



West Hants
something inspiring awaits

**WEST HANTS REGIONAL MUNICIPALITY
Planning & Heritage Advisory Committee (PAC/HAC)
June 9, 2022 – 6:00pm
Sandford Council Chambers / Zoom**

- PRESENT:** Councillor Jim Ivey (District 11, Chair)
Councillor Rupert Jannasch (District 1)
Councillor Mark McLean (District 3)
Councillor Debbie Francis (District 5)
Councillor John Smith (District 9)
Bill Preston (Hantsport Representative)
Jane Davis (Hantsport Representative)
Jamie O’Hanlon (Windsor Representative)
Shelley Bibby (Windsor Representative)
Jennifer Nicholls (WHRM Representative)
Tasha Rogers (WHRM Representative)
- STAFF:** Madelyn LeMay (Director of Planning and Development)
Sara Poirier (Senior Planner)
Alex Dunphy (Planner)
Vanessa Lake (Meeting Secretary)
- GUESTS:** Chrystal Fuller (Brighter Community Planning)
Mitch Brison (Applicant)

PUBLIC: 11 members of the public were present.

REGRETS: Lisa Bland (WHRM Representative)
Councillor Ed Sherman (District 7)

Public Information Meeting

A Public Information Meeting (PIM) was held prior to the Planning and Heritage Advisory Committee meeting regarding File # 21-10, Development Agreement, Payzant Drive area, Windsor, PID 45055167, 45364775, 45421146. This meeting was called to order at 6:00pm. The application was explained, and the applicant took questions from the public that were present. This meeting closed at 6:58pm. Mr. Brison, Ms. Fuller and the members of the public left after the Public Information Meeting. Notes from the Public Information Meeting will be circulated along with the report to PAC/HAC regarding the application.

Call to Order and Attendance

Chair Ivey called the Planning and Heritage Advisory Committee to order at 7:01pm. Madelyn LeMay took attendance. All Committee members were present, except Lisa Bland and Ed Sherman who had sent regrets.

Announcements

Chair Ivey read the Land Acknowledgements. There were no further announcements.

Approval of Agenda and Additions

Chair Ivey added item 7.5, Kings Hants Heritage Connection, and Madelyn added item 9.5, Housing Partnership Opportunities. Moved by Mark McLean and seconded by Debbie Francis that the agenda be approved as amended. Motion carried.

Conflict of Interest

There were no conflicts declared.

Approval of Minutes

Chair Ivey requested the Public Information Meeting (PIM) have its own section in the PAC/HAC minutes for clarity. Moved by Debbie Francis and seconded by Mark McLean that the minutes be approved as amended. Motion carried.

Business Arising from the Public Information Meeting

File # 21-10 Development Agreement, Payzant Drive area, Windsor, PID 45055167, 45364775, 45421146

Jennifer Nicholls inquired about the traffic and infrastructure impacts from the application and other future applications. Sara replied that staff contact the Public Works (PW) Department regarding such matters and suggested bringing a representative from PW to the Committee for a presentation. Tasha Rogers asked if Payzant Drive would be opened to King Street, which is another matter to be brought to PW. Jamie would like Sara to ask the applicant whether they are considering the installation of Electric Vehicle charging stations in this development.

Business Arising from the Minutes

Update: File # 21-15 65 Ft. Edward St., Windsor (Alex Dunphy)

At the March 22 Council meeting, the Public Hearing was adjourned until June 28, which has been advertised in the paper and through letters sent to nearby residents. The Phase 1 Archaeological Resource Impact Assessment (ARIA) has been reviewed, edited, and approved by the Department of Communities, Culture and Heritage, and was sent to Dr. Fowler and the Municipality.

Heritage Plaques (Madelyn LeMay)

There is still no confirmed source for the plaques. Staff are in contact with the Lunenburg Foundry, which is in the process of selling and moving old equipment.

Update: File # 21-20 College Road Development Agreement (Sara Poirier)

This application was approved by Council on May 24, and the deadline for appeals is June 15.

Update: Dog By-law (Madelyn LeMay)

The Dog By-law was approved by Council on May 24. The Clerk has sent it to the Department of Municipal Affairs and Housing, and once it is returned a notice will be placed in the paper and the By-law will be effective.

Kings Hants Heritage Connection

Sara briefly explained the KHHC, and that she is currently their Secretary. KHHC is willing to share their minutes with the PAC/HAC and are fine with a member of the PAC/HAC attending their meetings. Madelyn requested that interested parties let herself or Sara know if they are going to attend.

