



City of Hamilton

HAMILTON MUNICIPAL HERITAGE COMMITTEE REVISED

Meeting #: 18-010
Date: December 13, 2018
Time: 12:00 p.m.
Location: Room 264, 2nd Floor, City Hall
71 Main Street West

Loren Kolar, Legislative Coordinator (905) 546-2424 ext. 2604

1. CEREMONIAL ACTIVITIES

2. APPROVAL OF AGENDA

(Added Items, if applicable, will be noted with *)

3. DECLARATIONS OF INTEREST

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

4.1 September 13, 2018

5. COMMUNICATIONS

*5.1 Correspondence from the Mark Giavedoni respecting the Heritage Designation at 374 Jerseyville Road, Ancaster

6. DELEGATION REQUESTS

6.1 Carol Priamo, Beasley Neighbourhood Association, respecting a proposed Heritage Education Package (for today's meeting)

7. CONSENT ITEMS

7.1 Inventory and Research Working Group Meeting Notes - September 24, 2018

7.2 Inventory and Research Working Group Meeting Notes - October 29, 2018

7.3 Policy and Design Working Group Meeting Notes - November 19, 2018

- 7.4 Hamilton Community Heritage Fund Loan Program - 31-33 Melville Street, Dundas (PED18201) (Ward 13)

This report has been referred to the Committee for information.

- *7.5 Policy and Design Working Group Meeting Notes - November 19, 2018

- *7.6 Heritage Permit Review Sub-Committee Minutes - November 20, 2018

- *7.7 Inventory and Research Working Group Meeting Notes - November 26, 2018

8. PUBLIC HEARINGS / DELEGATIONS

9. STAFF PRESENTATIONS

10. DISCUSSION ITEMS

11. MOTIONS

12. NOTICES OF MOTION

13. GENERAL INFORMATION / OTHER BUSINESS

- 13.1 Buildings and Landscapes

13.1.a Endangered Buildings and Landscapes (RED)

Red = Properties where there is a perceived immediate threat to heritage resources through: demolition; neglect; vacancy; alterations, and/or, redevelopment

(i) Tivoli, 108 James Street North, Hamilton (D) – A. Johnson

(ii) Andrew Sloss House, 372 Butter Road West, Ancaster (D) – M. McGaw

(iii) Century Manor, 100 West 5th Street, Hamilton (D) – K. Garay

(iv) Beach Canal Lighthouse (D) – J. Partridge

(v) 18-22 King Street East, Hamilton (R)(NOI) – K. Stacey

(vi) 24-28 King Street East, Hamilton (R)(NOI) – K. Stacey

(vii) 1 St. James Place, Hamilton (D) – K. Stacey

(viii) 2 Hatt Street, Dundas (R) – K. Stacey

(ix) James Street Baptist Church, 96 James Street South, Hamilton (D) – A. Denham-Robinson

(x) Dunnington-Grubb Gardens, 1000 Main Street East (within Gage Park) – D. Beland

13.1.b Buildings and Landscapes of Interest (YELLOW)

Yellow = Properties that are undergoing some type of change, such as a change in ownership or use, but are not perceived as being immediately threatened

(i) Delta High School, 1284 Main Street East, Hamilton (D) – D. Beland

(ii) St. Giles United Church, 85 Holton Avenue South (L) – D. Beland

(iii) 2251 Rymal Road East, Stoney Creek (R) – C. Dimitry

(iv) Former Valley City Manufacturing, 64 Hatt Street, Dundas – K. Stacey

(v) St. Joseph's Motherhouse, 574 Northcliffe Avenue, Dundas (R) (ND) - K. Stacey

(vi) Copley Building, 104 King Street West; 56 York Blvd., and 63-76 MacNab Street North (NOI)– G. Carroll

(vii) 1021 Garner Road East, Ancaster (Lampman House) (NOI)– M. McGaw

(viii) Dunnington-Grubb Gardens, 1000 Main Street East (within Gage Park) – D. Beland

13.1.c Heritage Properties Update (GREEN)

Green = Properties whose status is stable

(i) The Royal Connaught Hotel, 112 King Street East, Hamilton (R) – T. Ritchie

(ii) Auchmar, 88 Fennell Avenue West, Hamilton (D) – K. Garay

(iii) Jimmy Thompson Pool, 1099 King Street E., Hamilton (R) – T. Ritchie

(iv) Treble Hall, 4-12 John Street North, Hamilton (R) – T. Ritchie

(v) 104 King Street West, Dundas (Former Post Office) – K. Stacey

13.1.d Heritage Properties Update (BLACK)

Black = Properties that HMHC have no control over and may be demolished

(i) Auchmar Gate House, Claremont Lodge 71 Claremont Drive (R) – K. Garay

15. ADJOURNMENT



Hamilton

**HAMILTON MUNICIPAL HERITAGE COMMITTEE
MINUTES 18-009
12:00 p.m.
September 13, 2018
Room 264, 2nd Floor
Hamilton City Hall
71 Main Street West**

Present:	Councillor M. Pearson and J. Partridge A. Denham-Robinson (Chair), D. Beland, C. Dmitry, K. Garay, M. McGaw, T. Ritchie, K. Stacey
Absent with Regrets:	Councillor A. Johnson – Personal, W. Arndt, G. Carroll, R. Sinclair and T. Wallis

**THE FOLLOWING ITEMS WERE REFERRED TO THE PLANNING COMMITTEE FOR
CONSIDERATION:**

1. Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton (Long & Bisby Building) Under Part IV of the *Ontario Heritage Act* (PED18214) (Ward 8) (Item 7.1)

(Pearson/Garay)

- (a) That the designation of 828 Sanatorium Road, Hamilton, shown in Appendix “A” to Report PED18214, as a property of cultural heritage value pursuant to the provisions of Part IV of the *Ontario Heritage Act*, be approved;
- (b) That the Statement of Cultural Heritage Value or Interest and Description of Heritage Attributes, attached as Appendix “C” to PED18214, be approved;
- (c) That the City Clerk be directed to take appropriate action to designate 828 Sanatorium Road, Hamilton under Part IV of the *Ontario Heritage Act*, in accordance with the Notice of Intention to Designate, attached as Appendix “D” to Report PED18214

CARRIED

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

The Clerk advised the Committee of the following changes:

1. ADDED DELEGATION REQUESTS (Item 4)

4.1 Sergio Manchia, UrbanSolutions Planning & Land Development Consultants Inc., respecting the Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton (Item 7.1 on this agenda)

2. ADDED CEREMONIAL ACTIVITY (Item A)

Donna Reid, Hamilton Municipal Heritage Recognition Award for The Hamilton Store.

Anthony Wellenreiter, Hamilton Municipal Heritage Recognition Award for the property at 46 Forest Avenue, Hamilton.

