



**City Of Kingston  
Heritage Kingston  
Meeting Number 03-2018  
Agenda  
Wednesday March 21, 2018 at 9:30 a.m.  
Council Chamber, City Hall**

---

Please provide regrets to Mr. James Thompson, Committee Clerk at 613-546-4291, extension 1268 or [jcthompson@cityofkingston.ca](mailto:jcthompson@cityofkingston.ca)

**Committee Composition**

Councillor Peter Stroud; Chair  
Councillor Liz Schell  
Paul Carl  
Patricia Fiori  
Mac Gervan  
Sherman Hill  
Catherine Hyett  
Megan Kerrigan  
Jane McFarlane  
Hailey Smith  
Donald Taylor

- 1. Meeting to Order**
- 2. Approval of the Agenda**
- 3. Confirmation of Minutes**
  - a) **That** the Minutes of Heritage Kingston Meeting Number 02-2018 held Wednesday January 17, 2018 be approved.
- 4. Disclosure of Pecuniary Interest**
- 5. Presentations**
- 6. Delegations**
- 7. Briefings**

**8. Business**

**a) Cultural Heritage**

**i. Civic Collection Acquisitions – Souvenir Booklet**

Report HK-18-011 of the Commissioner of Community Services is attached.

Schedule Pages 1 – 4

Recommendation:

**That** Heritage Kingston recommend that Council accept the souvenir booklet ‘A *Souvenir of Kingston, “The Limestone City” (1902)*’, as an acquisition for the civic collection.

**b) Policy Development and Implementation**

**c) Heritage Assets**

**i. Pump House Steam Museum**

**ii. MacLachlan Woodworking Museum**

**d) Statutory Business**

**i. Subject: Application for Heritage Permit under the *Ontario Heritage Act***

**Address: 251 Main Street (P18-499)**

**File Number: P18-098-2017**

Report HK-18-007 of the Commissioner of Community Services is attached.

Schedule Pages 5 – 30

Recommendation:

**That** Heritage Kingston supports Council’s approval of the following:

**That** alterations to the property at 251 Main Street, be approved in accordance with the details described in the application (File Number P18-098-2017) which was deemed complete on January 18, 2018, with said alterations to include construction of a one-storey detached garage, subject to the following conditions:

1. Any necessary *Planning Act* approvals shall be obtained, as required;
2. A Building Permit shall be obtained, as required;
3. The applicant is encouraged to consider either the use of a vertical and rectangular shaped window or vent, or the removal of the proposed oval window on the south façade of the garage; any changes in the window configuration shall be provided to Planning staff at the Building Permit Stage to ensure consistency with the Village of Barriefield District Plan;
4. The applicant is encouraged to consider the use of clapboard or horizontal siding as cladding material; any asphalt roofing shingles should be a dark or

neutral colour; the final material selection and paint scheme shall be provided to Planning staff for review at the Building Permit stage to ensure consistency with the Village of Barriefield District Plan; and

5. The applicant shall contact Utilities Kingston for locates prior to construction, as required.

**ii. Subject: Application for Heritage Permit under the Ontario Heritage Act**  
**Address: 18 Maitland Street (P18-961)**  
**File Number: P18-104-2017**

Report HK-18-014 of the Commissioner of Community Services is attached.

Schedule Pages 31 – 68

Recommendation:

**That** it is recommended to Council that the limited demolition on the property at 18 Maitland Street, be approved in accordance with the details described in the application (File Number P18-104-2017) which was deemed complete on January 25, 2018, with said demolition to include that of a lean-to shed at the rear of the property, subject to the following conditions:

- a) Any required Demolition Permits shall be obtained; and

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

**That** alterations to the property at 18 Maitland Street, be approved in accordance with the details described in the application (File Number P18-104-2017) which was deemed complete on January 25, 2018, with said alterations to include:

- a) The construction of a one storey rear addition at the ground floor;
- b) The construction of a third storey dormer on the front façade;
- c) The construction of a third storey addition at the rear of the house to fill in an existing rear roof deck;
- d) The construction of a balcony off of the second floor and ground floor porch area at the rear;
- e) The repainting of the existing stucco façades of the main dwelling; and

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

- a) Any necessary *Planning Act* approvals shall be obtained, as required;
- b) A Building Permit shall be obtained, as required; spatial separation calculations are required to confirm Ontario Building Code compliance as they related to the additional openings proposed relative to property lines;
- c) The use of three (3) vertical slider windows in the new dormer may be used as an option instead of four (4) as proposed, so as to maintain the "solid to void ratio" generally found in the District; final drawings shall be provided to Planning

- staff prior to the Building Permit stage to ensure consistency with the District Plan policies and any *Heritage Act* approvals;
- d) The horizontal wood siding proposed for the dormer shall be stained a dark colour to blend with the existing metal roof; all wood siding shall be treated to protect it from exterior elements; final drawings and the final paint scheme shall be provided to Planning staff prior to making a Building Permit application so that heritage planning staff can ensure consistency with the District Plan policies; additional *Heritage Act* approvals may be required if it is determined that a policy of the Plan will not be upheld by the proposal;
  - e) The applicant shall ensure that any changes in grading/drainage due to the construction of the additions shall not adversely affect any neighbouring lands; and
  - f) Should any below grade excavation be necessary, an Archaeological Assessment maybe required.

