

Heritage Permit Review Subcommittee (HPRS) Meeting Minutes

Tuesday, June 18, 2024
City of Hamilton, Webex Virtual Meeting

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

Staff Present: Alissa Golden (Cultural Heritage Program Lead), Meg Oldfield (Cultural Heritage Planner), Dawn Cordeiro (Cultural Heritage Planner),

Regrets: Andrew Douglas

Quorum was reached and the meeting was called to order by the Chair of the Heritage Permit Review Subcommittee at 5:00pm.

1. Approval of Agenda

(Carroll/Wiegand)

That the Agenda for June 18, 2024 be approved.

(Carried)

2. Declarations of Interest

A.MacLaren declared a Disqualifying interest to Item 10.3 – HP2024-017 for 43 Mill Street North, replacement of an exterior door on a part V property, as they are the owner of the property in the question.

3. Approval of Minutes from Previous Meeting

(Priamo/McGirr)

That the Minutes of May 21, 2024 be approved as presented.

(Carried)

4. Discussion Items

a) **HP2024-016** – 600-610 York Blvd, Hamilton (Dundurn Castle, Part IV)

- Restoration of the front wood doors, including:
 - Temporary removal to complete repairs and refurbishment;
 - Restoration of existing hardware and installation of a new period appropriate bolt plate;
 - Installation of spring bronze weatherstripping; and,
 - Dutchman repairs to the stile, threshold and jamb.

Jarrett Zacharko, City of Hamilton (applicant), spoke to the Subcommittee.

The Subcommittee considered the application and together with input from the applicant and advice from staff, passed the following motion:

(LaRose/Carroll)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2024-016 be consented to, subject to the following Conditions:

- I. 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
- II. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than **June 30, 2026**. If the alteration(s) are not completed by **June 30, 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)

b) HP2024-015 - 158 James Street South, Hamilton (Part IV)

- Installation of a new illuminated restaurant sign on the front façade, to be affixed using galvanized fasteners into the mortar joints.

The applicant, Jaspreet Sehmi from Printo Craft, spoke to the Subcommittee and confirmed that they will amend their application to confirm the use of stainless steel fasteners for the proposed sign.

The Subcommittee considered the application and together with input from the applicant and advice from staff, passed the following motion:

(Carroll/McGirr)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2024-015 be consented to, subject to the following Conditions:

- i. 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
- ii. That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than **June 30, 2026**. If the alteration(s) are not completed by **June 30, 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)

c) HP2024-017 – 43 Mill Street North, Flamborough (Mill Street HCD, Part V)

- Replacement of the existing front door and transom with a new sympathetic steel/wood door and wood transom.

Andy MacLaren, owner and applicant of 43 Mill St North spoke to the Subcommittee.

The Subcommittee considered the application and together with input from the applicant and advice from staff, passed the following motion:

(McGirr/Priamo)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2024-017 be consented to, subject to the following Conditions:

- i. That the final details of the chosen replacement door 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 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 **June 30, 2026**. If the alteration(s) are not completed by **June 30, 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)

A. MacLaren abstained from voting due to declared Conflict.

5. Adjournment

(MacLaren/Wiegand)

That the meeting be adjourned at 5:40pm.

(Carried)

6. Next Meeting: Tuesday, July 16, 2024 at 5:00pm