



An agency of the Government of Ontario



Un organisme du gouvernement de l'Ontario

This document was retrieved from the Ontario Heritage Act e-Register, which is accessible through the website of the Ontario Heritage Trust at **[www.heritagetrust.on.ca](http://www.heritagetrust.on.ca)**.

---

Ce document est tiré du registre électronique, tenu aux fins de la *Loi sur le patrimoine de l'Ontario*, accessible à partir du site Web de la Fiducie du patrimoine ontarien sur **[www.heritagetrust.on.ca](http://www.heritagetrust.on.ca)**.



Office of the City Clerk

OCT 13 2016

October 5, 2016

Erin Sermande, Provincial Heritage Registrar  
Ontario Heritage Trust  
10 Adelaide Street East  
Toronto, ON M5C 1J3

Dear Registrar:

**Re: Kingston City Council Meeting – October 4, 2016 – Approval of  
Application for Heritage Permit under the Ontario Heritage Act**

The City Council at its regular meeting of Council on October 4, 2016, approved the following Application for Heritage Permit being Clause b) of Report Number 95:  
Received from the Chief Administrative Officer (Consent):

**That** alterations to the property at 66 Earl Street, be approved in accordance with details described in the application (File Number P18-052-2016), which was deemed completed on September 9, 2016 with said alterations to include:

1. The replacement of two, three-paned, swing-in awning basement windows on the front façade, and one utility window on the east façade with black, single-light, swing-in casement windows; and
2. The replacement of one twelve-paned, swing-in casement that is currently below the grade of the driveway on the east façade with a four-paned, casement window and fill and damp proof the below grade portion of the window, raising the sill above the level of the driveway; and

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

1. All replacement windows are to be wood, metal clad, swing-in French casement windows, to meet the City's Policy on Window Renovations in Heritage Buildings;
2. The two windows on the front façade and the existing utility window on the east façade be replaced with swing-in casements with single lights in each leaf;
3. The remaining original window shall be conserved intact and stored for potential future reuse elsewhere in the building;
4. The twelve-paned original window shall be replaced with a four-light, swing in casement, and the sill shall be raised so that the new window will be above the grade of the driveway and be damp proofed; and

The Corporation of the City of Kingston  
216 Ontario Street, Kingston, ON K7L 2Z3


Phone: (613) 546-4291 ext. 1247  
jbolognone@cityofkingston.ca

Fax: (613) 546-5232

5. Any necessary minor masonry repairs to meet the City's Policy on Masonry Restoration in Heritage Buildings.

Should you have any questions or concerns regarding these matters, please do not hesitate to contact me.

Yours very,

A handwritten signature in black ink, appearing to be 'John Bolognone', with a large loop at the start and a long horizontal stroke.

John Bolognone  
City Clerk

/s

cc: Ryan Leary, Senior Planner - Heritage