

**Planning & Heritage Advisory Committee
Approved Minutes of Meeting held
May 5, 2014 at 9:30 am**

Present: Chair Adrian Nette, Vice Chair Ian Lawrence, Ern Dick, Councillor Sherman Hudson, Councillor Paul Paquette, PHMC Sandi Millett-Campbell, Recording Secretary Dawn Bourke and Debra Active-Conley.

Regrets: Sefton Squires

1. Call to Order: Vice Chair Ian Lawrence called the meeting to order at 9:32 am

2. Additions to the Agenda: None

3. Approval of the Agenda:

MOTION #PHAC-2014-MAY-05- 01

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the agenda as presented. **CARRIED.**

4. Approval of the Minutes:

MOTION #PHAC-2014-MAY-05-02

It was moved by Councillor Hudson, seconded by Ern Dick to approve the minutes of the Planning & Heritage Advisory Committee meeting held April 7, 2014 as presented. **CARRIED.**

PLANNING ADVISORY COMMITTEE

5. Reports re: Planning Services Report – March 2014

PHMC Millett-Campbell reviewed the Planning Service Report as of March 2014.

MOTION #PHAC-2014-MAY-05-03

It was moved by Councillor Paquette, seconded by Councillor Hudson to accept the Planning Services Report March 2014 as presented. **CARRIED.**

6. Business Arising

i.Meeting Time – Motion PHAC-2014-APR-06

MOTION #PHAC-2014-MAY-05-04

It was moved by Councillor Paquette, seconded by Ern Dick that PHAC recommends to Council that Council approve the Planning & Heritage Advisory Committee meetings be held the first Mondays of June, July and September, 2014 at 6:30 pm and for the period of October 2014 to May 2015 the meetings be held the first Mondays of the month at 9:30 am. **CARRIED.**

7. New Business: None

HERITAGE ADVISORY COMMITTEE

8. Reports

i.Status Report on PHAC Recommendations to Council & Action Items from PHAC Meetings

PHMC Millett-Campbell advised there were no changes since last month.

MOTION #PHAC-2014-MAY-05-05

It was moved by Councillor Paquette, seconded by Ern Dick to accept the Status Report on PHAC Recommendations to Council and Action Items from PHAC Meetings are presented. **CARRIED.**

9. Business Arising: None

Chair Nette arrived at the meeting at 9:55 am

10. New Business:

i.AR14-011-HER – 91 Prince Albert Rd - Request for Changes to Property Adjacent to Heritage Property

PHMC Millett-Campbell reviewed application AR14-011-HER noting it is to change the existing roof to a black metal roof that looks like shingles and is intended to imitate slate, and to remove two chimneys, noting the property itself is not a heritage property but the adjacent properties are.

MOTION #PHAC-2014-MAY-05-06

It was moved by Chair Nette, seconded by Councillor Hudson that PHAC recommend to Council that the application to install a metal roof and remove two chimneys to the roofline at 91 Prince Albert Road as detailed in the application AR14-011-HER be approved, providing all conditions of the Land Use By-law are met. Councillor Paquette abstained from voting. **CARRIED.**

ii.AR14-012-HER – 2 Bohaker Street - Request for Changes to a Heritage Property

This item was discussed at 9:33 am as the applicant was present.

PHMC Millett-Campbell reviewed application AR14-012-HER noting it is to install a sign, made out of aluminium and hung on four wooden posts, to include a business name and phone number.

MOTION #PHAC-2014-MAY-05-07

It was moved by Ern Dick, seconded by Councillor Hudson that PHAC recommend Council give heritage approval to the applicant to install signage at 2 Bohaker Street as detailed in the application AR14-012-HER providing the requirements of the Land Use By-law are met. **CARRIED.**

Debra Active-Conley departed the meeting at 9:38 am.

iii.AR14-013-HER – 108 Victoria Street – Request for a Storage Shed

PHMC Millett-Campbell advised that the applicant indicated that he did not know he needed a development permit to place a storage shed on his property, and further noted that he would be willing to paint the shed the same color as the house when he repaints the house.

MOTION #PHAC-2014-MAY-05-08

It was moved by Ern Dick, seconded by Chair Nette that PHAC recommends to Council that the applicant at 108 Victoria Street be given heritage approval for the recently built storage shed, as detailed in application AR14-013-HER, conditional on the shed being painted the same color as the house, providing all conditions of the Land Use By-law are met. **CARRIED.**

11. Next Meeting

Tentative – June 2, 2014 9:30 am

12. Adjournment

MOTION #PHAC-2014-MAY-05-09

It was moved by Chair Nette, seconded by Councillor Paquette to adjourn the meeting at 10:05 am. **CARRIED.**