

Planning & Heritage Advisory Committee
 Approved Minutes
 September 3, 2024 at 9:00 am

1. Call to Order	Chair Allan called the meeting to order at 9:00 am
2. Present	Chair Wilfred Allan, Vice Chair Anne Crossman, Councillor Paula Hafting, Councillor Holly Sanford, Director of Municipal Operations and Development Ken Knox, CAO Sandi Millett-Campbell, and Recording Secretary Kim Dunning Member of the Public: Paul Kellogg
3. Regrets	Mike Bernard
4. Additions to the Agenda	None
5. Approval of the Agenda	MOTION #PHAC2024-09-03-01 It was regularly moved and seconded to approve the agenda as presented. Motion carried.
Edits to the Minutes	Change eavesdrop to eavestrough
6. Approval of the Minutes	MOTION #PHAC2024-09-03-02 It was regularly moved and seconded to approve the minutes of April 8, 2024 as presented. Motion carried.

PLANNING ADVISORY COMMITTEE

7. NEW BUSINESS
None

8. REPORTS
i. March, April, May, June and July 2024 reports were reviewed by the Committee.

9. UNFINISHED BUSINESS
None

HERITAGE ADVISORY COMMITTEE

10. NEW BUSINESS
i. 24-25-HER 324 St. George Street
DMO/D Knox reviewed the application to replace a wall sign and window display sign and asked if anyone from this committee had any concerns. The only concern was if there was a need to have their address on the wall sign, and DMO/D Knox advised that this is up to the owner's decision. Councillor Hafting asked about the sandwich board as this has been a tripping concern previously, DMO/D Knox advised to call them at public works if this isn't in the correct location. Recommendation to send to Council for review/approval.

MOTION #PHAC 2024-09-03-03

It was regularly moved and seconded that PHAC recommends to Council that the applicant at 324 St George Street be given heritage approval to install a window sign and a projecting wall sign as detailed in the application 24-25-HER, providing the requirements of the Land Use By-Law are met." **Motion carried.**

- ii. 24-26-HER 204 St. Anthony
DMO/D Knox gave an overview of this request to restore the windows to the original arrangement, and have the bottom windows matching the top ones. Councillor Sanford stated that this was her one regret, that when the previous request came they wished it hadn't gone ahead. Councillor Hafting added that older buildings need to be lived in and maintained, and costs need to be included in these discussions, as this could be their only option to fix the problem.

MOTION #PHAC 2024-09-03-04

It was regularly moved and seconded that PHAC recommends to Council that the applicant at 204 St Anthony Street be given heritage approval to change the window layout in the front of the property, restoring the original arrangement with vinyl windows matching all others, as detailed in the application AR24-26-HER, providing the requirements of the Land Use By-Law are met. **Motion carried. 1 nay.**

- iii. Planning and Heritage Committee By-law section 6.2 part d. and e.
Chair Allan has been at a number of events related to the heritage of the Town, and wanted to know what this Committee was involved in. CAO Millett-Campbell advised that there have been articles in the Towns newsletter, and there was a heritage award given out to properties for three/four different categories. Sadly, there hasn't been any interest from the public. Vice Chair Crossman suggested adding something to the Town newsletter. It was also noted that the County doesn't have many heritage buildings, and the Municipality of the County of Annapolis are currently setting up a Planning Advisory Committee. Recommendation to add a standing agenda item for Town Crier newsletter to be included.

ACTION: Add Town Crier newsletter item to agenda

NAME: Recording Secretary Dunning

DUE: September 23, 2024

11. UNFINISHED BUSINESS

None

12. CORRESPONDENCE

None

13. NEXT MEETING

October 7, 2024 at 9:00 am

14. ADJOURNMENT

The meeting was adjourned at 9:48 am.


Chair, Wilfred Allan


Recording Secretary, Kim Dunning

