



Hamilton

**COMMITTEE OF ADJUSTMENT**

City Hall, 5<sup>th</sup> floor, 71 Main Street West, Hamilton, ON L8P 4Y5

Telephone (905) 546-2424, ext. 4221

E-mail: [cofa@hamilton.ca](mailto:cofa@hamilton.ca)

**NOTICE OF PUBLIC HEARING**  
**Minor Variance**

**You are receiving this notice because you are either:**

- Assessed owner of a property located within 60 metres of the subject property
- Applicant/agent on file, or
- Person likely to be interested in this application

<b>APPLICATION NO.:</b>	<b>A-24:273</b>	<b>SUBJECT PROPERTY:</b>	163 Melville Street, Dundas
<b>ZONE:</b>	Low Density Residential (R1)	<b>ZONING BY-LAW:</b>	Zoning By-law City of Hamilton 05-200

**APPLICANTS:** Owner: Karen Sykes  
Agent: Park Eight Inc. c/o Peter Vanden Arend

The following variances are requested:

1. A minimum 0.6 metre Easterly Side Yard shall be permitted instead of the minimum required 1.2 metre Side Yard.

**PURPOSE & EFFECT:** To construct an addition to an existing single detached dwelling within the rear yard.

**Notes:**

- i) Please note a minimum landscape area of 30% is required, insufficient information has been provided to determine zoning compliance.
- ii) Please note a chimney breast encroachment of 0.3m is proposed into the easterly side yard, should the above noted variance be granted it will comply to Section 4.6 a)
- iii) Please note an eaves and gutters encroachment of 0.33m is proposed into the easterly side yard, should the above noted variance be granted it will comply with Section 4.6 a).

**This Notice must be posted by the owner of any land which contains seven or more residential units so that it is visible to all residents.**

This application will be heard by the Committee as shown below:

<b>DATE:</b>	<b>Thursday, February 13, 2025</b>
<b>TIME:</b>	<b>3:30 p.m.</b>
<b>PLACE:</b>	<b>Via video link or call in (see attached sheet for details)</b>
	<b>City Hall Council Chambers (71 Main St. W., Hamilton)</b>
	<b>To be streamed (viewing only) at</b> <a href="http://www.hamilton.ca/committeeofadjustment">www.hamilton.ca/committeeofadjustment</a>

For more information on this matter, including access to drawings illustrating this request and other information submitted:

- Visit [www.hamilton.ca/committeeofadjustment](http://www.hamilton.ca/committeeofadjustment)
- Visit Committee of Adjustment staff at 5<sup>th</sup> floor City Hall, 71 Main St. W., Hamilton

### **PUBLIC INPUT**

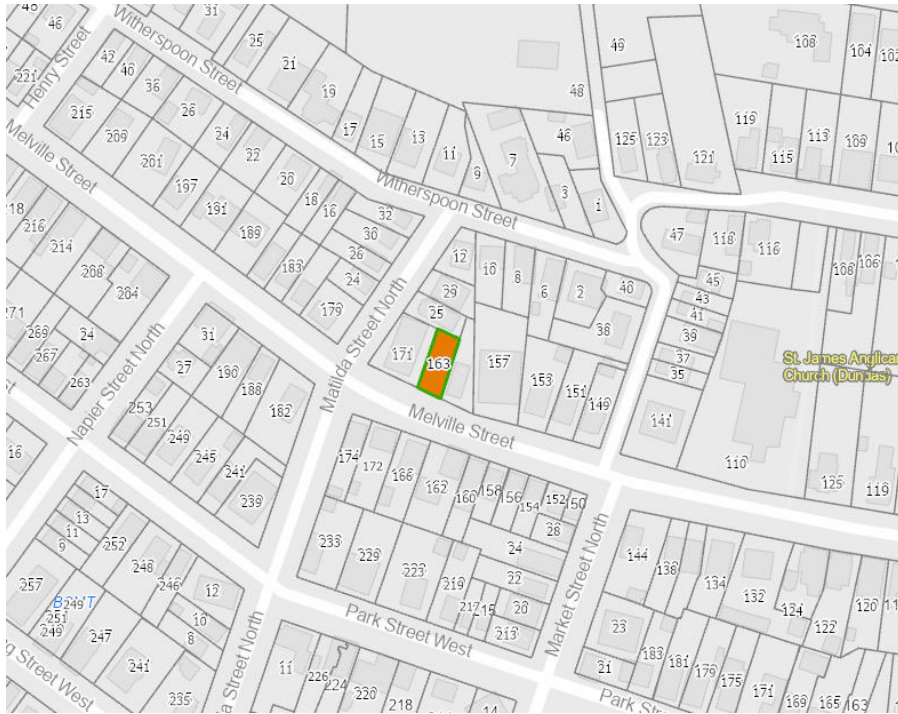
**Written:** If you would like to submit written comments to the Committee of Adjustment you may do so via email or hardcopy. Please see attached page for complete instructions, written comments must be received no later than noon February 11, 2025

**Orally:** If you would like to speak to this item at the hearing you may do so via video link, calling in, or attending in person. Please see attached page for complete instructions, registration to participate virtually must be received no later than noon February 12, 2025

### **FURTHER NOTIFICATION**

If you wish to be notified of future Public Hearings, if applicable, regarding A-24:273, you must submit a written request to [cofa@hamilton.ca](mailto:cofa@hamilton.ca) or by mailing the Committee of Adjustment, City of Hamilton, 71 Main Street West, 5th Floor, Hamilton, Ontario, L8P 4Y5.

If you wish to be provided a Notice of Decision, you must attend the Public Hearing and file a written request with the Secretary-Treasurer by emailing [cofa@hamilton.ca](mailto:cofa@hamilton.ca) or by mailing the Committee of Adjustment, City of Hamilton, 71 Main Street West, 5th Floor, Hamilton, Ontario, L8P 4Y5.



 Subject Lands

DATED: January 27, 2025

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Jamila Sheffield,  
Secretary-Treasurer  
Committee of Adjustment

Information respecting this application is being collected under the authority of the Planning Act, R.S.O., 1990, c. P. 13. All comments and opinions submitted to the City of Hamilton on this matter, including the name, address, and contact information of persons submitting comments and/or opinions, will become part of the public record and will be made available to the Applicant and the general public, and may include posting electronic versions.



Hamilton

## COMMITTEE OF ADJUSTMENT

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E-mail: [cofa@hamilton.ca](mailto:cofa@hamilton.ca)

### PARTICIPATION PROCEDURES

#### Written Submissions

Members of the public who would like to participate in a Committee of Adjustment meeting are able to provide comments in writing advance of the meeting. Comments can be submitted by emailing [cofa@hamilton.ca](mailto:cofa@hamilton.ca) or by mailing the Committee of Adjustment, City of Hamilton, 71 Main Street West, 5th Floor, Hamilton, Ontario, L8P 4Y5. **Comments must be received by noon on the date listed on the Notice of Public Hearing.**

Comments are available the Tuesday prior to the Hearing and are available on our website: [www.hamilton.ca/committeeofadjustment](http://www.hamilton.ca/committeeofadjustment)

#### Oral Submissions

Members of the public are also able to provide oral comments regarding Committee of Adjustment Hearing items by participating Virtually through Webex via computer or phone or by attending the Hearing In-person. Participation Virtually requires pre-registration in advance. Please contact staff for instructions if you wish to make a presentation containing visual materials.

##### 1. Virtual Oral Submissions

Interested members of the public, agents, and owners **must register by noon on the day listed on the Notice of Public Hearing** to participate Virtually.

To register to participate Virtually by Webex either via computer or phone, please contact Committee of Adjustment staff by email [cofa@hamilton.ca](mailto:cofa@hamilton.ca). The following information is required to register: Committee of Adjustment file number, hearing date, name and mailing address of each person wishing to speak, if participation will be by phone or video, and if applicable the phone number they will be using to call in.

