

Planning & Heritage Advisory Committee
February 3, 2020 at 9:00 am
Unapproved Minutes

Present: Brian Bohaker (Vice-chair), Councillor John Kinsella, Councillor Holly Sanford, Cheryl Hassen, Heather Sprague, Interim CAO/ Community Development Coordinator Sandi Millett-Campbell and recording secretary Amber Brown

Regrets: None

1. Call to Order: Vice-Chair Bohaker called the meeting to order at 9:03am.

2. Approval of the Agenda

Motion #PHAC-2020-02-03-01

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

3. **Appointment: New Chair**

Motion #PHAC-2020-02-03-02

It was moved by Councillor Kinsella and seconded by Councillor Sanford to nominate Brian Bohaker as Chair; Brian Bohaker accepted the nomination and no other nominations were given. **Motion Carried.**

Motion #PHAC-2020-02-03-03

It was moved by Councillor Sanford and seconded by Councillor Kinsella to nominate Heather Sprague as Vice chair; Heather Sprague accepted the nomination and no other nominations were given. **Motion Carried.**

4. Approval of the Minutes

- i. Approval of the minutes of the Planning & Heritage Advisory Committee held on January 6, 2020.

Motion #PHAC-2020-02-03-04

It was moved by Councillor Kinsella, seconded by Heather Sprague to approve the January 6, 2020 minutes as amended. **Motion carried.**

PLANNING ADVISORY COMMITTEE

5. New Business

- i. Rezoning – Champlain Drive (Tab 2) -Planner Chris Millier by phone

Planner Millier presented his report for the proposed rezoning of Champlain Drive via phone call.

Motion #PHAC-2020-02-03-05

It was moved by Councillor Sanford and seconded by Councillor Kinsella to recommend to Council that the Lands of Don and Marilyn Beattie located at Champlain Drive (PID 05301247) be rezoned from Residential Single Unit (RSU) to Residual Two Unit (RTU) to permit the construction of a 2-unit semi-detached dwelling. **Motion Carried.**

6. Reports

- i. Planning Report – December 2019

For information Purposes.

7. Business Arising

- i. AHS Appointment Update

Heather Sprague is now officially a member of Annapolis Heritage Society and will sit on the Planning and heritage Advisory Committee as their representative.

HERITAGE ADVISORY COMMITTEE

8. New Business

Cheryl Hassen has declared a conflict of interest on the following item:

- i. AR20-003-HER – 223 St George Street – Alterations to a Registered Heritage Property

Motion #PHAC-2020-02-03-05

It was moved by Councillor Kinsella and seconded by Heather Sprague to recommend to Council that the applicant at 223 St George Street be given heritage approval to install a wall sign and window decal as detailed in the application AR20-003-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

- ii. AR20-005-HER – 9 Church Street – Alterations to a Registered Heritage Property

Motion #PHAC-2020-02-03-05

It was moved by Councillor Sanford and Seconded by Councillor Kinsella to recommend to Council that the applicant at 9 Church Street be given heritage approval to add a wooden door, stone terrace, and a wooden shed, as detailed in the application AR20-05-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

- iii. AR20-006-HER – 324 St George St – Alterations to a Registered Heritage Property

Motion #PHAC-2020-02-03-05

It was moved by Cheryl Hassen and seconded by Heather Sprague to recommend to Council that the applicant at 324 St George Street be given heritage approval to install a projecting wall sign using the current hardware as detailed in the application AR20-006-HER, providing the requirements of the Land Use By-Law are met. **Motion Carried.**

- i. Review the Updated Character Defining Elements
 - a) 278 St George Street
 - b) 302 St George Street
 - c) 350 St George Street

Heather Sprague has updated the Character Defining Elements for the above listed properties. The Committee received and reviewed the changes.

9. Business Arising

- i. Review the Character Defining Elements for the following Properties
 - a) 232 St George St – To be sent back to Dr. Windsor- Liscombe
 - b) 235 St George St
 - c) 294-296 St George St

The committee reviewed three additional properties submitted by Dr. Windsor-Liscombe – specially the character defining elements for each property. Heather Sprague will update the character defining elements for 235 and 294-296 St George St and circulate updates to committee for further review.

10. Next Meeting: March 2, 2020

11. Adjournment: Councillor Kinsella moved adjournment at 10:18am