(Pearson/Ritchie)

That the Agenda for the September 13, 2018 Hamilton Municipal Heritage Committee be approved, as amended.

CARRIED

(b) CEREMONIAL ACTIVITY (Added Item A)

Donna Reid, accepted a Hamilton Municipal Heritage Recognition Award for The Hamilton Store.

Anthony Wellenreiter accepted a Hamilton Municipal Heritage Recognition Award for the property at 46 Forest Avenue, Hamilton.

(c) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(d) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 3)

(i) August 16, 2018 (Item 3.1)

(Garay/McGaw)

That the Minutes of the August 16, 2018 meeting of the Hamilton Municipal Heritage Committee be approved, as presented.

CARRIED

(e) DELEGATION REQUEST (Item 4)

- (i) Sergio Manchia, UrbanSolutions Planning & Land Development Consultants Inc., respecting the Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton (for today's meeting) (Added Item 4.1)**

(Stacey/Partridge)

That the delegation request from Sergio Manchia, UrbanSolutions Planning & Land Development Consultants Inc., respecting the Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton, be approved, for today's meeting.

CARRIED

(f) CONSENT ITEMS (Item 5)

- (i) Inventory & Research Working Group Meeting Notes – July 23, 2018 (Item 5.1)**

(Pearson/Beland)

That the Inventory & Research Working Group Meeting Notes of July 23, 2018, be received.

CARRIED

- (ii) Heritage Permit Review Sub-Committee Minutes – August 21, 2018 (Item 5.2)**

(Pearson/McGaw)

That the Heritage Permit Review Sub-Committee Minutes of August 21, 2018, be received.

CARRIED

(g) STAFF PRESENTATIONS (Item 7)

- (i) Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton (Long & Bisby Building) Under Part IV of the *Ontario Heritage Act* (PED18214) (Ward 8) (Item 7.1)**

Jeremy Parsons, Cultural Heritage Planner, addressed the Committee respecting the Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton (Long & Bisby Building) Under Part IV of the *Ontario Heritage Act* (PED18214) (Ward 8), with the aid of a PowerPoint presentation. A copy of the presentation has been included in the official record.

(Pearson/Garay)

That the presentation respecting the Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton (Long & Bisby Building) Under Part IV of the *Ontario Heritage Act* (PED18214) (Ward 8), be received.

CARRIED

Councillor Pearson wished to be recorded as OPPOSED to the Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton (Long & Bisby Building) Under Part IV of the *Ontario Heritage Act* (PED18214) (Ward 8).

(Dmitry/Partridge)

- (a) That staff be directed to determine if the Cross of Lorraine is situated on private property or escarpment lands, with a report back to the Hamilton Municipal Heritage Committee; and
- (b) That if the Cross of Lorraine is determined to be situated on private property, it should be removed from the Statement of Cultural Heritage Value of Interest, attached as Appendix “C” to Report PED18214 respecting the Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton (Long & Bisby Building) Under Part IV of the *Ontario Heritage Act*.

CARRIED

For further disposition of this matter, refer to Item 1.

The presentation is available at www.hamilton.ca

Sergio Manchia, UrbanSolutions Planning & Land Development Consultants Inc., addressed the Committee with concerns respecting the Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton (Long & Bisby Building) Under Part IV of the *Ontario Heritage Act* (PED18214) (Ward 8).

(McGaw/Beland)

That the delegation from Sergio Manchia, UrbanSolutions Planning & Land Development Consultants Inc., respecting the Recommendation to Designate the Property Located at 828 Sanatorium Road, Hamilton (Long & Bisby Building) Under Part IV of the *Ontario Heritage Act* (PED18214) (Ward 8), be received.

CARRIED

(h) GENERAL INFORMATION/OTHER BUSINESS (Item 11)

(i) Buildings and Landscapes (Item 11.1)

(Garay/Ritchie)

That the following updates be received:

- (a) Endangered Buildings and Landscapes (RED):**
(Red = Properties where there is a perceived immediate threat to heritage resources through: demolition; neglect; vacancy; alterations, and/or, redevelopment)

- (i) Tivoli, 108 James Street North, Hamilton (D) – M. McGaw

No report.

- (ii) Andrew Sloss House, 372 Butter Road West, Ancaster (D) – M. McGaw

No report.

- (iii) Century Manor, 100 West 5th Street, Hamilton (D) – K. Garay

No report

- (iv) Beach Canal Lighthouse (D) – J. Partridge

No report.

- (v) 18-22 King Street East, Hamilton (R)(NOI) – K. Stacey

No report.

- (vi) 24-28 King Street East, Hamilton (R)(NOI) – K. Stacey

No report.

- (vii) 1 St. James Place, Hamilton (D) – K. Stacey

No report

- (viii) 2 Hatt Street, Dundas (R) – K. Stacey

No report.

- (ix) James Street Baptist Church, 96 James Street South, Hamilton (D) – A. Denham-Robinson

No report

- (x) Dunnington-Grubb Gardens, 1000 Main Street East (within Gage Park) – D. Beland

**(b) Buildings and Landscapes of Interest (YELLOW):
(Yellow = Properties that are undergoing some type of change, such as a change in ownership or use, but are not perceived as being immediately threatened)**

- (i) Delta High School, 1284 Main Street East, Hamilton (D) – D. Beland

No report.

- (ii) St. Giles United Church, 85 Holton Avenue South (L) – D. Beland

This property will remain on the list until staff have negotiated the salvage of items from the Church.

- (iii) 2251 Rymal Road East, Stoney Creek (R) – C. Dimitry

No report.

- (iv) Former Valley City Manufacturing, 64 Hatt Street, Dundas – K. Stacey

No report.

- (v) St. Joseph's Motherhouse, 574 Northcliffe Avenue, Dundas (R) (ND) - K. Stacey

No report.

- (vi) Copley Building, 104 King Street West; 56 York Blvd., and 63-76 MacNab Street North (NOI)– G. Carroll

No report.

- (vii) 1021 Garner Road East, Ancaster (Lampman House) (NOI)– M. McGaw

No report.

**(c) Heritage Properties Update (GREEN):
(Green = Properties whose status is stable)**

- (i) The Royal Connaught Hotel, 112 King Street East, Hamilton (R) – T. Ritchie

No report.

- (ii) Auchmar, 88 Fennell Avenue West, Hamilton (D) – K. Garay

No report.

- (iii) Jimmy Thompson Pool, 1099 King Street E., Hamilton (R) – T. Ritchie

No report.

- (iv) Treble Hall, 4-12 John Street North, Hamilton (R) – T. Ritchie

No report.

- (v) 104 King Street West, Dundas (Former Post Office) – K. Stacey

No report.

