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Planning and Economic Development Department  
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January 12, 2024

FILE: HP2023-053

Sarah Piett  
1561 Kirkwall Road  
Flamborough, ON  
N1R 5S2

**Re: Heritage Permit Application HP2023-053:  
Alterations to the exterior of the front entrance at 1561 Kirkwall Road,  
Flamborough (Ward 13) (By-law No. 98-126-H)**

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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 HP2023-053 is approved for the designated property at 1561 Kirkwall Road, Flamborough, in accordance with the submitted Heritage Permit Application for the following alterations:

- Alterations to the exterior of the front entrance, 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.

Subject to the following conditions:

- a) That the final details of the repairs to the wood sidelights and transom be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to the commencement of any alterations;
- b) That the final design of the new storm door be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to its installation;
- c) 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,

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- d) 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 Emily Bent, Cultural Heritage Planner, at 905-546-2424 ext. 6663 or via email at [Emily.Bent@hamilton.ca](mailto:Emily.Bent@hamilton.ca).

Yours truly,



Shannon McKie  
Acting Director of Planning and Chief Planner

cc: Emily Bent, Cultural Heritage Planner  
Chantal Costa, Plan Examination Secretary  
Aleah Whalen, Legislative Coordinator  
Councillor Alex Wilson, Ward 13