

# **Heritage Permit Review Subcommittee (HPRS)**

## **Meeting Minutes**

Tuesday, July 16, 2024

City of Hamilton, Webex Virtual Meeting

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

**Staff Present:** Meg Oldfield (Cultural Heritage Planner), Dawn Cordeiro (Cultural Heritage Planner)

**Regrets:** Andrew Douglas, Matthew LaRose, Steve Wiegand

Quorum was reached and the meeting was called to order by the Chair of the Heritage Permit Review Subcommittee at 5:05 pm.

### **1. Approval of Agenda**

(MacLaren/Wiegand)

That the Agenda for July 16, 2024 be approved.

(Carried)

### **2. Declarations of Interest**

None

### **3. Approval of Minutes from Previous Meeting**

(McGirr/Carroll)

That the Minutes of June 18, 2024 be approved as presented.

(Carried)

#### 4. Discussion Items

**a) HP2024-018** – 121 St Clair Avenue, Hamilton (St. Clair Avenue HCD, Part V)

- Installation of a black aluminum handrail on each side of the front stairs-

installed with 2x2 posts.

Erica Roebbelen (owner/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:

(Carroll/MacLaren)

That the Heritage Permit Review Subcommittee advises that Heritage Permit Application HP2024-018 be consented to, subject to the following Conditions:

- That the final details of the railing placement 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;
- 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
- That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than July, 2026. If the alteration(s) are not completed by July, 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)

## **5. Adjournment**

(McGirr/Carroll)

That the meeting be adjourned at 5:20 pm.

(Carried)

**6. Next Meeting:** Tuesday, August 20, 2024 at 5:00pm