



West Hants

something inspiring awaits

**WEST HANTS REGIONAL MUNICIPALITY
Planning & Heritage Advisory Committee (PAC/HAC)
September 9, 2021 – 6:00p.m.
Zoom**

PRESENT: Councillor Jim Ivey (District 11) (Chair)
Councillor Mark McLean (District 3)
Councillor Debbie Francis (District 5)
Councillor Ed Sherman (District 7)
Councillor John Smith (District 9)
Councillor Rupert Jannasch (District 1)
Jamie O’Hanlon (Windsor Representative)
Lisa Bland (WHRM Representative)
Bill Preston (Hantsport Representative)
Jane Davis (Hantsport Representative)
Shelley Bibby (Windsor Representative)
Tasha Rogers (WHRM Representative)

STAFF: Madelyn LeMay (Director of Planning and Development)
Sara Poirier (Senior Planner)
Alexander Dunphy (Planner)
Mark Phillips (CAO)
Vanessa Lake (Planning Meeting Secretary)

GUESTS: Nikhil Vidwans, Applicant

REGRETS: Jennifer Nicholls (WHRM Representative)

Call to Order and Attendance

Chair Ivey called the meeting to order at 6:00pm. Madelyn LeMay took attendance; all were present except Jennifer Nicholls and Mark McLean. The Committee welcomed new member Councillor John Smith, and new planner Alexander Dunphy. John has considerable experience with the former West Hants PAC. Alex began work on August 24, and he comes from the Eastern District Planning Commission where he served 6 municipalities.

Mark McLean later joined the meeting at 6:57pm.

Approval of Agenda and Additions

Moved by Ed Sherman and seconded by Lisa Bland that the agenda be approved as circulated. Motion carried.

Conflict of Interest

John Smith declared a conflict of interest with agenda item 6.7 and will not be a part of this discussion.

Approval of Minutes

Moved by Ed Sherman and seconded by Debbie Francis that the minutes be approved as circulated. Motion carried.

Business Arising from the Minutes

Update: File #s 20-27, 20-29, 20-30 Secondary Suites: Amendments to the West Hants, Windsor and Hantsport MPS and LUB (Madelyn LeMay)

Council approved the recommended amendments on July 28 and the material was submitted to the Department of Municipal Affairs & Housing to determine whether Ministerial approval is needed. We were advised this week that approval is not required, so a notice will appear in the paper September 14 and the amendments will be effective then.

This item can now be removed from the agenda.

Update: Mobile Canteen Vending By-law (Sara Poirier)

The Mobile Canteen Vending By-law was approved by Council on July 27, 2021, and became effective on August 3, 2021, when the notice of approval advertisement was placed in the local paper.

This item can now be removed from the agenda.

Update: File # 21-08 233 Gray Street and Abutting Lot, Windsor, Development Agreement (Madelyn LeMay)

The comment period for the public hearing ends on Tuesday September 20, 2021; the public hearing on the proposed development agreement will be completed on September 28 and be followed by Second Reading.

Update: File # 21-02 101 Three Mile Plains Cross Road Development Agreement (Sara Poirier)

The application for a development agreement to allow an automotive repair shop at 101 Three Mile Plains Cross Rd., Three Mile Plains will conclude public hearing on September 28. Council will make its final decision on the application at that time.

Update: File # 21-05 20 Empire Lane, Windsor Development Agreement (Sara Poirier)

The application for a development agreement amendment to allow three (3) additional apartment units within the existing building at 20 Empire Lane, Windsor will conclude public hearing on September 28. Council will make its final decision on the application at that time.

Update: File # 21-14 Fees Policy (Madelyn LeMay)

Minor adjustments to the policy were recommended to Council in addition to the PAC/HAC recommendation in July. Council approved the policy on July 27, 2021. This item will be removed from the agenda. Information regarding dog tags & fees will come back to PAC once time permits.

Update: File # 21-09 Payzant Drive, PIDs 45358314, 45366986, 45055167, 45276441, 45190493, and 45364775 Windsor LUB Amendment (Sara Poirier)

The Public Hearing for the Windsor Land Use By-law Amendment to allow reduced minimum lot specifications for specific lots on Payzant Drive will begin Public Hearing on September 28 and conclude on October 26.

Building and Development Activity Report

There were no questions or comments.

New Business

Under Consideration: DA to allow a triplex on Fairfield Court

Planning staff have received an application to allow a triplex by development agreement on Fairfield Court. Planner Alex Dunphy will be working on this file and will host a Public Information Meeting prior to the next PAC/HAC meeting on October 14, 2021.

