



**DESIGN ADVISORY COMMITTEE  
SPECIAL MEETING  
MINUTES  
January 13, 2021**

**PRESENT:** Ted Farquhar, Chair  
Jonathan Lampier, Vice Chair  
Thomas Gribbin  
Jesse Hitchcock  
Sarah MacDonald  
Nancy Soliman

**REGRETS:** Elizabeth Barry  
Alex Kawchuk

**OTHERS PRESENT:** Connor Manson, Architectural Designer, Paul Skerry Architects

**STAFF:** Steve Higgins, Manager, Current Planning  
Erin MacIntyre, Land Development & Subdivision Program Manager  
Sean Audas Development Officer  
Matthew Conlin, Planner I  
Haruka Aoyama, Legislative Assistant  
Liam MacSween, Legislative Support

*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](http://halifax.ca).*

*The meeting was called to order at 4:33 p.m. and adjourned at 7:00 p.m.*

**1. CALL TO ORDER**

Ted Farquhar, Chair called the meeting to order at 4:33 p.m.

**2. APPROVAL OF MINUTES – December 9, 2020**

The Committee noted an omission in the December 9, 2020 meeting minutes with respect to the description of the architecture in Bath U.K. with respect to the site plan approval for 3077 and 3085 Oxford Street.

Further, the Committee noted an additional omission regarding the Architect's unfamiliarity with the top, middle, and bottom design requirements in the Land Use By-law and their agreement of removing the white panels on the building proposed for 5665 Roberts Street.

MOVED by Elizabeth Barry, seconded by Jesse Hitchcock

**THAT the minutes of December 9, 2020 be approved as amended.**

**MOTION PUT AND PASSED.**

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

The Committee agreed by consensus to move up Item No. 9.1. Level III Site Plan Approval Application for 2562 Maynard St., Halifax on the agenda to take place after Item No. 5.

MOVED by Jesse Hitchcock, seconded by Jonathan Lampier

**THAT the agenda be approved as amended.**

Two-third majority vote required.

**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 – November 25 and December 9, 2020**

**6.1 Discussion of Potential Bylaw Changes to Provide Public Engagement Materials to the Design Advisory Committee**

The following was before the Design Advisory Committee:

- A staff memorandum dated November 13, 2020

Erin MacIntyre, Manager of Land Development and Subdivisions provided an overview of the staff memorandum dated November 13, 2020, the structure of the By-law and "as of right development stream".

The Committee discussed whether or not the Committee can be notified about developer hosted public consultation meetings in advance of the application coming forward to gain a better understanding of public opinion on the design characteristics of the proposed development.

Steve Higgins, Manager of Current Planning agreed that it would be feasible for the Committee to attend those public meetings to help familiarize the Committee with the project relative the requirements in the Land Use By-law, but it would not be required.

The Committee discussed that the importance of gaining public perspective on the overall development context within the community without having access to community input.

Matthew Conlin advised that all public consultation hosted by the developer are required to be documented and a development permit is never issued without that information being provided to staff.

The issue as seen by the Committee is that the public consultation report is considered confidential and is not available for the committee to review. The Committee feels they would be able to offer design advice if they knew the concerns of the public and the contents of the confidential report.

Steve Higgins advised that staff will look at what capacity it may have within Freedom of Information and Protection of Privacy Legislation and the HRM Charter regarding what public consultation information can shared with the Committee. Higgins noted that the goal will be to provide the Committee with a sense of context of the development within the neighbourhood to that it may be evaluated from a design perspective.

MOVED by Jesse Hitchcock, seconded by Jonathan Lampier

**THAT the Design Advisory Committee extend the meeting to 7:00 p.m.**

**MOTION PUT AND PASSED.**

Higgins advised of further software developments enhancement that will, within a short period of time, provide everyone in HRM with the ability to engage with the municipality on where a development permit is issued.

Erin MacIntyre noted that staff can include further information on what uses are around the subject property in the staff presentations to the Committee in addition to colour renderings.

Steve Higgins further suggested that the Centre Plan team can likely provide a presentation on the development and structure of the Regional Centre Land Use By-law at a future meeting. Higgins noted that a longer conversation on the matter might be useful to provide better context as to how the By-law was developed.

