



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

**Meeting #:** 23-011  
**Date:** November 14, 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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**Pages**

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<b>1.</b>	<b>CEREMONIAL ACTIVITIES</b>		
	1.1 Appointment of Chair and Vice-Chair		
<b>2.</b>	<b>APPROVAL OF AGENDA</b>		
	(Added Items, if applicable, will be noted with *)		
	2.1 HPRS Agenda - November 14, 2023		5
<b>3.</b>	<b>DECLARATIONS OF INTEREST</b>		
<b>4.</b>	<b>APPROVAL OF MINUTES OF PREVIOUS MEETING</b>		
	4.1 HPRS Meeting Minutes - October 17, 2023		7
<b>5.</b>	<b>COMMUNICATIONS</b>		
<b>6.</b>	<b>DELEGATION REQUESTS</b>		
<b>7.</b>	<b>CONSENT ITEMS</b>		

## 8. STAFF PRESENTATIONS

## 9. PUBLIC HEARINGS / DELEGATIONS

## 10. DISCUSSION ITEMS

### 10.1 HP2023-052– 289 Dundas Street East, Waterdown (Part IV, Smith – Carson House)

- Installation of a cast-metal oval designation plaque to be secured to the brick façade of the building beside the front entrance, including.
  - Drilling two holes into the brick façade, to be located in the existing mortar joints; and,
  - Affixing the plaque with non-rusting anchors and screws with anti-vandalism measures.

### 10.2 HP2023-053– 1561 Kirkwall Road, Flamborough (Part IV, Riddle House)

- Alterations to the exterior of the front entryway, including:
  - Replacement of the entry door with a new wood door to match the existing design and to fit the original jam opening;
  - Removal of the contemporary screen door and installation of a new storm door; and,
  - Repair of the damaged wood surrounding the sidelights and transom.

### 10.3 HP2023-054– 252 James Street South, Hamilton (Part IV, Griffiths Palatial Home)

- Alterations to the exterior foundations, including:
  - Installation of foundation waterproofing and window wells;
  - Repair of the existing window frames (brick moulds);
  - Replacement of the basement windows in the existing openings;
  - Select repointing of damaged mortar joints; and,
- Repair of the front concrete steps.

*Note: The foundation waterproofing has already been installed and that scope of the Heritage Permit application is for retroactive approval.*

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)**

November 14, 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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**AGENDA**

1. Appointment of Chair and Vice-Chair

2. Approval of Minutes from Previous Meetings:

- October 17, 2023

3. Staff Presentations

a) Introduction to the Heritage Permit Review Subcommittee

4. Heritage Permit Applications

a) **HP2023-052** – 289 Dundas Street East, Waterdown (Part IV, Smith – Carson House)

- Installation of a cast-metal oval designation plaque to be secured to the brick façade of the building beside the front entrance, including.
  - Drilling two holes into the brick façade, to be located in the existing mortar joints; and,
  - Affixing the plaque with non-rusting anchors and screws with anti-vandalism measures.

b) **HP2023-053** – 1561 Kirkwall Road, Flamborough (Part IV, Riddle House)

- Alterations to the exterior of the front entryway, including:

- Replacement of the entry door with a new wood door to match the existing design and to fit the original jam opening;
  - Removal of the contemporary screen door and installation of a new storm door; and,
  - Repair of the damaged wood surrounding the sidelights and transom.
- c) **HP2023-054** – 252 James Street South, Hamilton (Part IV, Griffiths Palatial Home)

- Alterations to the exterior foundations, including:
  - Installation of foundation waterproofing and window wells;
  - Repair of the existing window frames (brick moulds);
  - Replacement of the basement windows in the existing openings;
  - Select repointing of damaged mortar joints; and,
- Repair of the front concrete steps.

*Note: The foundation waterproofing has already been installed and that scope of the Heritage Permit application is for retroactive approval.*

**Next meeting:** December 12, 2023

## **Heritage Permit Review Subcommittee (HPRS) Meeting Minutes**

Tuesday, October 17, 2023  
City of Hamilton, Webex Virtual Meeting

**Present:** Tim Ritchie (Chair), Karen Burke (Vice Chair), Graham Carroll, Diane Dent, Andy MacLaren, Carol Priamo, Stefan Spolnik

**Staff Present:** Alissa Golden (Cultural Heritage Program Lead), Emily Bent (Cultural Heritage Planner), Meg Oldfield (Heritage Planning Technician), Caylee MacPherson (Assistant Cultural Heritage Planner)

**Regrets:** Steve Wiegand, Melissa Alexander

The meeting was called to order by the Chair at 5:00pm.

**1. Approval of Agenda:**

(Burke/Carroll)

That the Agenda for October 17, 2023 be approved as presented.

(Carried)

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

(Burke/Carroll)

That the Minutes of September 19, 2023 be approved, as presented.

(Carried)

**3. Heritage Permit Applications**

**a) HP2023-048 – 77 King Street West, Stoney Creek (Part IV, Battlefield NHS)**

- Repairs to the existing contemporary pedestrian bridge spanning Battlefield Creek.

Jarrett Zacharko from the City of Hamilton spoke to the Subcommittee.

The Subcommittee considered the application and together with input from the applicant and advice from staff, passed the following motion:  
(Dent/MacLaren)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2023-048 be consented to, subject to the following conditions:

- i. 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,
- ii. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than October 31, 2025. If the alteration(s) are not completed by October 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.

(Carried)

**b) HP2023-047 – 262 MacNab Street North, Hamilton (MacNab Terrace, Part IV)**

- Installation of a new wood finial on the front gable.

Robin McKee, property owner, spoke to the Subcommittee.

The Subcommittee considered the application and together with input from the applicant and advice from staff, passed the following motion:  
(Spolnik/MacLaren)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2023-047 be consented to, subject to the following conditions:

- i. 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,

- ii. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than October 31, 2025. If the alteration(s) are not completed by October 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.

(Carried)

**c) HP2023-049 – 52 Mill Street South, Flamborough (Mill Street Heritage Conservation District, Part V)**

- Construction of a second storey addition to the existing one-storey dwelling, including:
  - Reconfiguration of the front façade, including a new central entrance with sidelights and flanking windows;
  - Removal of the existing siding and installation of new stone veneer and board-and-batten siding;
  - Construction of a new covered front porch; and,
  - Modifications to the front landscaping, including a widened front walkway.

Matthew Ribeau from Perspective Views Inc, spoke to the Subcommittee.

The Subcommittee 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 Subcommittee advises that Heritage Permit Application HP2023-049 be consented to, subject to the following conditions:

- i. 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,
- ii. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than October 31, 2025. If the alteration(s) are not completed by October 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.

(Carried)

**d) HP2023-050 – 36 Hunter Street East, Hamilton (Hamilton GO Centre, Part IV)**

- Rehabilitation and upgrades to the transit station, including interior repairs and improvements and exterior repairs, improvements and facilities.

Alissa Golden, Cultural Heritage Program Lead, spoke to the application.

The Subcommittee considered the application and together with advice from staff, passed the following motion:

(Dent/Carroll)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2023-050 be consented to, subject to the following conditions:

- i. That rehabilitation work be consistent with the recommendations of the supporting Heritage Impact Assessment;
- ii. That copies of any subsequent reports, including the recommended Strategic Conservation Plan, be provided to the City of Hamilton;
- iii. 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
- iv. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than October 31, 2025. If the alteration(s) are not completed by October 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.

(Carried)

4. **Adjournment**

(MacLaren/Spolnik)

That the meeting be adjourned at 5:50pm.

(Carried)

5. **Next Meeting:** Tuesday, November 14, 2023 at 5:00pm