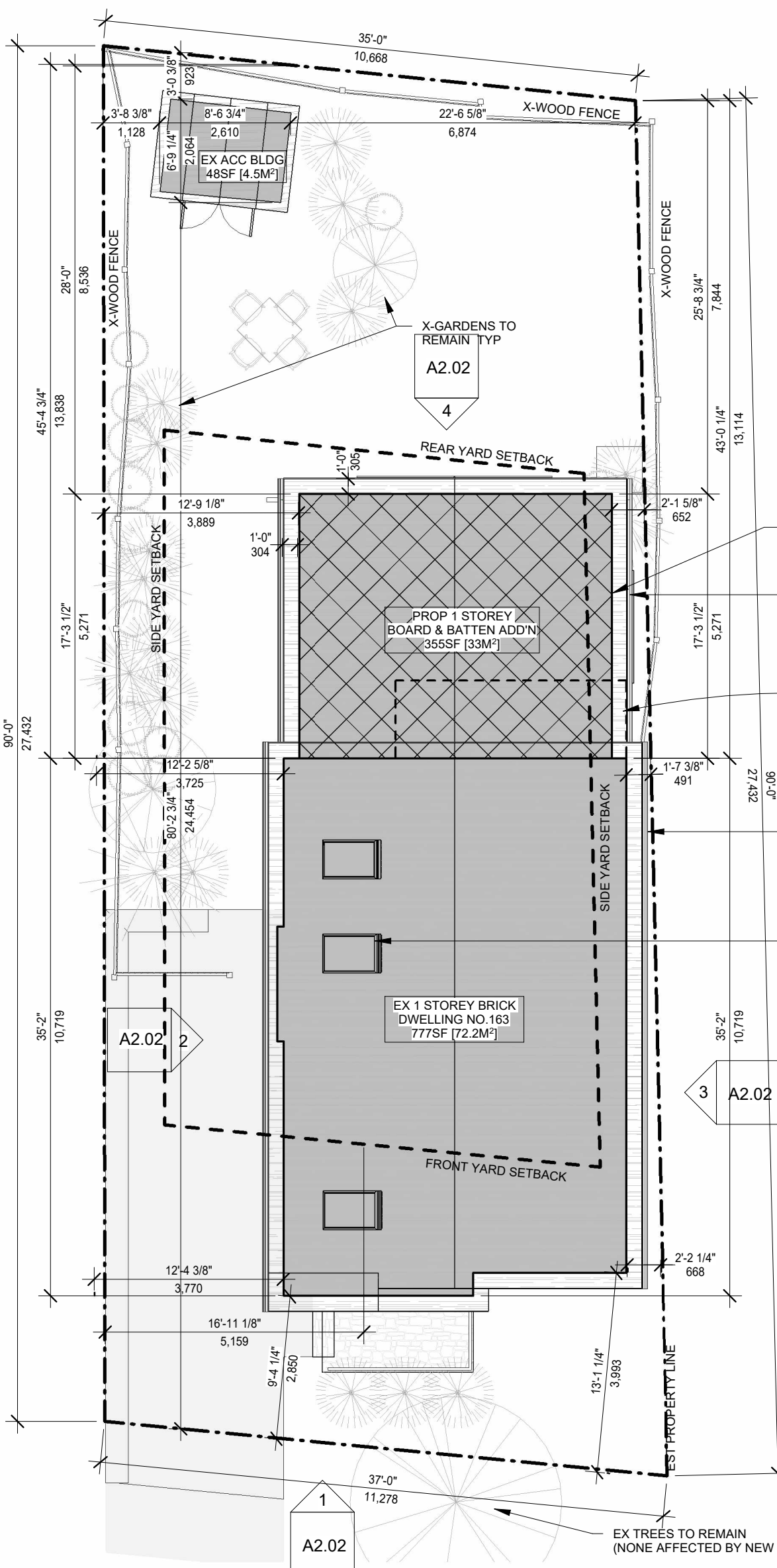
A separate registration for each person wishing to speak is required. Upon registering for a meeting, members of the public will be emailed a link for the Webex meeting one business day before the Hearing. Only those registered will be called upon to speak.

##### 2. In person Oral Submissions

Interested members of the public, agents, and owners who wish to participate in person may attend Council Chambers on the date and time listed on the Notice of Public Hearing. Please note, you will be required to provide your name and address for the record. It is advised that you arrive **no less than 10 minutes** before the time of the Public Hearing as noted on the Notice of Public Hearing.

We hope this is of assistance and if you need clarification or have any questions, please email [cofa@hamilton.ca](mailto:cofa@hamilton.ca).

Please note: Webex (video) participation requires either a compatible computer or smartphone and an application (app/program) must be downloaded by the interested party in order to participate. It is the interested party's responsibility to ensure that their device is compatible and operating correctly prior to the Hearing.



RE-PLANT EX-BUSHES TO NEW LOCATION

**8" PROP. OVERHANG & 5" GUTTER PROJECTION**  
 <1'-1" MAX PERMITTED  
 ≤ 1'-1" PROPOSED

PROP. DEMO EX ENCLOSED & UNINSULATED REAR ENTRY / MUDROOM 76SF [7M<sup>2</sup>]

EX ±1'-0" OVERHANG C/W 5" GUTTER PROJECTION TYP

PROP SKYLIGHTS TYP

**SITE STATISTICS**  
 ZONING DESIGNATION = R1 Low Density Residential

	PERMITTED	PROVIDED	
LOT AREA	360m <sup>2</sup> minimum	299m <sup>2</sup>	UNCHANGED x*
LOT FRONTAGE	12m minimum	11.278m	UNCHANGED x*
FRONT YARD SETBACK	6m	2.85m	UNCHANGED x*
SIDE YARD SETBACKS	1.2m/ 1.2m	.491m*/3.725m*	x*
ADD'N SIDE YARD SETBACKS	1.2m/ 1.2m	.652m/3.89m	x
REAR YARD SETBACK	7.5m	7.84m	√
BUILDING HEIGHT	10.5m	±6.35m	√

[\*] Denotes existing condition

**SITE PLAN LEGEND**

- EX DRIVEWAY / HARDSCAPING
- EX BUILDING
- PROP BUILDING

**LOT COVERAGE SUMMARY:**  
 LOT AREA: 299m<sup>2</sup> EX UNCHANGED

EX BUILDING AREA: 79.2m<sup>2</sup>  
 PROP. DEMO REAR MUDRM -7m<sup>2</sup>  
 PROPOSED ADDITION: 33 m<sup>2</sup>  
 105.2 m<sup>2</sup>

LOT COVERAGE DWELLING: 26.5%  
 LOT COVERAGE ADDITION: 11%  
**LOT COVERAGE DWELLING: 37.5%**

LOT COVERAGE ACC BLDG: 1.5%  
**LOT COVERAGE TOTAL: 36.4%**

ALL PROPOSED WORK MEETS CRITERIA FOR STANDARD ADDITION AND IN NO WAY CHANGES THE USE, FUNCTION OR CHARACTER OF THE BUILDING. IN ALIGNMENT WITH HAMILTON OFFICIAL PLAN 'NEIGHBOURHOODS'

ALL PROPOSED WORK MEETS CRITERIA FOR STANDARD ADDITION AND IN NO WAY CHANGES THE USE, FUNCTION OR CHARACTER OF THE BUILDING. IN ALIGNMENT WITH HAMILTON OFFICIAL PLAN 'NEIGHBOURHOODS'

SITE DEEMED TO BE OF NON-DESIGNATED CULTURAL HERITAGE VALUE. LOCATED WITHIN THE MELVILLE STREET HERITAGE DISTRICT. WE SUGGEST CONTACTING CULTURALHERITAGEPLANNING@HAMILTON.CA RETAIN SPECIALIST TO IDENTIFY HISTORICALLY SIGNIFICANT ELEMENTS & CARRY OUT SALVAGE REMOVALS PRIOR TO ANY DEMOLITION

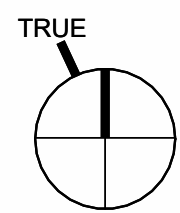
MELVILLE ST

X-SIDE WALK



1 SITE PLAN  
 1 : 100

2 3D REAR VIEW PROPOSED



**SURVEYOR'S REAL PROPERTY REPORT  
WITH TOPOGRAPHIC INFORMATION**  
PART 1, PLAN OF ALL OF  
**LOT 86**  
REGISTRAR'S COMPILED PLAN No. 1474  
IN THE  
**CITY OF HAMILTON**

SCALE 1:100 METRIC



**R.A. McLAREN, O.L.S. - 2024**

**SURVEYOR'S REAL PROPERTY REPORT  
(PART 2)**

LOT 86, REGISTRAR'S COMPILED PLAN No. 1474 IS NOT SUBJECT TO ANY EASEMENTS.