The Committee agreed by consensus to defer the remaining agenda items to the next regular meeting of the Design Advisory Committee to be held on February 10, 2021.

### **6.2 Discussion of Potential Options to Report the Outcome of Site Line Approvals to the Design Advisory Committee**

The following was before the Design Advisory Committee:

- A staff memorandum dated November 13, 2020

This matter was deferred to the next regular meeting of the Design Advisory Committee to take place on February 10, 2021.

### **6.3 Discussion of Potential Options to Provide Preview Packages of Upcoming Developments which may require Design Advisory Committee site line review**

This matter was deferred to the next regular meeting of the Design Advisory Committee to take place on February 10, 2021.

#### **6.4 Demolition Permit for Oxford/North Street**

This matter was deferred to the next regular meeting of the Design Advisory Committee to take place on February 10, 2021.

### **7. CORRESPONDENCE, PETITIONS & DELEGATIONS**

#### **7.1 Correspondence**

Haruka Aoyama, Legislative Assistant advised that there has been no correspondence received by the Municipal Clerk's Office.

#### **7.2 Petitions – NONE**

#### **7.3 Presentations – NONE**

### **8. INFORMATION ITEMS BROUGHT FORWARD – NONE**

### **9. REPORTS**

#### **9.1. Level III Site Plan Approval Application for 2562 Maynard St., Halifax**

Matthew Conlin, Planner I provide a presentation on the Level III Site Plan Approval Application for 2562 Maynard Street, Halifax. A copy of the presentation is on file.

Matthew Conlin, responding to a question from the Committee, advised that staff have requested the landscape plan from the applicant. Conlin noted that staff is still working with the applicant to work out the permanent seating requirements and details on the planters.

In response to follow up question, Conlin clarified of a requirement in the Land Use By-law that stipulates a minimum of 40 percent of any flat roof be soft landscaped.

Connor Mason, Architect, Paul Skerry Architects, on behalf of the applicant advised that there is some flexibility with respect to the soft roof. Mason advised of their client's decision to move forward with the 40 percent requirement as it is more economically friendly. With respect to the use of clover as opposed to sodding, Mason noted the recommendation from the landscape architect to proceed with sodding on the building.

Matthew Conlin clarified that any trees located in the front of the building within HRM's right of way can only be removed through consultation with HRM's landscaping and arborist group. Conlin advised that HRM would need to authorize any removal or replanting of trees, if required, before a construction permit is issued.

In response to a follow up question, Sean Audas, Principle Planner noted that if trees are located on private property owned by the applicant, they can be removed unless there is a development agreement or a water course buffer in effect on site. If there are trees on a neighbouring private property that need to be removed, it is a matter for both property owners to discuss.

Connor Mason stated that there are several trees on the southern side of the applicant's property that will be removed to accommodate construction. The trees located behind, in front, or on the neighbouring property will not be removed unless it is absolutely required. In this case, an arrangement will need to be made with the neighbouring property owner(s).

The Committee discussed integrating the development within the existing community, the inadequate size of the proposed planting beds along Maynard Street, the lack of a canopy along Maynard Street, the

requirement for inside bicycle parking, and the depth of soil required for the planting of trees along the north end of the property. The Committee also discussed challenges with the subject property in meeting open space requirements as contemplated in the Land Use By-law.

Connor Mason noted that class A (interior bike parking) will be used in the underground parking space and advising of space limitations in the front face of the building and Maynard Street. Mason commented that the same issue is prevalent regarding the size of the planters on the Maynard Street side. Mason indicated that the applicant would be open to design recommendations on how to enhance the size of the planters.

The Committee discussed the need to exceed the minimum requirements for pedestrian lighting given the proximity to a nearby school.

Matthew Conlin noted that the applicant would need to meet the requirements of section 154 of the By-law with respect to pedestrian walkways and loading zones.

Connor Mason advised that he is unsure if there are sensors on the exterior lighting but noted that follow up will take place with the electrical engineer.

In response to a follow up question Steve Higgins, Manger of Development the lighting in that situation is almost exclusively driven by photo cell technology in that the lights automatically illuminate when it gets dark. Higgins noted that the Committee can be reasonably assured that walkway will be properly lit when it is dark.

