

DISTRICT 7 & 8 PLANNING ADVISORY COMMITTEE  
MEETING MINUTES

November 25, 2013

PRESENT: Mr. David Fleming, Interim Chair  
Mr. Michael Haddad  
Mr. Adam Conter  
Mr. Brenden Sommerhalder  
Ms. Katherine Kitching  
Mr. Michael Bradfield  
Ms. Sunday Miller  
Councillor Waye Mason  
Councillor Jennifer Watts

REGRETS: Ms. Jennifer Powley

STAFF: Mr. Paul Sampson, Planner, HRM Development Approvals  
Ms. Cathy Mellett, Municipal Clerk  
Ms. Melissa Eavis, Legislative Support

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## 1. CALL TO ORDER

Mr. David Fleming, Interim Chair called the meeting to order at 4:10 p.m.

It was noted that Ms. Sunday Miller is sitting on the Community Steering Committee for Case 18547 and Case 18548, which was before the Committee during the November 4, 2013 special meeting.

## 2. COMMUNITY ANNOUNCEMENTS

The North End Business Association will be hosting the 2nd Annual North End Holiday Parade on November 29<sup>th</sup>. The procession will begin at the corner of Cunard and Maynard at 6:00 p.m. and will conclude with the Hydrostone Tree Lighting at 7:30 p.m.

Africville's 2nd Annual Church and Tree Lighting Ceremony will take place on November 30<sup>th</sup>, 5:00pm at the Africville Museum located at 5795 Africville Road, Halifax.

The Halifax and West Community Council will meet at the Canada Games Center on December 2<sup>nd</sup> at 26 Thomas Raddall Drive, Halifax where members of the public will be given the opportunity to voice issues during the 2014 Budget Consultation process.

## 3. APPROVAL OF MINUTES – October 28, 2013 and November 4, 2013 Special Meeting

**MOVED by Councillor Watts, seconded by Mr. Bradfield, that the minutes of October 28, 2013 be approved as presented. MOTION PUT AND PASSED.**

Amendments to the November 4th minutes are as follows:

- Page 5, Recommendation 5, to change the last word of the statement to “there” rather than “here”.
- Request that staff check notes to see whether a statement was made regarding grocery store and bank uses not creating blank walls along the street.
- Mention that Councillors Watts and Mason recused themselves from participating in recommendation number 10 regarding height.
- Clerk to follow up with Mr. Dickey regarding information to be given to the Committee regarding open space numbers.

**MOVED by Councilor Watts, seconded by Mr. Bradfield, that the special meeting minutes of November 4, 2013 be approved as amended. MOTION PUT AND PASSED.**

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

The Committee agreed to discuss Public Information Meeting regarding Case 18771 held on November 21, 2013 prior to consideration of the case (Item 6.1)

The Committee also agreed that Item 6.2 Terms of Reference and Development Approval to be addressed prior to item 6.1 Case 18771 – Application by Westwood Construction Ltd. to amend the development agreement for “Gladstone North”.

Added Item:

8.1 Katherine Kitching – Clarification on Planning Procedures

**MOVED by Councilor Watts, seconded by Councilor Mason, that the agenda be approved as amended. MOTION PUT AND PASSED.**

**5. BUSINESS ARISING OUT OF THE MINUTES – None**

**6. CONSIDERATION OF DEFERRED BUSINESS – Deferred October 28, 2013**

Item 6.2 was addressed at this time.

#### **6.2 Terms of Reference and Development Approvals**

A copy of District 7 & 8 Planning Advisory Committee Terms of Reference was before the Committee.

Ms. Mellett, Municipal Clerk, provided the Committee with information in regards to the role of Planning Advisory Committees at Public Information Meetings, background information as to how public participation within the Committee has evolved over time and the current responsibilities of Committee members during Public Information Meetings.

The Committee asked questions to both Ms. Mellett and Mr. Sampson in regards to the purpose of a Planning Advisory Committee hosted Public Information Meeting, the types of cases that will come forward to the Committee for recommendations, which of those cases would require Public Information Meetings, and why certain Public Information Meetings are hosted by the Committee rather than staff. Committee members' responsibilities at Public Information Meetings were also discussed and it was noted that if a member could not attend, they should notify the Clerk's Office so they may adequately prepare. It was also noted that it is not mandatory for all members of the Committee to attend the Public Information Meeting as these meetings do not adhere to Administrative Order 1. It was suggested by multiple Committee members that the role of the Committee at Public Information Meetings should also be more clearly defined.

The question was raised as to how the information gathered during Public Information Meetings is incorporated into reports. Mr. Sampson responded that the Public Information Meeting is a chance for information exchange and the information gathered is taken into consideration in reports to staff.

