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**RECEIVED**  
2022/06/28  
(YYYY/MM/DD)  
Ontario Heritage Trust

Office of the City Clerk

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June 24, 2022

Via email: [REDACTED]

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

Dear [REDACTED]

**Re: Kingston City Council Meeting, June 21, 2022 – Clause 1i of Report Number 64: Received from Heritage Kingston with respect to Application for Ontario Heritage Act Approval – 2-4 Cataraqui Street**

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At the regular meeting on June 21, 2022, Council approved Clause 1i of Report Number 64: Received from Heritage Kingston with respect to Application for Ontario Heritage Act Approval – 2-4 Cataraqui Street:

**That** alteration on the property at 2-4 Cataraqui Street, be approved in accordance with details described in the application (P18-053-2022), which was deemed completed on May 5, 2022 with said alteration to include:

1. The conversion of a window opening to a door opening on the ground floor of the east elevation; and

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

1. A Building Permit shall be obtained;
2. Heritage Services staff shall be circulated the drawings and design specifications tied to the submission of any Building Permit application, as necessary, for review and approval to ensure consistency with the scope of the Heritage Permit sought by this application;

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3. Details of the door design with sidelight and transom shall be submitted to Heritage Planning staff prior to installation, for review and approval, to ensure it complements the heritage character and attributes of the property;
4. All masonry work shall comply with the City's Policy on Masonry Restoration in Heritage Buildings;
5. Any minor deviations from the submitted plans, which meet the intent of this approval and do not 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