In response to a follow up question, Connor Mason advised that the façade was not designed specifically for children being present but rather to tie in with the rest of the building. Mason advised that the parking garage is designed to be setback to maximize safety.

Matthew Conlin commented that part of the pre-application process requires the applicant to conduct a traffic impact study to determine pedestrian safety requirements. The pre-application process requires a great deal of consultation with HRM departments and other levels of government. Conlin noted that the Halifax Regional Centre for Education was consulted as part of the pre-application process.

Steve Higgins, Manger of Current Planning noted that the construction management plan will take in to account traffic and construction activities that will need to be dealt with given the presence of the nearby school. Higgins commented that additional controls may be required during the construction period to accommodate school's proximity.

In response to a follow up question, Mason advised that the applicant is trying to maximize the public open space on Maynard Street but are limited by the amount of space available, this is reflected in the size of the proposed planters. The applicant is attempting to balance the privacy of the ground level units while also contributing to the liveability of the street. Mason commented that the mechanical engineer will do a good job of hiding any mechanical equipment and ventilation ducts to keep them discrete.

Matthew Conlin clarified the requirements in the Land Use By-law under section 140 for the use of opaque screening to minimize the visual impact of ventilation units.

In response to a question from the Committee, Mason advised that the landscaping will end at the edge of the lot adjacent to Cyclesmith and the NSLC. Mason further noted that building the garage as a separate piece was the most feasible way to design the building.

The Committee noted that the garage could be better integrated into the design of the building using similar building materials and extend the landscaping on the soft roof to the garage.

In response to follow up question, Mason noted that a final decision has not been determined on the exact building materials of the garage at the current time.

Conlin noted that change of material, recesses and projections are three items that must be met to allow for the street wall articulation of the by-law to be adhered to. Planning staff must see a minimum of two of the three options being met.

MOVED by Nancy Soliman, seconded by Jesse Hitchcock

**THAT the Design Advisory Committee recommend approval of the Level III Site Plan Approval Application for 2562 Maynard St., Halifax.**

Following a review of the design requirements set out in Part VI of the Regional Centre Land Use By-law; and the requested variations under Section 28, the Committee proposed the following amendment to the main motion:

MOVED by Jonathan Lampier, seconded by Thomas Gribbin

**THAT the motion be amended to add “with consideration to the following recommendations:**  
**-That the soft roof landscaping increase beyond the minimum 40 percent requirement, expand the use of sedum, and extend it over the garage;**  
**-Better integration of the garage in the design of the building to reduce the visual impact of it jutting out and that the materials used on the garage reflect the other materials of the building;**  
**-Exceed the minimum requirements for pedestrian safety, lighting, and exterior building materials given the proximity to a neighbouring school and school age children;**  
**-Enlarge the planters to a practical and viable size particularly along the north end of the property and the Maynard Street side;**  
**-Include bicycle parking within the building on the main floor;**  
**-Changing the colour of the top overhang of the building (within top 1/3 of building);**

**MOTION TO AMEND PUT AND PASSED.**

The motion before the Committee now reads:

MOVED by Jonathan Lampier, seconded by Jesse Hitchcock

**THAT the Design Advisory Committee recommends approval of the Level III Site Plan Approval Application for 2562 Maynard St., Halifax with consideration to the following recommendations:**

**-That the soft roof landscaping increase beyond the minimum 40 percent requirement, expand the use of sedum, and extend it over the garage;**  
**-Better integration of the garage in the design of the building to reduce the visual impact of it jutting out and that the materials used on the garage reflect the other materials of the building;**  
**-Exceed the minimum requirements for pedestrian safety, lighting, and exterior building materials given the proximity to a neighbouring school and school age children;**  
**-Enlarge the planters to a practical and viable size particularly along the north end of the property and the Maynard Street side;**  
**-Include bicycle parking within the building on the main floor;**  
**-Changing the colour of the top overhang of the building (within top 1/3 of building);**

**AMENDED MOTION PUT AND PASSED.**

**10. ADDED ITEMS – NONE**

**11. DATE OF NEXT MEETING – February 10, 2021**

**12. ADJOURNMENT**

The meeting adjourned at 7:00 p.m.

Liam MacSween  
Legislative Support