
ATTENDING

- Chair Deputy Mayor Jodi MacKay,
- Vice Chair Omar Bhimji,
- Mayor Jeff Cantwell,
- Councillor Wendy Donovan,
- Councillor Oonagh Proudfoot,
- Isabel Madeira-Voss,
- Melinda Norris,
- Steve Mattson, and
- Recording Secretary Jean-Luc Prevost

ALSO ATTENDING

- Director of Planning Devin Lake
- Town Planner Jeremy Banks, and
- Interested members of the public

ABSENT WITH REGRETS

- Mary Costello

CALL TO ORDER

Chair Deputy Mayor Jodi MacKay, called the meeting to order at 4:00 pm

Agenda Item	Discussion and Decisions	
1. Approval of Agenda	IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED	CARRIED
2. Approval of Minutes a. January 16, 2019	IT WAS REGULARLY MOVED AND SECONDED THAT THE JANUARY 16, 2019 MINUTES OF THE PLANNING ADVISORY COMMITTEE WERE APPROVED AS CIRCULATED	CARRIED
3. Public Input / Question Period	There were no questions from the public.	
4. Agenda item a. 123 Highland	Chris & Kim Parks, of JCK Parks Properties Incorporated are seeking a development agreement that would allow for the construction of a four-unit residential dwelling and a seven-unit residential dwelling in addition to the existing four-unit residential dwelling at PID 55350045, 123 Highland Avenue. MOTION: THAT THE PLANNING ADVISORY COMMITTEE PROVIDE A POSITIVE RECOMMENDATION TO COUNCIL REGARDING THE DRAFT DEVELOPMENT AGREEMENT OF PID 55350045 AND THAT IT BE FORWARDED TO A PUBLIC HEARING BEFORE A DECISION BY COUNCIL.	

Agenda Item

Discussion and Decisions

CARRIED

There was clarification that a page in the Agenda package had a typo stating that there were 8 units, when it should have stated 7.

The issue of a lack of sidewalks in the south end of Town was discussed as something that will be addressed as this area is being developed further.

It was also mentioned that the definition of “Development” means three main buildings on the lot, with a total of 15 units.

b. MPS Discussion

Director of Planning and Development, Devin Lake proposed that after today’s meeting, staff are feeling comfortable finalizing the draft MPS and LUB Documents. Further additions could be a module to add on afterwards.

One page summaries will be provided as well as plain language documents, to help everyone understand the sizeable documents.

Director Lake asked the Committee to give feedback on the following topics:

- **Affordable Housing**

Question raised regarding providing a non-financial ‘bonus’ to developers who are prepared to include affordable housing, accessible housing in their developments. This would mean that if the developer included affordable housing for the public, they would also receive something in return, such as reduced parking requirements. These trades-offs would be designed by the Committee but decided on by Council.

- **Personal Offices (in R1)**

Direction is required for the R-1 Zone to decide what is and isn’t allowed. The current definition is that a Personal office is a home office where no clients visit, with no signage and no employees other than the resident. The proposed changes to the new definition could allow a home office where one client may be on the premises, with no signage, and no employees work on the premises other than the resident. “Personal Office” will be renamed to something more reflective of the use.

- **Lodging Houses and RRBB**

This item is still a work in progress between staff and legal, and

Agenda Item

Discussion and Decisions

an update will come at a later date.

- **R-1A and R2, Marsh Hawk**

Given the Town is moving away from the current R2/4 zoning, PAC were asked to consider the issue of current R-1A properties moving to the new R-2 zone which is essentially identical to the current R1-A zone. This was generally supported by the Committee.

Director Lake asked the committee to forward all comments and question regarding the MPS and LUB to him, or to set up an appointment to discuss with him.

**5. Public Input /
Question Period**

Audrey Conroy said that she hopes with the RRBB, the issue of adequate housing will also get attention.

6. Next meeting

A doodlepoll will be sent to the Committee to find a more suitable meeting date.

**7. Adjournment of
Meeting**

**IT WAS REGULARLY MOVED AND SECONDED THAT THE PLANNING
ADVISORY COMMITTEE MEETING BE ADJOURNED AT 4:06 PM**

**Approved at the March XX, 2018 Planning Advisory Committee Meeting
As recorded by Jean-Luc Prevost, Administrative Assistant, Corporate Services**