



**City Of Kingston
Heritage Kingston
Meeting Number 07-2016
Addendum
Wednesday November 2, 2016
9:30 a.m., Council Chamber, City Hall**

d. Statutory Business

iv. Delegated Authority Heritage Approvals

The Report of the Commissioner of Community Services (16-336) is attached as Schedule Pages 1 – 9.

Recommendation

This report is for information purposes only.



**City of Kingston
Information Report to Council
Report Number 16-336**

To: Mayor and Members of Council
From: Lanie Hurdle, Commissioner, Community Services
Resource Staff: Paige Agnew, Director, Planning, Building & Licensing Services
Date of Meeting: November 1, 2016
Subject: Delegated Authority Heritage Approvals

Executive Summary:

The purpose of this report is to inform Council of the delegated authority heritage approvals issued by staff in accordance with Part VI, Section 19.d. of By-Law Number 2013-141 'Procedural By-Law for Heritage'. The procedural by-law states that decisions on delegated authority matters are to be presented to Council on a bi-annual basis for information.

At the December 15, 2015 Council Meeting, delegated authority approvals issued between May 20, 2015 and November 19, 2015 were reported to Council through Report Number 16-020. A list of the 42 delegated authority approvals issued between November 20, 2015 and September 21, 2016 is included as Exhibit A to Report Number 16-336.

Recommendation:

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Authorizing Signatures:

Lanie Hurdle, Commissioner, Community Services

Gerard Hunt, Chief Administrative Officer

Consultation with the following Members of the Corporate Management Team:

Denis Leger, Commissioner, Corporate & Emergency Services Not required

Jim Keech, President and CEO, Utilities Kingston Not required

Desiree Kennedy, Chief Financial Officer & City Treasurer Not required

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Options/Discussion:**Proposal/Background**

Pursuant to subsections 33(15) and 33(16) of the *Ontario Heritage Act*, and City By-Law Number 2013-141, Council has delegated authority to the Director of Planning, Building & Licensing Services to approve certain minor alterations to designated properties. This includes the power to grant approval to an application for an alteration with terms and conditions and is granted in relation to the following topics outlined under Part IV, Section 4, of the procedural by-law:

- a. Removal of, or alterations to, signage within the sign's current configuration and building coverage;
- b. Replacement of eaves troughs and downspouts;
- c. Replacement of exterior lights with a similar style and brightness;
- d. Repair and replacement of windows undertaken in conformity with the City's 'Policy on Window Renovations in Heritage Buildings';
- e. Installation or replacement of removable storm windows and doors with historically correct materials;
- f. Replacement of roofing where there is little or no change in colour, materials or design;
- g. Repair of existing features, including wall cladding or siding, dormers, cresting, cupolas, cornices, brackets, columns, balustrades, soffit and fascia, porches and steps, entrances, foundations, and decorative wood, metal, stone or brick, provided the same or historically accurate types of materials are used with details replicating the original, and the repairs relate to small amounts of decay or damage, for example, less than 10% of the surface area of the element being repaired;
- h. Re-pointing of masonry undertaken in accordance with the City's 'Policy on Masonry Restoration in Heritage Buildings' and limited to 10% of the surface area being repaired;
- i. Re-painting part of, or the whole building or structure, in the same colour or a historically accurate colour;
- j. Installation of mechanical and electrical equipment, and vent stacks and exhaust pipes which penetrate the building envelope, are not visible from the street and are carried out in a manner that does not alter the building's attribute;
- k. Repair of sidewalks and driveways;
- l. The erection of stand-alone accessory buildings and structures if they are no larger than 10 square metres (108 square feet) and are located in the rear yard;
- m. Repair of fences;
- n. Revisions or amendments of previously approved permits only if the proposed alterations involve work for items included in the delegated authority;
- o. Final issuance of grants following completion of work which has been carried out in accordance with provisional approval for an application for alteration;
- p. When the interior designation of City Hall is affected, including only the permission of temporary exhibitions and for interpretive material, way-finding signage, civic collection management and for minor reversible renovations that are not significant in nature;
- q. Situations requiring emergency repair which are considered to be a health, safety or security issue by the Director, the Chief Building Official or the Fire Chief, in accordance with the provisions of Section 11 of this by-law;

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- r. Extension to the three year time limit to complete the scope of work in accordance with the provisions of Section 23 j. of this by-law; and
- s. Conduct investigations respecting contraventions of the provisions of this by-law in accordance with Part XI of this by-law.

