

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

**Tuesday, July 18, 2023**

**Present:** Karen Burke, Graham Carroll, Diane Dent, Charles Dimitry (Chair), Carol Priamo

**Attending Staff:** Emily Bent, Lisa Christie, Alissa Golden, Caylee MacPherson

**Absent with Regrets:** Melissa Alexander, Andy MacLaren, Tim Ritchie (Vice Chair), Stefan Spolnik, Steve Wiegand

Meeting was called to order by the Chairman, Charles Dimitry, at 5:25pm

## **1) Approval of Agenda:**

(Carroll/Priamo)

That the Agenda for July 18, 2023 be approved as presented.

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

(Carroll/Priamo)

That the Minutes of June 20, 2023 be approved, as presented.

### 3) Heritage Permit Applications

a. **HP2023-033: 25 Tecumseh Street, Hamilton (Part IV, The Gardner's Cottage)**

- Scope of work:
  - Roof repairs, including;
    - Removal of the existing roof system and flashing;
    - Reconstruction of the existing chimney and parapet walls to the roof deck;
    - Repairs to the masonry, including the replacement of damaged bricks and mortar joints;
    - Repairs to the roof deck;
    - Installation of new asphalt roofing shingles and new metal flashing;
    - Replacement and installation of new fascia board, eave troughs, and downspouts.
  
- Reason for work:
  - To restore the existing masonry and roofing to conserve the existing built heritage resource.

Jarrett Zacharko, Heritage Project Coordinator, from the City of Hamilton, spoke on behalf of the municipal government 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:

(Burke/Carroll)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2023-033 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) Implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than July 31, 2025. If the alteration(s) are not completed by July 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. HP2023-029: 39 Elgin Street, Dundas (Part IV, Former Mayor Thomas Wilson House)**

- Scope of work:
  - Removal of the existing rear sun porch and addition;
  - Reconstruction of a rear dormer clad with slate shingles, presently a flat roof element;
  - Construction of an addition in the rear yard along the east elevation
  - Removal, storage and reinstallation of two historic windows on the north and east; and,
  - Construction of a new deck on the east elevation.
  
- Reason for work:
  - To facilitate interior upgrades to the property.

Jeff and Marina Rollings, owners of the property, and Chris Harrison, architect at 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:

(Carroll/Dent)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2023-029 be consented to, subject to the following conditions:

- a) That the final details for the proposed stucco, adhere with the City's Masonry Restoration Guidelines and, be submitted to the satisfaction and approval of the Director of Planning and Chief Planner, prior to installation;
- b) That the final details of the roofing material be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to installation;
- c) That the final details for the storage of two historic windows on the rear and side elevation be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to removal;
- d) That the final details for the retention, repair, or replacement of the existing barge board and the installation of additional barge board on the

modified gable be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to removal;

e) 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

f) Implementation/Installation of the alteration(s), in accordance with this approval, shall be completed no later than July 31, 2025. If the alteration(s) are not completed by July 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. HP2023-030: 99 Mountsberg Road, Flamborough (Part IV, Kerr-Wooley House)**

- Scope of work:
  - Removal of the existing contemporary additions, including:
    - Two-storey brick addition along the front (south) façade;
    - One-storey porch, and balcony, along the rear (north) façade; and,
    - Enclosed porch along the east façade.
  - Construction of new additions, including a:
    - One-storey addition in the rear yard; and,
    - Porch along the east façade and the front (south) elevation.
  - Installation of a new exterior door along the front (south) elevation;
  - Reconstruction of the box cornice to match the existing design;
  - Masonry reconstruction on the front façade, as needed and,
  - Replacement of the existing asphalt shingle roof with new metal shingle roofing.
  
- Reason for work:
  - To facilitate interior and exterior upgrades.

Tony Reed, owner of the property, and Chris Harrison, architect at 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:

(Dent/Burke)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2023-030 be consented to, subject to the following conditions:

- a) That the final details for the proposed masonry repairs including the use of appropriate mortar, in accordance with the City's Masonry Restoration Guidelines be submitted to the satisfaction and approval of the Director of Planning and Chief Planner, prior to installation;

b) That the final details of the roofing material be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to installation;

c) 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) Implementation/Installation of the alteration(s), in accordance with this approval, shall be completed no later than July 31, 2025. If the alteration(s) are not completed by July 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.

**d. HP2023-032: 33 Undermount Avenue, Hamilton (Part IV, John R. Marshall House)**

- Scope of work:
  - Installation of two HVAC (heat-pump) units and piping to be mounted along the north and south (side) exterior elevations; and,
  - Installation of a new exterior exhaust vent to facilitate interior renovations.
  
- Reason for work:
  - To improve the energy efficiency of the dwelling; and,
  - Incorporate a long-term air conditioning system.

Andreas Link, 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:

(Carroll/Priamo)

That the Heritage Permit Review Sub-Committee advises that Heritage Permit application HP2023-032 be consented to, subject to the following conditions:

- a) That the final details of the electrical wiring and drain lines for the HVAC units be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to installation;
- b) That the HVAC units be mounted to the building using galvanized/rust-proof fasteners, to the satisfaction and approval of the Director of Planning and Chief Planner;
- c) That the final details regarding location of exhaust vent and installation method 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 July 31, 2025. If the

alteration(s) are not completed by July 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.

**e. HP2023-031: 276-278 King Street West, Hamilton (Part IV, Commercial Building)**

- Scope of work:
  - Exterior alterations to the front elevation, including:
    - Masonry repairs, including:
      - Replacement of damaged brick, as needed;
      - Repointing of missing or damaged mortar joints, as needed;
      - Cleaning of coping stone along the parapet wall.
    - Installation of a concealed box gutter system on the first and second storeys, including the widening of the three brackets along the cornice on the ground floor to conceal the new gutter system;
    - Installation of exterior double-doors within the two recessed entrances;
    - Installation of mouldings and trim; and,
    - Installation of decorative finials along the window ledges of both storefronts.
  - Reason for work:
    - Restore the existing damaged brick along the exterior façades; and,
    - Add additional security measures to protect the building.

Daniel Joyce, an engineer at Sydney Woods Engineering, represented M. Cha, the property owner, and spoke to the Sub-Committee.

The Sub-Committee discussed the application with the representative but Mr. Joyce agreed to withdraw the application until further design work and additional information is available. No motion was offered by the committee and no vote was taken.



4) **Adjournment:** Meeting was adjourned at 7:00 pm

(Carroll/Priamo)

That the meeting be adjourned.

5) **Next Meeting:** Tuesday, August 15, 2023 from 5:00 – 7:30pm