



**City of Kingston
Report to Heritage Kingston
Report Number HK-19-033**

To: Chair and Members of Heritage Kingston
From: Lanie Hurdle, Acting Chief Administrative Officer
Resource Staff: Paige Agnew, Director, Planning, Building & Licensing Services
Date of Meeting: June 19, 2019
Subject: Application for Heritage Permit under the *Ontario Heritage Act*
Address: 9 Wellington Street P18-1107
File Number: P18-037-2019

Executive Summary:

The subject property at 9 Wellington Street is located on the southeast side of Wellington Street, between West and Lower Union Streets, in the Old Sydenham Heritage Conservation District (HCD). The property contains half of a brick semi-detached dwelling constructed in 1879.

An application for alteration under Section 42 of the *Ontario Heritage Act*, File Number P18-037-2019, has been submitted to request approval to remove the concrete front porch/stairs and construct a new wooden porch with stairs and a railing; painted white. The applicant also wishes to gain approval to remove the two basement windows, widen the opening to their original width, and install new metal-clad wooden casement-style windows, painted white, with a four-pane glazing pattern and arched tops. The former door above the main entrance is proposed to be replaced with a metal-clad wooden sash window, of a similar size to the other windows on the second floor, and a lower decorative panel, in order to retain the existing opening. Similarly, the applicants wish to replace an existing door along the side of the dwelling with a metal-clad wood sash window, similar to those on the front of the building, and infill the lower part of the opening with a decorative wood panel.

Concept plans have been prepared by Lakeside Drafting & Design and are included in the submission.

This application was deemed complete on May 22, 2019. The *Ontario Heritage Act* provides a maximum of 90 days for Council to render a decision on an application to alter a heritage building under Section 42(4). This timeframe will expire on August 20, 2019.

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Recommendation:

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

That alterations to the property at 9 Wellington Street, be approved in accordance with the details described in the application (File Number P18-037-2019) which was deemed complete on May 22, 2019, with said alterations to include the construction of a wooden porch and the replacement of two doors and two windows; and

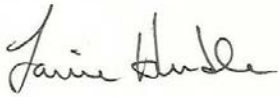
That the approval of the alterations be subject to the following conditions:

1. A Building Permit shall be obtained, as necessary;
2. The owner shall confirm that the new porch does not encroach into the City's right-of-way;
3. 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;
4. Details of the finalized colour scheme for the window cladding and porch shall be submitted to Heritage Planning staff to ensure that the heritage attributes of the property are conserved;
5. The owner shall consider using half glazed/half paneled fixed doors within the former door openings on the front and side elevations;
6. The owner may use double casement windows, with arched tops, in the basement windows as an alternative to the proposed, in consultation with Heritage Planning staff;
7. The owner may use turned pickets and/or larger more decorative posts on the front porch as an alternative to the proposed, in consultation with Heritage Planning staff;
8. All windows shall be designed to fit within the existing openings without the need to reduce the openings to accommodate the new windows;
9. All window works shall comply with the City's Policy on Window Renovations on Heritage Buildings; and
10. Any alteration that interfaces with the masonry of the original house shall comply with the City's Policy on Masonry Restoration in Heritage Buildings.

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Authorizing Signatures:



**Lanie Hurdle, Acting Chief
Administrative Officer**

Consultation with the following Members of the Corporate Management Team:

Gary Dyke, Commissioner, Corporate Enterprise Services	Not required
Peter Huigenbos, Acting Commissioner, Community Services	Not required
Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required
Sheila Kidd, Commissioner, Transportation & Public Works	Not required

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Options/Discussion:**Description of the Application**

The subject property at 9 Wellington Street is located on the southeast side of Wellington Street, between West and Lower Union Streets, in the Old Sydenham HCD. The property contains the north half of a two-and-a-half-storey brick semi-detached dwelling constructed in 1879.

The owner has recently purchased the subject property and is undertaking a number of interior renovations and exterior restoration projects. An application for alteration under Section 42 of the *Ontario Heritage Act*, File Number P18-037-2019, has been submitted to request approval to remove the concrete front porch/stairs and construct a new porch. The new porch will be painted wood with a wooden railing with simple square pickets. The applicant wishes to paint it white to match the neighbouring porch and, in doing so, unify the building.

The applicant also wishes to gain approval to remove the two inappropriate vinyl sliding windows in the basement level. The applicant intends to widen the opening to their original width and install new metal-clad wooden casement-style windows, painted white. The new windows will be designed with a four-pane glazing pattern and arched tops to resemble period appropriate windows. In discussion with staff, the applicant has agreed to consider, as an option, double casement windows with arched tops that would pay tribute to the original window pattern.

The former door above the main entrance and the door on the north (driveway) side of the dwelling are also proposed to be replaced with metal-clad wooden sash windows, of a similar size to the other windows on the second floor, and a lower decorative spandrel panel, in order to retain the existing openings.

Concept plans have been prepared by Lakeside Drafting & Design and are included in the submission.

All submission materials are available online through the Development and Services Hub (DASH) at the following link, [DASH](#), using "Look-up a Specific Address". If there are multiple addresses, search one address at a time, or submission materials may also be found by searching the file number.

This application was deemed complete on May 22, 2019. The *Ontario Heritage Act* provides a maximum of 90 days for Council to render a decision on an application to alter a heritage building under Section 42(4). This timeframe will expire on August 20, 2019.

Reasons for Designation

47 Wellington Street was included in the Old Sydenham HCD, designated pursuant to Part V of the *Ontario Heritage Act*, through By-Law Number 2015-67 in 2015.

The HCD rates the property as 'Significant' to the District. The relevant portion of the Property Inventory Evaluation, from the Old Sydenham Heritage Area HCD Plan, has been included as Exhibit B to this report.

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The Inventory Evaluation describes the subject property as:

“[George] Oldreive had the 7-9 Wellington Street building erected first, around 1879... This building has design and contextual values. It complements the streetscape in terms of its design, composition, massing and setback. Its design attributes include rectangular 1-storey bay windows with flat roofs and plain entablatures. Paired windows, in the hammer-dressed limestone foundation of each bay, are topped by solid ashlar hoods with slight arches which merge with an ashlar string course. Paired rectangular windows with simple wood surrounds are found in the second storey above each bay window. The inner two bays project slightly and contain the entranceways.”

Cultural Heritage Analysis

Staff visited the subject property on May 3, 2019. This two-and-a-half-storey brick row house sits close to the street near the terminus of Wellington Street at City Park and contributes to the heritage character of the Old Sydenham HCD.

This application proposes a new front porch and three new windows on the front (west) elevation and one on the side (north) elevation. The assessment of this addition is summarized below through references to the relevant sections of the Old Sydenham Heritage Area HCD Plan.

Sections 1.0

This section does not directly apply to the evaluation of this proposal. Section 1.0 provides an introduction and history to the designation of the Old Sydenham HCD, an explanation of what an HCD is, describes the contents of an HCD Plan, provides the legislative background for an HCD designation and lastly highlights the benefits of HCD designation.

