



**City of Kingston  
Report to Heritage Properties Committee  
Report Number HP-26-006**

---

**To:** Chair and Members of Heritage Properties Committee  
**From:** Jennifer Campbell, Commissioner, Community Services  
**Resource Staff:** Kevin Gibbs, Director, Heritage Services  
**Date of Meeting:** April 15, 2026  
**Subject:** Application for Ontario Heritage Act Approval  
**Address:** 32 Simcoe Street (P18-353)  
**File Number:** P18-010-2026

---

**Council Strategic Plan Alignment:**

Theme: Corporate business

Goal: See above

**Executive Summary:**

The subject property at 32 Simcoe Street is located on the south-west side of the street, south of King Street East. The property was designated under Part IV of the *Ontario Heritage Act* in 1984 and is also designated under Part V of the *Ontario Heritage Act*, as part of the Old Sydenham Heritage Conservation District.

An application for alteration under Section 42 of the *Ontario Heritage Act* (P18-010-2026) has been submitted to request approval to construct 33.5 feet by 18.5 feet (10.2 metre by 5.6 metre) detached garage with an integrated storage area/crawl space at the rear of the property. A conceptual site plan, prepared by the owner, and design drawings prepared by Holarch Design, were submitted as part of this application.

This application was deemed complete on March 11, 2026. 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 June 9, 2026.

April 15, 2026

Page 2 of 11

Upon review of all the submitted materials, as well as applicable policies and legislation, staff recommend approval of the proposed scope of work, subject to the conditions outlined herein.

**Recommendation:**

**That** Heritage Properties Committee supports Council's approval of the following:

**That** the application on the property at 32 Simcoe Street, be approved in accordance with the details described in the application (P18-010-2026), which was deemed complete on March 11, 2026, with said alterations to include the construction of a detached garage and storage area; and

**That** the approval of the application be subject to the conditions outlined in Exhibit A to Report Number HP-26-006.

April 15, 2026

Page 3 of 11

**Authorizing Signatures:**

ORIGINAL SIGNED BY COMMISSIONER

---

**Jennifer Campbell,**  
**Commissioner, Community**  
**Services**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

---

**Lanie Hurdle, Chief**  
**Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Paige Agnew, Commissioner, Growth & Development Services	Not required
Neil Carbone, Commissioner, Corporate & Emergency Services	Not required
David Fell, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required
Jenna Morley, City Solicitor	Not required
Ian Semple, Commissioner, Transportation & Infrastructure Services	Not required

April 15, 2026

Page 4 of 11

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

The subject property, 32 Simcoe Street, is located on the southwest side of Simcoe Street, south of King Street East, in the Old Sydenham Heritage Conservation District (Exhibit B – Context Map and Site Photos). The property comprises the southern portion of a two-and-a-half-storey stone row house, constructed in 1842 as a triple dwelling and later divided along common walls into three separate residential properties. The property is designated under Part IV and Part V of the *Ontario Heritage Act*.

The applicant is seeking heritage approval under Section 42 of the Ontario Heritage Act (File Number P18-010-2026) to construct a new detached garage with an integrated crawl space/storage area at the rear of the property. The proposed structure is intended to align with the existing detached garage located at the neighbouring property to the north, 36 Simcoe Street, and is proposed along the north, west and south property lines.

The proposed detached garage will measure approximately 10.2 metres by 5.6 metres (33.5 feet by 18.5 feet). The structure will range in height from approximately 2.4 metres (8 feet) at the rear to approximately 3.6 metres (11.8 feet) at the front and will feature a shallow 2:12 sloped roof clad in standing seam metal.

Exterior materials are proposed to include metal siding on the side and rear elevations, while the front façade will incorporate a combination of stone and wood cladding. The front elevation will include a garage door, a pedestrian door and a window. Final design details for the front façade, including colour selection, cladding specifications, and door and window details, have not yet been finalized by the applicant, as such, a condition of approval has been included requiring that these final design specifications be submitted to Heritage Services staff for review and approval prior to installation.

In order to facilitate construction of the detached structure, the removal of one existing tree is proposed. The applicant has indicated that another tree on the property was uprooted during a storm event in the previous year and that they intend to plant a replacement tree on the property.