THIS PLAN DOES NOT CERTIFY COMPLIANCE WITH ZONING BY-LAWS.

THIS PLAN WAS PREPARED FOR KAREN KAY SYKES

**BEARING COMPARISON**

FOR BEARING COMPARISONS A ROTATION OF 03°37'05" COUNTER CLOCKWISE WAS APPLIED TO BEARINGS ON P1 AND A ROTATION OF 00°22'55" COUNTER CLOCKWISE WAS APPLIED TO BEARINGS ON P2 TO CONVERT TO GRID BEARINGS

**BEARING NOTE:**

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B, BY REAL TIME NETWORK OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (2010.0)

**NOTE:**

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99967795

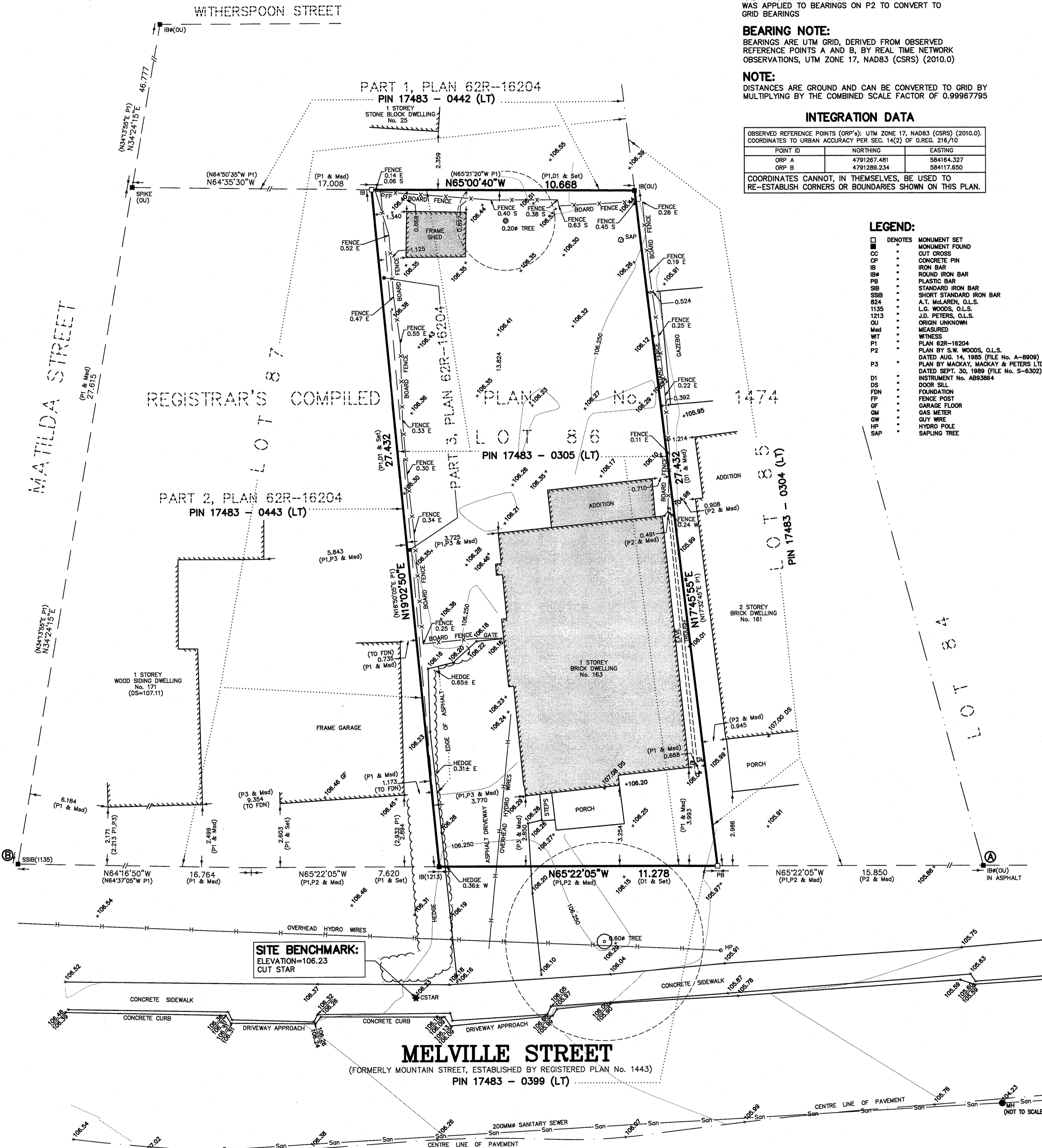
**INTEGRATION DATA**

OBSERVED REFERENCE POINTS (ORP's): UTM ZONE 17, NAD83 (CSRS) (2010.0). COORDINATES TO URBAN ACCURACY PER SEC. 14(2) OF O.REG. 216/10		
POINT ID	NORTHING	EASTING
ORP A	4791267.481	584164.327
ORP B	4791289.234	584117.850

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

**LEGEND:**

- DENOTES MONUMENT SET
- MONUMENT FOUND
- CC CUT CROSS
- CP CONCRETE PIN
- IB IRON BAR
- IB# ROUND IRON BAR
- PB PLASTIC BAR
- SSIB STANDARD IRON BAR
- SSIB SHORT STANDARD IRON BAR
- 824 A.T. McLAREN, O.L.S.
- 1135 L.G. WOODS, O.L.S.
- 1213 J.D. PETERS, O.L.S.
- OU ORIGIN UNKNOWN
- Msd MEASURED
- WT WITNESS
- P1 PLAN 62R-16204
- P2 PLAN BY S.W. WOODS, O.L.S. DATED AUG. 14, 1985 (FILE No. A-8909)
- P3 PLAN BY MACKAY, MACKAY & PETERS LTD DATED SEPT. 30, 1989 (FILE No. S-6302)
- D1 INSTRUMENT No. A893864
- DS DOOR SILL
- FDN FOUNDATION
- FP FENCE POST
- GF GARAGE FLOOR
- GM GAS METER
- GW GUY WIRE
- HP HYDRO POLE
- SAP SAPLING TREE



**BENCHMARK:**  
STATION: 0011975U005

FILTRATION PLANT AT TOWN WORKS DEPARTMENT, NO. 135 KING STREET EAST, TABLET IN SOUTHWEST FOUNDATION OF SMALL SQUARE BUILDING, BETWEEN ROUND CONCRETE RECEPTION WELLS, 61.0 M EAST OF CENTRE LINE OF EAST STREET, 61.0 M NORTH OF CENTRE LINE OF KING STREET, 33 CM FROM MOST SOUTHERLY CORNER, 12 CM BELOW BRICKWORK.

ELEVATION: 77.855 CGVD28: 78

**NOTE:**  
UNDERGROUND SERVICE AND UTILITY LOCATIONS MUST BE VERIFIED PRIOR TO CONSTRUCTION  
INVERTS MUST BE VERIFIED PRIOR TO CONSTRUCTION

**METRIC NOTE:**

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

**SURVEYOR'S CERTIFICATE:**

I CERTIFY THAT:  
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE REGULATIONS MADE UNDER THEM  
2. THE SURVEY WAS COMPLETED ON THE 20th DAY OF NOVEMBER, 2024

20 NOV 2024  
DATE  
ROB A. McLAREN, O.L.S.

© R.A. McLAREN, O.L.S. - 2024. NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR ALTER THIS PLAN IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF R.A. McLAREN, O.L.S.