Section 2 (Statement of Objectives)

Section 2.2 provides a Statement of Cultural Heritage Value or Interest for the entire District. This statement includes a value statement as well as a list of heritage attributes, which are those physical components of the District that express its cultural heritage value. In assessing the impact of this application on the District, the key question that staff must answer is whether the proposed alterations conserve the District's heritage attributes or whether they will have a negative impact.

Additionally, Section 2.3 of the Plan provides a description of sub-area heritage attributes, and again staff must determine whether the proposal will conserve or negatively impact these attributes. This proposal is located in the 'North to Bagot' sub-area and its attributes are described in Section 2.3.2. Through the evaluation of this proposal, staff find that the proposal conserves the heritage attributes of the District and those of the North to Bagot sub-area.

The following is a list of the heritage attributes of relevance to this proposal; a full list of the District's attributes can be found in Section 2.2 of the District Plan:

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The District:

- Varied ages, styles and types of buildings, with both vernacular and architect-designed examples of over two centuries of architectural styles;
- A compact scale comprised of street width, building height (predominantly 2 to 3-storeys) and setback;
- A generally high standard of care for buildings and landscapes; and
- Physical evidence and historical associations with every stage of Kingston's history.

The attributes of the North to Bagot sub-area are found in Section 2.3.2 of the HCD Plan and, as they relate to this proposal, include:

- Closely packed buildings forming a strong street edge;
- Vernacular building design predominant; and
- View of City Park, especially the terminal vista from Wellington Street.

Section 2.5 (Designation Goals and Objectives) speaks to the goals and objectives for the District as a whole, Heritage Buildings, Landscapes and Streetscapes, and Land Use. The application supports the goals as presented in the District Plan, specifically in relation to the goals for Heritage Buildings (2.5.2), which states: "conserving heritage buildings or structures by using the accepted principles and standards for heritage conservation, as outlined in the plan" and "... to remove incompatible past alterations made to heritage buildings".

Lastly, this proposal complies with the policies for the District and Heritage Buildings as outlined in Sections 2.6.1 and 2.6.2. The proposal will maintain the distinct heritage character of Old Sydenham and the alterations proposed in this application are being undertaken in accordance with the policies and guidelines of the District Plan.

Section 4.0

Section 4 of the Old Sydenham Heritage Area HCD Plan establishes a policy framework for "Building Conservation". The proposal has been considered against these policies as summarized below.

Section 4.3.4 (Porches and Verandahs)

The existing concrete porch is not historically appropriate for this building and does not contribute to the cultural heritage value of the District; its removal is therefore supported.

Section 4.3.4 recommends that replacement porches should replicate period appropriate porches using documentary evidence and should avoid the use of fiberglass or plastic replicas. The adjoining dwelling at 7 Wellington Street appears to have its original two-storey porch, which provides an easy reference for the design of a new period-appropriate porch. A number of the responding Heritage Kingston members suggested that the owner should consider replicating the porch next door. While the long-term intent of the owner, as noted to staff, is to add a second storey onto the new porch and to reflect to the original porch design, the immediate need is to replace the quickly deteriorating concrete step with a safe and level means of egress. The design of the new wooden porch is simple and discrete and does not impact the heritage attributes of the District. While staff shares the Committee members' desire to see a

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two-storey porch recreated, as an interim step, the proposed porch is an improvement to the existing situation and does not contravene the policies of the District Plan.

Section 4.3.5 (Windows and Doors)

This section is intended to guide the restoration and renovation of existing period appropriate windows and doors. The existing basement windows are not period appropriate and are proposed to be replaced. Section 5.3.2 of the HCD Plan provides guiding policies for window replacement. While portions of the existing doors, both the one above the main entrance and the one near the driveway, may be original, they have been substantially altered over the years in order to allow more light into the dwelling. Little of the original door designs appear to remain. The later aluminum storm doors are to be removed; however, the original openings are to be retained.

Section 5.0

Section 5 of the Old Sydenham HCD Plan establishes a policy framework for the consideration of "Building Alterations and Additions". The proposal has been considered against these policies as summarized below.

Section 5.3.2 (Windows)

As noted in the application, the intention is to replace two windows and one door on the front elevation of the building and one door on the side elevation. Similar to the porch noted previously, the adjoining dwelling at 7 Wellington Street appears to have its original basement windows. Section 5.3.2 directs that new windows should replicate period appropriate windows as closely as possible. This section also notes that simulated divided lights are permitted, provided that the muntins are applied to the exterior of the glass, and metal clad wooden windows are acceptable, provided they are designed to fit into the original openings.

With respect to the basement windows, matching the design of the original basement windows on the neighbouring dwelling is most desirable from a conservation perspective; however, the change in grade over time has reduced the length of the window openings, thereby making replicating the original windows difficult and impractical. The owner is intending to remove the later infill around the existing windows and once again utilize the original opening width, plus has agreed to install a new window with arched top and simulated divided lights. The owner is considering, as an alternative to one casement window with an arched top, double casement windows with arched tops that pay tribute to the original window design. Staff have built this option into its recommendation. The proposed alterations to the basement windows are a great improvement from the existing inappropriate infill windows and comply with the policies of the HCD Plan.

The two doors to be replaced currently do not provide egress from the building and are treated like windows. The owner intends to retain and conserve the existing openings. In response to comments received from Heritage Kingston members and staff, the owner is no longer planning to change the length of the side door opening.

The policies and guidelines of Section 5.3.2 of the HCD Plan do not specifically speak to replacement of doors with windows. From an authenticity perspective, replacing the

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inappropriately altered doors with period appropriate doors would be desirable. One Heritage Kingston member suggested a half glazed/half paneled fixed door, in place of the window and lower panel proposal, for the two door openings. Staff support this recommendation; however, the owner wishes to proceed with their plans to install a sash window of a similar length to the other second storey windows and infill the bottom portion of the opening with a removable decorative wooden panel, painted to match the trim. As the original openings will remain unchanged, new doors could be installed in the future. Without the second storey on the front porch or access stairs to the side door, new doors in these openings would appear out of place. The applicant notes that when the owner constructs the second storey on the porch, they will remove the window and panel and install a period appropriate door (with proper *Heritage Act* approval). While staff support the alteration, a discretionary condition has been included in the recommendation, requesting the applicant consider, as an option, the installation of doors into these original door openings.

Conclusion

In summary, the proposed alterations will improved the appearance of the subject property, while not detracting from the heritage attributes or cultural heritage value of this part of the Old Sydenham HCD.

Heritage Planning staff are of the opinion that the proposal, as modified, conforms to the intent, goals and policies of the HCD Plan and will uphold the heritage conservation objectives set out within the City of Kingston's Official Plan, the Ministry of Tourism, Culture and Sports' eight guiding principles in the conservation of built heritage properties, and Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada. Broadly, the application will:

- Achieve the goal of Section 7.0 (City of Kingston Official Plan): Conserve and enhance built heritage resources within the City so that they may be accessed, experienced and appreciated by all residents and visitors, and retained in an appropriate manner and setting, as a valued public trust held for future generations.
- Achieve Principle Number 6 - Reversibility (Eight Guiding Principles in the Conservation of Built Heritage Properties, Ministry of Tourism, Culture and Sport): Alterations should be able to be returned to original conditions. This conserves earlier building design and technique.
- Achieve Standards 9 and 12 (Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada): Make any interventions needed to preserve character-defining elements physically and visually compatible with the historic place. Create new construction so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future.

