

Planning & Heritage Advisory Committee
Approved Minutes
October 5, 2020 9:00 a.m.

1. **PRESENT:** Brian Bohaker (Chair), Heather Sprague (Vice-Chair), Bill MacDonald (Ex-Officio), Councillor John Kinsella, Councillor Holly Sanford, Charlie Baird (9:30 a.m.-10:00 a.m.), Chris Millier, Chief Administrative Officer (CAO) Sandi Millett-Campbell, Community Development Coordinator (CDC) Ken Knox, and Recording Secretary Taylor Robinson. One member from the public joined the meeting for item 6. A. All members attended via Zoom.
2. **REGRETS:** Cheryl Hassen
3. **CALL TO ORDER:** Chair Bohaker called the meeting to order at 9:00 a.m.
4. **APPROVAL OF THE AGENDA:**

Addition to the agenda under section 6. NEW BUSINESS b. Virtual or Online Meetings

MOTION #PHAC2020-10-05-01

It was moved by Councillor Sanford, seconded by Councillor Kinsella to approve the October 5, 2020 agenda as amended. **Motion carried.**

5. **APPROVAL OF THE MINUTES:**

- i. Approval of the minutes of the Planning & Heritage Advisory Committee held on September 8, 2020.

MOTION #PHAC2020-10-05-02

It was moved by Councillor Kinsella, seconded by Councillor Sanford to approve the September 8, 2020 minutes as presented. **Motion carried.**

PLANNING ADVISORY COMMITTEE

6. **NEW BUSINESS**

- a. AR20-02-DA, 494 St. George Street

Chris Millier reviewed the application and report for 494 St. George Street and informed the Committee that the proposed second dwelling will not compromise the character of the property and recommended to accept the agreement to amend the previous development agreement.

MOTION #PHAC2020-10-05-03

It was moved by Councillor Sanford, seconded by Councillor Kinsella that the Town enter into an Agreement to Amend an Development Agreement with Laszlo and Katherine Tanczos to permit the development of a new single unit dwelling at 494 St. George Street (PID 05002068) pursuant to the application dated August 6, 2020 subject to the

provision of revised architectural drawings detailing front/rear/side building elevation and floor plans. **Motion carried.**

b. Virtual or Online Meetings

CDC Knox reported that the Committee is allowed to meet for in-person meetings as long as the public safety regulations are being followed. CAO Millett-Campbell explained that she would like to see what the other Committees would like to do so there is consistency. The Committee agreed to go with whatever the majority wants and will wait to hear back.

7. Reports

a. Planning Report – August 2020

The Committee reviewed the Planning Report for August 2020.

8. BUSINESS ARISING: None

HERITAGE ADVISORY COMMITTEE

9. NEW BUSINESS

a. AR20-27-HER, 238 St. Anthony St

The Committee reviewed the application for 238 St. George Street where the owner is requesting to change roofing materials. The applicants would like to change from an asphalt shingled roof to an interlocking aluminum roof with a black slate profile. The Committee discussed and concluded that there is no heritage issue with the application and agreed to approve application.

MOTION #PHAC2020-10-05-04

It was moved by Councillor Sanford, seconded by Mayor MacDonald that Committee recommends to Council that approval be given to the applicant at 238 St Anthony Street heritage to replace the asphalt shingles with aluminum interlock roofing with a black slate profile as detailed in the application AR20-27-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

b. Character Defining Elements of:

- i. 424 St. George
- ii. 540 St. George
- iii. 762 St. George

The Committee discussed the character defining elements, historical significance, and various features of each property. Ms. Sprague will continue to work on the character defining elements and will bring forward to the Committee next meeting.

10. BUSINESS ARISING

a. Review the Character Defining Elements for the following Properties

- i. 129 St. George St.

- ii. 144 St. George St.
- iii. 266-268 St. George St.

The Committee revisited the defining features for the properties as they were discussed at September's meeting.

b. Ramp Leases

CDC Knox informed the Committee that no other Municipality in the Province has adopted a ramp lease and asked if they want to follow a style guideline to help with standardization. It was noted that the Town of Annapolis Royal is different because it has many historic heritage properties. The Committee discussed different options to help with guidelines and restrictions. It was agreed that the Town should follow the Nova Scotia accessibility and building guidelines with some minimal modifications to it. CDC Knox will make the suggested changes and bring to the Accessibility Committee and the Planning & Heritage Advisory Committee at November's meeting.

11. NEXT MEETING: November 2, 2020 at 9:00 a.m.

12. ADJOURNMENT: Councillor Sanford moved adjournment at 10:55 a.m.

Chair Brian Bohaker

Recording Secretary Taylor Robinson