**A.T. McLaren Limited**  
LEGAL AND ENGINEERING SURVEYS

69 JOHN STREET SOUTH, SUITE 230  
HAMILTON, ONTARIO, L8N 2B9  
PHONE (905) 527-8559 FAX (905) 527-0032



1 FRONT ELEVATION  
1/8" = 1'-0"



2 SIDE (DRIVE) ELEVATION  
1/8" = 1'-0"

YY/MM/DD



3 SIDE ELEVATION  
1/8" = 1'-0"

EX ±1'-0" OVERHANG C/W 5" GUTTER PROJECTION TYP  
8" PROP. OVERHANG & 5" GUTTER PROJECTION <1' 1" MAX PERMITTED ≤ 1'-1" PROPOSED

DOWNSPOUT DIRECTING BULKWATER DOWN & OUT AWAY FROM BLDG TO SATISFACTION OF GRADING & LOCAL AUTHORITY TYP



4 REAR ELEVATION  
1/8" = 1'-0"

PARK EIGHT  
ENG // ARCH

ADDITION & INTERIOR  
RENOVATIONS  
163 MELVILLE ST, DUNDAS

Project No. 24032

Revisions  
1

Scale 1/8" = 1'-0"

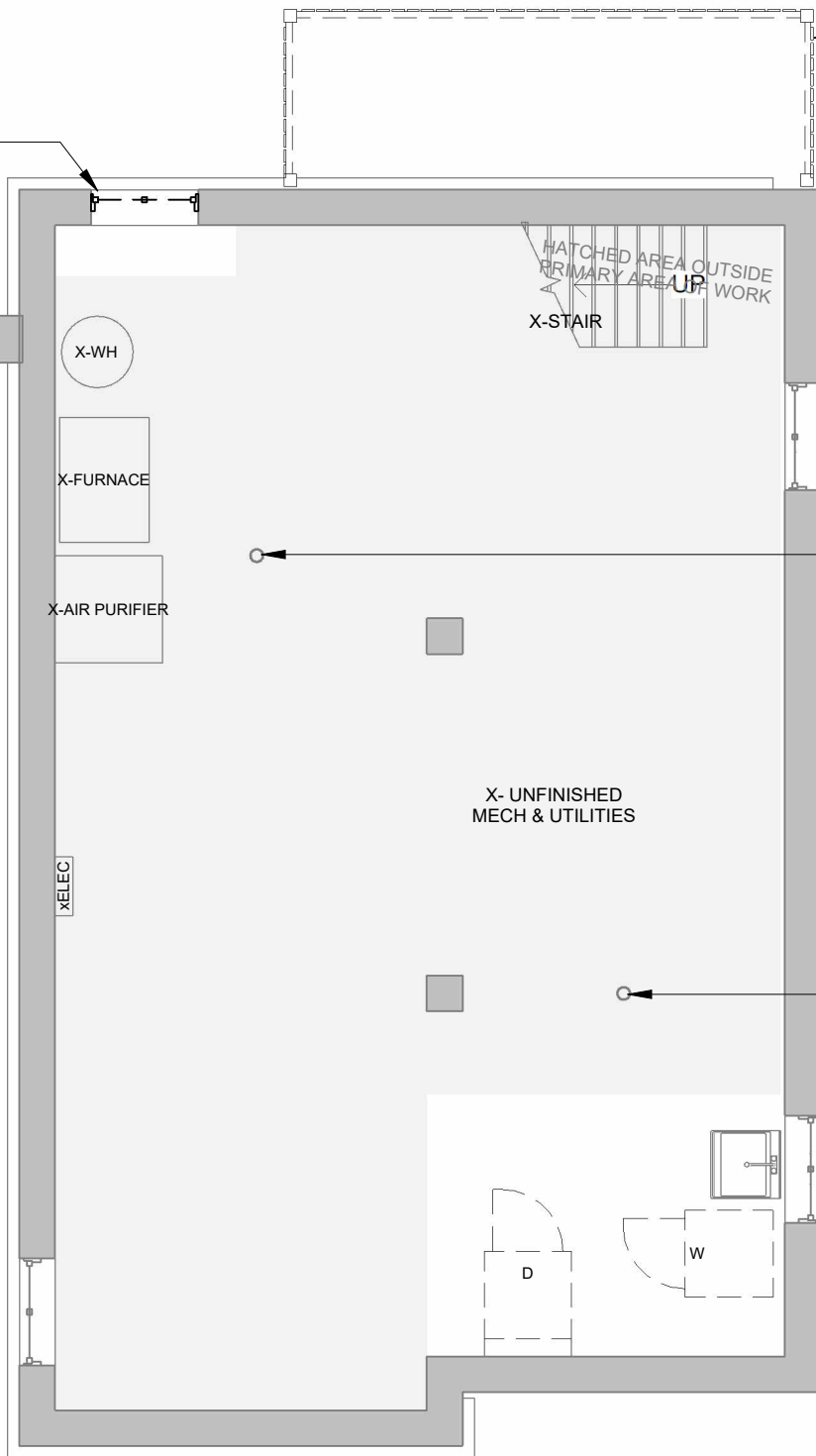
EXTERIOR  
ELEVATIONS

A2.02

Sheet No. ©2021

REMOVE EX VINYL WINDOW

REMOVE & DEMO EX ENCLOSED UNINSULATED REAR ENTRY / MUDRM



① LVL0 DEMO  
3/16" = 1'-0"

YY/MM/DD

3/16" = 1'-0" Scale

FLOOR PLAN

Revisions

**A1.01**

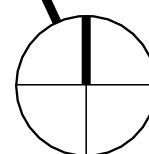
1

Project No. 24032

**ADDITION & INTERIOR  
RENOVATIONS**  
163 MELVILLE ST, DUNDAS

**PARK  
EIGHT**  
ENG // ARCH

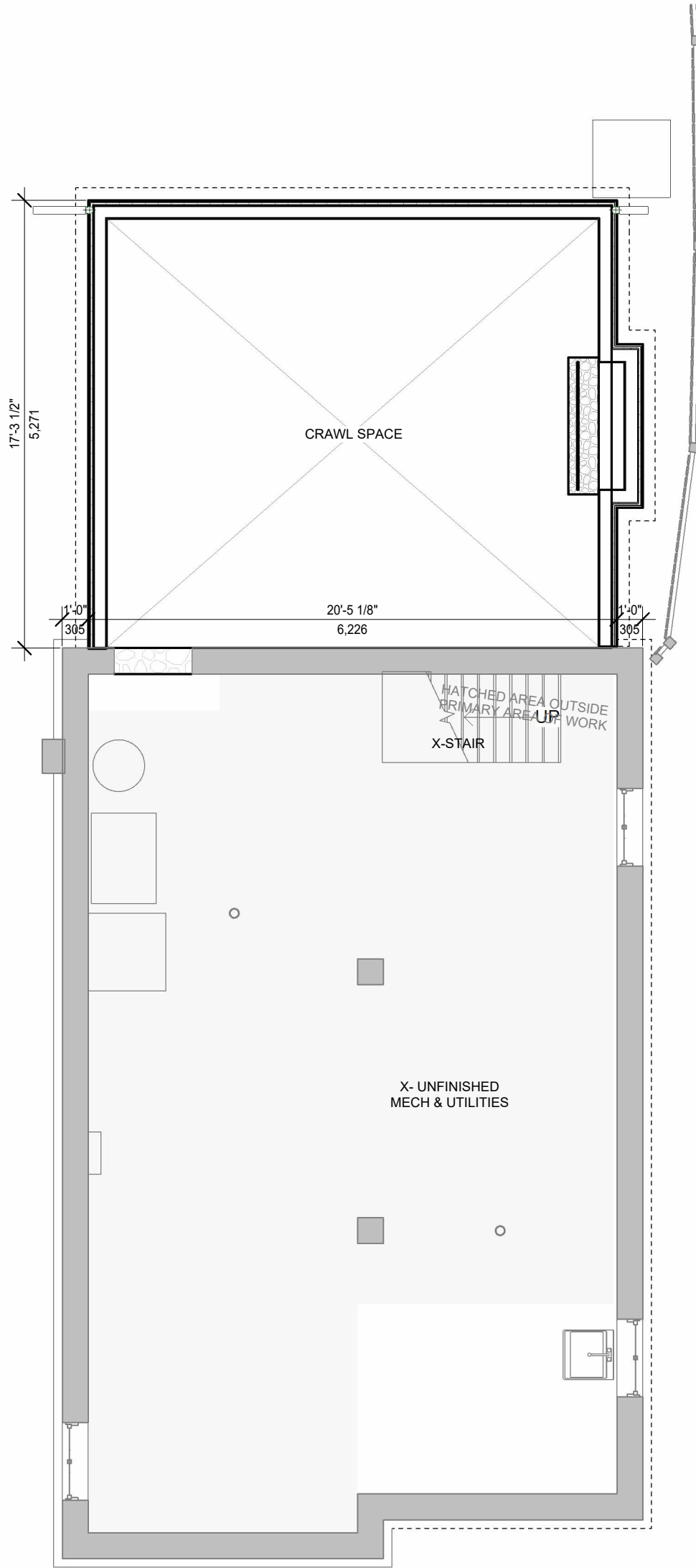
TRUE



©2021

Sheet No.





