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Planning and Economic Development Department  
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November 24, 2023

FILE: HP2023-054

Kevin Lu  
119 Carrville Road  
Richmond Hill, ON  
L4C 6E4

**Re: Heritage Permit Application HP2023-054:  
Alterations to the Exterior Foundations and Front Steps at 252 James Street  
South, Hamilton (Ward 2), Part IV Designation (By-law No. 86-313)**

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Please be advised that pursuant to By-law No. 05-364, as amended by By-law No. 07-322, which delegates the power to consent to alterations to designated property under the *Ontario Heritage Act* to the Director of Planning and Chief Planner, Heritage Permit Application HP2023-054 is approved for the designated property at 252 James Street South, Hamilton, in accordance with the submitted Heritage Permit Application for the following alterations:

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

Subject to the following conditions:

- a) That the masonry repointing and repair work be conducted in accordance with the City of Hamilton's Masonry Restoration Guidelines, to the satisfaction and approval of the Director of Planning and Chief Planner;
- b) That the final details and specifications of the new window wells 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;
- c) That the final details and specifications of the replacement windows, preferably new wood windows, be submitted, to the satisfaction and approval of the Director

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of Planning and Chief Planner, prior to submission as part of any application for a Building Permit and / or the commencement of any alterations;

- d) 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,
- e) That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than November 30, 2025. If the alteration(s) are not completed by November 30, 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.

Please note that this property is designated under Part IV of the *Ontario Heritage Act*, and that this permit is only for the above-noted alterations. Any departure from the approved plans and specifications is prohibited, and could result in penalties, as provided for by the *Ontario Heritage Act*. The terms and conditions of this approval may be appealed to the Ontario Land Tribunal within 30 days of your receipt of this permit.

The issuance of this permit under the *Ontario Heritage Act* is not a waiver of any of the provisions of any By-law of the City of Hamilton, the requirements of the *Building Code Act*, the *Planning Act*, or any other applicable legislation.

We wish you success with your project, and if you have any further questions, please feel free to contact Alissa Golden, Cultural Heritage Program Lead, at 905-546-2424 ext. 1202 or via email at [Alissa.Golden@hamilton.ca](mailto:Alissa.Golden@hamilton.ca).

Yours truly,



Anita Fabac,  
Acting Director of Planning and Chief Planner

cc: Alissa Golden, Cultural Heritage Planning Lead  
Chantal Costa, Plan Examination Secretary  
Aleah Whalen, Legislative Coordinator  
Councillor Cameron Kroetsch, Ward 2