Previous Approvals

None on file

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Comments from Departments and Agencies

This application was circulated to a number of internal departments who provided the following comments:

Building Division: A Building Permit is required for the proposed construction.

Engineering Department: The proposed porch is not to encroach into the municipal right-of-way.

Kingston Hydro: The applicant is reminded that all objects/tools, etc. must maintain a safe clearance from the service lines. If work cannot be completed safely or if clearance cannot be maintained from the lines, the applicant will need to complete a service request and submit to Utilities Kingston for isolation of the powerlines.

Planning Division: The subject property is designated 'Residential' in the City's Official Plan. It is split zoned with portions of the property in both the Residential 'A' and 'B' Zones in Zoning By-Law Number 8499. The proposed new porch appears to be wholly located in the 'One-Family Dwelling and Two-Family Dwelling 'A' Zone. The existing porch appears to be on or just over the front lot line; however, it is in line with the setbacks of the neighbouring properties (as per Section 6.3(b) of the by-law). The applicant will need to provide the necessary confirmation and detailed plans to confirm zoning compliance at the time of Building Permit application.

Utilities Kingston: Utilities Kingston has no comments for this application. Please ensure locates are obtained by contacting Ontario One Call.

Consultation with Heritage Kingston

Heritage Kingston was consulted on this application through the [DASH](#) system. The Committees' comments have been compiled and attached as Exhibit D. Committee comments have been provided to the applicant and considered and addressed in the Cultural Heritage Analysis above.

A number of responding Committee members provided suggestions on the design of the balustrade for the new porch, such as larger posts, perhaps with a decorative panel design, and turned pickets instead of square. Staff do not object to the proposed or suggested design modifications for the balustrade. These suggestions were provided to the applicant for consideration. Staff have included a discretionary condition of approval to allow the owner to make these changes to their plans should they choose.

Existing Policy/By-Law:

Standards and Guidelines for the Conservation of Historic Places in Canada (Parks Canada)
Ontario Heritage Act, R.S.O. 1990, C. O.18. (Province of Ontario)
City of Kingston Official Plan
Old Sydenham Heritage Area Heritage Conservation District Plan
City of Kingston's Policy on Masonry Restoration on Heritage Buildings
City of Kingston's Policy on Window Renovations in Heritage Buildings

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Notice Provisions:

Pursuant to Section 42(3) of the *Ontario Heritage Act (OHA)*, notice of receipt of a complete application has been served on the applicant.

Accessibility Considerations:

Not applicable

Financial Considerations:

Not applicable

Contacts:

Greg Newman, Manager, Policy Planning 613-546-4291 extension 3289

Ryan Leary, Senior Planner, Heritage 613-546-4291 extension 3233

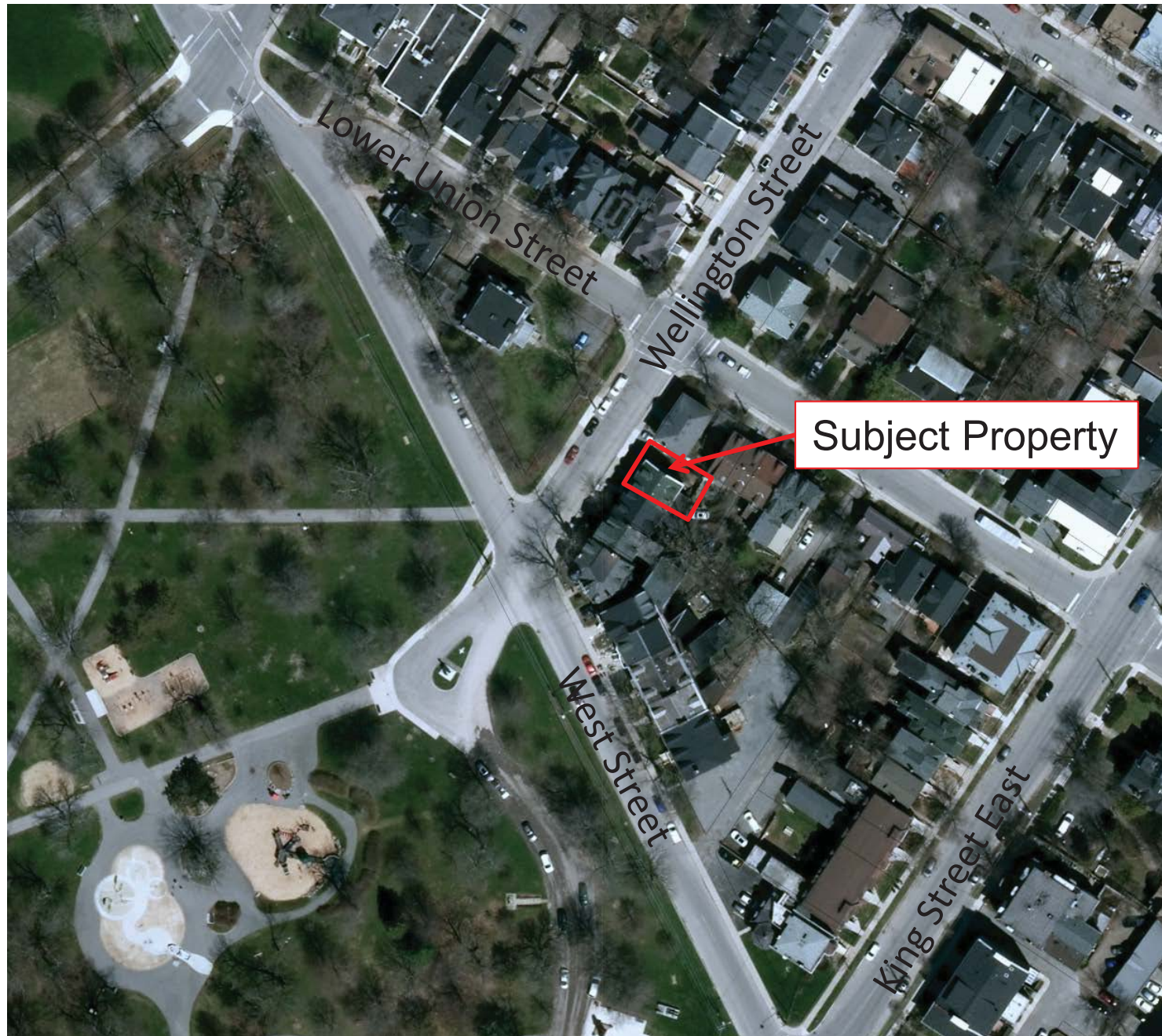
Other City of Kingston Staff Consulted:

The application was circulated to a number of internal departments for review and all comments have been incorporated.