**(d) Heritage Properties Update (black):
(Black = Properties that HMHC have no control over and may be demolished)**

- (i) Auchmar Gate House, Claremont Lodge 71 Claremont Drive (R) – K. Garay

No report.

CARRIED

(i) ADJOURNMENT (Item 13)

(McGaw/Stacey)

That, there being no further business, the Hamilton Municipal Heritage Committee, be adjourned at 1:40 p.m.

CARRIED

Respectfully submitted,

Alissa Denham-Robinson, Chair
Hamilton Municipal Heritage Committee

Loren Kolar
Legislative Coordinator
Office of the City Clerk

From: [Kyne, Michael](#)
To: [Mark Giavedoni](#); [Amy Reyes](#)
Cc: [Kolar, Loren](#); [Pilon, Janet](#)
Subject: Communications Item : Heritage Designation at 374 Jerseyville Road, Ancaster
Date: December 7, 2018 3:05:56 PM
Attachments: [MKyne ltr Dec 7 18.pdf](#)
[Letter Ancaster Heritage Designation.pdf](#)

Mark, receipt acknowledged and correspondence forwarded to the Hamilton Municipal Heritage Committee as requested.

Michael Kyne
Solicitor, City of Hamilton
(905) 546-2424 x4716

The contents of this email are privileged and confidential. If you receive this email in error, please destroy it and contact me immediately. Thank you for your assistance.

From: Amy Reyes [mailto:areyes@esblawyers.com]
Sent: Friday, December 07, 2018 2:47 PM
To: Kyne, Michael
Cc: Mark Giavedoni
Subject: Heritage Designation at 374 Jerseyville Road, Ancaster

Good afternoon

Please see the attached correspondence from Mark Giavedoni.

Thank you kindly,

Amy

Amy Reyes | Real Estate Assistant

ESB Lawyers LLP

1500 – One King Street West, Hamilton, ON L8P 1A4

† t 905-523-5666 † f 905-523-8098 † www.esblawyers.com

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This e-mail is directed in confidence to the person named above. The content of this e-mail may also be subject to solicitor-client privilege and all rights to that privilege are expressly claimed. If you have received this e-mail in error, please notify us.



Todd White
 Chair of the Board
 Hamilton-Wentworth District School Board
 20 Education Court, P.O. Box 2558
 Hamilton, ON L8N 3L1
 905-527-5092 ext. 2279

November 28, 2018

Hamilton Municipal Heritage Committee
 City of Hamilton
 71 Main Street West
 Hamilton, ON L8P 4Y5

Attention: Ms. Loren Kolar, Legislative Coordinator

Dear Ms. Kolar:

Re: Ancaster High School – 374 Jerseyville Road West, Ancaster

We write in response to the motion by Councillor Lloyd Ferguson (moved by Councillor Collins on his behalf) at the July 18, 2018 Planning Committee and carried at the August 14, 2018 meeting, directing the Municipal Heritage Committee to commence the process to designate all 43 acres of the Ancaster High School property under the *Ontario Heritage Act*.

The comments on the record and in the minutes of the Planning Committee show that the motivation for pursuing such a designation is aimed at preventing the Hamilton-Wentworth District School Board (“HWDSB”) from considering options on how to divest itself of a portion of the site that is not required to achieve its mandate under the *Education Act*.

We understand that the role and function of a designation under the *Ontario Heritage Act* is to recognize lands and structures of a significantly historical and cultural nature to the City of Hamilton and its community. It is not a land-use planning tool that takes the place of a zoning bylaw, a site plan agreement, severance conditions or a myriad of other land-use planning tools available to a municipality. Instead, the motion at the Planning Committee can be seen as an abuse of process to discriminate against the HWDSB in its efforts to deal with its own property and to realize revenue. The subtext to the motion is clear: if the City cannot afford to acquire the lands, then no one will acquire the lands.

We note with reference, two articles in *The Hamilton Spectator* on August 15, 2018: the first reported on the Planning Committee motion for Ancaster High and the second was a decision by the Municipal Heritage Committee to reject a designation for the Stoney Creek United Church, which has deep historical and cultural significance to the City of Hamilton and the Methodist and United Church Congregations. The basis of that decision appears to be that a designation would impact the ability of the congregation to sell the church on the open market.

HWDSB and the City of Hamilton have had a strong record of working together in this community for the benefit of the same stakeholders and have taken great pride in their ability to communicate and cooperate in serving this community within their respective mandates; however, if the City of Hamilton wishes to continue to utilize the heritage designation process as a land-use tool to deter or prevent development that it arbitrarily deems inappropriate, then HWDSB will have no other alternative but to seek full recourse under the law.

HWDSB

Todd White
Chair of the Board
Hamilton-Wentworth District School Board
20 Education Court, P.O. Box 2558
Hamilton, ON L8N 3L1
905-527-5092 ext. 2279

We are hopeful that the Municipal Heritage Committee will reconsider HWDSB's position on this matter and continue to involve HWDSB in any deliberations on this topic before making any recommendations to City Council or its committees.

Sincerely,



Todd White
Chair of the Board
Hamilton-Wentworth District School Board

Cc: Municipal Heritage Committee



Mark R. Giavedoni
mgiavedoni@esblawyers.com
Certified Specialist (Real Estate Law)
Professional Corporation

December 7, 2018

SENT VIA EMAIL

City of Hamilton
Legal Services Division
City Manager's Office
21 King Street West, 12th Floor
Hamilton, ON L8P 4W7

Attention: Michael Kyne, Solicitor

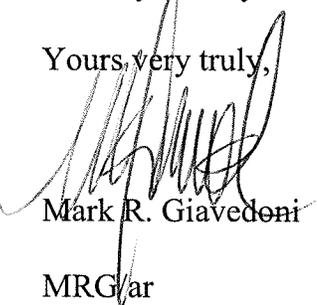
Dear Mr. Kyne:

Re: Hamilton-Wentworth District School Board ("HWDSB")
Heritage Designation at 374 Jerseyville Road, Ancaster
Our File No.: 7-3423

On behalf of HWDSB, please see the attached letter from Chair, Todd White to the Hamilton Municipal Heritage Committee. This letter speaks of issues raised by Council relating to the Ancaster Highschool site and the demonstrable opinion of certain councillors to use the *Ontario Heritage Act* as a land use planning tool to restrict future use of the property. I believe it speaks for itself and I kindly ask that you forward it to the appropriate heritage committee members for consideration.

Thank you for your assistance in that regard.