A cover letter outlining the proposal and background information, along with supporting drawings, has been submitted as part of the application and is attached as Exhibit C – Project Details.

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. Submission materials may also be found by searching the file number.

April 15, 2026

Page 5 of 11

This application was deemed complete on March 11, 2026. 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 June 9, 2026.

### Reasons for Designation/Cultural Heritage Value

In 1984, the subject property was designated under Part IV of the *Ontario Heritage Act* through Designation By-Law Number 84-65, which includes the following entry:

*“This row of stone dwellings, originally a triple house, was built for John P. Bower, as rental property in 1842. It is the dominant aspect of this streetscape.”*

Additionally, the property is designated under Part V of the *Ontario Heritage Act* as part of the Old Sydenham Heritage Conservation District (HCD) through By-Law Number 2015-67. The Old Sydenham Heritage Area HCD Plan Property Inventory Evaluation identifies the property as ‘significant’ to the Old Sydenham HCD by way of, to list a few elements, its’ side gable roof, 12/12 window patterns, staggered quoins and the stone voussoirs.

Designation By-Law Number 84-65 and the Property Inventory Evaluation can be found in Exhibit D.

### Cultural Heritage Analysis

Staff visited the subject property on March 3, 2026.

The subject property is located within the ‘King Street Corridor Sub-Area’ of the Old Sydenham HCD on the southwest side of Simcoe Street. Within the Old Sydenham Heritage Area HCD Plan, the ‘King Street Corridor Sub-Area’ is described as “a ceremonial entrance to the downtown” which contains “ornamental planting and major buildings” and has “an alignment that echoes the curve of the shoreline” (Section 2.3.1).

The list of heritage attributes in the HCD (section 2.2) and those of the ‘King Street Corridor’ sub-area (Section 2.3.1) include the “varied ages, styles and types of buildings, with both vernacular and architect-designed examples of over two centuries of architectural styles;” the “buildings that form a strong street edge”, and having both “views to the lake down each cross street” and “views of City Park and MacDonald Park.” The subject property contributes to the attributes noted above, making it a culturally important part of the District.

Section 2.5 (Designation Goals and Objectives) of the District Plan speaks to the goals and objectives for the HCD, as well as conservation policies and guidelines for heritage resources, including Heritage Buildings, Landscapes and Streetscapes, and Land Use. This application supports the goals as presented in the District Plan, specifically “Providing guidance for ongoing maintenance and change so that the heritage attributes of the district are retained, and wherever possible, enhanced” (2.5.1); “Retaining and conserving heritage buildings identified in the District Study” (2.5.2); “Preserving the existing pattern of blocks, streets and lanes” (2.5.3);

April 15, 2026

Page 6 of 11

and “Encouraging alterations and new infill that is compatible with the arrangement, scale, architectural style and materials that constitute the district’s heritage character” (2.5.4).

Section 5.0 of the District Plan includes direction on alterations and additions in general and more specifically related to managing changes to features such as roofs, windows, cladding and the design of additions on heritage and non-heritage buildings.

Section 5.0 of the District Plan directs one to consider five questions when designing and evaluating a proposed alteration:

1. In what way will the proposed alterations affect the overall character of the streetscape of the District?
2. Could the alterations find ways to enhance the heritage character of the District?
3. What will the impacts to the property’s heritage attributes be?
4. Can these impacts be minimized through design?
5. If this alteration were commonly applied throughout the District would the cumulative impact be acceptable?

Section 5.2.2 of the District Plan provides guidance for additions within the District. The Plan indicates that additions should be complementary to the main building while remaining clearly secondary and distinguishable. Section 5.2.2. goes on to say that additions should be located at the rear of the main building, be lower in height than the main building, and avoid the removal of heritage attributes or other irreversible changes to the original building. Section 5.3.3 of the District Plan provides guidance on cladding materials for new additions and indicates that acceptable materials include “brick masonry; stone masonry; wood clapboard; fibre cement board with paint finish; stucco; [and] wood shingle.” Section 5.4.1 of the District Plan highlights that “additions are not required to replicate an existing heritage style” and that garage additions are discouraged.