Exhibits Attached:

- | | |
|-----------|--|
| Exhibit A | Context Map & Photographs |
| Exhibit B | Property Inventory Evaluation Form |
| Exhibit C | Concept Plans, Prepared by Applicant |
| Exhibit D | Correspondence Received from Heritage Kingston |
| Exhibit E | Summary of Final Comments at June 19, 2019 Heritage Kingston Meeting |

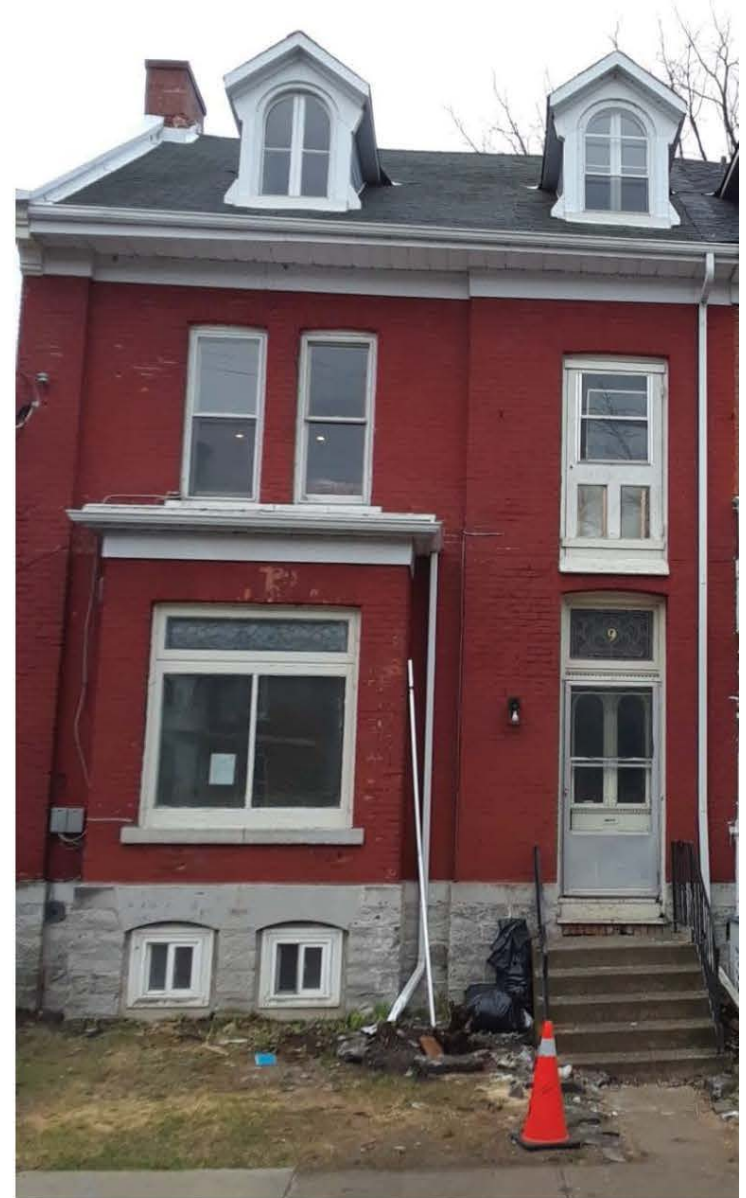
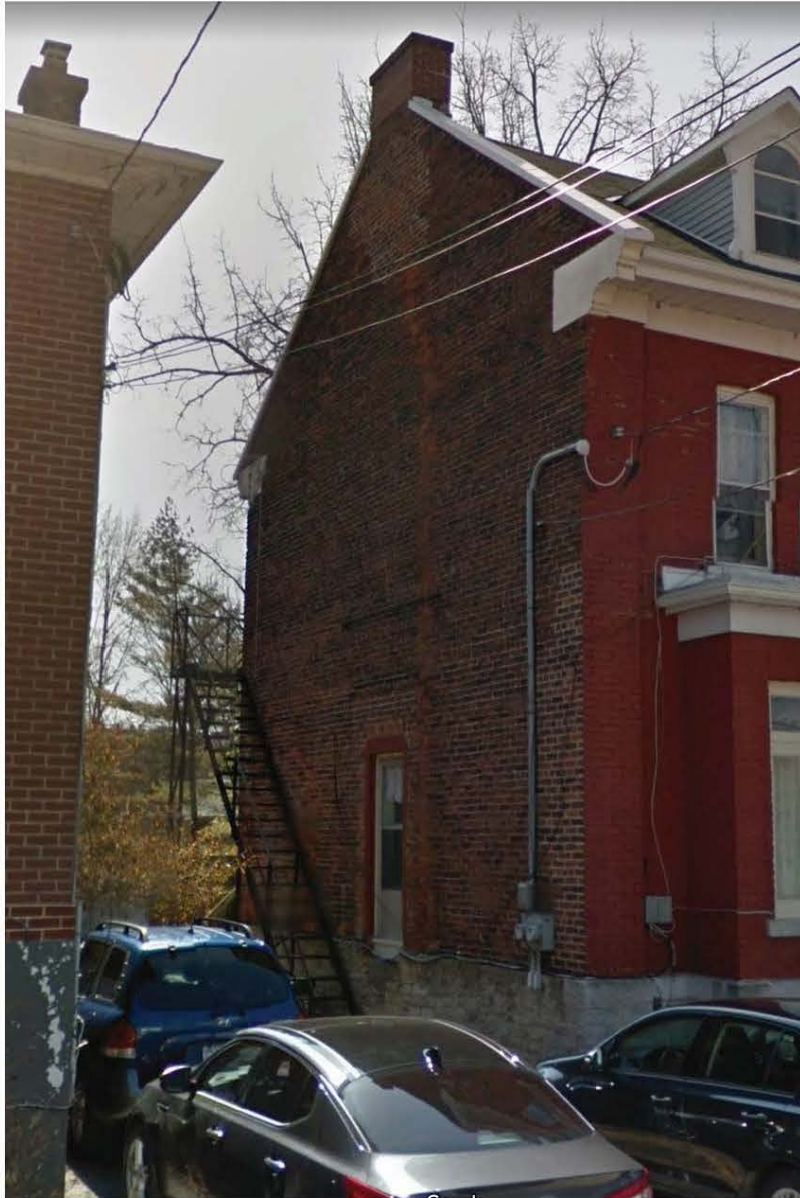
Aerial Photograph: 9 Wellington Street



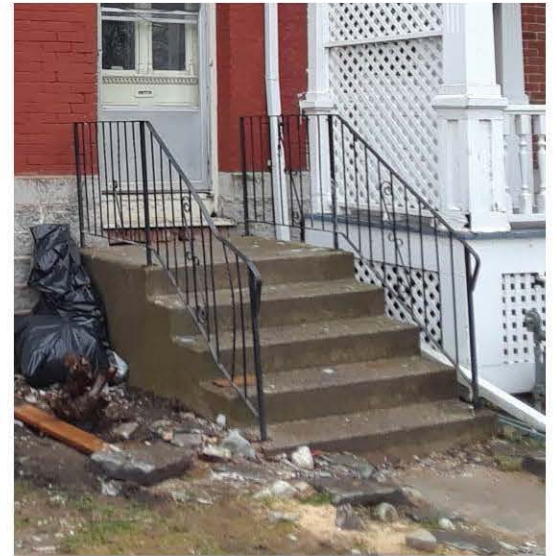




9 and 7 Wellington Street
(Google 2014)



Side and Front Elevations



Features to be Repaired/Replaced

7-9 WELLINGTON STREET

Built: 1879

Rating: S

This city block was divided in 1873 by the trustees of the estate of Jane Miller. Property records show that the lot now containing 5 Wellington, 7-9 Wellington, and 65 West was purchased that year by a sailmaker named George Oldreive. Oldreive had the 7-9 Wellington Street building erected first, around 1879.



