

Planning & Heritage Advisory Committee
April 1, 2019 at 9:00 am
Approved Minutes

Present: Barry Moody (Chair), Brian Bohaker, Councillor Holly Sanford, Councillor John Kinsella, Heather Sprague, Recording Secretary Sandi Millett-Campbell, and applicant of AR19-008-HER

Regrets: Carol Hanson

1. Call to Order: Chair Moody called the meeting to order at 9:02 a.m.

2. Approval of the Agenda:

Motion #PHAC-2019-04-01-01

It was moved by Councillor Sanford, seconded by Brian Bohaker 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 February 4, 2019.

Motion #PHAC-2019-04-01-02

It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the February 4, 2019 minutes as presented. **Motion carried.**

HERITAGE ADVISORY COMMITTEE

4. New Business

- i. Ratification of Electronic Vote – 407 St George Street

Councillor Kinsella declared conflict of interest and removed himself from the discussion and vote.

Motion #PHAC-2019-04-01-03

It was moved by Brian Bohaker, seconded by Councillor Sanford that PHAC ratify the electronic vote that recommends to Council that the applicant at 407 St George Street be given heritage approval to replace the current asphalt shingle roof to a Musket grey metal roof, as detailed in the application AR19-004-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

- ii. AR19-008-HER – 268 St George St – Alterations to a Registered Heritage Property
Community Development Coordinator (CDC) Millett-Campbell outlined the request for signage and the applicant answered the Committees questions on the application.

Motion #PHAC-2019-04-01-04

It was moved by Councillor Kinsella, seconded by Brian Bohaker that PHAC recommends to Council that the applicant at 268 St George Street be given heritage approval to remove the current window signage and replace with a new window sign as detailed in the application AR19-008-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

iii. Roof Materials – Discussion

The Committee discussed if metal roofing materials should be a preferred material on registered heritage properties. CDC Millett-Campbell updated the Committee that the current Building and Alterations Policy lists metal as a preferred roof material. The Committee discussed the pros and cons of metal roofs.

The Committee would like to see a reminder in the Town Crier Newsletter to the residents to apply for permits and approvals before the work is started.

5. Business Arising: None

PLANNING ADVISORY COMMITTEE

6. New Business: None

7. Reports

i. Planning Report – January 2019 & February 2019

For information only.

ii. MEAC Approved Minutes

The Committee acknowledged.

8. Business Arising

i. MPS¹ / LUB² draft document – Update

CDC Millett-Campbell updated the Committee on the recommendation from MEAC to present the draft MPS and LUB at the May meeting. CDC Millett-Campbell updated the Committee on the process to date and moving forward with the draft documents.

9. Next Meeting

- May 6, 2019

10. Adjournment

Brian Bohaker moved adjournment at 9:43 a.m.

Chair Barry Moody

Recording Secretary Amy MacManus

¹ Municipal Planning Strategy

² Land Use By-Law