Building and Development Activity Report (May)

There were no questions or comments.

New Business

File # 22-03 Development Agreement, Wentworth Road, Windsor PID 45059631 (Sara Poirier)

This application was received on January 20, 2022, from FH Development Group for a mixed-use residential development by development agreement. The development was considered in two parts; part one was approved by Council on April 26. Sara provided an overview of the planned development, associated policies, and by-laws, and provided that the development meets both specific and general criteria.

Moved by Debbie Francis and seconded by Mark McLean that:

PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider entering into a development agreement to permit 240 apartment units, 10,000 sq. ft. of commercial space, and 17 townhouse dwellings on PID 45059631 on Wentworth Road in a manner substantively the same as the draft set out in Attachment C of the report to the Planning and Heritage Advisory Committee report #22-03 dated June 9, 2022.

This motion was then amended to say, "Attachment D" instead of "Attachment C," as this was a mistake. Motion carried for the recommendation to be sent as amended. Motion carried.

The Committee discussed buffers and setbacks in relation to this development and its proximity to land zoned Agriculture.

Moved by Debbie Francis and seconded by Mark McLean that:

PAC/HAC recommends that Council require that the development agreement with FH Development Group Inc. be signed within 120 days from the date of final approval by Council or the date that any appeals have been disposed of; otherwise, this approval will be void and obligations arising hereunder shall be at an end.

Motion carried.

Brochures

Madelyn informed the Committee that our two new Development Officers are working on informative brochures which will be readily available to both staff and the public when complete.

Partnerships (Madelyn LeMay)

Madelyn explained that in the past few weeks the Province has announced three housing initiatives that affect WHRM:

1. A Provincial survey of existing housing conditions will take place over the next few months.
2. The Province has released an Information Bulletin regarding Small Options Homes which will be sent to PAC/HAC for the July meeting. The Bulletin has identified the need for amendments to the present planning documents and Public Information Meetings will be held prior to PAC/HAC in July.
3. The Provincial “Land for Housing” initiative identified parcels of Provincially owned land available for affordable housing across Nova Scotia. Two areas are within WHRM: one area in Falmouth, for which a Partnership Opportunity Notice has not yet been released, and another area near Tremain Crescent, for which a Partnership opportunity has been released. The Land for Housing initiative can be found at < <https://housing.novascotia.ca/programs/land-for-housing> > and the Partnership Opportunity for Tremain Crescent and the PowerPoint presentation are attached to the minutes.

Alex added that the Public Works department had informed him that one of the properties listed in Falmouth is currently being used by the Nova Scotia Department of Public Works during work being performed to twin the highway.

Plan Review

There were no items to discuss at this time.

Notices from Adjacent Municipal Units

There were no notices.

Questions and Comments from the Public

Local resident Graham Sandford attended the meeting through Zoom to pass along some comments to the Committee. He was concerned about the loss of agricultural zones in non-growth areas. He wishes for the Municipality to “maintain the reason why we live here.” As prices go up, keeping viable land in production would allow for more access to food, as well as the financial support it could provide. Mr. Sandford suggested “mandatory wildlife corridors” to keep wildlife safe and provide the ability to move from place to place. He also suggested using LED lights for less light pollution. He questioned why EV charging stations are not mandatory for developments. He was pleased to hear about the affordable housing initiative and suggested not basing “affordable” on the market, but rather income. He thanked the Committee members for their time and service.

Chair Ivey noted that all questions and comments received through social media will be addressed by the appropriate staff member as time permits. The public is encouraged to contact staff directly if there are any specific questions or comments.

Next Meeting / Adjournment

The next meeting is scheduled for July 14. The Committee will be notified if there are any changes.

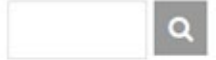
Moved by Debbie Francis and seconded by John Smith that the meeting be adjourned at 8:09pm. Motion carried.