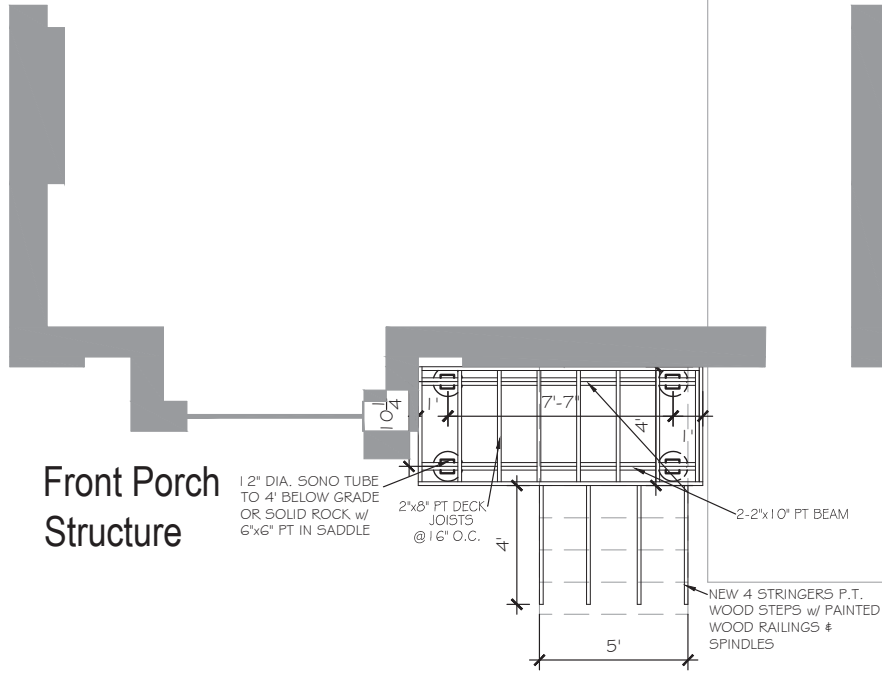
According to Kingston directories, he occupied unit 7 until 1899, when he had this building, and 65 West Street, erected. After 1899 Oldreive moved to the 65 West Street. This building has design and contextual values. It complements the streetscape in terms of its design, composition, massing and setback. Its design attributes include rectangular 1-storey bay windows with flat roofs and plain entablatures. Paired windows, in the hammer-dressed limestone foundation of each bay, are topped by solid ashlar hoods with slight arches which merge with an ashlar string course. Paired rectangular windows with simple wood surrounds are found in the second storey above each bay window. The inner two bays project slightly and contain the entranceways. Each front door is topped by a large rectangular transom. Gable-roofed dormers with wood faces and half-round window openings top each of this building's four bays. A short stone chimney rises from a wood-corbelled firewall at each end.

7 Wellington Street

The 7 Wellington Street unit contains paired 1/1 windows in its projecting bay. Its entranceway is fronted by a wood porch, with tapering wood pillars on square wood bases with recessed panels. The pillars support a second-storey balcony accessed by a rectangular door with a flat arch. Both the porch and the balcony feature turned-wood balusters.

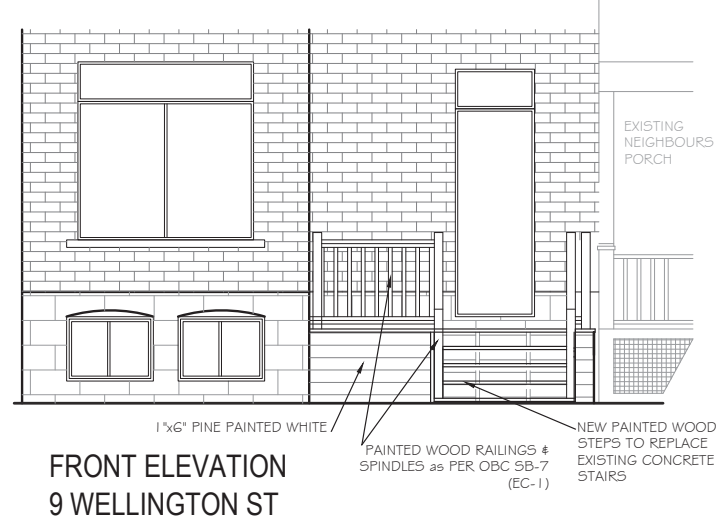
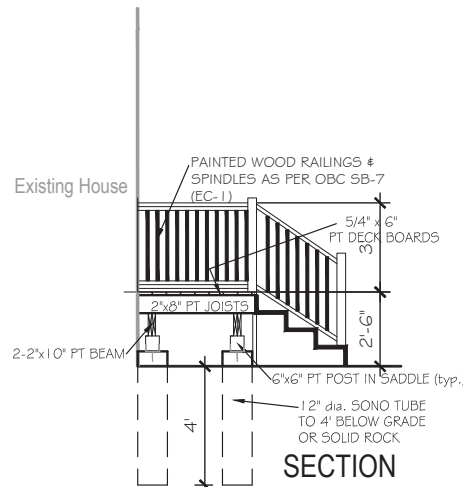
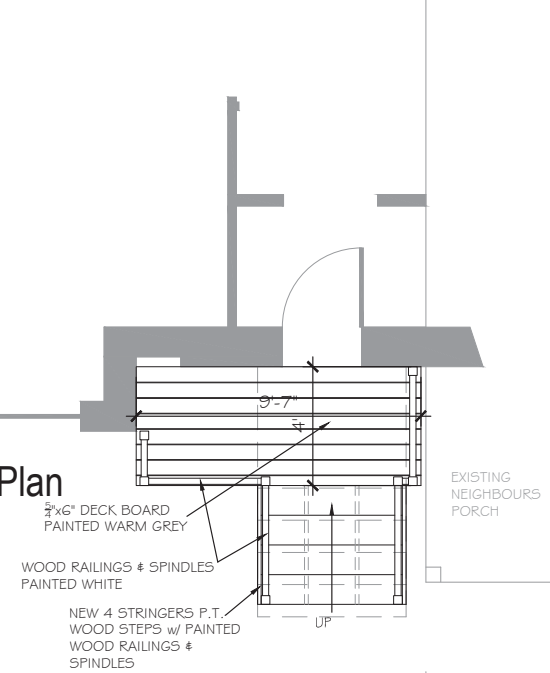
9 Wellington Street

The 9 Wellington Street contains a wide rectangular transom, with stained glass and tracery, above the large 2-piece single opening of its projecting bay. A matching transom over the entranceway contains the unit's street address in gold. The second-storey balcony has been removed. Its entranceway contains French doors now covered by a wood storm door.