**iii. Subject: Application for Heritage Permit**  
**Address: 826 Princess Street (P18-299)**  
**File Number: P18-109-2017**

Report HK-18-015 of the Commissioner of Community Services is attached.

Schedule Pages 69 – 98

Recommendation:

**That** it is recommended to Council that alterations to the property at 826 Princess Street, be approved in accordance with the details described in the application (File Number P18-109-2017), which was deemed completed on January 23, 2018, with said alterations to include:

1. Removal of the porch, ramp and railings along the Princess Street (north) façade;
2. Construction of a concrete front porch with railing;
3. Repairs and repainting of the front door;
4. Replacing second storey windows on Princess Street (north) façade;
5. Construction of a barrier free access ramp along the east side of the building with railings;
6. Construction of a vestibule and covered entrance feature with signage along the east side of the building;
7. Construction of a deck, with steps and a ramp on the west side of building;
8. Erection of metal fencing along the north and west property line to the west of the building;
9. Construction of a second floor addition on the 1974 rear addition; and
10. Enlargement of two existing ground floor window openings within the 1974 addition to accommodate the installation of new patio doors; and

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

1. A Building Permit shall be obtained, as necessary;

2. The new concrete shall be tinted in a grey tone in order to minimize the contrast with the limestone walls;
3. The addition of limestone cladding on the side walls of the new concrete ramp and porch features, may be used as an option;
4. All masonry works shall be completed in accordance with the City's Policy on Masonry Restoration on Heritage Buildings;
5. The dome feature over the new entrance canopy shall be omitted from the plans, or reduced in height by 50 percent of that shown on the plans dated January 10, 2018;
6. All window repairs shall be completed in accordance with the City's Policy on Window Renovations in Heritage Buildings;
7. All existing decorative window casings on the second floor windows shall be retained, repaired and left uncovered;
8. Details pertaining to the illumination of the new sign, submitted as part of the Sign Permit process, shall be provided to Planning staff for review to ensure minimal impact to the heritage attributes of the property;
9. Any necessary *Planning Act* approvals shall be obtained, as required; and
10. Planning staff shall be provided the drawings and specifications, submitted in advance of the Building Permit process, so as to ensure consistency with this Heritage Permit.

iv. **Subject: Addition of Non-Designated Properties to Heritage Register**  
**Address: 92 and 96 Barrack Street, 232-234 and 236 Wellington Street**  
**File Number: R01-005-2018**

Report HK-18-013 of the Commissioner of Community Services is attached.

Schedule Pages 99 – 106

Recommendation:

**That** Council approve the following four (4) properties for listing on the City of Kingston Heritage Register under the *Ontario Heritage Act*:

- 92 Barrack Street;
- 96 Barrack Street;
- 232-234 Wellington Street; and
- 236 Wellington Street.

- v. **Subject: Notice of Intention to Designate under the *Ontario Heritage Act***  
**Addresses: 3526 Princess Street (P18-1337); 3562 Princess Street (P18-1339); 3761 Princess Street (P18-1345); and 3791 Princess Street (P18-1346)**

**File Numbers: R01-031-2017, R01-001-2018, R01-002-2018 and R01-003-2018**  
Report HK-18-012 of the Commissioner of Community Services is attached.

Schedule Pages 107 – 136

Recommendation:

**That** Council serve a Notice of Intention to Designate the property located at 3526 Princess Street, known as the Westbrook United Church, as a property of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, attached as Exhibit A (all 4 properties) to Report Number HK-18-012; 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, that Council approve the Draft Designation By-Law for 3526 Princess Street, attached as Exhibit B to Report Number HK-18-012, and carry out the requirements as prescribed under Section 29(6) of the Act; and

**That** Council serve a Notice of Intention to Designate the property located at 3562 Princess Street, known as the Sproul House, as a property of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, attached as Exhibit A (all 4 properties) to Report Number HK-18-012; 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, that Council approve the Draft Designation By-Law for 3562 Princess Street, attached as Exhibit C to Report Number HK-18-012, and carry out the requirements as prescribed under Section 29(6) of the Act; and

