



**City of Kingston**  
**Kingston Heritage Properties Committee**  
**Minutes**

July 17, 2024  
9:30 a.m.  
Council Chamber

Members Present: Councillor Glenn, Chair  
Councillor Oosterhof  
Jennifer Demitor  
Peter Gower  
Gunnar Heissler (arrived to meeting at 9:36 a.m.)  
Alexander Legnini  
Jane McFarlane  
Daniel Rose  
Ann Stevens

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

Others Present: Members of the public were present

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**1. Call to Order**

The Chair called the meeting to order at 9:30 a.m.

**2. Approval of the Agenda**

Moved by: Ms. Stevens  
Seconded by: Ms. Demitor

**That** the agenda be amended to include the addendum, and as amended, be approved.

**Carried**

**3. Confirmation of Minutes**

Moved by: Mr. Rose  
Seconded by: Ms. Demitor

**That** the minutes of Kingston Heritage Properties Committee Meeting Number 07-2024, held Wednesday, June 17, 2024, be approved.

**Carried**

**4. Disclosure of Pecuniary Interest**

There were none.

**5. Delegations**

There were none.

**6. Briefings**

There were none.

**7. Business**

**1. Pre-Consultation**

**1. 9 George Street**

Mr. Prell introduced the application.

Mr. Gower noted that this was a difficult proposal as the ideas were generally against the Heritage guidelines and had been raised at the roundtable but they had merit. He asked how in the future the Committee could go around breaking or recommending that a guideline be ignored for a project.

Councillor Oosterhof noted that the project would be complementary to the area. He asked what the roundtable had discussed regarding the property that the Committee should be made aware of. Mr. Prell stated that the property would need a Heritage Impact Statement (HIS) and that the property was now more prominent in the community due to the change in the highway alignment.

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

Don Taylor noted that he had been at the roundtable and that it had been a good discussion regarding the project. He asked for clarification on if the applicants were to raise the house. He stated that raising the home would change the appearance of the home and that any changes to the foundation should be done in limestone and not concrete.

In response to the public comments Mikaela Hughes, Applicant, stated that the HIS was progressing well and would be included in future

proposals. She noted that the home was very simple in design. She confirmed that if the home was raised the new sections of the foundation would be done in limestone. She explained that any raising would only be done to ensure that the wooden siding was at least eight inches off the ground. She further stated that the terrain would be regraded for better drainage.

**2. Policy Development and Implementation**

**3. Stream Two Permits - Approval through Delegated Authority**

**4. Stream Three Permits - Approval Through Council Authority**

**1. Application for Ontario Heritage Act Approval - 292 Johnson Street**

Mr. Prell introduced the application.

The Committee did not provide comment.

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

Moved by: Mr. Legnini

Seconded by: Mr. Gower

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

**That** the alterations to the property at 292 Johnson Street, be approved in accordance with details described in the application (File Number: P18-059-2024), which was deemed complete on June 6, 2024, with alterations to include the demolition of a one-and-a-half storey drive shed in the rear yard that abuts a City owned laneway.

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

1. That the owner consider repurposing/donating/salvaging the garage door hardware;
2. Prior to demolition, the applicant shall photograph the interior of the garage as well as measure the exterior footprint, dimensions and roof pitch, and provide these photos and details to Heritage Planning staff for record purposes;
3. That an encroachment/temporary access permit be obtained, as necessary;
4. A Building Permit shall be obtained, as necessary;

5. Heritage Planning staff shall be circulated the drawings and design specifications tied to the Building Permit application for review and approval to ensure consistency with the scope of the Heritage Permit sought by this application; and
6. 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**

**2. Application for Ontario Heritage Act Approval - 411 Wellington Street**

Mr. Leary introduced the application.

Mr. Gower stated his approval of the project. He asked if there were several different types of plans for each style of home. He further sought clarification that the approval of this application would not approve all other properties of the same style. Mr. Leary stated that he was not familiar with the specifics of the floor plans. He confirmed that this would be a one-off approval and that Heritage Services would be bringing each project to the Committee for approval. Duncan Bourke, Applicant, noted that each type of plan had several different floorplans and would have unique facades. He further confirmed that each property would go through its own heritage approval.

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

Don Taylor noted his approval for the project and the projects fit for the neighbourhood. He stated that a larger double window was appropriate for the proposal but that six over six panes should not be used. He suggested the applicants use two over two or one over one instead. He further noted that the siding should not have a faux wood finish.

In response to the public comments Mr. Leary confirmed that both suggestions were covered as options in the conditions.

Councillor Glenn expressed her happiness that the subdivision was beginning development and seeing the different homes being built.

Moved by: Councillor Oosterhof  
Seconded by: Mr. Legnini

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

**That** the new construction at 411 Wellington Street, be approved in accordance with the details described in the

application (File Number P18-064-2024), which was deemed complete on June 12, 2024, with said application to include the construction of a two-storey dwelling, a detached garage accessed by a driveway and a public road network, including sidewalks; and

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

1. All Planning Act applications shall be completed, as necessary;
2. All building permits shall be obtained, as necessary;
3. Details related to the colour(s) and design of the new windows, roofing and cladding shall be submitted to Heritage Services staff, prior to installation, for review and approval, to ensure it complements the heritage character and attributes of the property;
4. A Preliminary Certificate of Approval of Underground Services and any associated easements shall be obtained, as necessary;
5. The use of single sash windows on the front wall of the dwelling is encouraged and permitted as an option to the double windows proposed;
6. The use of wood siding on the front wall of the dwelling is encouraged and permitted as an option to the wood-grained concrete fibre board proposed; and
7. 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**

**5. Working Groups**

**6. Permit Approvals / Status Updates**

**1. Permit Reporting - July 2024**

The committee did not provide comment.

**8. Motions**

There were none.

**9. Notices of Motion**

There were none.

**10. Other Business**

There was none.

**11. Correspondence**

- 1. Correspondence received, dated July 13 - 15, 2024, regarding the Pre-Consultation (9 George Street) Report.**

**12. Date of Next Meeting**

The next meeting of the Kingston Heritage Properties Committee is scheduled for Wednesday, August 21 at 9:30 a.m.

**13. Adjournment**

Moved by: Mr. Rose

Seconded by: Ms. Stevens

**That** the meeting of the Kingston Heritage Properties Committee adjourn at 10:00 a.m.

**Carried**