Front Porch Structure

Front Porch Plan (58 sf)



FRONT ELEVATION 9 WELLINGTON ST

GENERAL NOTES

1. Drawings must not be scaled. Contractor shall verify and be responsible for all dimensions and minimum code requirements and shall report any discrepancy to LAKESIDE DRAFTING & DESIGN before proceeding with any work.
2. All handrails, guards and railings must conform to O.B.C. regulations.
3. These plans were designed in accordance with the requirements of the Ontario Building Code.

Lakeside Drafting & Design
 Proposed New Front Porch Plans
 9 Wellington St. Kingston, Ontario

SCALE: 1/4" = 1'

DRAWING No. A1

DATE: May 9, 2019

Prepared by: Patrick Griffin
 Checked by: [Signature]
 P.C.I.N.: 45381

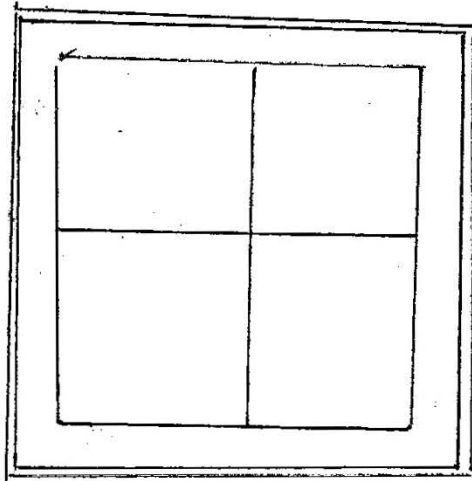
Telephone: 613-339-3325

The design activities have been reviewed and are the responsibility of Lakeside Drafting & Design and must be signed in red to be valid.

NOTE: These plans form the basis for permit issuance and any deviations from these plans and details, including the ventilation system, heating system, woodstove, fireplaces, decks, balconies and finished basements, will require a revised drawing and clearance by the Building Department. These plans have been prepared for Peach Homes

Proposed basement front.

Tilt + Turn operation.



White Clad Alum - or Painted Wood.

Heritage Kingston

Summary of Input from the Technical Review Process

P18-037-2019

Heritage Kingston Members	Comments Enclosed	No Comments Provided	No Response Received
Chair, Peter Gower	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Bridget Doherty	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Jim Neill	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jane McFarlane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Donald Taylor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jennifer Demitor	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matthew McCartney	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Zoe Harris	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ashley Johnson	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
William Hineman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeremy St-Onge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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City of Kingston
216 Ontario Street
Kingston, Ontario
Canada, K7L 2Z3

Website: www.cityofkingston.ca

TTY: Dial 613-546-4889

Date:	May 13, 2019
Form:	Heritage Kingston Reviewer Form
Reviewer Name:	Peter Gower
Application Type:	Alteration and/or Repair
File Number:	P18-037-2019
Property Address:	9 WELLINGTON ST

Description of Proposal:

The subject property is located on the south-east side of Wellington Street, between West and Lower Union Streets, in the Old Sydenham Heritage Conservation District. The property contains half of a brick semi-detached dwelling constructed in 1879. The applicant wishes to gain Heritage Act approval to remove the concrete front porch/stairs and construct a new wooden porch with stairs, and a railing; painted white. The applicant also wishes to gain approval to remove the two basement windows, widen the opening to their original size, and install new metal-clad wooden awning-style windows, painted white, with a four-pane glazing pattern and arched tops. The former door above the main entrance door, is proposed to be replaced with a metal-clad wooden sash window, of a similar size to the other windows on the second floor, and a lower spandrel panel, in order to retain the existing opening. Similarly, the applicants wish to replace an existing door along the driveway with a metal-clad wood sash window, similar to those on the front of the building, and infill the lower part of the opening with either a wood panel or brick. Plans and photographs are uploaded in DASH for your review.

Comments for Consideration on the Application:

I am pleased to see that this half of the duplex will be getting some needed attention. However, the two houses are a pair, and I hope that the owners of #9 will try to duplicate what there is next door – maybe not all at once, and maybe not exactly, but that should be the ultimate aim in this restoration. I need to see samples of the metal-clad windows on the front before making a comment on them.



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City of Kingston
216 Ontario Street
Kingston, Ontario
Canada, K7L 2Z3

Website: www.cityofkingston.ca

TTY: Dial 613-546-4889

Date:	May 14, 2019
Form:	Heritage Kingston Reviewer Form
Reviewer Name:	Jeremy St-Onge
Application Type:	Alteration and/or Repair
File Number:	P18-037-2019
Property Address:	9 WELLINGTON ST

Description of Proposal:

The subject property is located on the south-east side of Wellington Street, between West and Lower Union Streets, in the Old Sydenham Heritage Conservation District. The property contains half of a brick semi-detached dwelling constructed in 1879. The applicant wishes to gain Heritage Act approval to remove the concrete front porch/stairs and construct a new wooden porch with stairs, and a railing; painted white. The applicant also wishes to gain approval to remove the two basement windows, widen the opening to their original size, and install new metal-clad wooden awning-style windows, painted white, with a four-pane glazing pattern and arched tops. The former door above the main entrance door, is proposed to be replaced with a metal-clad wooden sash window, of a similar size to the other windows on the second floor, and a lower spandrel panel, in order to retain the existing opening. Similarly, the applicants wish to replace an existing door along the driveway with a metal-clad wood sash window, similar to those on the front of the building, and infill the lower part of the opening with either a wood panel or brick. Plans and photographs are uploaded in DASH for your review.

Comments for Consideration on the Application:

A much needed repair and upgrade for this property. Should greatly improve the aesthetics of this building. Would be nice to see other owners follow suite and keep the aesthetic uniform.



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Canada, K7L 2Z3

Website: www.cityofkingston.ca

TTY: Dial 613-546-4889

Date:	May 14, 2019
Form:	Heritage Kingston Reviewer Form
Reviewer Name:	Donald Taylor
Application Type:	Alteration and/or Repair
File Number:	P18-037-2019
Property Address:	9 WELLINGTON ST

Description of Proposal:

The subject property is located on the south-east side of Wellington Street, between West and Lower Union Streets, in the Old Sydenham Heritage Conservation District. The property contains half of a brick semi-detached dwelling constructed in 1879. The applicant wishes to gain Heritage Act approval to remove the concrete front porch/stairs and construct a new wooden porch with stairs, and a railing; painted white. The applicant also wishes to gain approval to remove the two basement windows, widen the opening to their original size, and install new metal-clad wooden awning-style windows, painted white, with a four-pane glazing pattern and arched tops. The former door above the main entrance door, is proposed to be replaced with a metal-clad wooden sash window, of a similar size to the other windows on the second floor, and a lower spandrel panel, in order to retain the existing opening. Similarly, the applicants wish to replace an existing door along the driveway with a metal-clad wood sash window, similar to those on the front of the building, and infill the lower part of the opening with either a wood panel or brick. Plans and photographs are uploaded in DASH for your review.

Comments for Consideration on the Application:

This building has not been well maintained in recent years and it is commendable that the present owner is planning renovations that will certainly improve its appearance. The owner should be encouraged to renovate in a style appropriate to the heritage qualities of the house, the street and the district. Some suggestions are offered as follows:

Porch: It would of course be wonderful if the porch could be built to replicate the neighbouring porch (which appears to be original) and which would provide a functioning balcony. If this is not possible, the proposed porch is generally acceptable

but its style would be more appropriate if the posts were paneled and the balusters turned rather than straight, similar to the neighbouring porch. A suitable heritage colour paint is preferred to white.