① LVL0 PROP  
3/16" = 1'-0"

YY/MM/DD

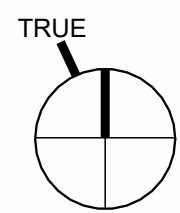
3/16" = 1'-0" Scale  
FLOOR PLAN

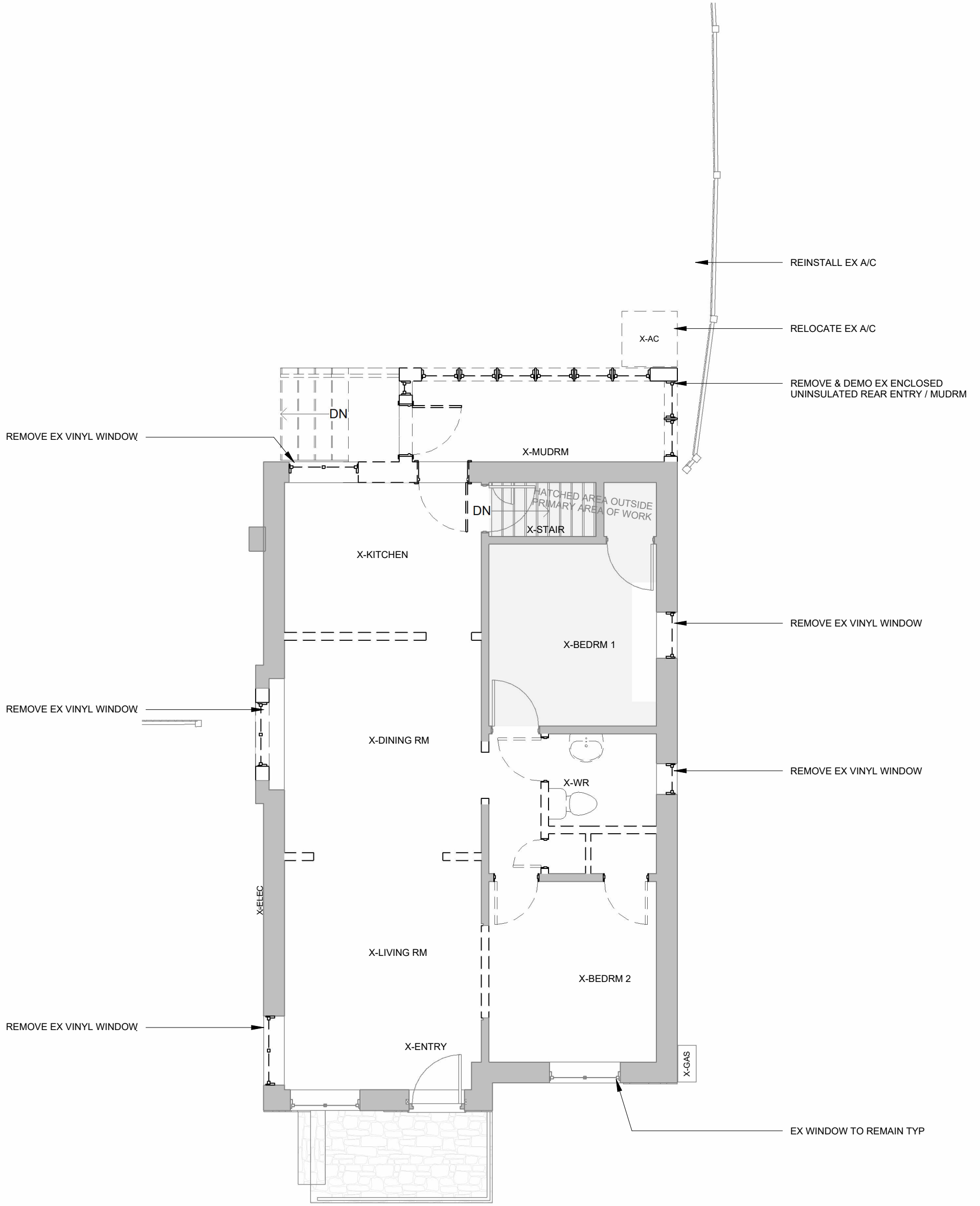
**A1.02**

Revisions
1

Project No. 24032

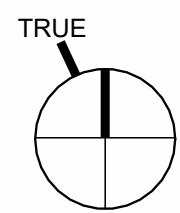
**ADDITION & INTERIOR RENOVATIONS**  
163 MELVILLE ST, DUNDAS

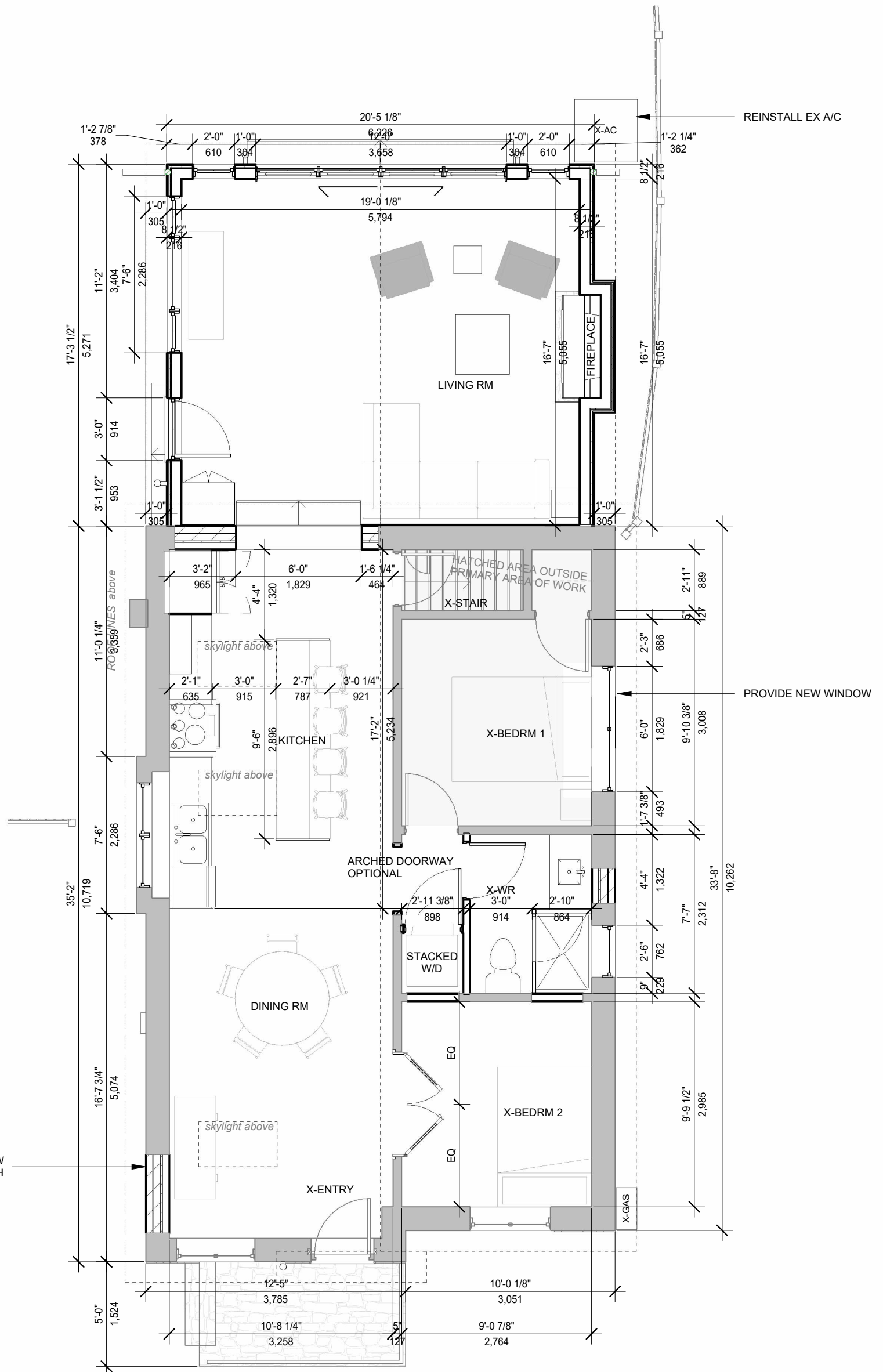




① LVL1 DEMO  
3/16" = 1'-0"

YY/MM/DD





① LVL1 PROP  
3/16" = 1'-0"

YY/MM/DD

3/16" = 1'-0"

Scale

FLOOR PLAN

Revisions

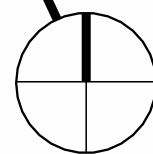
A1.12

Project No. 24032

**ADDITION & INTERIOR  
RENOVATIONS**  
163 MELVILLE ST, DUNDAS

**PARK  
EIGHT**  
ENG // ARCH

TRUE



©2021

Sheet No.



November 20, 2024

Brent Wybenga  
Park Eight Inc.  
8 Parkside Ave  
Dundas/ON  
L9H 2S5

Surveyor's Report

Dear Brent,

RE: Surveyor's Real Property Report for 163 Melville St., Dundas, being  
composed of Lot 8, Registered Plan No. 1474, in the City of Hamilton.

---

Further to your request we are pleased to report that we have completed the Surveyor's Real Property Report with Topographic Information requested at 163 Melville Street, Dundas.

We undertook a Land Registry title search of the subject and adjacent lands as well as requested additional private surveys from all survey firms with local records.

Survey monumentations were found at the southwest corner and northeast corner of the parcel. A plastic bar was set at the southeast corner and an iron bar was set at the northwest corner of the property.

The said lot is not subject to any easements.

Fence types and locations are illustrated on the plan.

If you have any questions or require further clarification regarding this plan, please do not hesitate to contact the undersigned.

Yours truly,

Robert McLaren, O.L.S. P.Eng.

**RE: 163 & 191 Melville st along Heritage Conservation District**

Golden, Alissa <Alissa.Golden@hamilton.ca> Mon, Dec 2, 2024 at 4:45 PM  
To: Pete VandenArend <pete@parkeight.ca>  
Cc: Cultural Heritage Planning <CulturalHeritagePlanning@hamilton.ca>, Brent Wybenga <brent@parkeight.ca>, "Cordeiro, Dawn" <Dawn.Cordeiro@hamilton.ca>, "Dickinson, Scott" <Scott.Dickinson@hamilton.ca>

Thank you for flagging this, Pete!

I will follow-up with my colleagues in Zoning to advise them to remove this from their mapping.

My apologies for the confusion. 😊

**Alissa Golden** *MCIP RPP*  
Program Lead, Cultural Heritage  
Planning and Economic Development  
City of Hamilton  
(905) 546-2424 Ext.1202

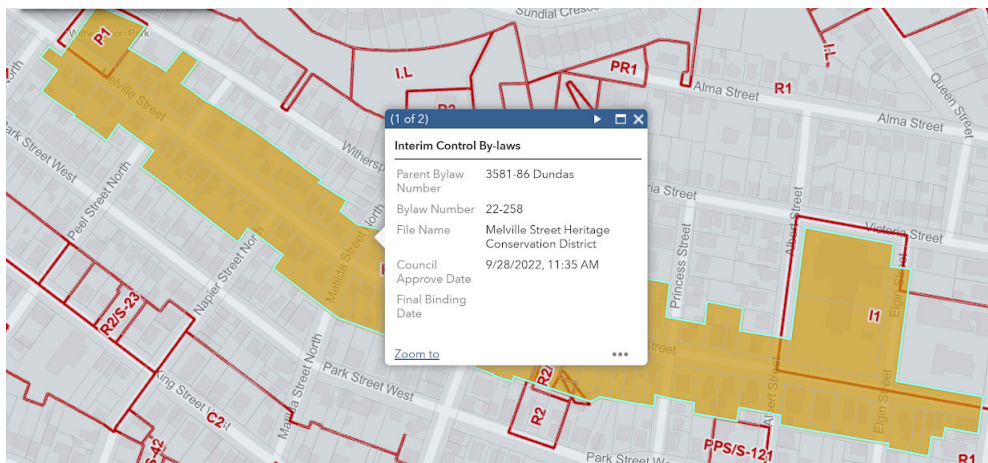


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**From:** Pete VandenArend <pete@parkeight.ca>  
