



## **HERITAGE PERMIT REVIEW SUB-COMMITTEE MINUTES HPRC 25-005**

**5:00 p.m.**

**Tuesday, May 20, 2025**

Webex Virtual Streaming

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

**Absent  
With Regrets:** Andrew Douglas, Sandra Iskandar

**Also  
Present:** Ken Coit (Director of Heritage and Urban Design), Lisa Christie (Cultural Heritage Planner), Gabriel Lam (Assistant Cultural Heritage Planner)

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### **1. CALL TO ORDER**

Committee Chair K. Burke called the meeting to order at 5:00 p.m.

### **2. CEREMONIAL ACTIVITIES**

There were no Ceremonial Activities.

### **3. APPROVAL OF THE AGENDA**

**(Carroll/McGirr)**

That the Agenda for May 20, 2025, meeting of the Heritage Permit Review Sub-Committee, be approved, as presented.

**CARRIED**

### **4. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

### **5. APPROVAL OF MINUTES OF PREVIOUS MEETING**

#### **5.1 HPRS Minutes 25-004 (April 15, 2025)**

**(MacLaren/Priamo)**

That the Minutes of April 15, 2025, meeting of the Heritage Permit Review Sub-Committee, be adopted, as presented.

**CARRIED**

**6. DELEGATIONS**

There were no Delegations.

**7. ITEMS FOR INFORMATION**

There were no Items for Information.

**8. ITEMS FOR CONSIDERATION**

There were no Items for Consideration.

**9. HERITAGE PERMIT APPLICATIONS**

**9.1 Pre-Consultation – 2463 Hwy 5 West, Flamborough (The Lochner Cottage, Part IV)**

- Demolition of existing non-designated structure on property; and
- Construction of new single-family home in a similar location.

*Note: Item was reviewed at the April 2025 meeting of HPRC, but as quorum was not present at that point of the meeting, it could not be formally received at that time.*

**(Carroll/MacLaren)**

- (a) That the presentation pertaining to 2463 Highway 5 West, Flamborough (The Lochner Cottage, Part IV) be received.

**CARRIED**

**9.2 HP2025-009 – 1280 Main Street West, Hamilton (McMaster University Historic Core, Part IV)**

- Installation of mechanical upgrades on the University Hall building, including;
  - Installation of two new passive ventilation hoods along the central core of the flat roof area, made of prefabricated metal housings with a galvanized finish, projecting approximately 32” above the roof surface; and,

- New intake/exhaust ventilation grilles to be installed in two panes of an existing window opening on the north end of the building.

*Note: This property received conditional approval from HPRS for a heritage permit which included a similar scope of work in 2022. HP2022-034 was approved in December 2022, the previous heritage permit expired December 31, 2024.*

Ed Schuck was present to give an overview of the project and to answer questions and advice from the committee.

**(McGirr/Priamo)**

- (a) That Heritage Permit 2025-009 – 1280 Main Street West, Hamilton (McMaster University Historic Core, Part IV), be received; and
- (b) That the Heritage Permit Review Sub-Committee advises heritage staff that Heritage Permit Application HP2025-009 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 May 31, 2027. If the alteration(s) are not completed by May 31, 2027, 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**

**9.3 HP2025-015 – 235 Bowman Street Hamilton (Former Princess Elizabeth School, Part IV)**

- Replacement of existing corroded steel windows on the former Princess Elizabeth School with new wood and aluminum window frames in a similar design to the existing windows.

C. Zahoruk, E. McMurchy, and Rabbi D. Green were present to give an overview of the application and to respond to questions and advice from the Sub-Committee.

**(MacLaren/Priamo)**

- (a) That Heritage Permit 2025-015 – 235 Bowman Street Hamilton (Former Princess Elizabeth School, Part IV), be received; and
- (b) That the Heritage Permit Review Sub-Committee advises heritage staff that Heritage Permit Application HP2025-015 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
  - (i) That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than May 31, 2027. If the alteration(s) are not completed by May 31, 2027, 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**

**9.4 HP2025-016 – 2463 Hwy 5 West, Flamborough (The Lochner Cottage, Part IV)**

- Demolition of existing non-designated structure on property, and
- Construction of new single-family home in a similar location.

R. Pasuta and S. Fielding were present on behalf of the owners, G. and L. Koonstra (also present) to give an overview of the application and to respond to questions and advice from the Sub-Committee.

**(Carroll/MacLaren)**

- (a) That Heritage Permit 2025-016 – 2463 Hwy 5 West, Flamborough (The Lochner Cottage, Part IV), be received; and
- (b) That the Heritage Permit Review Sub-Committee advises heritage staff that Heritage Permit Application HP2025-016 be consented to, subject to the following conditions:
  - (i) That a demolition and construction plan delineating a protection line and sufficient buffers for the heritage building

to be retained 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 applicant make every reasonable effort to facilitate removal and salvage of heritage materials and any material which can be reused as to avoid additional waste as part of the demolition process, to the satisfaction and approval of the Director of Planning and Chief Planner;
- (iii) 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
- (iv) That implementation / installation of the alteration(s), in accordance with this approval, shall be completed no later than May 31, 2027. If the alteration(s) are not completed by May 31, 2027, 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, with one opposing vote**

**9.5 HP2025-017 – 3 Union Street, Waterdown (Mill Street Heritage Conservation District Part V)**

- Construction of new one-storey detached (24' x18') garage, including;
  - A one door garage on the first storey;
  - Horizontal wood siding; and
  - Asphalt shingles.

Owner P. Farrand was present to give an overview of the consultation and to respond to questions and advice from the Sub-Committee.

**(LaRose/McGirr)**

- (a) That Heritage Permit 2025-017 – 3 Union Street, Waterdown (Mill Street Heritage Conservation District Part V) be received; and
- (b) That the Heritage Permit Review Sub-Committee advises heritage staff that Heritage Permit Application HP2025-017 be consented to, subject to the following conditions:

- (i) That the final details of the garage door, siding and roofing materials be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to installation;
- (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 May 31, 2027. If the alteration(s) are not completed by May 31, 2027, 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**

**10. MOTIONS**

There were no Motions.

**11. NOTICE OF MOTIONS**

There were no Notice of Motions.

**12. ADJOURNMENT**

There being no further business, the Heritage Permit Review Sub-Committee was adjourned at 6:30 pm.

Respectfully submitted,

Lisa Christie  
Cultural Heritage Planner

Karen Burke, Chair  
Heritage Permit Review  
Sub-Committee