Basement windows: Suitable replacements would greatly improve the facade, but they should be built to match those on the neighbouring house which are original casement windows. They can be glazed with 1/2" insulated glass so that storm windows would not be needed.

Balcony door: Rather than replacing it with a window that attempts to match other front windows a better alternative would be to replace it with a door with solid panel below and window above, which could be a single pane, 2 panes, or 4 panes. It should be permanently fixed in place to avoid safety issues.

Side door: This opening is quite visible and bricking up the original opening is undesirable. Again the use of a door with panel below and glass above is suggested.

The owner is encouraged to continue to improve the appearance of the property in future years. Removal of the paint from the bricks of the front facade is a suggestion



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City of Kingston
216 Ontario Street
Kingston, Ontario
Canada, K7L 2Z3

Website: www.cityofkingston.ca

TTY: Dial 613-546-4889

Date:	May 15, 2019
Form:	Heritage Kingston Reviewer Form
Reviewer Name:	Bridget Doherty
Application Type:	Alteration and/or Repair
File Number:	P18-037-2019
Property Address:	9 WELLINGTON ST

Description of Proposal:

The subject property is located on the south-east side of Wellington Street, between West and Lower Union Streets, in the Old Sydenham Heritage Conservation District. The property contains half of a brick semi-detached dwelling constructed in 1879. The applicant wishes to gain Heritage Act approval to remove the concrete front porch/stairs and construct a new wooden porch with stairs, and a railing; painted white. The applicant also wishes to gain approval to remove the two basement windows, widen the opening to their original size, and install new metal-clad wooden awning-style windows, painted white, with a four-pane glazing pattern and arched tops. The former door above the main entrance door, is proposed to be replaced with a metal-clad wooden sash window, of a similar size to the other windows on the second floor, and a lower spandrel panel, in order to retain the existing opening. Similarly, the applicants wish to replace an existing door along the driveway with a metal-clad wood sash window, similar to those on the front of the building, and infill the lower part of the opening with either a wood panel or brick. Plans and photographs are uploaded in DASH for your review.

Comments for Consideration on the Application:

The renovations will be a welcomed improvement. Pleased that the spindles will be painted wood and not metal or plastic as the photo suggests. Could the posts be slightly larger and offer a similar look to the neighbouring property?



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TTY: Dial 613-546-4889

Date:	May 17, 2019
Form:	Heritage Kingston Reviewer Form
Reviewer Name:	Jane McFarlane
Application Type:	Alteration and/or Repair
File Number:	P18-037-2019
Property Address:	9 WELLINGTON ST

Description of Proposal:

The subject property is located on the south-east side of Wellington Street, between West and Lower Union Streets, in the Old Sydenham Heritage Conservation District. The property contains half of a brick semi-detached dwelling constructed in 1879. The applicant wishes to gain Heritage Act approval to remove the concrete front porch/stairs and construct a new wooden porch with stairs, and a railing; painted white. The applicant also wishes to gain approval to remove the two basement windows, widen the opening to their original size, and install new metal-clad wooden awning-style windows, painted white, with a four-pane glazing pattern and arched tops. The former door above the main entrance door, is proposed to be replaced with a metal-clad wooden sash window, of a similar size to the other windows on the second floor, and a lower spandrel panel, in order to retain the existing opening. Similarly, the applicants wish to replace an existing door along the driveway with a metal-clad wood sash window, similar to those on the front of the building, and infill the lower part of the opening with either a wood panel or brick. Plans and photographs are uploaded in DASH for your review.

Comments for Consideration on the Application:

The rehabilitation of this property will have a positive effect on this portion of the Wellington streetscape. However, given that it is half of a semi-detached building, the effect would be enhanced by attempting as much as possible to mirror or at least compliment any existing original attributes of its twin next door, for example, the porch design and basement windows. Not knowing the interior plans for the house, it is difficult to understand why two door openings are to be filled in to become windows. If the upper front and side doors are original openings then the appearance of exterior façade of the building would be better served by maintaining these openings and putting

in a solid half panel below and window above as suggested by another HK member.
Adding the upper balcony might enhance the second floor space.

Final choice of windows and paint colours should be Heritage District appropriate and approved by staff.

Summary of Final Comments at June 19, 2019 Heritage Kingston Meeting

Mr. Taylor – Mr. Taylor expressed his concerns with the proposed recommendation. He recommends that the owner replicate the basement windows to match those at 7 Wellington Street, including excavating and re-grading as necessary. He encourages Council and staff to take a stronger approach on this direction to the owner/applicant.

Ms. McFarlane – Ms. McFarlane noted concerns over the appearance of the proposed sash windows with lower panel option for the front and side door openings. She recommends that the owner use a fixed door instead.

Mr. McCartney – Mr. McCartney agreed with the recommendations of Mr. Taylor and Ms. McFarlane, but noted that what the applicants are doing is not causing harm to the building. He noted that these types of alterations have a 'lifespan' and when they need to be replaced in the future perhaps more funds could be made available for the larger front porch and nicer basement windows, but that the Committee should not be requiring it now.

City Of Kingston
Report to Heritage Kingston

To: Heritage Kingston

From: Peter Gower, Chair

Date Of Meeting: June 19, 2019

Subject: 2018 Heritage Kingston Report Card

Summary of the Discussion Item:

Heritage Kingston is a committee of Council which serves in both an advisory and consultative role. In addition, the committee is involved in educating and informing the community related to Kingston's cultural heritage; tangible, intangible, and natural. The membership of Heritage Kingston is composed of two members of council and nine members of the public. Heritage Kingston reports directly to Council. Furthermore, three working groups report to Heritage Kingston. The working groups are composed of representatives from the committee as well as the community. The working groups examine the following issues; heritage properties, cultural heritage and heritage assets.

The mandate of Heritage Kingston addresses both the stewardship of Kingston's cultural heritage resources and works within the framework of the Ontario Heritage Act regarding the conservation of properties of cultural heritage value or interest.

In accordance with Section 2.5 of the Committee By-Law, Heritage Kingston is required to provide Council with a report summarizing the activities undertaken by Heritage Kingston during 2018.

Recommendation:

That the 2018 Heritage Kingston Report Card be approved as a summary of the work accomplished by the committee.

Discussion:

Heritage Kingston met on 11 occasions during 2018. Staff brought a total of fifty-six reports before Heritage Kingston. The contents of the reports are categorized as follows:

- The committee provided recommendations related to reports associated with statutory aspects of the Ontario Heritage Act which included consideration of 25 Part IV heritage permit applications and the designation or listing of 11 properties; and

- The committee received and approved a report regarding updates to the Heritage Grant By-Law;
- The committee provided consultation regarding 40 reports related to applications for heritage permits under Part V of the Ontario Heritage Act;
- The committee received four reports related to the cultural heritage aspects of their mandate - specifically the committee's role to act as the City's museum and collections advisory committee;
- The committee received 8 sets of meeting notes from the Cultural Heritage Working Group, 2 sets of notes from the Heritage Assets Working Group, and 10 sets of notes from the Heritage Properties Working Group, updating the committee on working group initiatives;
- The committee received five reports related to pre-consultations for applications for heritage permits under the Ontario Heritage Act; and
- The committee recommended to council that six objects be accepted into the City of Kingston Civic Artifact Collection.