West Hants



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Land for Housing

PAC/HAC
Partnership Opportunities Notices
June 9, 2022

Nova Scotia Partnership Opportunities Notices

- on June 6, NS Department of Municipal Affairs and Housing announced the “Land for Housing” Initiative
- 37 parcels of vacant Provincially owned land are listed as available for residential developers to develop affordable housing
- DMAH identified two areas in WHRM: one near Tremain Crescent in Windsor and one in Falmouth
- report will be considered by COTW June 14

Falmouth Site



26. Highway No 1 and 27. Highway No 1, Falmouth, County of West Hants.

Windsor Site: Tremain Crescent



28. Tremain Cres, 29. Tremain Cres, 30. Tremain Cres, Windsor, County of West Hants

Nova Scotia Partnership Opportunities Notices

- DMAH also published “Partnership Opportunities Notices” for 2 locations
- area near Tremain Crescent is one of these
- DMAH accepting proposals for development of affordable housing until August 31
- DMAH will accept or refuse any proposal
- proposals must meet the requirements of the Windsor Land Use By-law
- until the DMAH advises WHRM of proposals, WHRM will not know the details or whether a Land Use By-law amendment or development agreement is needed
- an amendment or development agreement will follow the required public process

Tremain Crescent

- one issue related to development of the Tremain Crescent PON is frontage on and access to a public street
- neither of the large lots have frontage on or access to a public street
- the driveway for the school is owned by WHRM
- a public street is needed in the location of the school driveway for frontage on & access to a public street

Tremain Crescent

- request to COTW is to decide whether creation of a public street should be left to the eventual developer of the parcels or be done now at WHRM's expense





Partnership Opportunity Notice

AFFORDABLE HOUSING DEVELOPMENT
TOWN OF WINDSOR

Tremain Crescent





Overview

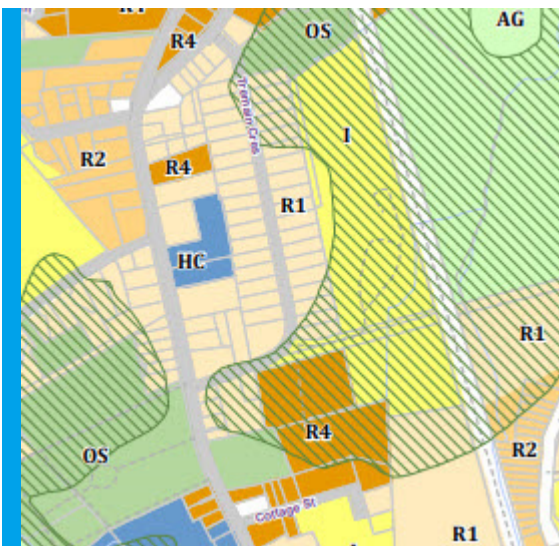
As the provincial entity responsible for the administration and delivery of affordable housing solutions, the Department of Municipal Affairs and Housing (DMAH) supports low-to-modest income Nova Scotians every day through the delivery of programs and services across the housing spectrum. DMAH is requesting responses to this Partnership Opportunity Notice (PON) to have more affordable housing built in communities.

The Nova Scotia Affordable Housing Commission released its report on May 31, 2021, outlining 17 recommendations and 60 key actions for increasing the supply of, and access to affordable housing in Nova Scotia. Specifically, the Commission called for government to ‘create a program to use vacant or under-utilized public land suitable for residential use, or buildings for affordable housing and incentivize their development.’

In response to this recommendation, DMAH is making Provincially owned land available to an eligible applicant(s) committed to creating new affordable rental housing in the province. To assist in offsetting some development costs, a long-term land lease for a nominal rent or a sale for a nominal amount will be considered in exchange for a commitment to create and maintain affordable units permanently or over an identified time horizon.

This land contribution will be awarded based on an evaluation of various criteria including the applicant’s organizational capacity and depth of affordability proposed. Additional considerations include, but are not limited to, the level of socio-economic, environmental, and accessibility outcomes to be achieved.

Applicants who demonstrate a commitment to exceed the minimum requirements for affordability, energy efficiency, and accessibility while ensuring the long-term financial viability of their project will be prioritized.



Parcel Identification: (PID) 45053337, 45216983 and 45216991

Registered Owner: The Province of Nova Scotia

Civic Address: Tremain Crescent, Windsor, NS

Lot Area: 3.80 acres, 0.23 acres and 4.20 acres

Lot Frontage: Tremain Crescent

Site Servicing: Municipal Water & Sewer

PON RELEASE DATE: May 31, 2022

SUBMISSION DEADLINE: August 31, 2022

Image 1: Zoning Map. Source: West Hants County.

