

Planning Advisory Committee Meeting Minutes

May 11, 2016

Town Council Chambers

Present

Mayor C. Chisholm, Acting Chair

Councillor S. Cameron

Councillor J. MacPherson

B. Gottschall

C. Hanlon

S. Hargreaves

C. Henderson

J. Kerr

J. Sullivan

B. Nheiley, Planner

S. Scannell, Special Project Coordinator

D. Halfpenny, Secretary

Guests

Deputy Mayor L. Boucher

Members of the Public

Absent

Councillor Willie Cormier, Chair

S. Day, Planner

K. Silver

Call to Order

Acting Chair, C. Chisholm called the meeting to order at 5:05 p.m.

Approval of Agenda

"It was moved and seconded, that the Agenda for the Planning Advisory Committee meeting of be approved with the addition of two items under new business-Meeting Time and Nomination of a Vice Chair." **Motion carried.**

Approval of Minutes

"It was moved and seconded that the Minutes of the Planning Advisory Committee meeting held on April 11, 2016 be approved." **Motion carried.**

Business Arising from the Minutes

Mayor C. Chisholm, Acting Chair welcomed the new committee members.

S. Hargreaves advised that should the topic of the Sylvan Valley expansion project arise he will declare a conflict of interest.

B. Nheiley informed the committee that S. Day had contacted K. DeCoste regarding the removal of the storage container at the former 66 West Street. However, S. Day hadn't heard back on whether the unit will be removed. She also noted that she did not have the details regarding the legal report concerning lodging houses.

Transportation Structures as Buildings: By-Law Amendment

B. Nheiley reviewed proposed changes to the Land Use By-Law with respect to structures designed and intended for transport. She provided a handout for committee members to review the revisions. B. Nheiley explained that Immobile Transport Structures are not permitted for use as accessory building in a Residential zone and would be restricted to C2 and Commercial Light Industrial Zones. She noted that there are limitations on how much space the shipping container can occupy, setback requirements, buffering, etc. She advised that a development permit process would be followed to place these containers to ensure they aren't being placed in problematic areas such as floodplains and that a photo of the storage container would have to be submitted with the application to ensure that it is relatively dent free.

B Nheiley explained that a Converted Transport Structure could be used in a residential zone. She said that the definition of a Converted Transport Structure is one or more structures designed and intended for transport which have been altered or incorporated as construction material in the design of a building prepared by an architect. She asked that committee members review the handout at their convenience and provide their comments in preparation of putting forth a motion to recommend the changes to Council at the June Planning Advisory Committee Meeting.

C. Henderson noted that she was unaware of the 2012 Land Use By-Law amendment that prohibited the use of shipping containers as storage structures.

B. Nheiley explained the requirements as put forth in the Municipal Government Act that all municipalities are required to follow. She noted however, that the average citizen may miss the advertisement in the local paper, or on the website.

Mayor C. Chisholm noted that most citizens contact the Town Planning office when they are planning a project. He stated that as a neighbour of a citizen with a project underway it is perfectly acceptable to contact the Town to ask if the project is an approved use. He used the example of when as a private citizen he had contacted the Town concerning putting up a fence and that the requirements were to speak with his neighbours and get their approval to put up his fence and clearly define the location to allow for maintenance.

Metered Parking and Sidewalk Cafe By-Law

B. Nheiley provided handout to Planning Advisory Committee Members of a report by S. Scannell, Special Projects Coordinator concerning Metered Parking Space Rental proposed By-Law that had been considered in September of 2015 and a copy of the current Sidewalk Cafe By-Law. B. Nheiley proposed that the two documents be combined to allow for one By-Law to give various businesses the opportunity to expand their businesses seasonally similarly to the sidewalk cafes. She noted that the current Sidewalk Cafe is being reviewed to streamline the process and therefore it is the perfect opportunity to create an amended By-Law that encompasses both matters.

Discussion followed. The Planning Advisory Committee agreed that simplifying the current Sidewalk Cafe By-Law and allowing other businesses the opportunity to apply to extend their business into the sidewalk and parking area by renting parking space(s) for the season.

B. Neiley asked the PAC members to review the material for further discussion at the June PAC meeting.

Car Sharing

B. Nheiley provided an informative presentation on Car Sharing. She noted that parking is considered a land use and as such the Town of Antigonish through its Integrated Community Sustainability Plan identified that the town be user-friendly and support active living for the resident, and visitors. She explained that Car Share supports local Active Transportation initiatives. She provided examples of a county resident using the bus to come into Town, using Car Share to shop throughout the Town and then returning the car and taking the bus home. She provided statistics on car sharing in other small communities throughout Canada and noted that she personally uses the service in Halifax. She showed how a membership works and explained the benefits to low income families, students, and seniors.