Heritage Kingston members attended numerous site visits with the City's heritage planners over the course of 2018. The visits provided an informal opportunity for applicants to discuss their proposals with Heritage Kingston members and for staff to share with Committee members their understanding of important heritage conservation considerations. The visits contributed to mutually beneficial opportunities for knowledge building and were considered an asset in serving the public interest.

In 2018 ten heritage property grants were awarded, representing a total investment of \$ 50,000 in heritage conservation.

In 2018 ten grants were awarded through the City of Kingston Cultural Heritage Fund, representing a total investment of \$282,763.30 in community museums, heritage projects, cultural groups and historical societies.

Working Groups

Heritage Properties Working Group

The Heritage Properties Working Group is responsible for researching and reviewing information to support the conservation of built heritage resources throughout the City. This includes work on individual designating by-laws and listing reports and the review of draft heritage conservation policy with broader implications. The Working Group also reviews and prepares educational information to support owners of heritage properties. Ryan Leary, Senior Heritage Planner, acts as the staff resource person supporting this working group. Its membership includes two Heritage Kingston representatives and three public members. Heritage Kingston's Council representatives regularly attend Heritage Properties Working Group meetings also.

In 2018, the Heritage Properties Working Group met ten times. They reviewed and discussed details regarding the cultural heritage value and interest of nine individual properties, including six properties that currently had no status under the *Ontario Heritage Act*. Some noteworthy

examples of heritage properties reviewed by the Group include Kingston Penitentiary, the Memorial Centre, the Burrows House (Kingston Mills Road) and 131 Johnson Street.

The Working Group also worked on a draft booklet that, when completed, will outline best practices and recommendations on exterior cladding changes and maintenance of roofing, walls, etc. for heritage buildings.

They reviewed a number of new statements of significance for additional university owned properties to be added to the Queen's University Heritage Easement Agreement.

The Working Group also reviewed staff's scoring and allocations of the 2018 Heritage Property Grant program. The Heritage Properties Working Group continues to meet monthly and takes an active role in assisting staff in conserving Kingston's built heritage resources.

Cultural Heritage Working Group

The Cultural Heritage Working Group is primarily responsible for promoting the City's intangible heritage resources, with a focus on initiatives that align with and support policy documents such as the Kingston Culture Plan and related strategies. Jennifer Campbell, Manager, Cultural Heritage, currently acts as the staff resource person supporting this working group and its mandate calls upon its membership to research and make recommendations to Heritage Kingston respecting the following matters (among others):

- champion all aspects of Kingston's cultural heritage - including natural, tangible and intangible elements – with a particular emphasis on intangible elements;
- promote Kingston's cultural heritage through initiatives that align with the City's strategic priorities and the Official Plan as well as the recommendations of the Kingston Culture Plan and the Integrated Cultural Heritage and Cultural Tourism Strategy;
- support the implementation of other relevant policies such as the Kingston Commemoration Policy;
- develop educational materials and contribute to the development of new content/display materials for the Heritage Resource Centre to support community awareness and appreciation of Kingston's cultural heritage; and
- provide input related to the City of Kingston Heritage Fund.

Though the working group is not a decision making body, it is a valuable resource and space where community members can lend their voice and expertise on projects and initiatives relevant to Heritage Kingston and to the Cultural Heritage sector. This feeds back to Heritage Kingston and on to Council through staff reports and information sharing; with Heritage Kingston acting as a consultative committee. The working group over 2018 offered input and consultation on several major staff led projects. This input translated into scope documents and action plans for work completion, many of which will continue in 2019:

- Input incorporated into the City Hall Cultural Heritage and interpretation plan including input on the function of the Heritage Resource Centre, its service delivery and community programming.

- Offered feedback for toward a cultural heritage interpretation strategy of the Kingston Penitentiary site as part of the heritage designation review and proposed update.
- Assisted in planning for the Your Stories, Our Histories Community Consultation to build a Cultural Heritage Strategy for the City of Kingston
 - determined level of consultation,
 - generated stakeholder lists and identified target audiences
 - reviewed past themes and discussed possible future themes
 - Feedback has assisted in the refinement of engagement events – speakers' series, workshops, community events, and online engagement efforts.
- Input and discussion regarding Council's motion directing staff to consider what a civic recognition program might look like in Kingston.
 - This work is ongoing as the working group is set to review similar programs offered in other municipalities. This will lead to a staff report back to council on whether this is a needed initiative and how it might operate.
- Ongoing information sharing with Heritage Kingston about community initiatives and concerns. This is part of the committee's mandate to bring attention to developments within the cultural heritage sector and share opportunities for community education.

Heritage Assets Working Group

The Heritage Assets Working Group (HAWG) is primarily responsible for promoting the City's tangible heritage, namely the incredibly diverse range of objects, works of art and documents found within the City of Kingston's Civic Collection of nearly 21,000 items, ranging from woodworking tools and mayor's portraits to the 1095 locomotive and the *Time* sculpture. Paul Robertson, City Curator, currently acts as the staff resource person supporting this working group and calls upon its membership to make recommendations to Heritage Kingston respecting the following matters:

- Address issues that impact the City-owned museums, including the fulfillment of museum standards for the purposes of Community Museums Operating Grants (CMOG);
- Support the development and implementation of comprehensive Collections Management and Collections Development Plans for the civic collection as a whole housed, in part, within the Pump House Steam Museum (PumpHouse), MacLachlan Woodworking Museum and City Hall National Historic Site, including recommendations for acquisitions or de-accessions;
- Enhance the role of Kingston's museums and other heritage assets within the community.

The working group is tasked with several focus areas:

- Museum operations, including operational reviews;
- Kingston City Hall Cultural Heritage Management Plan;
- Civic Collection preservation and maintenance;
- Collections development, including acquisitions and de-accessions and collections policies; and
- Archaeological resources and Archaeology Master Plan.

Artifacts offered to the City's civic collection are received and reviewed by Cultural Heritage staff. Objects that are not already duplicated in the collection, meet the collection mandate, current collection development plans, and physical condition and storage requirements are presented to the HAWG for members' input. If deemed acceptable, the HAWG makes a recommendation to Heritage Kingston to collect the items. City Council has final authority to approve all acquisitions and de-accessions from the civic collection.

The HAWG met once in 2018 to consider six items. Four of these were recommended for acquisition for the civic collection and one item was recommended for acquisition as a heritage asset. These recommendations were supported by the Heritage Kingston Committee and we ultimately approved by City Council.

In 2018, Cultural Heritage staff implemented a multi-year collections inventory and review project expected to take several years to complete. Project phases include the integration of a new collections database, Proficio, an integrated cloud-based collections management software for the Civic Collection and a review the of the current collections management plan. Members of the HAWG will be asked to support this work as it rolls out.

Annual Report Requirement:

Heritage Kingston must submit an Annual Report to Council, on or before May 31 each year, with respect to the matters outlined in Section 2.5 of the Committee By-law.