Yours, very truly,



Mark R. Giavedoni

MRG/ar
Attachment

Cc. Todd White, Chair of the Board, HWDSB
Stacey Zucker, Associate Director, Support Services and Treasurer, HWDSB

6.1

Form: Request to Speak to Committee of Council

Submitted on Thursday, November 15, 2018 - 11:22 am

==Committee Requested==

Committee: Advisory/Sub-Committee

Name of Sub-Committee:

Hamilton Municipal Heritage Committee

==Requestor Information==

Name of Individual: Carol Priamo

Name of Organization: Beasley Neighbourhood Association

Contact Number: [REDACTED]

Email Address: [REDACTED]

Mailing Address:
[REDACTED]

Reason(s) for delegation request: To present a Heritage Education Package containing documents on heritage policy and conservation for comment and approval for distribution to heritage property owners, developers, architects and planners, realtors, neighbourhood associations, and any parties involved in any way in heritage conservation including development impacting heritage.

Will you be requesting funds from the City? No

Will you be submitting a formal presentation? Yes

6.1

DESCRIPTION

- A collection of documents from Federal, Provincial and Municipal departments and Heritage Organizations to assist heritage property owners, planners, developers, realtors and architects with the conservation of built heritage resources in the historic Beasley neighbourhood, Hamilton.
- The collection will include heritage standards, guidelines, processes, funding and contacts to facilitate planning and design in the restoration, alteration of existing heritage properties and for new development impacting heritage.
- The contents will be available online and in a kit form for distribution

OBJECTIVE

- To inform and educate those parties involved in decision making, planning and design affecting heritage buildings, streets and neighbourhoods, and to recommend Conservation Standards and Guidelines, and Policies and ByLaws found in the Official and Secondary Plans for Downtown Hamilton.
- To raise awareness and to inform the public, property owners and investors on the value of historical architecture and zones
- To increase knowledge of requirements, methods and available resources to facilitate the designation and the heritage permit processes.

OPPORTUNITY

- The Beasley Neighbourhood Association has endorsed the project to help in protecting heritage resources in their historic downtown neighbourhood, especially in view of the growth and development taking place. Heritage Education is key to managing these changes and developments to incorporate and properly reuse heritage buildings rather than demolish them.
- The Heritage Education Package can be adapted to include materials relevant to any neighbourhood.

RESULTS

- Better management of heritage resources to maintain and upgrade historic buildings, streets and neighbourhoods to preserve history and achievements in architecture and city planning for residents and visitors.
- Stakeholders and clients will have prior knowledge of policies, guidelines and bylaws of the City of Hamilton regarding the protection of heritage resources for sympathetic development in downtown historic areas.

The Beasley Neighbourhood Association is an exemplary supporter of Heritage Conservation initiatives. The membership is committed to preserving and reusing their heritage buildings, streets and districts as one of the goals and objectives of its Neighbourhood Plan of 2012. With the recent increase in development in Beasley and downtown, a project to increase public, private and corporate awareness and knowledge of heritage conservation and best practices seems timely. Heritage resources are extremely valuable to both residents and visitors in demonstrating Hamilton's history, past and present achievements and variety of period architectural styles and building methods.

The BNA elected me as heritage board member because of my background and experience in heritage conservation planning and projects with governments and as a heritage consultant. Over the past four years, I have developed and coordinated BNA projects to educate and promote Beasley heritage – an illustrated poster of heritage sites, a walking tour brochure of the neighbourhood, a fundraising campaign to help restore for a Gore property, the Hamilton 150th 'Heart of the City' Art Show and the upcoming 'Walk the Gore' brochure.

The need for a Heritage Education Package or Toolkit as an online resource was a recommendation that came out of the 2015 Workshop – 'City of Hamilton Review of Heritage Permit and Designation Processes'. City of Hamilton Heritage Planning had also published various brochures on these processes as well as guidelines on specific aspects of heritage restoration and design. The proposed BNA Education Package will be both online as well as a kit folder containing a table of contents and the printed materials within.

With these resources and recommendations in place, I extended my research to include many other relevant documents and consulted with City Planning and Project staff, Councillor Farr, the Friends of the Gore and Heritage Consultants to compile a list of contents for the Heritage Education Package. These contents were presented to the Beasley Neighbourhood Association at their November meeting, to City Heritage Staff, and to the Education and Communications and Policy and Design Working Groups of the Municipal Heritage Committee for feedback and input which were incorporated into the project contents and plan.

Councillor Jason Farr has endorsed this project and recommended we request a delegation to the Hamilton Municipal Heritage Committee for a recommendation to Council. Since public education on heritage matters is essential to the successful conservation of our City's heritage resources, this package will play an invaluable role.

We are requesting a recommendation from the HMHC to Council to approve and support this project with funding and resources. If the project is recommended to Council a budget will be added and items specified. Council approval and support is requested to support and develop this project through the next stages to completion - continued research, consultation with stakeholders and clients, editing/revising long documents and illustrating with maps, drawing and photographs to make them more assessible to the user, creating new items (eg Masonry Guidelines 2018), design and layout packaging, printing and distribution. Thank you.

HERITAGE EDUCATION PACKAGE CONTENTS (proposed 2018)

GUIDELINES and STANDARDS

- Eight Guiding Principles in the Conservation of Built Heritage Properties
- Downtown HERITAGE CHARACTER ZONE DESIGN GUIDELINES (City of Hamilton)
- Heritage Character Zones from the Downtown Secondary Plan 2018
- City of Hamilton Downtown Cultural Resources Map
- TALL BUILDING STUDY, City of Hamilton (Excerpt on Heritage Conservation)
- City of Hamilton MASONRY GUIDELINES 2018
- City of Hamilton GUIDELINES ON CONSERVING ORIGINAL WINDOWS IN HERITAGE BUILDINGS
- City of Hamilton PROPERTY STANDARDS for Designated Heritage
- Maintaining the Exterior of Small and Medium Size Historic Buildings

DESIGNATION & INVENTORY

- Ontario Heritage Act - Criteria for Designation
- List of designated and listed heritage properties in Beasley (from Inventory)
- What are Heritage Permits? Guide to Heritage Permits
- What is Heritage Designation? Heritage Designation Process
- What is the Inventory? What is the Register?
- Easements and covenants
- Hamilton Heritage Conservation Districts Map

FUNDING

- City Financial Incentives for Heritage Properties
- Funding programs for heritage property owners and investors

RESOURCES/CONTACTS/LINKS

SUCCESS STORIES Conserving and integrating heritage in development

NOTE: CONTENTS compiled by Carol Priamo, BNA Heritage Coordinator, in consultation with: Alissa Golden, Heritage Projects, City; Jeremy Parsons, Planner, Cultural Planning, City; Alissa Denham-Robinson and the Education and Communications and Policy & Design Working Groups; Heritage Advocates: Diane Dent, Janice Brown, Laurie Brady, and Dan Schneider, Heritage Consultant
Contact: cp@carolpriamo.com

MEETING NOTES INVENTORY AND RESEARCH WORKING GROUP

Monday, September 24, 2018

6:00 pm

Hamilton City Hall, Room 222

Attendees: Graham Carroll, Jim Charlton, Alissa Denham Robinson, Ann Gillespie, Brian Kowalewicz, Ron Sinclair, Wilf Arndt

Regrets: Laurie Brady, Kate Wakeman, Terri Wallis

Staff in attendance: Jeremy Parsons

FOR THE INFORMATION OF THE COMMITTEE:

DECLARATIONS OF INTEREST

Jim Charlton was welcomed to the group as a new member

APPROVAL OF MEETING NOTES

The August 27, 2018 Meeting Notes of the Inventory and Research Working Group were accepted.