**That** Council serve a Notice of Intention to Designate the property located at 3761 Princess Street, known as the Charles Wesley Benjamin Farmhouse, as a property of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, attached as Exhibit A (all 4 properties) to Report Number HK-18-012; 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, that Council approve the Draft Designation By-Law for 3761 Princess Street, attached as Exhibit D to Report Number HK-18-012, and carry out the requirements as prescribed under Section 29(6) of the Act; and

**That** Council serve a Notice of Intention to Designate the property located at 3791 Princess Street, known as the Ebenezer Benjamin Junior Farmstead, as a property

of cultural heritage value or interest pursuant to Section 29 of the *Ontario Heritage Act*, attached as Exhibit A (all 4 properties) to Report Number HK-18-012; 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, that Council approve the Draft Designation By-Law for 3791 Princess Street, attached as Exhibit E to Report Number HK-18-012, and carry out the requirements as prescribed under Section 29(6) of the Act.

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

**Address: 9 North Street (P18-259)**

**File Number: P18-110-2017**

Report HK-18-016 of the Commissioner of Community Services is attached.

Schedule Pages 137 – 170

Recommendation:

**That** it is recommended to Council that alterations to the property at 9 North Street, be approved in accordance with the details described in the application (File Number P18-110- 2017), which was deemed completed on February 21, 2018, with said alterations to include:

1. Restoration and repointing of the entire limestone façade of the building, including the reconstruction of the south gable-end chimney to its original height;
2. Reconstruction of the gabled roof to its former profile, with new standing seam metal roofing and two skylight boxes;
3. Raising the former roof height by approximately 0.6 metres;
4. Installation of all new metal-clad wood windows in the existing openings;
5. Installation of new curtain-wall glazing in the former loading door openings;
6. Installation of new wooden exterior doors with partial glazing;
7. Installation of a wall mounted sign reading “Imperial Oil Warehouse” or “Queen City Oil Warehouse” or a similar option; and

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

1. A Building Permit shall be obtained, as necessary;
2. The new windows and Hardie Plank siding shall be coloured in a light grey or brown tone, in order to minimize the contrast with the limestone walls;
3. The two elevated skylight boxes shall be omitted from the plans, or reduced in height to be at least 50 percent, in order to be as close to flush with the roof profile as possible;
4. A period appropriate exterior door shall be installed in each of the two existing east facing door openings, for the proposed vestibule entrances;
5. The entrance canopies and mast arm signs are not included in this approval, and shall be the subject of a future *Heritage Act* application;

6. All masonry works shall be completed in accordance with the City's Policy on Masonry Restoration on Heritage Buildings;
7. All window works shall be completed in accordance with the City's Policy on Window Renovations in Heritage Buildings;
8. All *Planning Act* applications, including Official Plan amendment, zoning by-law amendment and Site Plan Control approval, shall be completed;
9. Planning staff shall be circulated the drawings and design specifications, tied to the Sign Permit application, for review and approval to ensure minimal impact to the heritage attributes of the property; and
10. 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.

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

**Address: 130 Johnson Street (P18-045)**

**File Number: P18-004-2018**

Report HK-18-018 of the Commissioner of Community Services is attached.

Schedule Pages 171 – 192

Recommendation:

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

**That** alterations to the property at 130 Johnson Street, be approved in accordance with the details described in the application (File Number P18-004-2018), which was deemed complete on February 16, 2018, with said alterations to include the following:

1. Installation of a new projecting sign reading "Library" on the second floor, in proximity to the library entrance, with the following dimensions and characteristics:
  - a) Rectangular cabinet sign, oriented vertically, measuring approximately 0.53 metres wide and 2.7 metres long, projecting approximately 0.13 metres from the building façade, with a sign board depth of approximately 0.15 to 0.20 metres;
  - b) Constructed out of fabricated aluminum, with illuminated letters and numbers;
  - c) Colouring including a blue background with white lettering; and

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

1. A Building Permit and any required Encroachment Permit shall be obtained for the proposed sign; and
2. The sign be installed in accordance with the City's Policy on Masonry Restoration on Heritage Buildings.



**viii. Subject: Application for Heritage Permit  
Address: 92 Sydenham Street (P18-365)  
File Number: P18-005-2018**

Report HK-18-020 of the Commissioner of Community Services is attached.

Schedule Pages 193 – 217

Recommendation:

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

**That** alterations to the property at 92 Sydenham Street, be approved in accordance with the details described in the application (File Number P18-005-2018), which was deemed completed on February 21, 2018, with said alterations to include landscaping, and the removal and reconstruction of the front staircase; and

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

1. A Building Permit shall be obtained;
2. All masonry works shall be completed in accordance with the City's Policy on Masonry Restoration on Heritage Buildings;
3. Underground utility locates shall be obtained prior to excavation; and
4. An Encroachment Permit shall be obtained, as necessary.