Property Details

Designation	Town of Windsor Municipal Planning Strategy (MPS): PID 45053337 and PID 45216983 are both designated as Residential (R). PID 45216991 is designated as Community Use (CU).
Zoning	Current zoning in the Town of Windsor Land Use By-Law: PID 45053337 is zoned High Density Residential (R4). PID 45216991 is zoned Institutional (I). PID 45216983 is zoned Single Unit Residential (R1). All three sites also include an Environmental Constraints designation which requires an Environmental Study to be conducted as described in Policy 12.0.2 of the MPS and submitted to the Development Officer.
Proposed Development	The R4 zone permits R1, R2 and R3 uses; boarding and rooming houses; dwellings more than 6 units; and grouped dwellings (more than one building on a site). The R1 zone permits single unit dwellings. The I zone does not permit residential uses and an MPS amendment to designate Residential and a concurrent rezoning, and a Development Agreement process as per Policy 5.4.6 for new multiple unit residential development consisting of 3 or more units, grouped dwellings, boarding houses may be possible. Development potential is also dependent on results of an Environmental Study and variances for frontage. Note: PID 45053337 and PID 45216991 do not have direct road frontage and access to the road needs to be negotiated with West Hants Regional Municipality.
Current Use	All three sites are undeveloped. PID 45053337 does include an access road and services for 70 Tremain Crescent (Centennial I and II Seniors Residences).
Surrounding Uses	R1 homes and Windsor Elementary School to the north, Tregothic Trail and privately owned undeveloped land to the east, R4 seniors residences and private residences to the south, R1 homes and King Street to the west.

Eligible Property Type

Eligible affordable housing projects include, but are not limited to:

- Mixed-income;
- Mixed-use;
- Mixed-tenure;
- Permanent housing (long-term tenancy, 12 months or more);
- Primary use as residential; and
- Single detached dwellings, standard multi-unit residential, single room occupancy and seniors' independent living housing (i.e., excluding the delivery of health care).

Unit Type	Average Market Rents	Affordable Rents
Bachelor Unit	\$ 870	\$ 696
1-Bedroom Unit	\$ 1,043	\$ 834
2-Bedroom Unit	\$ 1,255	\$ 1,004
3-Bedroom Unit	\$ 1,532	\$ 1,225

Figure 1. Oct. 2021 private apartment average market rents for Nova Scotia and example of affordable rents (80% of avg. market rent). Data Source: [CHMC](#). Proposals must reflect current market conditions with rental rates that are representative of the property location.

Eligible Applicants

Applicant must be, or partner with, a Nova Scotia based organization to be eligible for this opportunity.

All types of operating models will be considered, including but not limited to:

- Indigenous governing bodies and organizations (off reserve)
- Community housing organizations
- Non-profit organizations (including co-ops)
- Private corporations

Cross-sectoral partnerships are encouraged.

Mandatory Minimum Criteria

Financial Viability: Projects must demonstrate a means to be financially sustainable or describe how they will obtain subsidy to offset any projected operating losses. All funding sources must be disclosed, and related funding details provided.

Affordability: Designated affordable units must serve households in core housing need with rental rates established at or below 80% of average market rent (AMR). AMR can be found at the CMHC Housing portal: <https://www03.cmhc-schl.gc.ca/hmip-pimh/en#Profile/12/2/Nova%20Scotia>

Environmental Considerations: National Building Code minimum standards required. Priority will be given to projects incorporating Net-Zero energy performance targets by either:

1. Building to Net-Zero from the onset and including all the necessary energy modelling before and after construction to demonstrate that Net-Zero has been achieved. Or,
2. Building to Passive House Standards with the requirement of having the building Net-Zero ready, i.e. have the infrastructure for PVs to be added at a later date so that the energy consumed by the building is equal to the energy generated.

Accessibility Considerations: National Building Code minimum standards required. However, applicants are highly encouraged to integrate Barrier Free (BF) design requirements and Housing Nova Scotia Visitability Standards within a minimum number of units in their project, found here: https://housing.novascotia.ca/sites/default/files/HNS_Visitability_Requirements.pdf

Property Management: Applicants must have a minimum of five (5) years' property management experience. In lieu of property management experience, applicants may hire or partner with a professional third-party property management firm acceptable to DMAH. Experience in affordable housing property management is an asset.

Real Estate Development Experience: Applicants must have successfully completed a similar project on time and within budget. Alternatively, applicants may hire or partner with a third-party developer, acceptable to DMAH, who has experience building similar projects.

