



**DESIGN ADVISORY COMMITTEE
MINUTES
DRAFT MINUTES
September 16, 2020**

PRESENT: Ted Farquhar, Chair
Lawrence McEachern, Vice Chair
Thomas Gribbin
Jesse Hitchcock
Alex Kawchuk
Jonathan Lampier
Sarah MacDonald
Nancy Soliman

OTHERS PRESENT: Greg Johnston, Architect, Paul Skerry Associates Ltd.

STAFF: Steve Higgins, Manager, Current Planning
Erin MacIntyre, Land Development & Subdivision Program Manager
Sean Audas Development Officer
Peter Nightingale, Planner I
Simon Ross-Siegel, Legislative Assistant
Liam MacSween, Legislative Support

These minutes are considered draft and will require approval by the Heritage Advisory Committee at a future meeting.

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, reports, supporting documents, and information items circulated are online at halifax.ca.

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The meeting was called to order at 4:34 p.m. and adjourned at 6:34 p.m.

1. CALL TO ORDER

Simon Ross-Siegel, Legislative Assistant called the meeting to order at 4:34 p.m.

1.1 ROUND TABLE INTRODUCTIONS

Members of the Design Advisory Committee and staff provided introductory remarks.

1.2 ANNUAL ELECTION OF CHAIR AND VICE CHAIR

Simon Ross-Siegel, Legislative Assistant opened the floor for nominations for the position of Chair of the Design Advisory Committee.

MOVED by Ted Farquhar, seconded by Jesse Hitchcock

THAT Ted Farquhar be nominated for the position of Chair of the Design Advisory Committee.

MOTION PUT AND PASSED.

Ross-Siegel called three times for further nominations for the position of Chair; there were none.

MOVED by Sarah MacDonald, seconded by Jonathan Lampier, **that nominations for the position of Chair be closed.**

MOTION PUT AND PASSED.

Ted Farquhar was acclaimed as Chair of the Design Advisory Committee.

The Chair called opened the floor for nominations for the position of Vice Chair of the Design Advisory Committee.

MOVED by Lawrence McEachern, seconded by Alex Krawchuk

THAT Lawrence McEachern be nominated as Vice Chair of the Design Advisory Committee.

MOTION PUT AND PASSED.

Farquhar called three times for further nominations for the position of Vice Chair; there were none.

MOVED by Sarah MacDonald, seconded by Jonathan Lampier, **that nominations for the position of Vice Chair be closed.**

MOTION PUT AND PASSED.

Lawrence McEachern was acclaimed as Vice Chair of the Design Advisory Committee.

2. APPROVAL OF MINUTES – NONE

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

Additions: None

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MOVED by Jessie Hitchcock, seconded by Alex Krawchuk

THAT the agenda be approved as presented.

MOTION PUT AND PASSED.

4. BUSINESS ARISING OUT OF THE MINUTES – NONE

5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS – NONE

6. CONSIDERATION OF DEFERRED BUSINESS – NONE

7. CORRESPONDENCE, PETITIONS & DELEGATIONS – NONE

8. INFORMATION ITEMS BROUGHT FORWARD – NONE

9. REPORTS

9.1 STAFF

9.1.1 HRM Boards and Committees Orientation

The following was before the Committee:

- A staff presentation entitled “HRM Boards and Committees Orientation”

A copy of the staff presentation is on file.

Simon Ross-Siegel, Legislative Assistant provided an orientation presentation to the Design Advisory Committee. Ross-Siegel outlined the role of the Chair and the Legislative Assistant. Attention was drawn to the Municipal Conflict of Interest Act which applies to Regional Council and its Boards and Committees.

In response to questions from the Committee, Steve Higgins, Manager of Current Planning clarified the differences in mandate between the Design Advisory Committee and the Design Review Committee advising that the Design Advisory Committee operates in an advisory capacity to the Development Officer on Level II and Level III site plan approval application under the Regional Centre Land Use By-law. Higgins noted that the Design Review Committee has a statutory obligation to review and recommend approval or denial of site plan applications under the Downtown Halifax Land Use By-law.