According to Part VI, section 19.d. of the Procedural By-Law for Heritage, decision on delegated matters must be presented to Council on a bi-annual basis.

The last report on heritage delegated authority approvals was presented to Council on December 15, 2015. Between November 20, 2015 and September 21, 2016, staff processed 42 delegated authority permits, 14 of which were related to Heritage Property Grant applications, 4 of which were related to emergency approvals and 5 of which were related to the release of grant money. These items are listed in Exhibit A to this report.

Existing Policy/By-Law:

Ontario Heritage Act, R.S.O. 1990, C. O.18. (Province of Ontario)

By-Law Number 2013-141 Procedural By-Law for Heritage

Notice Provisions:

Not applicable

Accessibility Considerations:

Not applicable

Financial Considerations:

Not applicable

Contacts:

Paige Agnew, Director, Planning, Building & Licensing Services 613-546-4291 extension 3252

Marnie Venditti, Manager, Development Approvals 613-546-4291 extension 3256

Mackenzie Kimm, Planner, Heritage 613-546-4291 extension 3251

Other City of Kingston Staff Consulted:

Not applicable

Exhibits Attached:

Exhibit A List of Delegated Authority Heritage Approvals (Issued November 20, 2015 to September 21, 2016)

List of Delegated Authority Heritage Approvals

Delegated Authority Heritage Approvals - November 20, 2015 – September 21, 2016

File Numbers (P18)	Address	Scope of Work	Details	Date Approved
Delegated Authority Heritage Permit Applications				
P18-100-2015	200 Bagot Street	Roofing replacement	Old Sydenham Heritage Conservation District	December 14, 2015
P18-105-2015	151 Earl Street	Reconstruct chimney to match the original	Old Sydenham Heritage Conservation District	January 11, 2016
P18-005-2016	5 Clergy Street	Windows and Doors replacement	Old Sydenham Heritage Conservation District	March 7, 2016
P18-019-2016	29 Baiden Street	Roofing replacement	By-Law Number 9359	April 26, 2016
P18-038-2016	85 King Street East	Roofing replacement	Old Sydenham Heritage Conservation District	May 25, 2016
P18-040-2016	110 Sydenham Street	Reconstruct stairs to match existing	Old Sydenham Heritage Conservation District	May 27, 2016
P18-043-2016	370 King Street West	Repair and repointing of masonry	By-Law Number 2008-106	June 22, 2016
P18-045-2016	212 King Street East	Repainting of doors	Old Sydenham Heritage Conservation District	June 3, 2016

Exhibit A

P18-047-2016	249 Main Street	Repair windows and reconstruction of wooden storm windows	Barriefield Heritage Conservation District	June 9, 20,16
P18-049-2016	18 Earl Street	Window replacement (rear)	Old Sydenham Heritage Conservation District	June 23, 2016
P18-050-2016	80 Gore Street	Roofing replacement	By-Law Number 2007-166	June 15, 2016
Delegated Authority Heritage Permit Applications (continued)				
P18-054-2016	271 Queen Street	Repair and repaint windows; replace doors; reinstatement of features	By-Law Number 86-277	July 19, 2016
P18-056-2016	162 Mowat Avenue	Roofing replacement	By-Law Number 9360A	June 28, 2016
P18-060-2016	310 King Street	Window replacement	Market Square Heritage Conservation District	July, 22, 2016
P18-066-2016	321 Queen Street	Doors replacement	By-Law Number 81-181	September 1, 2016
P18-067-2016	1373 Princess Street	Storm window repair and replacement	By-Law Number 87-151	August 16, 2016
P18-072-2016	275 Sydenham Street	Block masonry repair of accessible ramp	By-Law Number 87-179	September 14, 2016
P18-068-2016	76 Mowat Avenue	Window replacement (rear)	By-Law Number 89-63	September 1, 2016
P18-071-2016	171 Bagot Street	Replace existing vinyl siding on rear addition	Old Sydenham Heritage Conservation District	September 14, 2016