HAMILTON SUB-STATIONS - correspondence from Rob Hamilton

The correspondence regarding Hamilton Sub-Stations from Rob Hamilton was reviewed. It is recommended that we clarify what he is requesting the I/RWG to do. Should his request be to initiate the photographing and documentation of Sub-stations in Hamilton Inventory, concern was expressed as to the time commitment given the current Places of Worship project and the Places of Education work which was deferred in favour of that priority.

It was also mentioned that we would be committing to a project that is not necessarily a priority for the HMHC or I/RWG once those groups are established by the new Council early in 2019.

Rob Hamilton will be contact to discuss his letter.

PLACES OF WORSHIP PROJECT

The completed worksheets of Places of Worship in Glanbrook were reviewed. Ron Sinclair was asked to submit this material to Alissa Golden.

Work is in progress on other areas of the City as per assignments outlined in the August Meeting Notes.

CULTURAL HERITAGE ASSESSMENT – MCMASTER DIVINITY COLLEGE

Our working group was in general agreement that McMaster Divinity College is a viable candidate for inclusion in the City Register of non-designated properties of heritage/cultural value as well as being added to the staff work plan for designation. Prior to formalizing this as a recommendation to HMHC, it was agreed that staff contact the consultants who prepared the Cultural Heritage Assessment, requesting a clear statement of the cultural/heritage value of McMaster Divinity College.

NEXT MEETING will be on -- Monday, October 29th , 2018, 6pm Room 222, City Hall

ADJOURN --- meeting was adjourned at 8:00pm

Ron Sinclair

Chair

**MEETING NOTES
INVENTORY AND RESEARCH WORKING GROUP**

Monday, October 29, 2018

6:00 pm

Hamilton City Hall, Room 222

Attendees: Laurie Brady, Graham Carroll, Jim Charlton, Alissa Denham Robinson, Ann Gillespie, Brian Kowalewicz, Ron Sinclair, Kathy Wakeman

Regrets: Wilf Arndt, Terri Wallis

Staff in attendance: Jeremy Parsons, Alissa Golden

**THE INVENTORY AND RESEARCH WORKING GROUP RECOMMENDS
THE FOLLOWING TO THE HAMILTON MUNICIPAL HERITAGE
COMMITTEE:**

1. Ferguson Pumping Station

The Inventory/Research Working Group, based on the Cultural Heritage Assessment provided, recommends to the Hamilton Municipal Heritage Committee that the Ferguson Pumping Station, 231 Ferguson Avenue, Hamilton, Ontario be Designated under Part IV of the Ontario Heritage Act and further be added to the Staff Work Plan.

2. Jimmy Thompson Pool

The Inventory/Research Working Group, based on the Cultural Heritage Assessment provided, recommends to the Hamilton Municipal Heritage Committee that the Jimmy Thompson Pool, 1099 King Street, East, Hamilton, Ontario be Designated under Part IV of the Ontario Heritage Act and further be added to the Staff Work Plan.

FOR THE INFORMATION OF THE COMMITTEE:

DECLARATIONS OF INTEREST -- none.

APPROVAL OF MEETING NOTES

The September 24, 2018 Meeting Notes of the Inventory and Research Working Group were accepted.

PLACES OF WORSHIP PROJECT

The timetable for completion of the project was reviewed with a March-April 2019 deliverable agreed upon. The following was also reviewed:

- i) The key deliverable is a full review (using the Built Inventory Worksheets) of the pre-1967 Places of Worship which provides an update on each property and a recommendation as to whether the property remain on the Inventory, be placed on the City Register of non-designated properties of cultural/heritage value and interest. Further a recommendation may include consideration of the property the Staff Work Plan for Designation
- ii) With a couple of exceptions, all completed worksheets for Places of Worship in your assigned Ward(s), should be delivered to Alissa Golden prior to November 19/18 for purposes of scanning
- iii) To clarify, Place of Worship is defined as a building/property, the primary purpose of which is the conduct of regular worship. Therefore facilities such as Hospitals, Residences, Hospices and/or temporary locations used for events/celebrations of a religious/spiritual nature, would not be included.
- iv) Please be prepared to lead a discussion of your Places of Worship recommendations at our November 26, 2018 meeting.

**INVENTORY AND RESEARCH WORKING GROUP
MEETING NOTES**

**October 29, 2018
Page 3 of 3**

45 Amelia Street, Hamilton Ontario

Laurie Brady briefly described the above property and volunteered to complete a Building Inventory Worksheet and lead a discussion regarding this property at an upcoming meeting

Jim Charlton/Jeremy Parsons will review a property of concern and update the working group at an upcoming meeting

An update was provided on possible property development in the core of Stoney Creek

NEXT MEETING - will take place on Monday, November 26, 2018 at 6pm, Room 222, City Hall

ADJOURN --- meeting was adjourned at 7:20pm

Ron Sinclair, Chair

MEETING NOTES
POLICY AND DESIGN WORKING GROUP

Monday, November 19, 2018

3:00 pm

Hamilton City Hall, Room 222

Attendees: K. Stacey, K. Wakeman A. Denham Robinson. W. Rosart, C. Priamo,
T. Ritchie, R. Sinclair

Regrets: T. Wallis

Also Present: A. Patel, J. Parsons

**THE POLICY AND DESIGN WORKING GROUP NOTES FOR THE INFORMATION OF
THE HAMILTON MUNICIPAL HERITAGE COMMITTEE WITH RESPECT TO:**

(a) CHANGES TO THE AGENDA

None

(b) DECLARATIONS OF INTEREST

None

(c) URBAN DESIGN BRIEF 282 MACNAB STREET NORTH, HAMILTON

The Policy and Design Working Group received the McCullum Sather Urban Design Brief for 282 Macnab Street North, Hamilton. The working group expressed concern about the height specified for the new building as it is not in keeping with the character of the neighbourhood and the typical height of the buildings in proximity to the proposed building. The working group also expressed concern for the Church next door to the proposed building, as it is set back from the street, the massing and height of the new building would likely overshadow the Church.

(d) DOCUMENTATION AND SALVAGE REPORT GLEN BRAE MIDDLE SCHOOL

The documentation and salvage report Glen Brae Middle School was accepted as submitted.

