

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

Present: Barry Moody (Chair), Brian Bohaker, Councillor John Kinsella, Carol Hanson, Councillor Holly Sanford, Peter Davies, Mayor William MacDonald, Community Development Coordinator (CDC) Sandi Millett-Campbell, Kevin Barrett via phone for application AR18-022-HER, and applicants present for their application agenda items

Regrets: None

1. Call to Order

Chair Moody called the meeting to order at 9am

2. Approval of the Agenda

Motion #PHAC-2018-07-09-01

It was moved by Brian Bohaker, 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 June 4, 2018.

Motion #PHAC-2018-07-09-02

It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the June 4, 2018 minutes as presented. **Motion carried.**

HERITAGE ADVISORY COMMITTEE

4. Business Arising

- i. Substantial and Non-Substantial Changes to a Heritage Property – Update Chair Moody
Councillor Kinsella, Barry Moody, and Peter Davies will be meeting July 10th at 9am to begin work on this project. They will initially be discussing vinyl windows and vinyl siding.

5. New Business

- i. AR18-023-HER – 204 St Anthony St – Request to Alter a Heritage Property
CDC Millett-Campbell summarized the application. Discussion ensued.

Motion #PHAC-2018-07-09-03

It was moved by Councillor Kinsella, seconded by Councillor Sanford to recommend to Council that the applicant at 204 St. Anthony Street be given heritage approval to add a wood corner trim, wood window trim, skirt board and heat pump as detailed in the application AR18-023-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

- i. AR18-022-HER – 494 St George St – Request to Alter a Heritage Property (Tab 3)
Kevin Barrett summarized the provincial heritage process and considerations for the application via conference call. He joined the meeting at 9:35am. Discussion ensued.

Motion #PHAC-2018-07-09-04

It was moved by Peter Davies, seconded by Brian Bohaker to recommend to Council that the applicant at 494 St. George street be given heritage approval in principal to add the addition to the rear of the building in keeping with the character of the building design, as detailed in the application AR18-022-HER, and subject to submitting detailed construction drawings meet the intent of approval by the municipal heritage staff, and providing the requirements of the Land Use By-Law are met. **Motion carried.**

Motion #PHAC-2018-07-09-04

It was moved by Brian Bohaker, seconded by Councillor Kinsella to recommend to Council that the applicant at 494 St. George Street be given heritage approval to replace the 49 wood windows to vinyl inserts as detailed in the application AR18-022-HER subject to Council receiving a quote on the cost of the restoration of the windows. **Motion carried. One nay vote - Barry Moody.**

PLANNING ADVISORY COMMITTEE

6. New Business

7. Reports

i. Planning Report – May 2018

CDC Millett-Campbell summarized her report.

ii. MEAC – Approved Minutes February 8, 2018

Approved Minutes March 8, 2018

Approved Minutes April 12, 2018

Approved Minutes April 26, 2018

Approved Minutes May 10, 2018

Approved Minutes May 24, 2018

The Committee acknowledged the MEAC minutes and requested that their minutes contain more details.

8. Business Arising

i. Request of Draft Land Use By-law for review from MEAC

CDC Millett-Campbell relayed that MEAC had considered PHAC's request to review their Draft Land Use By-law and decided that it would be forwarded to PHAC once it is completed.

Next Meeting

- PHAC – September 4, 2018

9. Adjournment

Adjournment was moved at 10:50am

Chair Barry Moody

Recording Secretary Amy MacManus