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RECEIVED
2025/11/05
(YYYY/MM/DD)
Ontario Heritage Trust

Office of the City Clerk

November 5, 2025

Via email: [REDACTED]

[REDACTED]

Dear [REDACTED]:

Re: Kingston City Council Meeting, November 4, 2025 – Resolution Number 2025-324 – Application for Ontario Heritage Act Approval – 63 West Street

At the regular meeting on November 4, 2025, Council approved Resolution Number 2025-324 with respect to Application for Ontario Heritage Act Approval – 63 West Street, as follows:

That the application on the property at 63 West Street, be approved in accordance with the details described in the application (P18-055-2025), which was deemed complete on September 2, 2025, with said alterations to include the removal of the existing front porch and construction of a new two-storey wooden porch with stairs and railings on a new foundation; and

That the approval of the application be subject to the conditions outlined in Exhibit A to Report Number HP-25-027.

Yours sincerely,

Derek Ochej
Acting City Clerk
/nb

Encl. Exhibit A to Report HP-25-027

C.C. Ontario Heritage Trust
Niki Kensit, Intermediate Planner

Conditions of Approval

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

1. A Building Permit shall be obtained, as required;
2. Heritage Services staff shall be circulated the drawings and design specifications tied to the Building Permit application for review and approval to ensure consistency with the Heritage Permit and the Old Sydenham Heritage Area Heritage Conservation District Plan;
3. An Encroachment Permit and/or Temporary Access Permit shall be obtained, as necessary;
4. All masonry works shall be completed in accordance with the City's Policy on Masonry Restoration in Heritage Buildings;
5. Any salvageable materials from the porch shall be used, where necessary;
6. The applicant shall maintain a minimum clearance of 3 metres from the high voltage power lines. If work cannot be completed safely or if clearance cannot be maintained from the lines, the applicant shall complete a service request and submit to Utilities Kingston for isolation of the power line;
7. The applicant shall ensure all Electrical Safety Authority (ESA) requirements are adhered to, and
8. Any minor deviations from the submitted plans, which meet the intent of this approval and do not further impact the heritage attributes of the property, shall be delegated to the Director of Heritage Services for review and approval.