**(e) BEASLEY NEIGHBOURHOOD ASSOCIATION HERITAGE EDUCATION
PACKAGE**

Carol Priamo presented the Heritage Education Package project that she has been working on for the Beasley Neighbourhood Association. The package consists of a collection of documents that could provide relevant information to heritage property owners, developers and other interested stakeholders. Carol has submitted a delegation request to present the Heritage Education Package project to the Hamilton Municipal Heritage Committee at the December 13th 2018 meeting.

(f) OTHER BUSINESS

None

(g) ADJOURNMENT

The Policy and Design Working Group Meeting was adjourned at 5:00 pm.

Next meeting date: December 17th, 2018



CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Mayor and Members General Issues Committee
COMMITTEE DATE:	September 5, 2018
SUBJECT/REPORT NO:	Hamilton Community Heritage Fund Loan Program - 31-33 Melville Street, Dundas (PED18201) (Ward 13)
WARD(S) AFFECTED:	Ward 13
PREPARED BY:	Carlo Gorni (905) 546-2424 Ext. 2755
SUBMITTED BY:	Glen Norton Director, Economic Development Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

- (a) That a conditional loan commitment totalling \$20,340.00 for Margaret Ellen Boyce the registered owner of the property at 31-33 Melville Street, Dundas, be authorized and approved in accordance with the terms and conditions of the Hamilton Community Heritage Fund Loan Program;
- (b) That the property owner of 31-33 Melville Street, Dundas, and the City of Hamilton enter into a Heritage Conservation Easement Agreement;
- (c) That the Mayor and City Clerk be authorized and directed to execute a loan agreement together with any ancillary documentation required, to effect Recommendation (a) to Report PED18201, in a form satisfactory to the City Solicitor;
- (d) That the General Manager of the Planning and Economic Development Department be authorized to approve and execute any loan amending agreements for 31-33 Melville Street, Dundas, together with any ancillary amending documentation, if required, provided that the terms and conditions of the Hamilton Community Heritage Fund Loan Program are maintained;
- (e) That a copy of Report PED18201 be forwarded to the Hamilton Municipal Heritage Committee for information.

SUBJECT: Hamilton Community Heritage Fund Loan Program - 31-33 Melville Street, Dundas (PED18201) (Ward 13) - Page 2 of 6

EXECUTIVE SUMMARY

The Hamilton Community Heritage Fund (HCHF) application for conservation/restoration works on 31-33 Melville Street, Dundas, was submitted by Margaret Ellen Boyce, the registered owner of the property. The property is located within the Melville-Cross Heritage Conservation District and was designated in 1990 by the former Town of Dundas by By-law 3899-90. The applicant proposes to restore two front windows and design/build two interior storm windows.

The HCHF offers zero percent interest loans, to a maximum of \$50 K, for owners of properties that are designated individually under Part IV of the *Ontario Heritage Act*, or as part of a Heritage Conservation District under Part V of the *Ontario Heritage Act*. Funding is available only for work that conserves or restores the historic fabric and significant architectural elements of a building. Interior features are only eligible for funding if specifically mentioned in the “Reasons for Designation” or “Description of Heritage Attributes” of a property designated under Part IV of the *Ontario Heritage Act*. Loans approved for an amount over \$15 K require that the property owner enter into a Heritage Conservation Easement with the City of Hamilton. The subject application is for an amount over \$15 K and a Heritage Conservation Easement Agreement is required.

Alternatives for Consideration – See Page 5

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: Funding is provided under the terms of the HCHF, as approved by City Council on September 14, 2005. The loan monies are to be advanced from the City of Hamilton’s line-of-credit, with the foregone interest being charged to Account No. 52901-815010. Any costs incurred for the HCHF are to be funded from the HCHF Reserve Account No. 102049, which has a balance, as of June 30, 2018, in the amount of \$101,994.31.

Staffing: Administration of this loan can be accommodated within the Urban Renewal and Development Planning Sections of the Planning and Economic Development Department, as well as within the Finance and Administration Section of the Corporate Services Department.

Legal: Section 106 of the *Municipal Act* enables the Municipality to make grants/loans on such terms as the Council considers appropriate, to any person, group, or body, including a fund, within or outside of the boundaries of the Municipality, for any purpose that the Council considers it to be in the interest of the Municipality.

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SUBJECT: Hamilton Community Heritage Fund Loan Program - 31-33 Melville Street, Dundas (PED18201) (Ward 13) - Page 3 of 6

Prior to the advance of funding from the City, the applicant will be required to execute a loan agreement and enter into a Heritage Conservation Easement Agreement. The loan is not advanced until the project is 50% complete at which time 50% of the loan will be advanced. All documents and required searches will be developed and undertaken in consultation with the Legal Services Division.

As construction projects move forward, it is sometimes necessary to amend previously approved loan agreements and any ancillary documentation, therefore staff recommend that the General Manager of the Planning and Economic Development Department be authorized to amend loan agreements and any ancillary documentation, provided that the terms and conditions of the HCHF are maintained.

HISTORICAL BACKGROUND

The former City of Hamilton established the HCHF in 1985, By-law No. 85-120, as part of the Province of Ontario's Building Rehabilitation and Improvement Campaign, commonly referred to as the BRIC Program. The Grant Agreement entered into by both parties (the Province of Ontario and the former City of Hamilton) established a fund that originally comprised \$441,666.67. Of this total amount, \$250 K (57%) was from the Province, and \$191,666.67 (43%) was from the former City of Hamilton. Heritage property was defined in the agreement as a property designated under the *Ontario Heritage Act*.

The intent of the HCHF, as established by the Grant Agreement, was to establish a permanent fund for the purpose of investing in architectural conservation. Specifically, the fund was to be used:

- For loans for the purchase and/or conservation of heritage property;
- To guarantee loans for the purchase and/or conservation of heritage property; and,
- For grants to owners of designated heritage property for the conservation of that property.

The HCHF was originally established as a revolving fund, with the former City of Hamilton offering low-interest loans for eligible conservation work on buildings designated under the *Ontario Heritage Act*. As interest rates declined during the 1990's, the Program was revised to permit interest-free loans, and the former City of Hamilton continued to offer loans of up to \$20 K, repayable over a ten-year period and secured by a lien. The agreement with the Province of Ontario stipulated that loans of

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SUBJECT: Hamilton Community Heritage Fund Loan Program - 31-33 Melville Street, Dundas (PED18201) (Ward 13) - Page 4 of 6

\$15 K or more required a Heritage Conservation Easement Agreement between the property owner and the City.