**Sent:** Monday, December 2, 2024 4:39 PM  
**To:** Golden, Alissa <Alissa.Golden@hamilton.ca>  
**Cc:** Cultural Heritage Planning <CulturalHeritagePlanning@hamilton.ca>; Brent Wybenga <brent@parkeight.ca>; Cordeiro, Dawn <Dawn.Cordeiro@hamilton.ca>; Dickinson, Scott <Scott.Dickinson@hamilton.ca>  
**Subject:** Re: 163 & 191 Melville st along Heritage Conservation District

**External Email:** Use caution with links and attachments

Alissa,  
I noticed this on the zoning mapper and inquired for a copy to the general CofH zoning inbox (snip below).  
I had assumed it would have been removed from the mapper site if no-longer required. Thank you for confirming this for us. have a great evening



Pete VandenArend B.I.D, NCIDQ, ARIDO  
Senior Interior Designer  
c.289.880.1397

pete@parkeight.ca

*Park Eight is still located Market St N, Dundas but we have grown into Unit B on the ground floor to serve you better*

On Mon, Dec 2, 2024 at 4:22 PM Golden, Alissa <Alissa.Golden@hamilton.ca> wrote:

Hi Pete,

Thanks for the follow-up. By-law No. 22-258 that you referenced was an interim study by-law that limited change in the study area for a period of one year while the district study was conducted. It expired in September 2023 and is no longer in effect.

Can you advise who from the City indicated that you were required to request relief from the GFA for the addition and I can clarify the status of this now expired by-law and provision?

Thanks,

**Alissa Golden** *MCIP RPP*

Program Lead, Cultural Heritage

Planning and Economic Development

City of Hamilton

(905) 546-2424 Ext.1202



---

**From:** Pete VandenArend <pete@parkeight.ca>

**Sent:** Monday, December 2, 2024 4:12 PM

**To:** Golden, Alissa <Alissa.Golden@hamilton.ca>

**Cc:** Cultural Heritage Planning <CulturalHeritagePlanning@hamilton.ca>; Brent Wybenga <brent@parkeight.ca>; Cordeiro, Dawn <Dawn.Cordeiro@hamilton.ca>; Dickinson, Scott <Scott.Dickinson@hamilton.ca>

**Subject:** Re: 163 & 191 Melville st along Heritage Conservation District

**External Email:** Use caution with links and attachments

I appreciate this Alissa,

We received a copy of the 22-258 Heritage district guidelines yesterday as it pertains to **163 Melville St**. It seems we would be asking for relief from the GFA of proposed addition if I am reading this correctly. Just curious, are the Heritage district regulations being applied to ALL properties along this street with the exception of the addresses listed therein. Or just those that carry the Heritage Designation?

