



**City of Hamilton**  
**HERITAGE PERMIT REVIEW SUB-COMMITTEE**  
**AGENDA**

**Meeting #:** 22-03  
**Date:** March 15, 2022  
**Time:** 5:00 p.m.  
**Location:** Due to the COVID-19 and the Closure of City Hall  
All electronic meetings can be viewed at:  
City's YouTube Channel:  
<https://www.youtube.com/user/InsideCityofHamilton>

Amber Knowles, Cultural Heritage Planner, Ext. 1291  
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Chloe Richer, Cultural Heritage Planner, Ext. 7163  
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	<b>Pages</b>
<b>1. CEREMONIAL ACTIVITIES</b>	
<b>2. APPROVAL OF AGENDA</b>	
(Added Items, if applicable, will be noted with *)	
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<b>3. DECLARATIONS OF INTEREST</b>	
<b>4. APPROVAL OF MINUTES OF PREVIOUS MEETING</b>	
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<b>5. COMMUNICATIONS</b>	
<b>6. DELEGATION REQUESTS</b>	
<b>7. CONSENT ITEMS</b>	
<b>8. STAFF PRESENTATIONS</b>	

9. PUBLIC HEARINGS / DELEGATIONS

10. DISCUSSION ITEMS

10.1. HP2021-012 - 20 Union Street, Flamborough (Part V) (Revised Submission)

- **Revised Submission** to permit alterations to facades of the existing house minimizing the previously proposed stone cladding and increasing the board and batten cladding.

11. MOTIONS

12. NOTICES OF MOTION

13. GENERAL INFORMATION / OTHER BUSINESS

14. PRIVATE AND CONFIDENTIAL

15. ADJOURNMENT

**Heritage Permit Review Subcommittee  
(Hamilton Municipal Heritage Committee)**

March 15, 2022

Virtual Meeting

*Members of the public are advised that individuals and the media may be audibly and/or visually recording this meeting. Please note that, while this meeting is open to the public for observation, any member of the public wishing to provide comment on any of the agenda items are encouraged to contact Cultural Heritage Planning staff or may choose to give a delegation to the Hamilton Municipal Heritage Committee.*

Cultural Heritage Planning:

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**AGENDA**

1. Approval of Minutes from Previous Meetings:

- February 15, 2022

2. Heritage Permit Applications

- HP2021-012 – 20 Union Street, Flamborough (Part V) (Revised Submission)
  - **Revised Submission** to permit alterations to facades of the existing house minimizing the previously proposed stone cladding and increasing the board and batten cladding.

**Next meeting:** April 19, 2022



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

**Tuesday, February 15, 2022**

**Present:** Melissa Alexander, Karen Burke, Graham Carroll, Diane Dent, Charles Dimitry (Chair), Andy MacLaren, Tim Ritchie (Vice Chair), Steve Wiegand

**Attending Staff:** Ken Coit, James Croft, Amber Knowles, Stacey Kursikowski, Chloe Richer

**Absent with Regrets:** Carol Priamo, Stefan Spolnik

Meeting was called to order by the Chairman, Charles Dimitry, at 5:00pm

**1) Approval of Agenda:**

(Burke/Carroll)

That the Agenda for February 15, 2022 be approved as presented.

**2) Approval of Minutes from Previous Meetings:**

(Ritchie/Dent)

That the Minutes of January 18, 2022 be approved as presented.

### 3) Heritage Permit Applications

#### a. **HP2022-005: 733 Mineral Springs Road, Ancaster (Part IV)**

- Scope of work:
  - Dismantling and rebuilding of stone foundation with addition of drainage board and weeping tile on exterior side below grade;
  - Restoration of four windows and one door; and,
  - Replacement of exterior cellar hatch.
  
- Reason for work:
  - Exploratory openings found existing poly membrane is trapping/holding water and moisture against the foundation wall;
  - Deterioration of mortar; and,
  - Dutchman and epoxy repairs required for windows and door.

Jarrett Zacharko, Heritage Project Coordinator, Tourism & Culture, City of Hamilton, spoke to the Sub-Committee at the permit review.