After Municipal amalgamation, Council agreed to maintain the HCHF Program as a permanent reserve to provide loan assistance to all designated heritage properties within all of the former Municipalities (Report PD00151(a), Item (f)). In 2005, Council approved an increase in the maximum loan amount to \$50 K (Report PED05091), and, under the current terms of the Program, the loan is registered as a mortgage on the property and repayable over a period of up to ten years, with no accumulated interest.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

Urban Hamilton Official Plan

The subject lands are municipally known as 31-33 Melville Street, Dundas and are designated as “Neighbourhoods” in Schedule “E” – Urban Structure and as “Neighbourhoods” on Schedule “E-1” – Urban Land Use Designation. Areas designated Neighbourhoods shall function as complete communities including a full range of residential dwelling types. On this basis, the existing use conforms.

Dundas Zoning By-law No. 3581-86

The subject property is zoned – Single Detached Residential: Cross-Melville Heritage District (RH-1). The residential use is permitted.

Built Heritage

The property is designated under Part V of the *Ontario Heritage Act* as part of the Cross-Melville Heritage Conservation District. The development to restore the two front windows and design/build two interior storm windows has been reviewed by heritage staff and determined that the proposed works requires a heritage permit which has already been obtained by the applicant (HP2013-013 and HP2017-013).

RELEVANT CONSULTATION

Staff from the Development Planning Section, Planning and Economic Development Department, the Finance and Administration Division, Corporate Services Department, and the Legal Services Division, Corporate Services Department, were consulted and the advice received is incorporated into Report PED18201.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

Staff undertook due diligence on the application including: reviewing the applicant’s financial capacity to repay the loan; undertaking a search to determine if the applicant is

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SUBJECT: Hamilton Community Heritage Fund Loan Program - 31-33 Melville Street, Dundas (PED18201) (Ward 13) - Page 5 of 6

in litigation with the City of Hamilton; confirmed that property taxes were paid current; and, whether there were any Building Code, Fire Code or Property Standard violations outstanding on the property. There were no issues with the results of the aforementioned.

Staff from the Planning and Development Section confirmed that the restoration of the two front windows and the design/build of two interior storm windows requires a Heritage Permit.

Appendix “A” to Report PED18201 identifies the location of 31-33 Melville Street, Dundas.

ALTERNATIVES FOR CONSIDERATION

Funding for the conservation or maintenance of features related to the cultural heritage value of property designated under the *Ontario Heritage Act* is a discretionary activity of Council. Council, as advised by staff, may consider two alternatives: agree to fund a different amount, or decline to fund the application.

Decline to Fund

By declining funding, the Municipality would be refusing applicants that meet the criteria and budget for the HCHF Program, as approved by Council. Refusal of funding will not encourage owners of properties designated under Part IV or V of the *Ontario Heritage Act* to undertake the appropriate restoration and repair necessary for the long-term conservation of these heritage resources.

Accordingly, staff does not consider declining funding for this HCHF application to be an appropriate conservation alternative.

Approve a Different Amount

Council may decide to approve a loan amount that is different from the staff recommendation. This alternative is not recommended, as it may compromise the ability of the owners to complete work that is necessary for the conservation of the property.

ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN

Economic Prosperity and Growth

Hamilton has a prosperous and diverse local economy where people have opportunities to grow and develop.

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SUBJECT: Hamilton Community Heritage Fund Loan Program - 31-33 Melville Street, Dundas (PED18201) (Ward 13) - Page 6 of 6

Healthy and Safe Communities

Hamilton is a safe and supportive city where people are active, healthy, and have a high quality of life.

Our People and Performance

Hamiltonians have a high level of trust and confidence in their City government.

APPENDICES AND SCHEDULES ATTACHED

Appendix “A” to Report PED18201–Location Map

JD:dt

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Key Map - Ward 13

N.T.S.

Location Map



PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT

File Name/Number:
31-33 Melville St

Date:
February 26, 2018

Appendix "A"

Scale:
N.T.S.

Planner/Technician:
CG/AL

Subject Property

31 - 33 Melville Street

MEETING NOTES
POLICY AND DESIGN WORKING GROUP

Monday, November 19, 2018

3:00 pm

Hamilton City Hall, Room 222

Attendees: K. Stacey, K. Wakeman A. Denham Robinson. W. Rosart, C. Priamo,
T. Ritchie, R. Sinclair

Regrets: T. Wallis

Also Present: A. Patel, J. Parsons

**THE POLICY AND DESIGN WORKING GROUP NOTES FOR THE INFORMATION OF
THE HAMILTON MUNICIPAL HERITAGE COMMITTEE WITH RESPECT TO:**

(a) CHANGES TO THE AGENDA

None

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None

(c) URBAN DESIGN BRIEF 282 MACNAB STREET NORTH, HAMILTON

The Policy and Design Working Group received the McCullum Sather Urban Design Brief for 282 Macnab Street North, Hamilton. The working group expressed concern about the height specified for the new building as it is not in keeping with the character of the neighbourhood and the typical height of the buildings in proximity to the proposed building. The working group also expressed concern for the Church next door to the proposed building, as it is set back from the street, the massing and height of the new building would likely overshadow the Church.

(d) DOCUMENTATION AND SALVAGE REPORT GLEN BRAE MIDDLE SCHOOL

The documentation and salvage report Glen Brae Middle School was accepted as submitted.

**(e) BEASLEY NEIGHBOURHOOD ASSOCIATION HERITAGE EDUCATION
PACKAGE**

Carol Priamo presented the Heritage Education Package project that she has been working on for the Beasley Neighbourhood Association. The package consists of a collection of documents that could provide relevant information to heritage property owners, developers and other interested stakeholders. Carol has submitted a delegation request to present the Heritage Education Package project to the Hamilton Municipal Heritage Committee at the December 13th 2018 meeting.

(f) OTHER BUSINESS

None

(g) ADJOURNMENT

The Policy and Design Working Group Meeting was adjourned at 5:00 pm.

Next meeting date: December 17th, 2018

**MINUTES OF THE HAMILTON
HERITAGE PERMIT REVIEW SUB-COMMITTEE**

November 20th, 2018

Present: Diane Dent, Mark-Anderson McGaw, Andy MacLaren, Justin Hogeterp, David Beland (Vice Chair), Wilf Arndt (Chair)

Attending Staff: Jeremy Parsons, Asiya Patel

Absent with Regrets: Jennifer Trimble

Meeting was called to order by Chair, Wilf Arndt at 5:00 pm

1) Acceptance of the September 18th, 2018 meeting minutes:
(Hogeterp/Dent)

CARRIED

2) Heritage Permit Application HP2018- 042 – 112-114 John Street, N. Hamilton
(Stewart Memorial Church)

- Removal of two (2) pews for installing of scaffolding.
- Removal of two (2) small portions of existing tin ceiling and ceiling substrate for investigation of attic space as per engineering recommendations; and
- Reinstallation of removed portions of tin ceiling and paint affected area.

