

**Town of Annapolis Royal  
Planning & Heritage Advisory Committee  
Approved Minutes  
October 7, 2013**

**Present:** Chair Adrian Nette, Councillor Sherman Hudson, Councillor Paul Paquette, Ern Dick, CAO St-Amour, Recording Secretary Sandi Millett-Campbell, and Norman Naime, Michael Susnick, John Brittain.

**Regrets:** Ian Lawrence and Sefton Squires.

**1. Call to Order**

Chairman Nette called the meeting to order at 9:30 am.

**2. Additions to the Agenda**

11 (d) AR13-032-HER - 234 St George St – Request for Changes to Heritage Building

**3. Approval of Agenda**

**MOTION 1**

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

**4. Approval of Minutes of September 3, 2013**

**MOTION 2**

It was moved by Ern Dick, seconded by Councillor Hudson to approve the minutes of the Planning & Heritage Advisory Committee held on September 3, 2013 as presented. **CARRIED.**

**5. Planning Coordination Function**

CAO St-Amour reported to the committee that Mr. Saunders has left the employment of the Town of Annapolis Royal and Sandi Millett-Campbell will be the Acting Planning Coordinator with CAO St-Amour. Council is working on the next steps with the GIS and mapping duties over the next months.

**PLANNING ADVISORY COMMITTEE**

**6. Reports**

None.

**7. Business Arising**

None.

**8. New Business**

None.

## **HERITAGE ADVISORY COMMITTEE**

### **9. Reports**

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

CAO St-Amour noted the changes on the report.

### **MOTION 3**

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

### **10. Business Arising**

#### **b) AR13-021-HER – 324 St George Street- Request for Changes to a Heritage Building**

The application requests permission to construct a barrier-free access ramp into his commercial building. The proposed design is concrete apron with a yellow stripe around the perimeter of the circle for visibility.

### **MOTION 4**

It was moved by Ern Dick, seconded by Councillor Hudson that PHAC recommends to Council that application AR13-021-HER to pour a ramp at 324 St George Street, as revised by the applicant's submission October 7, 2013 to be approved providing all conditions of the Land Use By-Laws are met. 1 Nay vote. **CARRIED.**

### **11. New Business**

#### **a) AR13-028-HER – 364 St. George St. – Request for Changes to a Heritage Building**

The application requests permission to build a two car garage at the rear of the property.

### **MOTION 5**

It was moved by Ern Dick, and seconded by Councillor Hudson that PHAC recommends to Council that the application to construct a garage on the rear of the lot at 364 St George Street, AR13-028-HER, be approved with the clapboard wood siding maximum 4 ½", roofing with art shingles or 3 notched tabs, with paint the same colour scheme as the house, with 3 decorative hinges on a pull out doors and wood frame windows, and providing that all conditions of the Land Use By-Law are met. **CARRIED.**

#### **b) AR13-030-HER – 539 St George Street- Request for Changes to a Heritage Building**

The applicant has applied for removal of existing carriage house doors to be replaced by a window.

### **MOTION 6**

It was moved by Councillor Hudson, and seconded by Ern Dick that PHAC recommends to Council that the application to remove the existing carriage house doors to be replaced by a

window at 539 St George Street, AR13-030-HER be approved, provided that all conditions of the Land Use By-Law are met. **CARRIED.**

**c) AR13-031-HER – 285 St. George St. – Request for Changes to a Heritage Building**

The applicant has applied to replace the roof with a shingle of similar colour.

**MOTION 7**

It was moved by Councillor Paquette, seconded by Ern Dick that PHAC receive this report on the application to re-shingle the roof of Town Hall at 285 St George Street, AR13-031-HER for information. **CARRIED.**

**d) AR13-032-HER – 234 St. George St. – Request for Changes to a Heritage Building**

The applicant requested permission to replace the back half of the roof with dark brown metal roofing. The Committee also discussed sending a letter to the applicant explaining the process for changes or alterations to a Heritage Building.

**MOTION 8**

It was moved by Councillor Hudson, seconded by Ern Dick that PHAC recommends to Council that the application to replace the back part of the roof on the rear of the building at 234 St George Street, AR13-032-HER, providing all the conditions of the Land Use By-Law are met. **CARRIED.** 1 Nay.

**MOTION 9**

It was moved by Councillor Paquette, seconded by Ern Dick that PHAC recommends to Council that a letter be sent to the owner of the property to emphasize the application process. **CARRIED.**

**11. Next Meeting**

- November 4, 2013 9:30 am

**12. Adjournment**

**MOTION 9**

It was moved by Councillor Hudson, seconded by Councillor Paquette to adjourn at 10:45 am. **CARRIED.**

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Chair Adrian Nette

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Recording Secretary Millett-Campbell