



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

**Meeting #:** 23-002  
**Date:** February 21, 2023  
**Time:** 5:00 p.m.  
**Location:** YouTube Channel Streaming for Virtual Meetings  
All electronic meetings can be viewed at:  
City's YouTube Channel:  
<https://www.youtube.com/user/InsideCityofHamilton>

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<b>1. CEREMONIAL ACTIVITIES</b>	
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(Added Items, if applicable, will be noted with *)	
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## 10. DISCUSSION ITEMS

### 10.1 HP2023-005 - 18 Chilton Place, Hamilton (Part V)

- Construction of a detached one-and-one-half storey accessory structure at the rear of the property, including:
  - New concrete pad and foundation;
  - New cedar siding, and asphalt shingles to match the existing rear addition of the home;
  - New casement windows with black trim;
  - New exterior staircase to second level of garage;
  - Gable roof with north facing dormer windows; and
  - Installation of solar panels on the south roof (to be relocated from existing shed).

### 10.2 HP2023-007 – 56 Charlton Avenue West, Hamilton (Part IV)

- Exterior and interior renovations to permit the conversion of a single-family dwelling to a duplex including:
  - Construction of new freestanding steel staircase on the side (east) elevation for access to second unit, to be constructed of black metal and the top landing and attached to the frame construction of the sun porch;
  - Removal of a second floor window and reinstatement of a door to the side sunporch;
  - Removal of a second storey rear double hung window and replacement with wood casement window (Note: this change may not be required);
  - Infill of second floor interior doorway;
  - Installation of new interior fire rated, self-closing, self-latching door on the second storey rear stair;
  - Installation of new interior fire rated, self-closing, self-latching door on the third floor for furnace access;
  - New third floor dryer duct to be vented to roof; and
  - New third floor kitchen vent to be vented through the roof.

10.3 HP2023-008 – 128St. Clair Avenue, Hamilton (Part V)

- Construction of a 6 foot, 3-inch high pressure-treated spruce privacy fence on the north side of the property, including:
  - Metal fence posts set in concrete; and,
  - A 4-foot wide gate at the front of the fence facing St. Clair Avenue.

10.4 Consultation on Previously-Approved Application HP2021-004 – 45 Main Street East, Hamilton (Part IV, John Sopinka Court House)

- Review of additional submission materials for the conditionally-approved Heritage Permit application, as per Condition d).

**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)**

February 21, 2023

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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*Emily Bent, E-mail: Emily.Bent@hamilton.ca, Phone: ext. 6663*

**AGENDA**

1. Approval of Minutes from Previous Meetings:

- January 17, 2023

2. Heritage Permit Applications

a) HP2023-005 – 18 Chilton Place, Hamilton (Part V, Durand-Markland HCD)

- Construction of a detached one-and-one-half storey accessory structure at the rear of the property, including:
  - New concrete pad and foundation;
  - New cedar siding, and asphalt shingles to match the existing rear addition of the home;
  - New casement windows with black trim;
  - New exterior staircase to second level of garage;
  - Gable roof with north facing dormer windows; and
  - Installation of solar panels on the south roof (to be relocated from existing shed).

b) HP2023-007 – 56 Charlton Avenue West, Hamilton (Part IV, Former Charlton Hall))

- Exterior and interior renovations to permit the conversion of a single-family dwelling to a duplex including:
  - Construction of new freestanding steel staircase on the side (east) elevation for access to second unit, to be constructed of black

- metal and the top landing and attached to the frame construction of the sun porch;
  - Removal of a second floor window and reinstatement of a door to the side sunporch;
  - Removal of a second storey rear double hung window and replacement with wood casement window (Note: this change may not be required);
  - Infill of second floor interior doorway;
  - Installation of new interior fire rated, self-closing, self-latching door on the second storey rear stair;
  - Installation of new interior fire rated, self-closing, self-latching door on the third floor for furnace access;
  - New third floor dryer duct to be vented to roof; and
  - New third floor kitchen vent to be vented through the roof.
- c) HP2023-008 – 128 St. Clair Avenue, Hamilton (Part V)
- Construction of a 6 foot, 3-inch high pressure-treated spruce privacy fence on the north side of the property, including:
    - Metal fence posts set in concrete; and,
    - A 4-foot wide gate at the front of the fence facing St. Clair Avenue.

### 3. Consultation

- a) HP2021-004 – 45 Main Street East, Hamilton (Part IV, John Sopinka Court House)
- Review of additional submission materials for the conditionally-approved Heritage Permit application, as per Condition d).

**Next meeting:** March 21, 2023

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

**Tuesday, January 17, 2023**

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

**Attending Staff:** Emily Bent, Lisa Christie, Alissa Golden, Chloe Richer, Adrian Tralman

**Absent with Regrets:** Melissa Alexander, Stefan Spolnik

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

**1) Approval of Agenda:**

(Ritchie/MacLaren)

That the Agenda for January 17, 2023 be approved as amended.