Delegated Authority Permit Applications Associated with Heritage Property Grants

P18-010-2016	1373 Princess Street	Replace a number of window components and some minor pointing around windows	By-Law Number 87-151	April 15, 2016
P18-015-2016	103 Wellington Street	Repaint the rear kitchen wing	Old Sydenham Heritage Conservation District	April 21, 2016
P18-012-2016	251 Brock Street	Repair and repaint all of the wooden components of the building	Old Sydenham Heritage Conservation District	April 20, 2016

Delegated Authority Permit Applications Associated with Heritage Property Grants (continued)

P18-016-2016	2368 Middle Road	Manse roofing replacement	By-Law Number 3-84	April 26, 2016
P18-018-2016	161 Earl Street	Repaint rear porch and storm windows	Old Sydenham Heritage Conservation District	April 26, 2016
P18-013-2016	125 Brock Street	Roofing replacement	Old Sydenham Heritage Conservation District	April 20, 2016
P18-014-2016	232 King Street East	Repair and replacement a number of window components	Old Sydenham Heritage Conservation District	April 15, 2016
P18-026-2016	199 King Street East	Roofing replacement and repainting of tower roof pinnacle	Old Sydenham Heritage Conservation District	April 29, 2016
P18-027-2016	197 King Street East	Roofing replacement	Old Sydenham Heritage Conservation	April 29, 2016

Exhibit A

			District	
P18-036-2016	202 King Street East	Roofing replacement	Old Sydenham Heritage Conservation District	May 25, 2016
P18-046-2016	16 Maitland Street	Roofing replacement	Old Sydenham Heritage Conservation District	June 15, 2016
P18-044-2016	428 Princess Street	Roofing replacement	By-Law Number 2015-20	July 22, 2016
P18-053-2016	222 King Street East	Porch repair and repainting	Old Sydenham Heritage Conservation District	June 23, 2016
P18-064-2016	34 Sydenham Street	Window replacement (rear)	Old Sydenham Heritage Conservation District	August 22, 2016
Emergency Approvals				
P18-029-2016	32 Simcoe Street	Repointing of southern wall and replacement of window sills	Old Sydenham Heritage Conservation District	June 3, 2016
P18-039-2016	5 Emily Street	Roofing replacement	Old Sydenham Heritage Conservation District	April 29, 2016
P18-063-2016	116 Bagot Street	Installation of fire escape and fire rated shutters	Old Sydenham Heritage Conservation District	July 11, 2016
P18-077-2016	216 Ontario Street	Repointing and repair to select stone units on sections of the main, north and south	Market Square Heritage Conservation	September 21, 2016

Exhibit A

		wing staircases	District	
Delegated Authority Grant Releases				
P18-026-2015	91 Earl Street	Window repair/replacement	Old Sydenham Heritage Conservation District	November 18, 2015
P18-015-2016	103 Wellington Street	Repainting of a rear wood-clad wing	Old Sydenham Heritage Conservation District	June 24, 2016
P18-016-2015DA	30 Sydenham Street	Repoint and repair of clay brick masonry	Old Sydenham Heritage Conservation District	July 13, 2016
P18-035-2016	202 King Street East	Roofing replacement	Old Sydenham Heritage Conservation District	July 27, 2016
P18-036-2016	204 King Street	Roofing replacement	Old Sydenham Heritage Conservation District	September 19, 2016