The proposed detached garage and integrated crawl space/storage area is located at the rear of the property and will not alter or obscure the primary façade of the historic dwelling, which defines its relationship with the Simcoe Street streetscape. As such, the proposal maintains the strong street edge identified as a heritage attribute of the District and preserves views along the street corridor. The garage’s rear-yard placement is consistent with the District Plan’s direction that additions be located away from the primary façade and not alter the width or prominence of the historic dwelling. The modest scale and height of the structure ensure that it remains subordinate to the two-and-a-half-storey stone dwelling.

The proposed cladding materials help ensure compatibility with the historic context of the property and the surrounding District. The front elevation of the proposed garage is intended to incorporate a combination of stone masonry and wood cladding, reflecting materials commonly found within the District, while metal siding is proposed for the secondary elevations. Together

April 15, 2026

Page 7 of 11

with the structure's simple massing and shallow sloped standing seam metal roof, these material choices reinforce the subordinate role of the accessory structure while allowing it to remain visually distinguishable from the historical dwelling. Exact details regarding cladding material, colour and finish are still being finalized by the applicant, as such, a condition of approval has been included requiring that final design specifications, including cladding details and garage door details, be submitted to Heritage Services staff for review and approval prior to installation.

While Section 5.4.1 of the District Plan discourages garage additions, the policy is intended to prevent garages from dominating heritage buildings or negatively affecting the streetscape. The proposed garage is located at the rear of the property, where its modest scale ensures the historic dwelling remains the dominant built form. The proposed detached structure is comparable in scale and massing to an existing detached garage at the neighbouring property, 36 Simcoe Street, constructed approximately ten years ago, providing a precedent for accessory structures of this size and form in the rear yards of this row of houses (Exhibit B).

While the neighbouring garage is slightly visible from the public realm, the subject property's end-of-row location and adjacent driveway means the proposed garage will be more visible from the public realm. However, as the property is located on a dead-end street, any views of the garage will be limited, and the proposed garage will not impact the streetscape character or the prominence of the main dwelling.

Standard 11 of Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada emphasizes that any new additions should be physically and visually compatible, while remaining identifiable as new work on close inspection, and Standard 12 notes that the form and integrity of a heritage property is not impaired if any new additions or construction is removed in the future.

Guiding Principle 6 of the Ministry of Citizenship and Multiculturalism's Eight Guiding Principles encourages reversibility, so that new work can be returned to its prior condition if required, and Guiding Principle 7 promotes legibility, ensuring that new interventions are distinguishable from original elements while remaining compatible.

The proposed detached garage reflects these principles by being clearly distinguishable from the historic dwelling while remaining visually compatible in form, scale and materials. Consistent with Parks Canada Standards 11 and 12, its massing, height and material palette complement the historic row house without overwhelming it, while being freestanding and removable so that no heritage attributes of the dwelling are altered or impaired. Guiding Principles 6 and 7 are similarly addressed through the reversible nature of the structure and the use of modern materials on secondary elevations, with the front elevation incorporating stone and wood cladding to maintain visual harmony. As a result, the garage is compatible with the heritage resource, clearly legible as new work and avoids any irreversible impact on the historic building.

Overall, the proposed detached garage represents a modest and compatible intervention that supports the continued residential use of the property while maintaining the heritage character

April 15, 2026

Page 8 of 11

of the Old Sydenham Heritage Conservation District. Staff are satisfied that the proposal will not adversely affect the heritage value or defining attributes of the property or the District.

### Results of Impact Analysis

The proposed detached garage has been carefully designed to be subordinate to the main dwelling and compatible with the heritage character of the Old Sydenham HCD. Its location at the rear of the property, modest scale and simple massing ensure that the main dwelling remains the dominant built form and that the streetscape character is preserved. The structure is visually compatible with the immediate context, including the neighbouring garage, while remaining clearly identifiable as new work through the use of modern materials on secondary elevations and a combination of stone and wood cladding on the front elevation.