The issue of redundancy was also raised and that holding multiple public meetings at various stages of the planning process should be evaluated. It was also suggested that this be put forward to Community Council.

The Committee came to the following conclusions:

- General observations of the Committee should be put forward to Community Council on a regular basis, perhaps quarterly.
- The Committee will continue to sponsor and host the District 7 & 8 Planning Advisory Committee Public Information Meetings. Clear ground rules will need to be established as to how these meetings will proceed, and what the obligations of Committee members are.
- Councillor Mason volunteered to put forward suggestions as to how Public Information Meetings can be managed.
- The Clerk's Office will provide the Committee with some standard guidelines and rules for hosting Public Information Meetings.

**6.1 Case 18771: Application by Westwood Construction Limited to amend the development agreement for "Gladstone North" located at Gladstone and Almon Streets, Halifax, to allow for the replacement of two approved semi-detached dwellings (4 units) with a commercial surface parking lot and associated landscaping**

The following was before the Committee:

- Staff Memorandum dated October 17, 2013
- Correspondence from Sara Lipson and John Kyle dated October 27, 2013

Mr. Michael Haddad declared a conflict of interest in regard to Case 18771 and stepped away from the table at this time.

Mr. Paul Sampson, Planner, HRM Development Approvals, made a presentation to the Committee outlining history of the site, the current site context, the existing Development Agreement, and the proposal currently before the Committee. He also noted that there is a compliance case underway for this property. Mr. Sampson addressed Committee questions regarding parking requirements, housing issues in the area, the options available for imposing time limitations on the parking use, and the existing Development Agreement.

Mr. Danny Chedrawe of Westwood Developments Ltd. responded to questions from the Committee regarding the reasons for the amendment, landscaping, and parking issues. Mr. Chedrawe stated that the parking would be temporary and the intention is to eventually develop the property.

The following recommendations were agreed to by the Committee in regard to Case 18771.

The District 7 & 8 Planning Advisory Committee recommended that:

1. Approval be granted to amend the Development Agreement for “Gladstone North” to allow for the replacement of two approved semi-detached dwellings with commercial surface parking with the intention that the site will eventually be used for residential development, and that staff find a mechanism by which Community Council can revisit this issue within a certain timeframe, to allow for residential development on this site in the future.
2. The Committee values housing and densification.
3. That staff ensures that the proposed green space along Gladstone is accessible and visible.

Mr. Haddad took his place at the table following the completion of Item 6.1.

## **6.2 Terms of Reference and Development Approvals**

This matter was addressed earlier in the meeting, see page 4.

## **7. STATUS UPDATES**

### **7.1 Monthly Status Updates – Planning Applications**

This matter was deferred to the Committee's January 27, 2013 meeting.

## **8. ADDED ITEMS**

### **8.1 Katherine Kitching – Clarification on Planning Procedures**

This matter was deferred to the Committee's January 27, 2013 meeting.

Mr. Fleming stepped down as Interim Chair at this time and Ms. Melissa Evais, Legislative Support assumed the Chair.

## **9. NEXT MEETING DATE – January 27, 2013**

### **9.1 Proposed 2014 Meeting Schedule**

A copy of the Proposed 2014 Meeting Schedule was before the Committee.

It was agreed that the Committee shall not hold a meeting on August 25, 2014 and if a meeting is required, for that meeting to be held on September 2<sup>nd</sup>, 2014.

The Committee agreed to approve the Proposed 2014 Meeting Schedule as amended.

**10. ANNUAL ELECTION OF CHAIR AND VICE CHAIR**

Mr. David Fleming called for nominations for the position of Chair of the District 7 & 8 Planning Advisory Committee.

**MOVED by Councillor Watts, seconded by Mr. Fleming, that Mr. Brenden Sommerhalder be nominated Chair of the District 7 & 8 Planning Advisory Committee.**

There being no further nominations, Mr. Sommerhalder was declared Chair of the District 7 & 8 Planning Advisory Committee.

**MOTION PUT AND PASSED.**

Mr. Fleming called for nominations for the position of Vice Chair of the District 7 & 8 Planning Advisory Committee.

**MOVED by Councillor Mason, seconded by Mr. Bradfield, that Ms. Kitching be nominated Vice Chair of the District 7 & 8 Planning Advisory Committee.**

There being no further nominations, Ms. Katherine Kitching was declared Vice Chair of the District 7 & 8 Planning Advisory Committee.

**MOTION PUT AND PASSED.**

Mr. Adam Conter volunteered to act as Chair or Vice Chair for Public Information Meetings on an as needed basis, to which the Committee agreed.

**11. ADJOURNMENT**

The meeting was adjourned at 6:11 p.m.

Melissa Eavis  
Legislative Assistant