The Sub-committee considered the application and together with input from the applicant and advice from staff, passed the following motion:

That the Heritage Permit Review Sub-committee advises that Heritage Permit application **HP2018- 042** be consented too, subject to the following conditions:

- a) That any minor changes to the plans and elevations following approval shall be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations; and,
- b) That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than November 30, 2020. If the alteration(s) are not completed by November 30, 2020, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton.

(Beland/MacLaren)

CARRIED

3) Heritage Permit Application HP2018- 041 – 172 Hess Street North, Hamilton

- Installation of cast-metal oval plaque to identify property designated under the Ontario Heritage Act.
- Plaque to be secured into façade of building, including;

- Drilling of two holes into the façade;
- Inserting two ¼ inch (non-rusting) lead or plastic anchor sleeves into the two holes;
- Mounting of 12 inch cast aluminum plaque with two 2-inch screws screwed into the anchors and sealed with 'locktight'; and
- Backfilling of new screw heads on the façade of the plaque with epoxy and matching paint to obscure the location of the screws and to deter vandalism.

The Sub-committee considered the application and together with advice from staff, passed the following motion:

That the Heritage Permit Review Sub-committee advises that Heritage Permit application **HP2018- 041** be consented too, subject to the following conditions.

- a) That any minor changes to the plans and elevations following approval shall be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations; and,
- b) That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than November 30, 2020. If the alteration(s) are not completed by November 30, 2020, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton.

(Beland/MacLaren)

CARRIED

4) Heritage Permit Application HP2018- 043– 29 Union Street, Flamborough

- Construction of an attached garage within the Mill Street Heritage Conservation District.

The Sub-committee considered the application and together with advice from staff, passed the following motion:

That the Heritage Permit Review Sub-committee advises that Heritage Permit application **HP2018- 043** be consented too, subject to the following conditions.

- c) a) That any minor changes to the plans and elevations following approval shall be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations; and,
- d) That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than November 30, 2020. If the alteration(s) are not completed by November 30, 2020, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton.

(Beland/Hodgeterp)

CARRIED

5) Heritage Permit Application HP2018- 044– 98 James Street, South, Hamilton
(Former James Street Baptist Church)

- To renew previously approved but lapsed Heritage Permit (HP2013-058)
 - Retention of the existing front (east) façade and corner towers on James Street South in situ, including all existing windows, doors and other features (the ‘retained portions’)
 - Salvage and reuse of features and material from the removed portions of the building (the ‘salvaged portions’); and
 - Construction of a new building and/or addition on the remainder of the site and attached to the retained portions (the ‘new building’).

The Sub-committee considered the application and together with input from the applicant and advice from staff, passed the following motion:

That the Heritage Permit Review Sub-committee advises that Heritage Permit application **HP2018- 044** be consented too, subject to the following conditions.

- a) That any minor changes to the plans and elevations following approval shall be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations;
- b) That implementation of the alterations, in accordance with this approval, shall be completed no later than December 30, 2020. If the alterations are not completed by December 30, 2020, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton;
- c) That the applicant submit, on a monthly basis, ongoing monitoring reports assessing and outlining the condition of the retained portions to City staff;
- d) That the applicant provide a written update to City staff on the current condition of the site and existing salvaged features which remain;
- e) That, once the alterations are complete, the owner shall agree to appropriate amendments to the Heritage Conservation Easement agreement to reflect the altered building; and,
- f) That a Conservation Plan consisting of the following items shall be submitted to the satisfaction of the Director of Planning and Chief Planner prior to the commencement of any alterations:
 - I. Documentation of the existing building and its architectural features and finishes in situ.
 - II. Specifications and methodology for the protection, stabilization, and restoration of the retained portions.

- I. Inventory of the existing architectural features and building materials and a methodology for salvaging these features and materials from the removed portions.
- II. A plan for the storage and protection of retained and salvaged heritage elements, including the on or off site storage location(s), environmental conditions and security, a schedule of regular inspections and monitoring, and any other protection measures as appropriate. In addition:
 - i. If the storage location is to be changed, the new location and address shall be submitted to the satisfaction and approval of staff, prior to the removal of the heritage elements to a new storage facility.
 - ii. Any unsatisfactory environmental conditions or failures in the security measures shall be reported to Planning staff as soon as they are discovered and appropriate remedies shall be developed and approved by Planning staff prior to implementation, except in emergency situations.
 - iii. City staff shall be allowed reasonable access to inspect the heritage elements in storage, at any time.

(Beland/Hodgeterp)

CARRIED

Adjournment - Meeting was adjourned at 6:30 pm

Next meeting: – December 18, 2018

MEETING NOTES
INVENTORY AND RESEARCH WORKING GROUP

Monday, November 26, 2018

6:00 pm

Hamilton City Hall, Room 222

Attendees: Wilf Arndt, Graham Carroll, Alissa Denham Robinson, Ann Gillespie,
Ron Sinclair, Kathy Wakeman

Regrets: Jim Charlton, Brian Kowalewicz, Terri Wallis

Staff in attendance: none

FOR THE INFORMATION OF THE COMMITTEE:

(a) DECLARATIONS OF INTEREST -- none.

(b) APPROVAL OF MEETING NOTES

The October 29, 2018 Meeting Notes of the Inventory and Research Working Group were accepted.

(c) PLACES OF WORSHIP PROJECT

- (i) Ron Sinclair advised the group that Laurie Brady has resigned from the I/RWG due other demands/priorities. She was encouraged to consider participation again should her circumstances change.
- (ii) Alissa Golden is unavailable due to illness. The start of the review of evaluation forms was postponed and a discussion, question and answer took place clarifying expectations.
- (iii) A Place of Worship is defined as a building/property, the primary purpose of which is the conduct of regular worship. Therefore facilities such as Hospitals, Residences, Hospices and/or

**INVENTORY AND RESEARCH WORKING GROUP
MEETING NOTES****November 29, 2018
Page 2 of 2**

temporary locations used for events/celebrations of a religious/spiritual nature, would not be included.

- (iv) The key deliverable for the Group Evaluation phase of the project is the completed Evaluation form for each pre-1967 Place of Worship in your assigned Ward(s). These should be to Alissa Golden as soon as possible.

(d) 45 Amelia Street, Hamilton Ontario

With Laurie Brady's resignation, Ann Gillespie has volunteered to complete work started by Laurie for our December 10th meeting

(e) 7 Rolph Street

Ann Gillespie volunteered to complete an assessment of this property for purposes of determining whether it should be recommended for the City Register

(f) 50 Sanders Blvd.

Ron Sinclair will contact Jeremy Parsons to determine whether this property is on the City Register

**(g) NEXT MEETING - will take place on Monday, December 10th, 2018
at 6pm, Room 222, City Hall****(f) ADJOURNMENT**

The meeting was adjourned at 7:20pm

Ron Sinclair -- Chair