

**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