Under Consideration: DA Amendment for multi-unit buildings on O'Brien Street

Planning staff have received an application to consider discharging of an existing and entering into a new development agreement for a multi-unit development on O'Brien Street in Windsor. Planner Poirier will be working on this file and will host a Public Information Meeting prior to the next PAC/HAC meeting on October 14, 2021.

Civic Addressing By-law Amendment

Madelyn LeMay explained the need to add the ability for Council to make a change in a road name without the agreement of 75% of residents on the road, using a Power Point presentation. Resident members expressed concern that there would be no opportunity for public input.

Moved by Rupert Jannasch and seconded by Debbie Francis that PAC/HAC recommends that Council give First Reading and proceed to a Public Hearing to amend the Civic Addressing By-law, RC-001, by adding a new clause to allow Council to change a road name without support of those owning lots on the street, in a manner substantively the same as that included as Attachment A to the report entitled Civic Addressing By-law Amendment dated September 9, 2021. Motion carried.

Information Report: Processes for Planning Applications (Madelyn LeMay)

Using Power Point, Madelyn LeMay explained changes to the processes which will be used for planning matters, all which are within the existing Public Participation program policy.

File # 21-11: Windsor LUB Amendments: Farm Markets in the Fairground (FG) Zone (Madelyn LeMay)

An application to allow farm markets indoors in the Fairground (FG) Zone was received. It was noted that clear ability to control the location of outdoor markets is needed and is included within the recommendation. Members asked if the process could be sped up; Madelyn responded that it cannot.

Moved by Debbie Francis and seconded by Ed Sherman that Council give First Reading and hold a Public Hearing to consider amending the Windsor Land Use By-law to change the definition of farm markets to include outdoor spaces and to add farm markets to the list of permitted uses in the Fairground (FG) zone in a manner substantively the same as Appendix E of the staff report to PAC/HAC dated September 9, 2021. Motion carried.

File # 21-12: West Hants LUB Amendments: Hwy 14, Vaughn, PID 45288750 (Sara Poirier)

Sara gave a presentation outlining the application for a LUB amendment at PID 45288750, Vaughn. The applicant, Nikhil Vidwans, was present to answer any questions the Committee had.

Councillor Mark McLean joined the meeting at 6:57pm.

Moved by Tasha Rogers and Lisa Bland that PAC recommends that Council give First Reading and hold a Public Hearing to consider amending the Zoning Map of the West Hants Land Use By-law to enable the lot located at PID 45288750 in Vaughan to be rezoned from the General Resource (GR) zone to the Rural Commercial (RC) zone; to amend the text of the West Hants Land Use By-law to add “Arts and crafts studios” to the list of permitted uses in the Rural Commercial (RC) zone; and to allow more than one main building on a lot in the Rural Commercial (RC) zone, all as shown on the map attached as Figure 3 and in Attachment A to the report #21-12 to the Planning and Heritage Advisory Committee dated September 9, 2021. Motion carried.

Heritage Permit Application: 744 Highway 236; Dimock House (Madelyn LeMay)

John Smith left the meeting for this discussion.

Madelyn LeMay reviewed the application received and the need for a heritage permit. Members briefly discussed whether it was appropriate to have a modern garage on the property; Madelyn again referred to the character-defining elements in the Statement of Significance.

Moved by Debbie Francis and Mark McLean that PAC/HAC recommends that Council determine that the proposed addition of a garage to the designated lot at 744 Highway 236, Scotch Village does not affect the character-defining elements listed in the Statement of Significance for the property, and that as a result, Council directs that a heritage permit be issued for the construction of the garage. Motion carried.

John Smith returned to the Zoom meeting.

MPS Review Discussion: Statements of Provincial Interest (Sara Poirier)

Sara Poirier gave a presentation which explained what a Statement of Provincial Interest is and how they are used. They are currently only mentioned within the Hantsport documents, and the goal is to incorporate some acknowledgement of them in the WHRM documents. Sara provided a proposed background statement and the Committee deemed it satisfactory.

Notices from Adjacent Municipal Units

There were no updates.

Future Meetings

Chair Ivey asked the Committee whether they would like to continue to do meetings via Zoom, in-person, or as a hybrid model (some in-person, some via Zoom). Most of the Committee expressed interest in the hybrid model, as they found it convenient. A decision will be made

before September 30, and the Committee will be informed how the next meeting on October 14 will be held.

Questions and Comments from the Public

There were no questions or comments.

Adjournment

Moved by Ed Sherman and Mark McLean that the meeting adjourn at 7:45pm. Motion carried.