



West Hants

something inspiring awaits

**WEST HANTS REGIONAL MUNICIPALITY
Planning & Heritage Advisory Committee (PAC/HAC)
October 14, 2021 – 6:00p.m.
Zoom**

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

STAFF: Madelyn LeMay (Director of Planning and Development)
Sara Poirier (Senior Planner)
Alex Dunphy (Planner)
Mark Phillips (CAO)
Todd Richard (Director of Public Works)
Vanessa Lake (Meeting Secretary)

GUESTS: Clark Wilkins (Applicant)
David Howell (Applicant)
John Bregante (Windsor Elms Representative)
Krista Beeler (Winder Elms Representative)
Chrystal Fuller (Applicant)

REGRETS: Lisa Bland, WHRM Representative
Jamie O’Hanlon, Windsor Representative

Call to Order and Attendance

Prior to the Planning and Heritage Advisory Committee, three Public Information Meetings were held. The meetings concluded at 6:21pm and Chair Ivey called the Planning and Heritage Advisory Committee to order at 6:23pm. Madelyn LeMay took attendance; all were present except for Lisa Bland and Jamie O’Hanlon, who sent their regrets.

Approval of Agenda and Additions

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

Conflict of Interest

Ed Sherman declared a conflict with item 5.0. John Smith declared conflict with item 6.9. Debbie Francis declared conflict with item 6.4. They will not participate in these discussions.

Approval of Minutes

Moved by Mark McLean and seconded by Shelley Bibby that the minutes be approved as circulated. Motion carried.

Questions Arising from PIMs

File # 20-25 Development Agreement to allow a three-unit dwelling on Fairfield Court (Alex Dunphy)

There were no questions about this topic.

File # 21-14 O'Brien Street Development Agreement and Discharge (Sara Poirier)

John Smith asked about the target demographic for this development. Clark Wilkins replied that they are exploring options, but the intent was for affordable living and 55+ clientele. John Smith asked if there would be an elevator, and Clark Wilkins replied that there would be.

Clark Wilkins and Chrystal Fuller left the meeting after these questions.

File # 21-04 College Road MPS and LUB Amendment to the MPS and LUB (Sara Poirier)

There were no questions about this topic.

John Bregante and Krista Beeler left the meeting at this time.

Business Arising from the Minutes

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

The appeal period for this development agreement ends October 19; this item can be removed from the agenda.

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 concluded public hearing on September 28. Council recommended in favour of the application. The notice of approval was placed in the paper on October 5 which began the 14-day appeal period. The appeal period will end on October 21. If there are no appeals, staff will organize the signing and registration of the development agreement.

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 concluded public hearing on September 28. Council recommended in favour of the application. The notice of approval was placed in the paper on October 5 which began the 14-day appeal period. The appeal period will end on October 21. If there are no appeals, staff will organize the signing and registration of the development agreement.

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 begin on September 28 and will conclude on October 26. Council will make final decision on the application on October 26.

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

A Public Hearing on the rezoning application in Vaughan is scheduled for October 26. Council will make final decision on the application on the same night.

Update: Civic Addressing By-law (Madelyn LeMay)

Notice of the proposed amendment will be in the paper November 2 and November 9; the public hearing is scheduled for November 23. The proposed amendment would allow Council to change a road or street name if Council feels it necessary for the safety of residents.

Update: Processes for Planning Applications (Madelyn LeMay)

The revised process was presented to Council; no concerns were expressed.

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

Council held First Reading September 28; the Public Hearing is scheduled for October 26.

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

Council approved the Heritage Permit on September 28. Madelyn noted that following Council's approval, there are still several steps: the Development Officer and Building Inspector must be advised in writing, and they must issue both development and building permits in turn. All the steps were completed, and the building permit was issued on October 7.

Building and Development Activity Report

Shelley Bibby asked what sort of permit it was on the third line of the report. Madelyn responded it was likely a repair or renovation.

New Business

Infrastructure Charges (Madelyn LeMay and Todd Richard)

Madelyn reviewed the present use and potential for Infrastructure charges using a Power Point presentation. Following discussion with Todd Richard, PAC/HAC members noted that they would like to see material on how infrastructure charges are used in other municipal units, particularly regional municipalities. They would also like to see a list of what other things can be included within infrastructure charges, such as solid waste disposal or decorative streetlights etc.

Material will be provided as soon as it can be compiled, and infrastructure charges will be placed on the following agenda for discussion.

Dog Parks and Skate Parks (Sara Poirier)

On February 11, PACHAC discussed Parks and Playgrounds, and decided that Skate Parks and Dog Parks are a different category. Sara Poirier gathered information on Skate Parks and Dog

Parks and returned to the committee with a presentation and some questions. Sara asked the committee if these parks should be regulated, and if so, how? The committee discussed what they would like to see for these parks, such as mandatory parking, lighting, buffer strips, lot size and where they should be located. Sara will ask the Recreation Department for input and return with draft regulations.

Buffer Strips (Madelyn LeMay)

Madelyn gave a power Point presentation regarding one form of buffer strip; Riparian buffers will be discussed at the next meeting. Discussion focused on:

- the width of a buffer strip. Some places may not be able to provide a 20' buffer due to the lot size.
- a width narrower than 20' might be appropriate when a fence or wall is being used.
- buffering of and for agricultural uses is not addressed in the present planning documents.

Madelyn noted that conflict often arises along an agricultural/residential interface. Members noted that Madelyn should discuss buffers related to agricultural uses with the Federation of Agriculture.

Madelyn will contact the Federation of Agriculture and provide PAC/HAC with one recommendation based on discussions at PAC/HAC to-night.

CDD By-law (Sara Poirier)

Sara Poirier gave a presentation to explain the Commercial Development District plan and why it exists. This new Regional By-law will repeal the previous one.

Moved by Debbie Francis and seconded by Shelley Bibby that PAC/HAC recommends that Committee of the Whole recommend that Council give First Reading and hold a Public Hearing to consider approving the Commercial Development District Improvement By-law, RC-002, in a manner substantively the same as the draft set out in Attachment A of the report #20-21 to the Planning and Heritage Advisory Committee dated October 14, 2021, which will repeal the Commercial Development District Improvement Plan By-law, By-law #44, dated October 30, 2018 of the former Town of Windsor and the Commercial Development District Improvement By-law, By-law #C-002, dated March 26, 2019 of the former Municipality of the District of West Hants. Motion carried.

Notices from Adjacent Municipal Units

There were no notices.

Questions and Comments from the Public

There were no questions or comments.

Next Meeting

The next meeting date would fall on November 11, which is a holiday. The date of Monday, November 8 was offered as an alternative. The committee agreed on this date, and if any changes are made, the committee will be notified.

Adjournment

Moved by Shelley Bibby and seconded by Ed Sherman that the meeting adjourn at 8:57pm.