

**Planning & Heritage Advisory Committee**  
**February 5, 2018, 9:00 am**  
**Approved Minutes**

**In attendance:** Brian Bohaker, Peter Davies, Carol Hanson, Councillor Holly Sanford, Community Development Coordinator (CDC) Sandi Millett-Campbell, Recording Secretary Amy MacManus, applicant from AR18-004-HER (left after the application was addressed)

**Regrets:** Councillor John Kinsella and Barry Moody

1. Call to Order: Chair Brian Bohaker called the meeting to order at 9:01am

2. Approval of the Agenda:

**Motion #PHAC-2018-02-05-01**

It was moved by Councillor Sanford, seconded by Peter Davies 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 January 8, 2018.

**Motion #PHAC-2018-02-05-02**

It was moved by Peter Davies, seconded by Councillor Sanford to approve the January 8, 2018 minutes as presented. **Motion carried.**

**HERITAGE ADVISORY COMMITTEE**

4. Business Arising

i. AR18-003-HER - 286 St George St-Request to Alter a Heritage Property

CDC Millett-Campbell summarized the application. Discussion ensued.

**Motion #PHAC-2018-02-05-04**

It was moved by Councillor Sanford, seconded by Carol Hanson that PHAC recommends to Council that the applicant at 286 St. George Street be given heritage approval to install a projecting wall sign, one window sign and two wall sign as detailed in the application AR18-003-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

ii. AR18-004-HER – 454 St George St – Request to Alter a Heritage Property

CDC Millett-Campbell summarized the application. The Committee discussed the application and posed questions to the applicant, who responded.

**Motion #PHAC-2018-02-05-03**

It was moved by Councillor Sanford, seconded by Carol Hanson that PHAC recommends to Council that the applicant at 454 St. George Street be given heritage approval to install a vinyl window at the back of the house and install white vinyl siding on the bottom portion of the house as detailed in the application AR18-004-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

iii. Substantial and Non-Substantial changes to a heritage property – Update Chair Moody

Peter Davies and Barry Moody have not yet met therefore no update.

- iv. Heritage Properties Meeting with Rhodri – Sub-Committee Update

To date 14 properties have been completed. Dr. Rhodri is away until April; the project is on hold until his return.

5. New Business

**PLANNING ADVISORY COMMITTEE**

6. New Business

7. Reports

- i. Planning Report – December 2017

The Committee acknowledged the report.

- ii. MEAC – Approved Minutes – December 14, 2017

The Committee acknowledged the report.

8. Business Arising

9. Next Meeting

- PHAC – March 5<sup>th</sup>, 2018

10. Adjournment

**Motion #PHAC-2018-02-05-05**

Councillor Sanford moved to adjourn the meeting at 9:26am.

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Chair Brian Bohaker

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Recording Secretary Amy MacManus