

# CROSS-MELVILE HERITAGE DISTRICT COMMITTEE

## REPORT 24-001

5:00 p.m.

Thursday, February 8, 2024

City of Hamilton, Webex Virtual Meeting

**Present:** Councillor A. Wilson, Sandra Iskandar

**Also**

**Present:** Alissa Golden (Cultural Heritage Program Lead), Emily Bent (Cultural Heritage Planner), Meg Oldfield (Cultural Heritage Planner)

**Regrets:** Jennifer Racine

### THE CROSS-MELVILE HERITAGE DISTRICT COMMITTEE PRESENTS REPORT 24-001 AND RESPECTFULLY RECOMMENDS:

#### 1. Appointment of Chair (Item 1.1)

Sandra Iskandar was appointed as Chair of the Cross-Melville Heritage District Committee for the 2023-2026 term.

#### 2. Terms of Reference (Item 13.1)

- (i) That the Terms of Reference for the Cross-Melville Heritage Conservation District Advisory Committee be revised, as follows:

Composition: A minimum of **3 2 resident members** \*\*\*  
1 ecclesiastical representative from District  
1 member of the Hamilton Municipal Heritage Committee (Dundas)  
1 member of the Municipal Heritage Permit Sub-Committee (Dundas)  
1 member of City Council (Dundas)

***Special Notes:***

***\*\*\* Applicants for the Cross—Melville Heritage District Committee (Dundas) shall be residents of the Cross/Melville/Victoria/Sydenham Heritage Conservation District of Dundas.***

**FOR INFORMATION:**

The meeting was called to order by Alissa Golden, Cultural Heritage Program Lead, City of Hamilton, at 5:00pm

**(a) CHANGES TO THE AGENDA (Item 2)**

The Staff Liaison advised the Committee that there were no changes to the agenda.

The agenda for the February 9, 2024, Cross-Melville Heritage District Committee was approved.

**(b) DISCUSSION ITEMS (Item 10)**

**(i) Heritage Permit Applications HP2024-003 - 46 Melville Street, Dundas (Item 10.1)**

- Exterior alterations to facilitate interior renovation work, including:
  - Construction of a new rear wood deck;
  - Introduction of a new door in the side (east) elevation to the deck using the existing window opening;
  - Removal of two existing door openings in the rear (south) wall of the side addition, infilled with brick to match existing;
  - Introduction of two new windows in existing door openings of the rear (south) wall of the side addition; and,
  - Introduction of an flue vent on the rear (south) elevation.

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

- (a) That the Cross-Melville Heritage Conservation District Advisory Committee advises that Heritage Permit Application HP2024-003 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 February 27, 2026. If the alteration(s) are not completed by February 27, 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.

(b) The Cross-Melville Heritage Conservation District Advisory Committee also provided the following comments and suggestions on the application:

- (i) That the proposed window in the second storey be the same width of the existing door opening where it is being located, if feasible; and
- (ii) That staff confirm the flue location and size, and that this be accurately depicted in the drawings.

**(c) ADJOURNMENT (Item 15)**

There being no further business, the Cross-Melville Heritage District Committee adjourned at 6:00 p.m.

Respectfully submitted,

Sandra Iskandar  
Chair, Cross-Melville Heritage  
District Committee

Alissa Golden  
Cultural Heritage Program Lead