



MINUTES OF THE MONDAY APRIL 3, 2017 CIP APPROVALS COMMITTEE (CIPAC) MEETING

A meeting of the CIP Approvals Committee (CIPAC) held on Monday April 3, 2017, at 5:00 p.m. at the Township Office, 90 Main Street South, Alexandria.

PRESENT: Michael Madden, Alexandria & District Chamber of Commerce, Provisional Chair
Jeff Manley, Provisional Committee Chair
Deirdre Hill, Maxville & District Chamber of Commerce
Carma Williams, Councillor
Kerri Strotmann, EDO

GUEST: Anne Leduc, Director of Recreation & Community Services

REGRETS: Nathalie-Anne Bussière Arts, Culture Heritage Committee
Karen Davison Wood, Committee Chair
Daniel Gagnon, CAO
Gerry Murphy, Chief Building Officer

1. CALL TO ORDER

The meeting was called to order at 5:02p.m.

2. ACCEPT AGENDA

Moved by: Deirdre Hill

Seconded by: Jeff Manley

That the Agenda of the CIP Approvals Committee meeting of April 3, 2017, be accepted.

Carried.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest expressed by the members present.

4. RATIFY THE MINUTES OF MARCH 6, 2017

Moved by: Carma Williams

Seconded by: Deirdre Hill

That the minutes of the March 6, 2017, CIP Approvals Committee (CIPAC) meeting be accepted as presented.

Carried.

5. AGENDA ITEMS

a. Review of Projects Submitted

i) **8 Main Street North, Alexandria (A. Bauer)**

An email was received from the applicant today confirming that the information requested by the committee at the meeting of October 17, 2016, will be submitted shortly.

ii) **28 Main Street North, Alexandria (Decoste Realty)**

Owner advised in writing of CIPAC recommendations of March 6, 2017, concerning the temporary signage. A request for a new sign will likely be submitted by the Fall and the owner will proceed with obtaining the requisite permit from the counties for the existing sign.

iii) **20 Main Street South, Maxville (Munro & Morris Funeral Home)**

There have been no new developments with this project. Anne Leduc has contacted the owners to set-up a meeting.

iv) **44 Main Street North, Alexandria**

Email received from owner on March 21, 2017, confirming that the James Hardie Board will be installed on the entire façade; that the roof will not be painted due to a problem with paint adherence and flaking; and that the hydro mast cannot be moved due to the location of the natural gas meters, but will be painted to blend with the facing material.

Minor Variance approved by Council on March 27, 2017. The 20-day appeals period is presently in force.

v) **3 Main Street South, Maxville**

On March 13, 2017, Resolution #4 was adopted by Council, approving the grant application and interest-free municipal loan.

On March 27, 2017, the Letters of Agreement for the Financial Incentive and Municipal Loan Programs were signed.

vi) **7 – 7a Main Street South, Maxville**

On March 13, 2017, Resolution #5 was adopted by Council, approving the grant application and interest-free municipal loan.

On March 27, 2017, the Letters of Agreement for the Financial Incentive and Municipal Loan Programs were signed.

b) CIP Applications

43 Main Street South, Maxville

Project: Replace the existing enclosed front porch and balcony with a new open front porch and balcony constructed of stained pine wood; replace the existing white aluminum siding with James Hardie Board, while conserving the original cornice.

Moved by: Jeff Manley

Seconded by: Carma Williams

That the Community Improvement Plan Approvals Committee (CIPAC) recommends to Council the approval of the cost of materials only for the below-listed project, as it demonstrates the rehabilitation of one of the original main street buildings, and the restoration of architectural elements in a style more in keeping with the original building and in respect of the CIP design guidelines.

- Construction of a new front porch and second floor balcony in a natural pine wood stained a shade of brown.
- Installation of horizontally-installed James Hardie Board on two facades (front and lateral façades).

The following conditions accompany the favourable recommendation:

- 1) Construction plans must be submitted for the issuance of a building permit. Plans are eligible for the Planning & Design Fee Grant (Program A).
- 2) That the original decorative wood cornice be preserved.

The following considerations accompany the favourable recommendation:

- 1) That the owners consider a cream or pale yellow colour palette of James Hardie Board, rather than the proposed white, to give contrast to the stained pine wood porch, and that the selected colour sample be submitted to the CIP Approvals Committee for final approval.
- 2) That the colour of the existing wood cornice and the vertically-installed material in between, harmonize with the new pine wood porch.
- 3) That a new civic address sign in the style adopted by the municipality for the purposes of the CIP, be incorporated into the project.

CIPAC notes that the grant is only for the cost of materials as the owners are completing their own labour.

Incentive Program	Project (s)	Grant Request	CIPAC Recommendation
A.Planning & Design Grant	-Preparation of construction plans for the new front porch and balcony;	\$487.50 representing 50% of the costs of the preparation of the plans	\$487.50 representing the grant amount allotted for planning and design fees under Program A.
B. Building Improvement & Infill Grant	-Construction of a new front porch and balcony -Installation of horizontally-installed James Hardie Board and new soffits.	\$17,882.25 representing 50% of the building improvement work for the front and lateral facades	\$7,500.00 representing the maximum grant allotted for building improvements to the front façade under Program B.
C. Commercial Signage, Civic Address Signage & Commercial Awning Grant			
D. Landscaping & Public Art Grant			
E. Building Permit Fee Grant		Up to \$750 for the Building Permit fee, pending confirmation from Building Department;	Up to \$750.00 for the Building Permit fee.
F. Tax Increment Grant	To leverage the increased assessment and property taxation for work directly attributable to the CIP	TBD	TBD pending MPAC reassessment upon completion of the work.
G. CIP Municipal Loan Program	For work eligible under Program B.	Between \$5,000 and \$10, 000	Between \$5,000 and \$10,000
TOTAL PROJECT COST: \$35,764.50 TOTAL ELIGIBLE GRANT: \$7,987. 50 + Building Permit Fee Grant TOTAL ELIGIBLE LOAN: \$5,000 - 10,000			

Carried

e. Amendments to CIP

This item is deferred to a subsequent meeting.

6. NEW BUSINESS

There was no new business to discuss.

7. CORRESPONDENCE

There was no correspondence received

8. NEXT MEETING

The next meeting of the CIPAC will take place on Monday May 1, 2017 at 5:00p.m. at the Township Office.

10. ADJOURNMENT

The meeting was adjourned at 5:51 p.m.

Recording Secretary – Kerri Strotmann

Provisional Chair – Michael Madden