The freestanding and reversible nature of the garage means that no heritage attributes of the main dwelling are altered, removed or obscured. The proposal avoids irreversible impacts and maintains the integrity of the primary building while supporting ongoing residential use of the property.

Overall, the proposed garage respects the form, scale and materials of the property, is compatible with its heritage context and maintains legibility as a new addition. The proposal aligns with the intent of Section 5.2.2 and 5.4.1 of the District Plan, as well as Parks Canada's Standards 11 and 12, and Guiding Principles 6 and 7, ensuring minimal impact to the historic resource and streetscape.

Heritage Planning staff support the application as it meets the goals and objectives of the District Plan and upholds the heritage conservation objectives set out within the City of Kingston's Official Plan, the direction given by the Provincial Planning Statement, the Ontario heritage Tool Kit, and Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada.

### Previous Approvals

P18-056-2024	DA Replacement of shingles on roof and dormer
P18-007-2024DA	New storm windows
P18-011-2023DA	Water damage assessment and masonry repairs
P18-062-2022DA	Chimney repairs
P18-029-2016EA	Repointing and window sill replacements
P18-353-091-2015	Amendment
P18-353-056-2015DA	Roof replacement
P18-353-041-2015	Carport (joint application with neighbours)

April 15, 2026

Page 9 of 11

P18-353-034-2010          Addition

P18-353-081-2008EA      Emergency roof repair

**Comments from Department and Agencies**

The following internal departments have commented on this application and provided the following comments:

**Building** – The applicant is advised that a Building Permit is required to be reviewed and approved prior to construction.

**Planning** – A minor variance is required to permit the detached garage. Based on the plans submitted, variances would be required to permit zero setback to the rear and interior side yards. It is possible that a variance may also be required for lot coverage (which as per Section 4.1.2.3(a) is capped at 15% of the lot size, or 54.6 square metres in this instance). The proposed building is likely very close to this maximum cap. A dimension for the depth of the structure would be necessary to confirm with certainty.

In consultation with Forestry, Planning Services confirmed that the removal of the tree at the rear of the property was/is not subject to the City’s Tree By-Law. No tree permit is necessary.

**Engineering** – No Development Engineering concerns with this application, applicant will have to ensure that none of the proposed work encroaches onto the right of way and/or property owned by others.

**Utilities Kingston** – Utilities Kingston has no concerns with the Heritage Permit.

Locates should be obtained and the trunk sanitary sewer should be shown on Building Permit drawings to ensure that the building does not negatively affect the sanitary sewer and excavation to the full extends of the sewer/easement does not negatively affect the proposed structure.

**Consultation with Heritage Properties**

The Heritage Properties Committee was consulted on this application through the [DASH](#) system.

Three members provided a written response to this application. The Committees’ comments have been compiled and attached as Exhibit E.

**Conclusion**

Staff recommends approval of application File Number (P18-010-2026), subject to the conditions outlined in Exhibit A, as there are no objections from a built heritage perspective and no concerns have been raised by internal departments.

April 15, 2026

Page 10 of 11

**Existing Policy/By-Law:**

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

Ontario Heritage Tool Kit (Ministry of Citizenship and Multiculturalism)

Standards and Guidelines for the Conservation of Historic Places in Canada (Parks Canada)

Old Sydenham Heritage Area Heritage Conservation District

City of Kingston Official Plan

By-Law Number 84-65 Designation By-Law for 32-40 Simcoe Street

**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:**

None

**Financial Considerations:**

None

**Contacts:**

Kevin Gibbs, Director, Heritage Services, 613-546-4291 extension 1354

Joel Konrad, Manager, Heritage Planning, 613-546-4291 extension 3256

Niki Kensit, Intermediate Planner, Heritage Services, 613-546-4291 extension 3219

**Other City of Kingston Staff Consulted:**

None

**Exhibits Attached:**

Exhibit A Conditions of Approval

Exhibit B Context Map and Site Photos

Exhibit C Project Details

Exhibit D Designation By-Law Number 84-65 and the Property Inventory Evaluation

**April 15, 2026**

Page 11 of 11

Exhibit E Correspondence Received from Heritage Properties Committee

Exhibit F Final Comments from the Heritage Properties Committee