

Heritage Permit Review Subcommittee (HPRS) Meeting Minutes

Tuesday, December 12, 2023
City of Hamilton, Webex Virtual Meeting

Present: Karen Burke (Chair), Graham Carroll (Vice Chair), Matthew LaRose, Andy MacLaren, Katie McGirr, Carol Priamo

Staff Present: Alissa Golden (Cultural Heritage Program Lead), Emily Bent (Cultural Heritage Planner), Caylee MacPherson (Assistant Cultural Heritage Planner)

Regrets: Andrew Douglas, Steve Wiegand

The meeting was called to order by Karen Burke, Chair, Heritage Permit Review Subcommittee, at 5:00pm.

1. Approval of Agenda

(Priamo/McGirr)

That the Agenda for December 12, 2023 be approved.

(Carried)

2. Approval of Minutes from Previous Meeting

(McGirr/MacLaren)

That the Minutes of November 14, 2023 be approved as presented.

(Carried)

3. Heritage Permit Applications

a. HP2023-057 – 35-43 Duke Street, Hamilton (Part IV, Sandyford Place)

- Removal and replacement of the existing contemporary egress balcony and stairs on the rear (south) elevation with a new steel structure with pressure treated timber decking.

Michael Clarke, the applicant and President of the condominium board of Sandyford Place, spoke to the Subcommittee.

The applicant explained to the committee that the project design was being reconsidered, and that the applicant would like to speak further with city heritage staff for advice on the revised plans.

The Subcommittee considered the applicant's statement. Given that the application had previously been approved by the Subcommittee, and was being re-presented to extend the timeframe for completion of the work, and given that the work would not impact any heritage attributes of the property except for masonry at the rear of the building, the Subcommittee, together with advice from staff, passed the following motion:

(Carroll/MacLaren)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2023-057 be consented to, subject to the following conditions:

- i. That the masonry repairs be conducted in accordance with the City's Masonry Restoration Guidelines, to the satisfaction and approval of the Director of Planning and Chief Planner;
- ii. 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,
- iii. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than December 31, 2025. If the alteration(s) are not completed by December 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. HP2023-056 – 52 Charlton Avenue West, Hamilton (Part IV, Charlton Hall)

- Exterior rehabilitation and renovation, including:

- Masonry cleaning to remove fire soot and environmental grime, as required;
 - Masonry repointing, as required, with appropriate lime-based mortar to match the colour and composition of the existing mortar;
 - Restoration of extant wood windows and replacement in kind of missing or damaged wood windows in the front south elevation, including the rounded turret windows;
 - Restoration of the front porch;
 - Temporary removal, restoration and reinstallation of the wood canopy in the west side elevation;
 - Replacement of the rear and side elevation windows with vinyl casement windows;
 - Replacement of the contemporary fire doors in the west side elevation and accessing the first-floor porch;
 - Infilling the modern door opening in the west side elevation with salvaged or new matching brick;
 - Installation of a new fire escape on the east side elevation set behind the existing two-storey covered porch and converting an existing window opening to a door to provide access to it;
 - Installation of a new window on the third storey of the rear east elevation;
 - Installation of new exhaust venting in the rear north façade;
 - Installation of a skylight on the west side roof; and,
 - Installation of new utility meters (water and/or natural gas).
- Interior renovation, including:
 - Removal of all of the remnant fire-damaged heritage features; and,
 - Reconfiguration of the interior room layouts.

Safwan Choudhury, 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:

(Priamo/LaRose)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2023-056 be consented to, subject to the following Conditions:

- i. That the final details and specifications of the replacement windows in the side and rear elevations 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;
- ii. That the final details and specifications of the replacement doors 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;
- iii. That the masonry repairs be conducted in accordance with the City's Masonry Restoration Guidelines, to the satisfaction and approval of the Director of Planning and Chief Planner;
- iv. 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
- v. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than December 31, 2026. If the alteration(s) are not completed by December 31, 2026, 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/McGirr)

That the meeting be adjourned at 5:30pm.

(Carried)

5. **Next Meeting:** Tuesday, January 16, 2024 at 5:00pm