Equity Contribution: Applicants with sufficient assets to contribute a reasonable equity component to support the proposed development and who have a demonstrated ability to accommodate unexpected increases in construction costs will be given priority. A reasonable minimum equity contribution is typically equivalent to twenty percent (20%) of the proposed project's eligible capital development costs, including land. A five (5%) equity contribution may be considered for community housing and non-profits. Where the land for this project is being contributed by DMAH, flexibility will be considered when assessing the applicant's equity contribution.



This PON is available to projects that meet and/or exceed the minimum requirements. Verification of project details and evaluation will determine whether a project is selected. Simply meeting the minimum requirements will not guarantee that a proposal will be selected. Applicants are responsible to provide sufficient documentation that will verify compliance with the eligibility requirements.

Proposals received during the submission period will be ranked in comparison to other concurrent proposals based on the project's overall suitability. More specifically, the following criteria will be used to evaluate, rank, and determine a proposals overall strength and level of project suitability:



Innovation

Does the project utilize innovative construction methods, partnerships, operating models or services?



Project Viability & Sustainability

Is the project feasible and viable, both through capital financial assembly and ongoing operating pro-forma, as well as the project environment (MPS policies, environmental, site constraints etc.)? Is the project aligned with the recommendations of the Affordable Housing Commission, the objectives of the National Housing Strategy, the Nova Scotia environmental and accessibility targets, or other government priorities?



Scale

Is the project of a scale that it may have impact? Priority will be given to projects with a higher density of units and higher scale of affordable units.



Project Stage & Timeline

How rapidly does the proposed timeline bring new affordable housing to market? How realistic is the proposed timeline?



Ability to Deliver

Can the main applicant and its partners deliver the project as per timeline? Overcome any unforeseen obstacles? Assemble proposed funding?



People Served

Does the project serve people who are part of specific vulnerable population? Any cultural community of significance? Any location of importance?

[Visit CMHC](#) for a definition of vulnerable populations.

The successful applicant will be notified to discuss terms and conditions and any other requirements to move the project forward.

Note that DMAH will consider all proposals but is under no obligation to approve any application and move forward with the PON if, in DMAH's opinion, no suitable submissions are received.

Proposal Submission Requirements

Applicants can present their submission in the form and format of their choice. Proposals must be submitted in PDF to HousingLandPartnership@novascotia.ca on or before August 31, 2022 at 5pm (AST). Submissions must be clear, concise and include the following sections:

1. Project Description: Should include, but not limited to:

- a. Innovative approach – describe the project and explain what makes it different.
- b. Any partnership(s), including the names of key individuals and organizations.
- c. Total number of project units, including rental rates.
- d. Meeting or exceeding affordability, environmental, accessibility, etc. standards.
- e. Aligning with Nova Scotia Affordable Housing Commission recommendations.
- f. National Housing Strategy, or other provincial priorities (e.g. health, environment, economic growth, seniors).
- h. If early seed funding is required, what will it be used for? Have you also applied to CMHC or Housing Nova Scotia for other funding opportunities?

2. Applicant & Development Team: should highlight experience in real estate development and property management, with experience in managing affordable housing developments as an asset.

3. DMAH Contributed Site: Describe how the proposed development concept is suitable for the land being contributed and identify the land ownership interest being requested for this project (leasehold, fee simple, or other) and provide all supporting rationale. Note that a lease arrangement is the preferred option.

4. Market Demand & People Served

5. Project Funding & Financing

Appendices should not exceed 20 type written pages and should include:

- Drawings and site concept plan
- Proposed Project & Construction Schedule
- Construction Cost Estimates (Class D or higher)
- Confirmation of Project Financing and Funding – Sources of Capital
- Operating Pro-Forma Statements

Letters of Reference can also be submitted to demonstrate your experience in delivery of similar projects.

INQUIRIES

Please direct questions about the opportunity up to 5 business days of deadline to:

housinglandpartnership@novascotia.ca

Answers that may have material impact on submissions will be compiled and answered online at the Housing Nova Scotia website. housing.novascotia.ca

Property Overview



List of included Parcels (PID's): 45053337, 45216983 and 45216991

DISCLAIMER

The PON is a non-binding document. DMAH does not make any representation or provide any undertaking to prospective respondents other than to invite them to submit a proposal. This PON does not oblige DMAH to negotiate or execute an agreement with any prospective respondents, not to grant rights of any sort to any prospective respondents and, DMAH shall incur no liability to any prospective respondent as a result of responding this PON.

DMAH will not be liable for, nor will it reimburse any prospective respondent for costs incurred in the preparation, submission or presentation of any proposal, for interview or any other activity that may be requested as part of the PON process.