In response to a follow up Ross-Siegel clarified the importance of ensuring that members advise the Chair and Legislative Assistant if they expect to absent from a meeting in accordance with HRM’s Public Appointment Policy.

9.1.2 Design Advisory Committee Orientation

The following was before the Committee:

- A staff presentation entitled “Design Advisory Committee: Regional Centre Land Use By-law and Site Plan Approval Orientation”

Erin MacIntyre provided an orientation presentation to the Design Advisory Committee regarding the Committee’s mandate and the requirements for site plan approvals under the Regional Centre Land Use By-law.

A copy of the staff presentation is on file.

In response to questions from the Committee, MacIntyre advised that the site plan approval process is subject to appeal under the Land Use By-law. MacIntyre advised that any property owner that receives a

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notice of the application can appeal the Development Officers decision. The appeal is heard by the Regional Centre Community Council.

In response to a follow up question, Steve Higgins, Manger of Current Planning noted that it is reasonable for the Committee to raise design related issues within their review provided they do not conflict with the requirements of the Land Use By-law. Higgins advised that this can remind both applicants and staff to re-evaluate an aspect of a site plan if it is warranted.

Erin MacIntyre, in response to a follow up question noted that staff will work with the Municipal Clerk's Office to develop a document that tracks the progress of site plan approvals after a recommendation by the Committee has been made.

MacIntyre provided further commentary on the considerations of the Development Officer should the Committee forward a negative recommendation on a site plan approval.

9.1.3 2020 Proposed Design Advisory Committee Schedule

The following was before the Committee

- A staff recommendation report dated September 2, 2020

MOVED by Jesse Hitchcock, seconded by Thomas Gribbin

THAT the Design Advisory Committee approve the proposed 2020 meeting schedule as outlined in Attachment A of the staff report dated September 2, 2020.

MOTION PUT AND PASSED.

9.1.4 Level III Site Plan Approval Application for 6399, 6395 & 6389 North St., Halifax

The following was before the Committee:

- A staff memorandum dated September 2, 2020
- A staff presentation entitled "Level III Site Plan Approval 6399 North Street, Halifax"

Peter Nightingale, Planner I provided a presentation on the Level III Site Plan Approval Application for 6399, 6395, 6389 North Street, Halifax.

A copy of the presentation is on file.

Greg Johnson, Architect representing the applicant, Mosaic property noted availability to answer questions from the Committee on the application

In response to questions from the Committee, Nightingale advised that the applicant has held a public information meeting on the proposed application, but staff have not yet received a full report on its outcome.

The Committee expressed concern that the By-law does not require the results of the applicant hosted public hearing prior to it being brought before the Committee for review and recommendation.

Steve Higgins provided background information on the requirement for applicant hosted public meetings for level II and III site plan approvals under the Land Use By-law. Higgins noted that applicant hosted public meetings were contemplated as an opportunity for members of the community to provide input on the site application prior to approval. Higgins further advised that the Committee is tasked with ensuring whether or not the proposal complies with the requirements of the Land Use By-law from a design perspective and not public opinion. Higgins advised of the two-year public engagement process that was undertaken during the adoption of the Regional Centre Land Use By-law (Package A).

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Nightingale noted that the proposed open space meets the requirement for “at grade” open space as it is connected to the sidewalk on North Street and provided further detail on the transition from large scale development to low density residential use. Nightingale highlighted requirements for greater setbacks from the transition line and landscape buffering which requires trees and shrubs.

The Committee discussed the need for greater time to review the application due to the time limitation of the virtual meeting and member availability. The Committee discussed the possibility holding a special meeting to consider the application in the next two weeks.

MOVED by Sarah MacDonald, seconded by

THAT the Design Advisory Committee defer consideration Level III Site Plan Approval Application for 6399, 6395 & 6389 North St., Halifax until a special meeting can be scheduled.

MOTION PUT AND PASSED.

10. ADDED ITEMS – NONE

11. DATE OF NEXT MEETING – November 25, 2020

12. ADJOURNMENT

The meeting adjourned at 6:34 p.m.

Liam MacSween
Legislative Support