



MINUTES

Heritage Conservation District Advisory Committee

June 12, 2017

6:15 pm

St. Marys Museum

177 Church Street South

Members Present: Barb Tuer
Dan Schneider
Stephen Habermehl
Bill Galloway
Mike Bolton

Council Present: Councillor Winter

Staff Present: Trisha McKibbin, Director of Corporate Services/Deputy Clerk
Jason Silcox, Building Official

2. **DECLARATION OF PECUNIARY INTEREST**

None declared.

1. **CALL TO ORDER**

Chair Barb Tuer called the meeting to order at 6:19p.m.

3. **AMENDMENTS AND APPROVAL OF AGENDA**

Moved By Tony Winter

Seconded By Stephen Habermehl

THAT the June 12, 2017 Heritage Conservation District Committee meeting agenda be accepted as presented.

CARRIED

4. DELEGATIONS

4.1 Jason Silcox, Development Services Department - Sign Bylaw Discussion

Jason Silcox, Development Services Department, attended the meeting to report on the public meeting, held June 2, concerning the sign bylaw and to seek feedback from the committee on current sign procedures and practices. The committee discussed a number of topics including:

- The creation of a guidelines/best practices document which would contain examples of design guidelines, compliant and non-compliant signage and would accompany a blank sign application form. This would assist in receiving a more detailed application and would make the application process easier for the applicant.
- The Committee discussed the current process in which there are two different tracks for sign applications to follow. The Committee felt it did not make sense to have this duplication of process and that one application with a Part A and a Part B would streamline and make the process more efficient for both the applicant, staff and Committees.
- The Committee discussed the importance of public education on both the sign bylaw and the Heritage Conservation District Plan. It was noted ongoing education is required to ensure new businesses and property owners are aware of processes.
- Committee members are to email additional comments to Chair Barb Tuer, who will compile the comments into a letter on behalf of the Committee. The Committee will hold a special meeting June 26 to review and recommend the submission of the letter to Jason Silcox.

5. ACCEPTANCE OF MINUTES

Moved By Dan Schneider

Seconded By Stephen Habermehl

THAT the May 29, 2017 Minutes of the Heritage Conservation District Committee be approved.

CARRIED

6. BUSINESS ARISING FROM MINUTES

None.

7. OTHER BUSINESS

7.1 104 Queen Street E.

Moved By Mike Bolton

Seconded By Bill Galloway

THAT the HCD Committee would recommend the granting of a heritage permit for the relocation of a sign from the transom area to the display window, subject to compliance with the sign bylaw.

CARRIED

7.2 106 Queen Street E

The Committee discussed the wish to see consistency of signage on 104 and 106 Queen Street. The architectural feature of the transoms on this building cannot be repaired and appreciated if it is continued to be obstructed by signage.

Moved By Bill Galloway

Seconded By Dan Schneider

THAT the HCD Committee would recommend the granting of a heritage permit for the relocation of a sign from the transom area to the display window, subject to compliance with the sign bylaw.

CARRIED

7.3 178 Queen Street E.

Moved By Stephen Habermehl

Seconded By Dan Schneider

THAT the St. Marys Heritage Committee recommends the granting of a heritage permit for the sign at 178 Queen Street E. on the condition that the sign is confined to the proposed location immediately above the window, and does not obscure any of the decorative wood trim located above the window or on the bottom of the sign board.

CARRIED

7.4 175 Queen Street E.

Moved By Tony Winter

Seconded By Mike Bolton

THAT the HCD Committee recommends the approval of a heritage permit on the understanding that the proposed signs will be amended to include the accessible elevator, Visitor Information and that "Est. 1891" is to be removed from the sign.

CARRIED

8. UPCOMING MEETINGS

June 26, 2017 – 6:15p.m., St. Marys Museum

July 10, 2017 – 6:15p.m., St. Marys Museum

9. ADJOURNMENT

Moved By Bill Galloway

Seconded By Stephen Habermehl

THAT this meeting of the Heritage Conservation District Committee adjourn at 8:14p.m.

CARRIED

Barb Tuer, Chair