

ST. MARGARET'S BAY COASTAL PLANNING ADVISORY COMMITTEE
MINUTES

February 26, 2014

PRESENT: Mr. Michael Murphy, Chair
Ms. Kathryn Gamache
Mr. Doug Miller
Councillor Matt Whitman
Ms. Jean Mustain
Mr. Vic Heniss

REGRETS: Mr. John Leon
Mr. William Roberts

STAFF: Mr. Miles Agar, Planner
Mr. Graeme Buffett, Development Intern
Mr. Darcy Warren, Legislative Support

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1. CALL TO ORDER

The Chair called the meeting to order at 6:30 p.m. in the Program Room, Tantallon Public Library, 3646 Hammond's Plains Road, Upper Tantallon.

The Chair led the Committee in roundtable introductions.

2. APPROVAL OF MINUTES – May 29, 2013

MOVED by Councillor Whitman, seconded by Ms. Mustain that the minutes of May 29, 2013 be approved as presented. MOTION PUT AND PASSED.

3. ELECTION OF CHAIR AND VICE CHAIR

Mr. Murphy turned the meeting over to Mr. Darcy Warren, Legislative Support.

Mr. Warren called for nominations for the position of Chair of the St. Margaret's Bay Coastal Planning Advisory Committee.

MOVED by Councillor Whitman, seconded by Ms. Mustain that Mr. Michael Murphy be appointed Chair of St. Margaret's Bay Coastal Planning Advisory Committee for 2014.

Mr. Warren called three times for any further nominations. There being none, Mr. Warren declared Michael Murphy Chair of St. Margaret's Bay Coastal Planning Advisory Committee.

MOTION PUT AND PASSED.

Mr. Murphy assumed the Chair and called for nominations for the position of Vice Chair of the St. Margaret's Bay Coastal Planning Advisory Committee.

MOVED by Ms. Mustain, seconded by Councillor Whitman that Mr. Doug Miller be appointed as Vice Chair of the St. Margaret's Bay Coastal Planning Advisory Committee.

The Chair called three times for any further nominations for Vice Chair, there being none, Doug Miller was declared Vice Chair of St. Margaret's Bay Coastal Planning Advisory Committee.

MOTION PUT AND PASSED.

4. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

Additions:

10.1 Case 16424 – Tantallon Crossroads

MOVED by Councillor Whitman, seconded by Ms. Mustain that the agenda be approved as amended. MOTION PUT AND PASSED.

5. BUSINESS ARISING OUT OF THE MINUTES – None

6. CONSIDERATION OF DEFERRED BUSINESS – None

7. CORRESPONDENCE, PETITIONS & PRESENTATIONS

7.1 Correspondence – None

7.2 Petitions – None

7.3 Presentations – None

8. MEMORANDUMS

8.1 Case 18944: Application by Village Station Townhomes Limited to consider a non-substantive amendment to the existing development agreement at 26 French Village Station Road, Upper Tantallon, to consider changes to the exterior architectural appearance of the dwellings.

A staff memorandum dated January 7, 2014 was before the Committee.

Mr. Myles Agar, Senior Planner and Mr. Graeme Buffett, Development Intern, presented Case 18944: Application by Village Station Townhomes Limited to consider a non-substantive amendment to the existing development agreement at 26 French Village Station Road, Upper Tantallon, to consider changes to the exterior architectural appearance of the dwellings.

Mr. Buffett informed the Committee that the development consists of ten residential townhouse units within two buildings, and would provide greater flexibility on the exterior design of the townhouse buildings. He informed the Committee that the applicant is requesting that a second design option for the townhouses be enabled under the development agreement. The proposed changes would include roof pitch, window placement, entryways, cladding, and the general appearance of the units. He noted that the applicant contends that the changes are minor in nature and consistent with the existing development agreement.

Mr. Buffett then proceeded to explain the proposed amendments. He stated that Section 6.1 of the Development Agreement indicates what amendments to the development North West Community Council will consider as a non-substantive amendment

(Attachment F of the January 7, 2014 staff memorandum). Non-substantive amendments may be approved by resolution of Community Council and does not require public consultation or public hearing.

Mr. Buffett further explained that Section 6.1(b) of the Development Agreement considers “changes to the exterior architectural appearance of the dwellings, including materials, architectural treatments and fenestration pattern” as a non-substantive amendment.

Mr. Buffett stated that the purpose of this application was to amend the existing Development Agreement on the property to include a second set of elevations that enable greater flexibility on the design of the townhouse buildings.

The Committee entered into discussion.

Mr. Miller questioned if the development would have the same foundational footing. Mr. Buffett responded that it would have the same foundational footing t. Mr. Buffett stated that the only change would be to the exterior design.

In response to a question raised by Mr. Heniss, Mr. Buffett advised that the elevations would remain the same.

The Chair commented that he would like to see just one design for the development, not a mixture. He also noted that this development is being geared towards seniors, energy efficient and there would be pre-sales.

MOVED by Ms.Gamache, seconded by Mr. Heniss that St. Margaret's Bay Coastal Planning Advisory Committee recommends that North West Community Council approve the alternative building elevation as identified in Attachment D of the Staff Memorandum dated January 7, 2014. MOTION PUT AND PASSED.

9. STATUS UPDATES

9.1 Status updates – planning applications

A list of planning applications and status updates was before the Committee. There were no updates at this time.

10. ADDED ITEMS

10.1 Case 16424: Tantallon Crossroads

The Chair commented on the length of time that it was taking to approve the Tantallon Crossroads Application. The Committee agreed to have this item on their agenda until the final report was completed.

11. NEXT MEETING DATE

11.1 Proposed 2014 Meeting Schedule

A proposed 2014 meeting schedule was before the Committee.

The Committee agreed to approve the 2014 Meeting Schedule as presented.

The next meeting of St. Margaret's Bay Coastal Planning Advisory Committee will be held on March 26, 2014 in the Program Room, Tantallon Public Library, 3646 Hammonds Plains Road, Upper Tantallon.

12. ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

Darcy Warren
Legislative Support

INFORMATION ITEMS

1. Background Material on Planning Advisory Committee - Public Information Meeting Process
2. Staff memorandum dated January 26, 2014 re: Tantallon Crossroads Update