**ix. Subject: Application for Heritage Permit under the Ontario Heritage Act  
Address: 410 Wellington Street (P18-1256)  
File Number: P18-008-2018**

Report HK-18-022 of the Commissioner of Community Services is attached.

Schedule Pages 218 – 250

Recommendation:

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

**That** erections on the property at 410 Wellington Street be approved in accordance with the details described in the application (File Number P18-008-2018) which was deemed complete on February 14, 2018, with said erections to include the following:

1. A two-storey single detached dwelling with a one-storey covered porch. The dwelling is to have a pitched roof and is to be clad in wood horizontal siding with standing seam metal or asphalt roofing;
2. A one-storey detached garage, clad in wood horizontal siding with a metal or asphalt pitched roof; and

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

1. All works shall be completed in accordance with the Village of Barriefield Heritage Conservation District Plan;

2. The applicant shall demonstrate to the satisfaction of Planning staff that the peak of the roof of the new dwelling is no taller than the peak of the roof of the adjacent heritage building at 412 Wellington Street;
3. A Building Permit shall be obtained;
4. All *Planning Act* applications, including Site Plan Control approval, shall be completed;
5. New landscaping should be undertaken with regard for the guidelines in Section 4.7 of the District Plan; and
6. Drawings and specifications submitted as part of the Building Permit process shall be provided to Planning staff for review to ensure consistency with the Heritage Permit and the Barriefield Heritage Conservation District Plan.

x. **Subject: Application for Heritage Permit**  
**Address: 91 Gore Street (P18-639)**  
**File Number: P18-009-2018**

Report HK-18-023 of the Commissioner of Community Services is attached.

Schedule Pages 251 – 273

Recommendation:

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

**That** alterations to the property at 91 Gore Street, be approved in accordance with the details described in the application (File Number P18-009-2018), which was deemed completed on February 16, 2018, with said alterations to include the removal of a rear addition and the construction of a new one-storey sloped-roofed rear addition; and

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

1. A Building Permit shall be obtained, including confirmation of zoning compliance; and
2. 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.

xi. **Subject: Application for Heritage Permit**  
**Address: 216 Ontario Street (P18-273)**  
**File Number: P18-003-2018**

Report HK-18-017 of the Commissioner of Community Services is attached.

Schedule Pages 274 – 320

Recommendation:

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

**That** alterations to the property at 216 Ontario Street, be approved in accordance with the details described in the application (File Number P18-003-2018), which

was deemed complete on February 16, 2018, with said alterations to include the following:

1. Installation of two new plaques at the base of the two central columns facing Ontario Street which frame the main staircase to the entrance to City Hall:
  - a) The existing plaque to the right of the staircase, facing the main entrance, which speaks to the history of the building, will be recast and reinstalled in its existing location;
  - b) A new plaque will be installed on the left side of the main staircase, facing the main entrance, which will commemorate City Hall's architect, George Browne;
  - c) The two new plaques will match one another in size, colour, orientation and placement;
  - d) The existing Heritage Canada Foundation plaque on the left side of the main staircase will be retired to the civic collection; and

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

1. The required Encroachment Permit shall be obtained for the installation of the proposed plaques; and
2. The plaques shall be installed in accordance with the City's Policy on Masonry Restoration in Heritage Buildings.

**e) Working Group Reports**

**i. Heritage Properties Working Group**

Schedule Pages 321 - 328

**ii. Cultural Heritage Working Group**

Schedule Pages 329 - 331

**iii. Heritage Assets Working Group**

**f) Update regarding Emergency Approvals**

- i. P18-022-2018EA – 23 Ontario Street, masonry repair and pointing of brick chimney

**9. Motions**

**10. Notices of Motion**

**11. Other Business**

**12. Correspondence**

- a) Correspondence received from Mr. Taylor, dated February 9, 2018 regarding 18 Maitland Street.

Schedule Page 332

- b) Correspondence received from Mr. Dukas, dated March 7, 2018 regarding 410 Wellington Street.

Schedule Pages 333 - 334

- c) Correspondence received from the Barriefield Village Association, dated March 4, 2018 regarding 410 Wellington Street.

Schedule Pages 335 - 336

- d) Correspondence received from Hughes Downey Architects, dated March 12, 2018 regarding 410 Wellington Street.

Schedule Pages 337 - 342

**13. Date and time of Next Meeting**

The next meeting of Heritage Kingston will be held on Wednesday April 18, 2018 at 9:30 a.m.

**14. Adjournment**