



HERITAGE PERMIT REVIEW SUB-COMMITTEE MINUTES HPRC 26-002

5:00 p.m.

Tuesday, February 17, 2026

Webex Virtual Streaming

Present:	Graham Carroll (Vice Chair), Sandra Iskandar, Matthew LaRose, Andy MacLaren, Carol Priamo, Steve Wiegand
Regrets:	Karen Burke (Chair), Andrew Douglas
Also Present:	Alissa Golden (Cultural Heritage Program Lead), Lisa Christie (Cultural Heritage Planner), Meg Oldfield (Cultural Heritage Planner), Scott Dickinson (Cultural Heritage Planner), Keara Reilly (Assistant Cultural Heritage Planner)

1. CALL TO ORDER

Committee Vice Chair Graham Carroll called the meeting to order at 5:00 p.m.

2. APPROVAL OF THE AGENDA

(MacLaren/Iskandar)

That the Agenda for February 17, 2026, meeting of the Heritage Permit Review Sub-Committee, be approved, as presented.

CARRIED

3. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

4.1 HPRC Minutes 26-001 (January 20, 2026)

(LaRose/MacLaren)

That the Minutes of January 20, 2026, meeting of the Heritage Permit Review Sub-Committee, be adopted, as presented.

CARRIED

5. DELEGATIONS

There were no Delegations.

6. HERITAGE PERMIT APPLICATIONS

6.1 HP2026-02 – 211 Mill Street North, Flamborough (Mill Street Heritage Conservation District, Part V)

- Construction of a new accessible ramp and walkway from Mill Street North to existing doors located on the principal façade, including:
 - Poured architectural concrete construction to match the existing foundation colour; and,
 - Landscape grading to accommodate the new ramp.

R. Butterworth was present to give an overview of the application and respond to questions from the Sub-Committee.

(Priamo/MacLaren)

- (a) That Heritage Permit Application HP2026-002 respecting 211 Mill Street North, Flamborough (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 HP2026-002 be consented to, subject to the following conditions:
 - (i) That the design of the ramp be modified to include a metal railing, and that the final design details of the ramp be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any Building Permit and/or the commencement of any alterations;
 - (ii) That a Landscape Plan, and Tree Protection Plan, as may be required, be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to submission as part of any Building Permit and/or the commencement of any alterations;
 - (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 February 29, 2028. If the alteration(s) are not completed by

February 29, 2028, 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

6.2 HP2026-003 – 40-42 James Street South, Hamilton (Sun Life Building, Part IV)

- Exterior masonry repairs to the north elevation, including:
 - Removal and replacement of delaminated and cracked brick masonry units with new matching units;
 - Localized mortar repointing to areas of deteriorated mortar; and,
 - Installation of new stainless steel helical tiles installed at approximately (10mm nominal diameter x 200mm long) 400mm by 400mm spacing in both vertical and horizontal directions to improve masonry stability.

A. Farah was present to give an overview of the application and respond to questions from the Sub-Committee.

(MacLaren/Priamo)

- (a) That Heritage Permit Application HP2026-003 respecting 40-42 James Street South, Hamilton (Sun Life Building, Part IV), be received; and
- (b) That the Heritage Permit Review Sub-Committee advises heritage staff that Heritage Permit Application HP2026-003 be consented to, subject to the following conditions:
 - (i) That the proposed masonry restoration work conform to the City's Masonry Restoration Guidelines, and that the final details and specifications be submitted, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to commencement of 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 February 29, 2028. If the alteration(s) are not completed by February 29, 2028, 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

6.3 Further Consultation on Conditionally Approved HP2025-039 – 265 Mill Street South, Flamborough (Braebourne, Part IV)

- Submission of final specifications for the proposed replacement windows to support clearance of Heritage Permit HP2025-039 condition iii:
 - That the final specifications for the proposed replacement windows be submitted, following further consultation with the heritage Permit Review Sub-committee, to the satisfaction and approval of the Director of Planning and Chief Planner, prior to commencement of the alterations.

C. Esposti was present to give an overview of the submission and to respond to questions from Sub-Committee.

(MacLaren/Iskandar)

- (a) That the final specifications for the proposed replacement windows to support clearance of Condition iii) of previously approved Heritage Permit Application HP2025-039 respecting the 265 Mill Street South, Flamborough (Braebourne, Part IV) be received.

CARRIED

7. MOTIONS

There were no Motions.

8. NOTICE OF MOTIONS

There were no Notice of Motions.

9. ADJOURNMENT

There being no further business, the Heritage Permit Review Sub-Committee was adjourned at 6:00 pm.

Respectfully submitted,

Lisa Christie
Cultural Heritage Planner

Graham Carroll, Vice Chair
Heritage Permit Review
Sub-Committee