

THE CORPORATION OF THE CITY OF ST. THOMAS
CIP EVALUATION COMMITTEE

COMMITTEE ROOM #304
CITY HALL

MARCH 26, 2019

The meeting convened at 9:00 a.m.

ATTENDANCE

Members

Harrison Cole, MHC
Councillor Jim Herbert
Councillor Joan Rymal
Russell Schnurr, DDB
Susan Boldt, DDB
Craig Crane, MHC

Officials

Wendell Graves, City Manager
Matt Smale, Corporate Administrative Clerk

DISCLOSURES OF INTEREST

Nil.

APPOINTMENT OF CHAIR

Mr. Cole was appointed as Chair.

OVERVIEW OF COMMUNITY IMPROVEMENT PLAN

The City Manager outlined the committee's responsibilities under the Municipal Act and the Municipal Conflict of Interest Act, how a meeting may be closed under the Municipal Act and the role of the Closed Session Investigator and Integrity Commissioner.

CIP Area

The City Manager displayed a map of the community improvement plan area and its component districts. He added that boundaries may be adjusted and additional incentives for items such as brownfield development could be considered as part of a broader plan review.

The City Manager advised that applications relating to residential intensification and façade improvements were currently eligible for funding and that projects may be eligible for development charge rebates and incremental property tax phase-in incentives.

The City Manager advised that documents relating to the Community Improvement Plan were available on the Planning Department page of the City website.

Project Process

The City Manager advised that CIP applications were made through his office, placed on the Committee's agenda for review and that a subsequent report is made to Council containing the Committee's recommendation.

CONFIRMED _____ CHAIR

CIP Evaluation Committee - 2

The City Manager advised that façade applicants from within the Heritage Conservation District would require a heritage alteration permit prior to consideration of a community improvement project.

The City Manager advised that proof of payment to contractors or materials must be provided to the City prior to the release of any grant funds and that project milestones were included in agreements to ensure timely completion.

Budget

The City Manager advised that the budget for the Community Improvement Plan in 2019 is approximately \$270,000.

The members inquired if consideration had been given to increasing the maximum façade grant available or instituting a heritage design grant given permit requirements under the Heritage Conservation District.

Mr. Schnurr advised that the Municipal Heritage Committee was proposing to hire two summer students one of whom may assist with heritage design of facades.

Mr. Crane inquired whether adherence to the terms of a Heritage Alteration Permit was a requirement of a Community Improvement Project agreement.

The City Manager advised that the Community Improvement Plan was an incentive to spur development and that the Community Improvement Plan and the Heritage Alteration Permit processes were separate.

PROJECT APPLICATIONS

519 Talbot Street - Yurek Pharmacy

The City Manager advised that the applicant was seeking a façade grant and had been issued a Heritage Alteration Permit.

The members discussed the sizing of the windows on the street and second levels and that the brick design proposed was not in keeping with the Heritage Conservation District guidelines.

The members discussed the terms of the Heritage Alteration Permit as approved by Council and that the terms differ from what was recommended by the Municipal Heritage Committee.

The City Manager advised that the condition of the brick under the existing steel cladding is still not be known and that he would forward the Heritage Alteration Permit resolution passed by Council to the members.

The members deferred consideration of the application to a future meeting.

APPLICATIONS UNDER DEVELOPMENT

613 Talbot - ARK Properties

The City Manager advised that the owner was converting the former “Keepers” building into office suites and was proposing to paint the exterior façade.

16 Hincks Street - Hillside Properties

The City Manager advised that the owner was proposing to construct 16 apartment units in the former St. Thomas Times Journal building.

389 Talbot Street - Craig Hansford

71-89 Princess Avenue

The City Manager advised that units under condominium ownership were being proposed for the site and that the project had received site plan approval.

ADJOURNMENT

The meeting adjourned at 10:15 a.m.