

**Planning & Heritage Advisory Committee
May 7, 2018, 9:00 am
Approved Minutes**

Present: Barry Moody (Chair), Councillor John Kinsella, Brian Bohaker, Carol Hanson, Councillor Holly Sanford, Peter Davies, Community Development Coordinator (CDC) Sandi Millett-Campbell, Planner Chris Millier (via Skype for development agreement), Nova Scotia Power representatives (for development agreement component), Chief Administrative Officer (CAO) Gregory Barr, Mayor William MacDonald as ex-officio, Recording Secretary Amy MacManus, Danny McClair (arrived at 9:08am, left at 10:17am)

Regrets: N/A

1. **Call to Order:** Chair Moody called the meeting to order at 9 a.m.

2. **Additions:** N/A

3. **Approval of the Agenda**

Motion #PHAC-2018-05-07-01

It was moved by Councillor Kinsella, seconded by John, Carol Hanson to approve the agenda as presented. **Motion carried.**

4. **Approval of the Minutes**

i. Planning & Heritage Advisory Committee Minutes - April 3, 2018

Motion #PHAC-2018-05-07-02

It was moved by Brian Bohaker, seconded by Councillor Sanford to approve the April 3, 2018 minutes as presented. **Motion carried.**

PLANNING ADVISORY COMMITTEE

5. **New Business**

i. AR18-001-DAA – 236 Prince Albert Rd – Development Agreement Amendment

Planner Chris Millier presented development agreement AR18-001-DAA via Skype. Discussion ensued between the committee, Planner Miller, and Nova Scotia Power representatives.

Motion #PHAC-2018-05-07-03

It was moved by Councillor Kinsella, seconded by Brian Bohaker to recommend to council that the Town enter into an agreement amending a Development Agreement with Nova Scotia Power Incorporated to enable the construction and installation of a new HVAC structure and the installation of a new pad mounter transformer adjacent to Prince Albert Road and the relocation of two existing accessory structures and the removal of exterior ventilation ductwork per plan and specifications submitted with the application dated March 28, 2018. **Motion carried. Two nay votes (Carol Hanson and Barry Moody)**

6. **Reports**

i. Planning Report – March 2018

CDC Millett-Campbell summarized the report.

ii. MEAC – Approved Minutes – Nothing to report this month

7. Business Arising

HERITAGE ADVISORY COMMITTEE

8. Business Arising

i. Substantial and Non-Substantial changes to a heritage property – Update Chair Moody
Chair Moody and Peter Davies have not yet therefore no updates.

9. New Business

i. AR18-006-HER – 302 St George St – Request to Alter a Heritage Property
Discussion between the committee and applicant Danny McClair.

Motion #PHAC-2018-05-07-04

It was moved by Brain Bohaker, seconded by Councillor Sanford that PHAC recommends to council to give the applicant at 302 St. George Street heritage approval to install a wooden deck and privacy wall at the rear of the building and one wall sign, as detailed in the application AR18-006-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

ii. AR18-007-HER – 438 St George St – Request to Alter a Heritage Property
Discussion between the committee and applicant Danny McClair. The applicant requested that the application be amended to a 10' x 14' shed instead of the submitted 10' x 12' shed. The shed that is currently sitting in the location was erected without going through the application process and without obtaining a development permit. He is selling this shed and requesting a permit for a shed to be located in the same spot where the illegal shed is located. The illegality is being addressed at an administration level.

Motion #PHAC-2018-05-07-05

It was moved by Brian Bohaker, seconded by Councillor Sanford that PHAC recommends to Council to give the applicant at 438 St. George Street heritage approval to install wood 10' x 14' shed at rear of the building, as detailed in the application AR18-007-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

iii. AR18-011-HER – 219 St George St – Request to Alter a Heritage Property
CDC Millett-Campbell summarized the application.

Motion #PHAC-2018-05-07-06

It was moved by Councillor Kinsella, seconded by Councillor Sanford that PHAC recommends to Council that the applicant at 219 St. George Street be given heritage approval to replace the current projecting wall sign as detailed in the application AR18-011-HER, providing the requirements of the Land Use By-Law are met. **Motion carried. (One Nay Vote- Carol Hanson)**

iv. AR18-008-HER – 278 St George St – Request to Alter a Heritage Property
The committee discussed.

Motion #PHAC-2018-05-07-07

It was moved by Brian Bohaker, seconded by Councillor Sanford that PHAC recommends to Council that the applicant at 278 St. George Street be given heritage approval to install a window sign as detailed in the application AR18-008-HER, providing the requirements of the Land Use By-Law are met. **Motion carried. (Barry Moody abstained from voting)**

v. AR18-012-HER – 629 St George St – Request to Alter a Heritage Property
CDC Millett-Campbell summarized the application. Discussion ensued.

Motion #PHAC-2018-05-07-08

It was moved by Councillor Kinsella, seconded by Councillor Sanford that PHAC recommends to Council that the applicant at 629 St. George Street be given heritage approval to add two wooden windows and relocated the current wood door on one the side, replace two wooden windows to a smaller size wooden windows by 18” on one side of the house, and add two wooden windows on the rear of the house as detailed in the application AR18-012-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

10. Next Meeting: June 4, 2018

11. Adjournment

Councillor Sanford moved adjournment at 10:30am.

Chair Barry Moody

Recording Secretary Amy MacManus