I will add these calculations to our site plan if you or your staff agree this regulation applies. We value your support and are always open to your feedback. Thanks in advance

I will start a separate thread for each address just to keep things clear

Pete VandenArend B.I.D, NCIDQ, ARIDO

Senior Interior Designer

c.289.880.1397

pete@parkeight.ca

*Park Eight is still located Market St N, Dundas but we have grown into Unit B on the ground floor to serve you better*

On Mon, Dec 2, 2024 at 3:52 PM Golden, Alissa <Alissa.Golden@hamilton.ca> wrote:

Thank you, Pete!

Both of these properties are only currently listed on the Register while the City prepares a Plan for the proposed new Melville Street Heritage Conservation District. So, in the meantime, no heritage permits are required for changes to the property. However, if an owner is proposing to demolish an entire building or structure (e.g. demolish and replace a home, or demolish a detached accessory structure), then they are required to give Notice of Intention to Demolish under the *Ontario Heritage Act*. More information about listed properties can be found online at [www.hamilton.ca/municipalheritageregister](http://www.hamilton.ca/municipalheritageregister).

That being said, I took a look at the proposed rear addition for **163 Melville Street** and have no concerns. It looks very sympathetic and in line with what potential District Plan guidelines would recommend for an addition (e.g., set back to the rear, not projecting above the existing roofline, compatible materials and design). I will save a copy of this email to our files and am also copying [@Cordeiro, Dawn](#) and [@Dickinson, Scott](#) here, who will most likely comment on your Committee of Adjustment Application when it comes in, as a heads up.

As for **191 Melville Street**, do let me know if you'd like to discuss any preliminary designs. Similar design interventions should be considered to minimize impact on the existing heritage fabric and visual impact of the work from the public right-of-way.

Thanks again for reaching out and do let me know if you'd like to chat further.

Cheers,

**Alissa Golden** *MCIP RPP*

Program Lead, Cultural Heritage

Planning and Economic Development

City of Hamilton

(905) 546-2424 Ext.1202



---

**From:** Pete VandenArend <[pete@parkeight.ca](mailto:pete@parkeight.ca)>  
**Sent:** Thursday, November 28, 2024 2:23 PM  
**To:** Golden, Alissa <[Alissa.Golden@hamilton.ca](mailto:Alissa.Golden@hamilton.ca)>  
**Cc:** Cultural Heritage Planning <[CulturalHeritagePlanning@hamilton.ca](mailto:CulturalHeritagePlanning@hamilton.ca)>; Brent Wybenga <[brent@parkeight.ca](mailto:brent@parkeight.ca)>  
**Subject:** 163 & 191 Melville st along Heritage Conservation District

■ **External Email:** Use caution with links and attachments

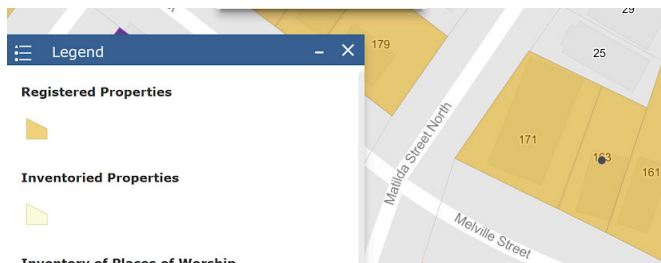
Hello Alissa,

Happy to hear from you again, hope you are doing well. Addresses in question as follows. Both appear to be of Non-designated Cultural Heritage Value based on the zoning mapper as snipped below. In particular the 163 Melville st address is our priority as we plan to submit for a minor variance early next week. Based on the size of the lot any addition would trigger a Minor Variance, so we feel its best to get this project in the que based on general footprint & setbacks and refine our design in alignment with your team feedback.

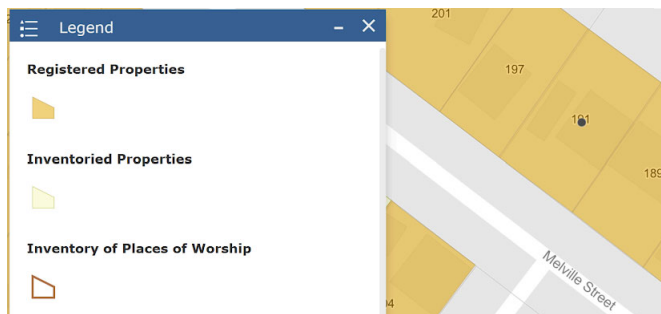
I would appreciate your input on requirements & considerations for both properties

163 Melville St  
Proposed rear yard addition (see attached preliminary design)

We are proposing the removal of an enclosed & uninsulated rear mudroom addition and creating a rear Living / Sunroom (refer to photos on the bottom of page SP1.01). We feel the proposed scope is reasonably scaled and complementary to the cultural heritage attributes of the original bldg, tasteful and a clear delineation between old and new while promoting home repair, backyard enjoyment and aging in place. Happy to discuss this proposal over the phone if you have any questions



24053 - 191 Melville St. Dundas  
exact scope yet to be confirmed



Pete VandenArend B.I.D, NCIDQ, ARIDO

Senior Interior Designer  
c.289.880.1397

pete@parkeight.ca

*Park Eight is still located Market St N, Dundas but we have grown into Unit B on the ground floor to serve you better*

On Thu, Nov 28, 2024 at 1:36 PM Golden, Alissa <Alissa.Golden@hamilton.ca> wrote:

Thank you for reaching out, Pete.

To confirm, there is one existing heritage district in Dundas, known as the Cross-Melville HCD, and one area immediately west of it that is currently under review as a potential new district but not yet designated, known as the [Melville Street HCD](#) area. You can view the boundaries of the designated district and the one under review online [here](#).

Could you confirm the addresses of the properties you are working on, and we can confirm if they are designated or listed on the Register and what requirements or considerations there might be?

Thanks!

**Alissa Golden** MCIP RPP

Program Lead, Cultural Heritage

Planning and Economic Development

City of Hamilton

(905) 546-2424 Ext.1202





**From:** Pete VandenArend <[pete@parkeight.ca](mailto:pete@parkeight.ca)>  
**Sent:** Wednesday, November 27, 2024 3:04 PM  
**To:** Cultural Heritage Planning <[CulturalHeritagePlanning@hamilton.ca](mailto:CulturalHeritagePlanning@hamilton.ca)>  
**Subject:** Melville Street Dundas Heritage Conservation District

■ **External Email:** Use caution with links and attachments

Hello CofH Heritage team,

We have a couple potential projects on Melville st in Dundas which appear to be located along the Melville Heritage Conservation District. Could you please provide me with the following bylaw? I would appreciate any staff recommendations you may have as a point person that is most familiar with this district. We would like to establish contact before getting to deep into the proposed designs.

22-258 Melville Street Heritage Conservation District

Thanks in advance, looking forward to hearing from you

Pete VandenArend B.I.D, NCIDQ, ARIDO

Senior Interior Designer  
c.289.880.1397

[pete@parkeight.ca](mailto:pete@parkeight.ca)

*Park Eight is still located Market St N, Dundas but we have grown into Unit B on the ground floor to serve you better*



Hamilton

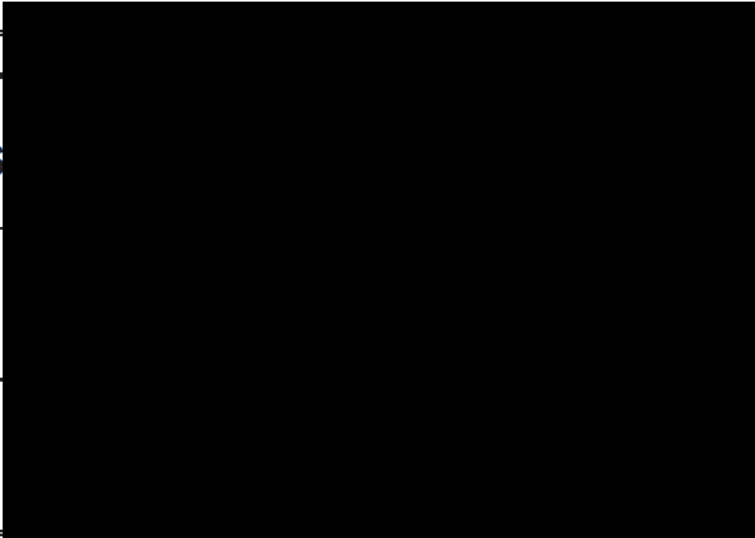
Committee of Adjustment  
City Hall, 5<sup>th</sup> Floor,  
71 Main St. W.,  
Hamilton, ON L8P4Y5

