

Planning & Heritage Advisory Committee
Approved Minutes
January 8, 2018 9:00 am

Present: Chair Barry Moody, Councillor Holly Sanford, Councillor John Kinsella, Peter Davies and Sandi Millett-Campbell as Recording Secretary.

Regrets: Vice-Chair Brian Bohaker, Carol Hanson and Mayor William MacDonald

1. **Call to Order:** Chair Barry Moody called the meeting to order at 9:15 am.

2. **Approval of the Agenda**

Motion #PHAC-2018-01-08-01

It was moved by Peter Davies, seconded by Councillor Kinsella to approve the agenda as presented.

Motion carried.

3. **Approval of the Minutes**

- i. Approval of the minutes of the Planning & Heritage Advisory Committee held on December 4, 2017.

Motion #PHAC-2018-01-08-02

It was moved by Councillor Kinsella , seconded by Peter Davies to approve the December 4, 2017 Planning & Heritage Advisory Committee minutes as presented. **Motion carried.**

- ii. Approval of the minutes of the Planning & Heritage Advisory Committee Special meeting held on December 11, 2017.

Motion #PHAC-2018-01-08-03

It was moved by Councillor Kinsella, seconded by Peter Davies to approve the December 11, 2017 Planning & Heritage Advisory Committee Special minutes as presented. **Motion carried.**

HERITAGE ADVISORY COMMITTEE

4. **Business Arising**

- i. 278 St George Street – Request to Alter a Heritage Property

Motion #PHAC-2018-01-08-04

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to Council that the applicant at 278 St. George Street be given heritage approval to install a projecting wall sign and two window signs as detailed in the application AR18-001-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

ii. **Heritage Property Review**

Community Development Coordinator (CDC) Millett-Campbell updated the Committee on the letter that was sent out to each property owner that would be undergoing the review of their heritage property. Councillor Kinsella thanked CAO Barr for sending out this communication to the residents.

iii. **Substantial and Non-Substantial changes to a Non-Heritage Property Adjacent to a Heritage Property**

Chair Moody clarified the request for non-heritage properties adjacent to a heritage property and will meet with Peter Davies on the topic. Chair Moody will send out the list to the PHAC members for input on the discussion.

5. **New Business:** None

PLANNING ADVISORY COMMITTEE

6. **New Business**

i. **MEAC Motion for Recommendation from PHAC to Council – Update Mayor MacDonald**

CDC Millett-Campbell updated the Committee on Councils discussion not to proceed with the interim amendment to the MPS¹ and LUB² due to financial concerns. Councillor Kinsella noted that Council agrees with the request to preserve the waterfront area but would like to see it rolled out in the final plan that will be going to the public.

7. **Reports**

i. **Planning Report – November 2017**

CDC Millett-Campbell summarized the Planning Report.

ii. **MEAC – Approved Minutes – November 27, 2017**

The Committee acknowledged the minutes.

8. **Business Arising:** N/A

9. **Next Meeting**

- PHAC – February 5, 2018

10. **Adjournment**

It was moved by Peter Davies to adjourn the meeting at 9:35 am.

Chair Barry Moody

Recording Secretary Millett-Campbell

¹ Municipal Planning Strategy

² Land Use By-Law