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**RECEIVED**  
2022/12/21  
(YYYY/MM/DD)  
Ontario Heritage Trust

Office of the City Clerk

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December 14, 2022

Via email: [REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Dear [REDACTED]

**Re: Kingston City Council Meeting, December 6, 2022 – Clause 4iv of Report Number 05: Received from Heritage Kingston with respect to Application for Ontario Heritage Act Approval – 66 & 68 Earl Street**

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At the regular meeting on December 6, 2022, Council approved Clause 4iv of Report Number 05: Received from Heritage Kingston with respect to Application for Ontario Heritage Act Approval – 66 & 68 Earl Street:

**That** alterations to the property at 66 Earl Street be approved in accordance with details as described in the application (File Number P18-079-2020), which was deemed completed on September 29, 2022 with said alterations to include:

1. A change in roofing material from asphalt shingles to Agway Metals' springhouse metal shingles in a matte finish;
2. A new dormer (approximately 2 metres wide, 3 metres tall, and 4 metres deep) with a further side dormer bump-out to be set back approximately 0.2 metres from the face of the newly proposed dormer (approximately, 0.9 metres wide and 1.8 metres tall);
3. A new balcony (approximately 0.9 metres deep, 1.2 metres tall, 1.8 metres wide) associated with the newly proposed dormer that faces southwest;
4. The dormer (and its associated addition) will align with the roof ridges, have an associated aluminum clad wood French Door, use metal Agway

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springhouse shingles for the siding and roofing, and include a matte black metal balcony with a glass panel insert;

5. Two new operable skylights in a dark bronze colour, where one faces Earl Street (approximately 1.2 metres by 1.2 metres) and one that faces King Street (approximately 0.6 metres by 0.9 metres);
6. Four new roof vents (approximately 0.2 metres by 0.25 metres) in the middle/rear of the roof facing Gore and King Streets and matching the roof colour; and

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

1. A Temporary Access Permit shall be obtained, as necessary;
2. An Encroachment Permit shall be obtained, as necessary;
3. 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 lines;
4. Final colour of the proposed French Doors, metal siding, metal balcony railing, balcony glass product, metal shingles, and roof vents, shall be provided to Heritage Planning staff for review and approval;
5. A Building Permit shall be obtained, as necessary;
6. 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;
7. Any minor deviations from the submitted plans, which meet the intent of this approval and does not further impact the heritage attributes of the property, shall be delegated to the Director of Heritage Services for review and approval; and

**That** alterations to the property at 68 Earl Street be approved in accordance with details as described in the application (File Number P18-110-2022), which was deemed completed on September 29, 2022 with said alterations to include:

1. Four new roof vents (approximately 0.2 metres by 0.25 metres) in the middle/rear of the roof facing Earl and King Streets and matching the roof colour;
2. A change in roofing material from asphalt shingles to Agway Metals' springhouse metal shingles in a matte finish; and

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

1. A Temporary Access Permit shall be obtained, as necessary;
2. An Encroachment Permit shall be obtained, as necessary;
3. 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 lines;
4. Final colour of the proposed metal shingles and roof vents shall be provided to Heritage Planning staff for review and approval;
5. A Building Permit shall be obtained, as necessary;
6. 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; and
7. Any minor deviations from the submitted plans, which meet the intent of this approval and does not further impact the heritage attributes of the property, shall be delegated to the Director of Heritage Services for review and approval.

Yours sincerely,



John Bolognone  
City Clerk  
/nb

C.C. Erin Semande, Ontario Heritage Trust  
Ryan Leary, Heritage Planner