Committee of Adjustment, as stated in the decision. It must be noted that additional planning approvals may be required should further zoning deficiencies be identified through the Building Permit application process.

### **4. Standard Archaeological Condition**

The City is in receipt of an Archaeological Assessment for the property located at 62 Hatter Street prepared by Abacus Archaeological Services dated June 20<sup>th</sup>, 2023. An acceptance letter(s) from the Ministry of Citizenship and Multiculturalism shall be provided to the Secretary-Treasurer of the Committee of Adjustment, prior to the issuance of a building permit.

In the event that deeply buried or previously undiscovered archaeological deposits are discovered in the course of development or site alteration, all work must immediately cease and the site must be secured. The Archaeology Program Unit of the Ministry of Citizenship and Multiculturalism (archaeology@ontario.ca) and City of Kingston's Planning Services (613-546-4291, extension 3180) must be immediately contacted.

In the event that human remains are encountered, all work must immediately cease and the site must be secured. The Kingston Police (613-549-4660), the Office of the

Chief Coroner as a part of the Ontario Ministry of the Solicitor General (1-877-991-9959), the Archaeology Program Unit of the Ministry of Citizenship and Multiculturalism (archaeology@ontario.ca), and City of Kingston's Planning Services (613-546-4291, extension 3180) must be immediately contacted.

## **5. Utilities Kingston Requirements**

The owner must have a qualified engineer determine if the existing services are of adequate size to serve the proposed additional unit. If the development requires upsizing of the services, all cost is to be borne by the owner and will also require an updated servicing drawing for review and approval by Utilities Kingston prior to the issuance of a building permit.

If increasing the gas load, a Gas Load summary should be filled out and submitted to a Utilities Kingston Service Advisor prior to the building permit application.

## **6. Development Engineering Requirements**

A grading plan will be required prior to the issuance of a building permit. The grading plan must demonstrate how overland flows will be diverted around the existing and proposed structure. The plan is to be prepared by a qualified individual and provide sufficient information so that existing and proposed drainage patterns can be reviewed.

## **7. Driveway Entrance Permit**

A driveway entrance permit application must be submitted and obtained prior to the issuance of a building permit.