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

(MacLaren/Dent)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2022-005 be consented to, subject to the following conditions:

- a) 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) Installation of the alterations, in accordance with this approval, shall be completed no later than February 28, 2024. If the alteration(s) are not completed by February 28, 2024, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton.

**b. HP2021-038: 24 Griffin Street, Waterdown (Part IV)**

- Scope of work:
  - Proposed replacement of front door and sidelites (frame and sidelites will match existing); and,
  - New door will be a custom wood door, proposed new style of 4-panel instead of 6-panel door.
  
- Reason for work:
  - Replacement of front door is due to the deteriorated condition of the existing door.

Jim and Fay Mansfield, the property owners, spoke to the Sub-Committee at the permit review regarding their revised application. The owners had previously attended a Sub-Committee meeting regarding the original application in August 2021.

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

(Carroll/MacLaren)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2021-038 be consented to, subject to the following conditions:

- a) 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) Installation of the alterations, in accordance with this approval, shall be completed no later than February 28, 2024. If the alteration(s) are not completed by February 28, 2024, 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. HP2021-058: 121 St. Clair Avenue, Hamilton (Part V – St. Clair Avenue HCD) (previously deferred)**

- Scope of work:
  - To permit the replacement of the wood shake style shingle siding on the front (west) façade and side (north) façade dormers with vinyl board and batten style siding.
- Reason for work:
  - Due to poor quality of roof, underlying plywood structure of roof and siding of third floor dormer had to be replaced during roofing repairs; and,
  - This application is retroactive to accept the replacement of the dormer's siding with vinyl board and batten style siding.

Gajendran Raveendranathan, the property owner, spoke to the Sub-Committee at the permit review.

The Sub-Committee deferred the application at the December 14, 2021 meeting allowing time for the homeowner to explore alternative options for the dormer cladding that would be more sympathetic to the Heritage Conservation District.

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

(Dent/Carroll)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2021-058 be consented to, 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) Implementation of the alterations, in accordance with this approval, shall be completed no later than February 28, 2026. If the alterations are not completed by February 28, 2026, 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 replace the existing vinyl board and batten on the front and north side dormer with a shake style siding in either PVC composite or wood material.

**d. HP2022-004: 610 York Boulevard, Hamilton (Part IV)**

- Scope of work:
  - To replace two modern balconettes on north façade with replicas based off recorded heritage dimensions and profiles.
  
- Reason for work:
  - Existing balconettes in poor condition.

Jarrett Zacharko, Heritage Project Coordinator, Tourism & Culture, City of Hamilton, spoke to the Sub-Committee at the permit review.

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

(Ritchie/Burke)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2022-004 be consented to, subject to the following conditions:

- a) 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) Installation of the alterations, in accordance with this approval, shall be completed no later than February 28, 2024. If the alterations are not completed by February 28, 2024, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton.

**e. HP2022-003: 219 Ferguson Avenue South, Hamilton (Part IV)**

- Scope of work:
  - Replace existing wood windows with new vinyl thermo-pane windows; and,
  - Replace existing cedar shake roofing with asphalt shingles.
- Reason for work:
  - Window deterioration; and,
  - Roofing failure.

Alan Goffenburg, the property owner, spoke to the Sub-committee at the permit review.

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

(Burke/Carroll) : Note – one citizen member withheld their vote

That the Heritage Permit Review Sub-committee advises that Heritage Permit application HP2022-003 be consented to, 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) Installation of the alterations, in accordance with this approval, shall be completed no later than February 28, 2024. If the alterations are not completed by February 28, 2024, then this approval expires as of that date and no alterations shall be undertaken without a new approval issued by the City of Hamilton; and,
- c) That the original windows on the front façade are repaired and if any parts of the original front windows need replacement that in-kind materials are used.

4) **Adjournment:** Meeting was adjourned at 6:45 pm

(Ritchie/Carroll)

That the meeting be adjourned.

5) **Next Meeting:** Tuesday, March 15, 2022 from 5:00 – 8:30pm