B. Nheiley identified that the level of interest must translate into memberships to create a strong sustainable business model. She provided an example of the pay usage rates. She noted the need for a Community buy in with support from Community partners such as StFx university, St Marthas Hospital, Town and County and other businesses. She advised that this would be one of the topics discussed at upcoming Community engagement sessions.

Discussion followed. Planning Advisory Committee members agreed that it was an interesting concept to pursue but that it would have to be sustainable.

Updates

Court Street Parking

B. Nheiley advised that Court Street Parking project is addressing a few issues such as storm water retention during the winter months and signage. Notices are being sent to the neighbours as per Site Plan Approval process.

Court Street Correctional Facility

B. Nheiley reported that the Court Street Correctional Facility has been purchased by P. Smith Developer. She said that P. Smith has contacted the Planning Office and that he is in the process of determining a course of action to either rezone the property as R1 and develop the property through a Development Agreement or to maintain a commercial tenant and created a mixed use property.

Walkability

The April 18 Walkability Workshop was deemed a success based on the diverse backgrounds and mixed geographical areas and mix of professions of the participants in attendance. B. Nheiley noted that planners, recreational directors, engineers, etc gathered to discuss the economic and health benefits to have a walkable downtown area.

James St

B. Nheiley advised that there ongoing talks with Tim Hortons to develop the 7 James Street property. She noted that drive through traffic conditions may require a dedicated left hand turn. She noted that pedestrian walkability is required and that the group was looking at revising their plans. She stated that the K. Proctor P. Eng, Director of Public Works is looking into a study to determine developers costs. Work is ongoing.

Engagement Week

B. Nheiley informed the Planning Advisory Committee that from May 24 to 28 there would be a pop up cafe located by Vogue Optical where the community would be encouraged to drop in and provide feedback on a host of issues concerning Environmental Stewardship, Flag Lots, Gateway, Car Share, etc. to be held during lunchtime and satellite sessions from 3 -5 p.m. She said the local elementary school, grocery store, hospital, and the Farmer's market are all locations where she may be doing information sessions. She noted that some citizens may be unable to attend conventional public meetings but by bringing the sessions to them it will broaden the spectrum and allow for more public input.

New Business

PAC Crash Course

A Planning Advisory Crash Course will be held on June 6, 2016 at 5 p.m. This 1 hr session will cover four major areas: Overview, Major Documents Review, Development Process - impact and contribution and Economic Impact of Planning. B. Nheiley encouraged all Planning Advisory Committee members to attend. She said an email will be sent in upcoming weeks.

Home Based Business

B. Nheiley advised that a Syrian newcomer has developed a chocolate making business in Antigonish on Bay Street. She noted that the owner of the rental property has submitted an application to build an accessory building in order to facilitate the growth of the business.

Sidewalk Cafe

B. Neiley noted that two sidewalk cafe permits have been approved to date and that more are expected to apply in the upcoming weeks. She stated that the Sidewalk Cafe application process may be streamlined for next year.

Meeting Time

Mayor C. Chisholm, Acting Chair commented that with the influx of new Planning Advisory Committee members it is time to look at whether the current 5:00 p.m. should be changed.

Discussion followed and it was decided that 5:15 p.m. would be a more convenient time to hold the PAC meeting.

Vice Chair

Mayor C. Chisholm, Acting Chair called for nominations of a Vice Chair for the Planning Advisory Committee.

Two names were put forth. The nominees were J. Sullivan and B. Gottschall. J. Sullivan removed his name from the ballot. B. Gottschall is the new Vice Chair of the Planning Advisory Committee.

Back Burner**Vacant Lots**

S. Day is continuing to look into. The Public engagement sessions will encourage input on Flag Lots.

Urban Hens

Interested citizens have contacted Town on several occasions. Policy needs to be put in place.

Boutique Farmers' Market/Wine/Store

Nothing new to report.

Mobile Home Parks

Ongoing

Lodging House Related Matters

Ongoing.

Cell Tower Policy

Ongoing.

Site Alteration Control By-Law

Ongoing.

Minimum Standards for Residential Properties Policy

Ongoing.

Gateway Commercial Amendment

Ongoing

Motion to Adjourn

“It was moved and seconded that the meeting be adjourned.” Motion carried.

Meeting adjourned at 6:36 p.m.