Phone: (905) 546-2424 ext. 4221  
Email: [cofa@hamilton.ca](mailto:cofa@hamilton.ca)

**APPLICATION FOR A MINOR VARIANCE/PERMISSION**  
UNDER SECTION 45 OF THE *PLANNING ACT*

**1. APPLICANT INFORMATION**

	NAME
Registered Owners(s)	Karen Sykes
Applicant(s)	Park Eight inc care of Pete VandenArend
Agent or Solicitor	



1.2 All correspondence should be sent to  Owner  Applicant  
 Agent/Solicitor

1.2 All correspondence should be sent to  Purchaser  Owner  
 Applicant  Agent/Solicitor

1.3 Sign should be sent to  Purchaser  Owner  
 Applicant  Agent/Solicitor

1.4 Request for digital copy of sign  Yes\*  No  
If YES, provide email address where sign is to be sent

1.5 All correspondence may be sent by email  Yes\*  No  
If Yes, a valid email must be included for the registered owner(s) AND the Applicant/Agent (if applicable). Only one email address submitted will result in the voiding of this service. This request does not guarantee all correspondence will sent by email.

**2. LOCATION OF SUBJECT LAND**

2.1 Complete the applicable sections:

Municipal Address	163 Melville St Dundas, L9H 2A7		
Assessment Roll Number			
Former Municipality	Dundas		
Lot	86	Concession	
Registered Plan Number	1474	Lot(s)	
Reference Plan Number (s)		Part(s)	

2.2 Are there any easements or restrictive covenants affecting the subject land?

Yes  No

If YES, describe the easement or covenant and its effect:

N/A

### 3. PURPOSE OF THE APPLICATION

**Additional sheets can be submitted if there is not sufficient room to answer the following questions. Additional sheets must be clearly labelled**

All dimensions in the application form are to be provided in metric units (millimetres, metres, hectares, etc.)

3.1 Nature and extent of relief applied for:  
Relief from the following setbacks for Primary Dwelling;

- Side yard setback

the following are existing non-conforming (\*) relief requests

- Lot Area - Lot Frontage - Front yard setback - Side yard setback

Second Dwelling Unit  Reconstruction of Existing Dwelling

3.2 Why it is not possible to comply with the provisions of the By-law?

Proposed is reasonably scaled and complementary to the cultural heritage attributes of the original dwelling  
Requesting relief from: **Setbacks; Req'd Side yard 1.2m Proposed .652m [2' 1-5/8"]**

The following ex unchanged (\*) elements to remain **Front yard\*, Lot frontage\* & Lot Area\* all existing to remain**

3.3 Is this an application 45(2) of the Planning Act.

Yes  No

If yes, please provide an explanation:

N/A Ex use legal and recognized

### 4. DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION

4.1 Dimensions of Subject Lands:

Lot Frontage	Lot Depth	Lot Area	Width of Street
11.278m	27.432m	299m2	8.5m

4.2 Location of all buildings and structures on or proposed for the subject lands:  
(Specify distance from side, rear and front lot lines)

Existing:

Type of Structure	Front Yard Setback	Rear Yard Setback	Side Yard Setbacks	Date of Construction
Ex Dwelling	2.85m	13.1m	.491m/3.725m	1934
Ex Accessory Bldg	24.45m	.925m	1.13m/6.874m	±1950's

Proposed:

Type of Structure	Front Yard Setback	Rear Yard Setback	Side Yard Setbacks	Date of Construction
Ex Dwelling + Addition	unchanged	7.844m	.652m/3.89m	Proposed

4.3. Particulars of all buildings and structures on or proposed for the subject lands (attach additional sheets if necessary):

Existing:

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Storeys	Height
Ex Dwelling	852.5sf [79.2m <sup>2</sup> ]	-	1	±20'10" [6.35m]
Ex Accessory Bldg	4.5m <sup>2</sup>	-	1	±9' [2.7m]

Proposed:

Type of Structure	Ground Floor Area	Gross Floor Area	Number of Storeys	Height
Ex Dwelling + Addition	1,132sf [105.2m <sup>2</sup> ]	-	1	±20'10" [6.35m]

- 4.4 Type of water supply: (check appropriate box)  
 publicly owned and operated piped water system  
 privately owned and operated individual well

- lake or other water body  
 other means (specify)
- 

- 4.5 Type of storm drainage: (check appropriate boxes)  
 publicly owned and operated storm sewers  
 swales

- ditches  
 other means (specify)
- 

- 4.6 Type of sewage disposal proposed: (check appropriate box)

- publicly owned and operated sanitary sewage system
  - privately owned and operated individual septic system
  - other means (specify)
- 

4.7 Type of access: (check appropriate box)

- provincial highway
  - municipal road, seasonally maintained
  - municipal road, maintained all year
  - right of way
  - other public road
- 

4.8 Proposed use(s) of the subject property (single detached dwelling duplex, retail, factory etc.):  
Single detached Dwelling (unchanged)

---

4.9 Existing uses of abutting properties (single detached dwelling duplex, retail, factory etc.):  
Single detached Residential Dwellings

---

## 7 HISTORY OF THE SUBJECT LAND

7.1 Date of acquisition of subject lands:  
June 2022

---

7.2 Previous use(s) of the subject property: (single detached dwelling duplex, retail, factory etc)  
Residential

---

7.3 Existing use(s) of the subject property: (single detached dwelling duplex, retail, factory etc)  
Residential

---

7.4 Length of time the existing uses of the subject property have continued:  
90 years

---

7.5 What is the existing official plan designation of the subject land?

Rural Hamilton Official Plan designation (if applicable): - \_\_\_\_\_

Rural Settlement Area: - \_\_\_\_\_

Urban Hamilton Official Plan designation (if applicable) Neighborhoods

Please provide an explanation of how the application conforms with the Official Plan.  
*Proposed is complementary to cultural heritage attributes of original bldg, tasteful and a clear delineation between old and new while promoting home repair, backyard enjoyment and aging in place. Proposed new is reasonably scaled and not overwhelming ex elements to remain.*

7.6 What is the existing zoning of the subject land? R1 LOW DENSITY RESIDENTIAL

---

7.8 Has the owner previously applied for relief in respect of the subject property? (Zoning By-law Amendment or Minor Variance)

- Yes       No

If yes, please provide the file number:

---

7.9 Is the subject property the subject of a current application for consent under Section 53 of the *Planning Act*?

Yes  No

If yes, please provide the file number:

---

7.10 If a site-specific Zoning By-law Amendment has been received for the subject property, has the two-year anniversary of the by-law being passed expired?

Yes  No

7.11 If the answer is no, the decision of Council, or Director of Planning and Chief Planner that the application for Minor Variance is allowed must be included. Failure to do so may result in an application not being “received” for processing.

## 8 ADDITIONAL INFORMATION

8.1 Number of Dwelling Units Existing: 1

8.2 Number of Dwelling Units Proposed: 1

8.3 Additional Information (please include separate sheet if needed):

## 11 COMPLETE APPLICATION REQUIREMENTS

### 11.1 All Applications

- √  Application Fee *Will be paid w credit card upon receipt*
- √  Site Sketch
- √  Complete Application form
- √  Signatures Sheet

### 11.4 Other Information Deemed Necessary

- Cover Letter/Planning Justification Report
- Authorization from Council or Director of Planning and Chief Planner to submit application for Minor Variance
- Minimum Distance Separation Formulae (data sheet available upon request)
- Hydrogeological Assessment
- Septic Assessment
- Archeological Assessment
- Noise Study
- Parking Study
- \_\_\_\_\_
- \_\_\_\_\_