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

(Ritchie/Carroll)

That the Minutes of December 13, 2022 be approved, as presented.

### 3) Heritage Permit Applications

#### a. **HP2023-002: 11 Melville Street, Dundas (Part V HCD)**

- Scope of work:
  - Exterior renovations to the circa 1963 Manse including:
    - Replacement in kind of the existing soffits, fascia, frieze board, eavestroughs, and downspouts;
    - Replacement of all existing windows with new matching single-hung windows of the same proportions and style;
    - Replacement of one rear window with a new custom sliding door that is the same width as the existing opening; and,
    - Construction of exterior wood stairs connecting to the proposed sliding door.
  
- Reason for work:
  - Upgrades to the house before Grace Valley Church's Pastor and family move into the home.

Heather Mobach represented Grace Valley Church and spoke to the Sub-Committee.

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

(MacLaren/Burke)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2023-002 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 alteration(s), in accordance with this approval, shall be completed no later than January 31, 2025. If the alteration(s) are not completed by January 31, 2025, 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. HP2023-001: 152 James Street South, Hamilton (Part IV)**

- Scope of work:
  - Installation of a new flush mounted commercial sign (60" x 30") on front façade, above the two front windows. Sign to extend a maximum of 6-inches off the front façade.
  
- Reason for work:
  - New commercial signage.

Leo Zinga of Zing Media represented the property owner and spoke to the Sub-Committee.

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

(Ritchie/Dent)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2023-001 be consented to, subject to the following conditions:

- a) That the proposed signage conforms to the City of Hamilton's Sign By-law;
  
- b) That the method for affixing the sign to the building, including the types of screws, bolts, and drill locations, shall be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to installation, and that it be affixed into the mortar joints to minimize the physical impact to the limestone façade;
  
- c) That the final details for providing to the sign be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to installation;
  
- d) 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

e) Implementation/Installation of the alteration(s), in accordance with this approval, shall be completed no later than January 31, 2025. If the alteration(s) are not completed by January 31, 2025, 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. HP2023-004: 63 Sydenham Street, Dundas (Part V HCD)**

Scope of work:

- Renovation of the existing rear detached accessory structure to permit the addition of a secondary dwelling unit including:
  - Addition of a gable-roofed second storey, with asphalt shingles to match existing dwelling, which will cantilever over the existing single-storey footprint;
  - New prefinished wood siding in the gable and dormers in the second storey; and,
  - Retention of existing textured concrete block on the first storey.

Reason for work:

- Renovation of existing accessory structure to create a Secondary Dwelling Unit (SDU).

Paul Johnston, the property owner, and Chris Harrison of Harrison Architecture Inc., spoke to the Sub-Committee.

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

(MacLaren/Carroll)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2023-004 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;
- b) Implementation/Installation of the alteration(s), in accordance with this approval, shall be completed no later than January 31, 2025. If the alteration(s) are not completed by January 31, 2025, 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 proposed Secondary Dwelling Unit conforms to the City of Hamilton By-law No. 21-073 (To Amend Town of Dundas Zoning By-law No. 3581-86 Respecting Secondary Dwelling Unit Regulations in Dundas); and,
- d) That the Owner submit and receive approval for any further planning approvals required (i.e., Minor Variance).

**d. HP2023-003: 15 Park Street East, Dundas (Part IV)**

Scope of work:

- Restoration of the front entrance, including:
  - Removal of the existing modern front glass sliding doors;
  - Installation of a salvaged period-appropriate 1850s wood door with panelled sidelights and a transom window;
  - Filling in the remaining opening from the sliding doors to be removed with matching stone, including four limestone lintels salvaged from previous renovations to the dwelling and authentically-dressed sourced stone;
- Introduction of a new full-length one-storey front porch, including:
  - Removal of the existing porch;
  - Installation of a ledger board attached to the existing stone façade between the first and second storeys;
  - Construction of a new shed-roof clad with cedar shingles with a projecting centre gable;
  - Incorporation of 8 salvaged period-appropriate round wooden columns to support the porch roof; and,
  - Construction of new wood porch railings.

Reason for work:

- Restoration of the front façade of the dwelling, including a new porch in a design sympathetic to that of the original porch and closing in with stone the opening created by 1890s alterations that created an opening for the purpose of a carriage house and stable.

Scott Barnim, the property owner, spoke to the Sub-Committee.

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

(Dent/Burke)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2023-003 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;
- b) Implementation/Installation of the alteration(s), in accordance with this approval, shall be completed no later than January 31, 2025. If the alteration(s) are not completed by January 31, 2025, 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 final details on the fasteners and ledger board affixing the new porch roof to the building shall be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to installation; and,
- d) That an appropriate lime-based historic mortar mix is selected which is softer or more permeable than the masonry units and matches as closely as possible the existing historical mortar through visual and physical comparison, e.g., not a modern formulation with ordinary Portland cement.

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

(Ritchie/Dent)

That the meeting be adjourned.

5) **Next Meeting:** Tuesday, February 21, 2023 from 5:00 – 8:30pm