

MUNICIPAL HISTORIC RESOURCES BOARD MINUTES

Municipal Historic Resources Board Meeting, Monday March 19, 2018

PRESENT:

Chairman	Fred Bradley
Board Member	Michael Leeb
Board Member	John Kinnear
Board Member	Lori Prentice
Board Member	Fred Matt
Council Member	Lisa Sygutek
Municipal Representative	Lisa Kinnear

ABSENT:

Board Member	Stephanie Hamilton
Board Member	Deanna Powell

1. CALL TO ORDER

Chairman Fred Bradley called the meeting to order at 4:35 pm.

2. ADOPTION OF AGENDA

MOTION *Lori Prentice moved to adopt the agenda of March 19, 2018.*
CARRIED

3. ADOPTION OF MINUTES

MOTION *Michael Leeb moved to adopt the minutes of Jan 15, 2018, as amended.*
CARRIED

4. BUSINESS ARISING FROM THE MINUTES

None

5. NEW BUSINESS

a. Draft Sidewalk and Patio Policy

- Lisa Kinnear presented an overview of the Draft policy and invited board members to provide feedback. Board members had some discussion re minimizing the visual impact of patio fence structures (e.g., using ropes instead of opaque materials).

MOTION *by John Kinnear that the Municipal Historic Resource Board has reviewed the Draft Street Patio and Sidewalk Policy and has no concerns with the policy as drafted.*

CARRIED

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b. DP2018-001 – Crowsnest Coffee Commercial Development (7807 – 17 Avenue)

- Lisa Kinnear presented an overview of the application for commercial development of the property at 7807 – 17 Avenue which has been received by the Development Department. Board members discussed the lack of detail in the plans. The property is noted to be on the heritage inventory, within the Historic Commercial Overlay District, and the Coleman National Historic Site.

MOTION by Lisa Sygutek that the Crowsnest Pass Municipal Historic Resources Board (MHRB) provides the following comments and recommendations to the Municipal Planning Commission (MPC) regarding DP2018-001 which was reviewed at its meeting on March 19, 2018:

- 1) *The MHRB has no concerns with the proposed commercial use and is not opposed to a second story addition for the residential suite.*
- 2) *The MHRB recommends that the MPC require that more refined drawings be required to be submitted by the applicant either as a condition of the permit or prior to issuing approval of a permit. Furthermore, these drawings should clearly depict the proposed design aesthetics and proposed materials for the façade.*
- 3) *The MHRB recommends that the proponent's application conform to the "Design Guidelines – Crowsnest Pass Historic District" and demonstrate how the proposed improvements reflect the historic streetscape of Coleman National Historic site.*
- 4) *The MHRB requests if the recommendation to provide revised drawings is accepted that the revised drawings be referred to the MHRB for review and comment prior to final approval.*

CARRIED

c. Municipal Heritage Management Plan Update

- Conference call with Merinda Connelly and Robert Earley from Community Design Solutions (CDS).
- Consultants had provided Draft document including Context portions and provided a review of the progress to-date.
- Board members to provide comments back to Lisa to compile and send to CDS by April 12, 2018. Next meeting and update to be held on April 16, 2018.

6. **OTHER**

7. **SET NEXT MEETING DATE**

- a) Next Meeting Date – Set of Monday April 16, 2017 – 4:30 pm Start Time.

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8. ADJOURNMENT

MOTION *Michael Leeb moved to adjourn the meeting at 5:15 pm.*

CARRIED

Approved by:



Fred Bradley, Chair

April 19, 2019

Date: