

MEETING MINUTES



MEETING	Property Standards Committee Meeting		
DATE	May 25, 2015		
LOCATION	Committee Room C		
TIME	7:00 PM		
PRESENT	Committee members:	B. Foster (BF), J. Hebden (JH), K. Lammer (KL), D. Smith (DS)	
	Property Standards Officer:	Rob Reynen (RR)	
	Property Standards Inspector:	Jason Lapier (JL)	
	Zoning Inspector:	Bruce Aubrey (BA)	
	Planning Dept.	Stephen Robinson – Senior Heritage Planner	
	Secretary–Property Standards Committee:	Christine Lalonde	
	PSC-15-007	Appellants:	Stefano Fava (SF)
		Appellant Solicitor:	Kevin Thompson (KT)
	PSC-15-009	Appellants:	Lisa Du Fresne
	PSC-15-008	Appellants:	George Minnow
	PSC-15-010	Appellants:	Lisa Du Fresne
	17 & 20 Oliver Appellent Solicitor	Kevin Thompson	

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Appointment of Chairperson: 7:03</p> <p>Doug Smith (DS) appointed Chairperson</p>
2	<p>Disclosure of Pecuniary Interest:</p> <p>There were no declarations of pecuniary interest</p>
3	<p>PSC- 264 Woolwich</p> <p>Meeting called to order at 7:04PM</p> <p>Meeting attendees and City staff was invited to join the meeting.</p> <p>Introductions of the Committee, City Staff and the appellants of PSC-15-007 were made.</p>
4	<p>Chair (DS) asked City to present its case.</p> <p>R. Reynen gave history of the Building Permit and property. And explained why we are meeting tonight (complaints, consult with Heritage Guelph.</p> <p>RR showed photo’s taken of 264 Woolwich and explained the photo’s they are showing. S. Robinson – Heritage Planner read out from Heritage Act to clarify what is covered.</p> <p>The Chair (DS) asked the Committee for questions for the City:</p>

BF – Eaves trough not designated but you are asking to replace. RR yes
DS – through Chair to S. Robinson – question of repair, or replacing windows. S. Robinson responded thru the chair regarding the windows under designation. The main window to be retained/restyored.
KL confirming they are looking for only whats in the order.

The chair (DS) asked the appellants to present their case:

**Kevin Thompson introduced himself as council for appellant.
Stefano Fava introduced himself.**

KT – says they are asking for a Recess of meeting for one month to allow Mr. Fava’s designer to meet with S. Robinson. Says one month will not hinder the city in its wishes to have the items taken care of.

Says the owner is very keen to work with Heritage Guelph and will turn the meeting over to committee to discuss.

The chair (DS) asked the committee for questions for the Appellants:

KL- Arcitect and Sr. Heritage Planner are meeting on – about if some items can be deffered but others are not so can they not be dealt with. KT says it would be best to deal with the order in its entirety.

BF – are you the original permit holder? SF – yes, but there has been a comedic of events causing the delay. Speaking about the items he brought with him to show his seriousness.

Rob is asking for hearing to be put over due to there being two orders. Which we are not aware.

S. Robinson asked to speak thru the chair, saying the meeting he has with Mr. Harlan on Wednesday morning, that Mr. Harlan is a registered arcitech and not just a designer with a BCIN and this is an informal meeting to start a raport. There is an opportunity for this to be taken further and that Rob Reynen and PS committee to attend to view the property. Meeting should be opened to allow those to attend who have interests.

RR- would like to point out that the actual discussions and questions need to happen in a formal meeting not as discussions on site. This visit would be informational only.

Explained the role of the committee on time lines and how now appealed City staff can no longer extend time lines.

Doug asking about deferral.

BF – does not feel there is a need for a deferral. KT questioning BF’s comment. Challenging on his intent.

DS – asked if appellant had any other comments before they move forward. KT would like to have the arcitech in attendance.

	<p>KL – meeting was set 2 months ago. And questioning why after 18 years, things are not lined up already and now another delay. KL’s general feeling not to allow deferral. Asked how long MR. Harlan has been engaged. S.Fava, going on about issues with Building Department and Property Standards. Pushing for committee to go out to property and open a dialogue.</p> <p>S. Fava giving pictures of storm windows that he has replaced. Speaking of the vandalism that is happening at this property. Saying building is armed with an alarm system and smoke and heat sensors. Saying if they confirm the order he will take this to superior court. Saying this in a threatening tone.</p> <p>DS – concern is not only with time but also must take neighbours into account.</p> <p>Meeting closed for discussion on deferral.</p> <p>Discussion of committee on whether to allow deferral.</p> <p>Motion by: DS seconded by: KL and vote: vote 30 days two and two. Chair makes second vote to defer. Carried. Next meeting June 22.</p> <p>The chair closed the meeting and let the attendees know they were welcome to stay while the committee deliberated and reached a decision.</p>
5	<p>DECISION PSC 15-007</p> <p>Motion by: DS seconded by: KL to defer for 30 Days. Vote: two for and two against. Chair makes second vote to defer. Carried.</p> <p>In the matter of an Appeal of an Order issued by the Property Standards Officer on February 20, 2015 regarding 264 Woolwich Street. being PLAN 35 LOT 58, PT LOT 42, the Committee adjourned the appeal without rendering a decision and differed the appeal until June 22nd, 2015.</p>
6	<p>PSC-15-007 Adjourned at 7:56 pm Chair called a 5 minute recess.</p>
7	<p>PSC 15-008 – 302 College Avenue #203</p> <p>Meeting called to order by Chair at 8:00pm</p> <p>No percuniary interest.</p> <p>Introductions of the Committee, City Staff and the appellant of PSC-15-008 were made</p> <p>Chair asked city to make their presentation</p> <ul style="list-style-type: none"> - Bruce Aubrey gave history of property. Explaining lack of access until 2014. Have received two complaints, one about the lack of egress window. Gave the requirements of the egress window. Exterior inspection showed the lack of egress. Gave dimensions of window which did not meet requirements. D. Gooch prepared

	<p>order as he had seen the bedroom in the basement which Bruce has not.</p> <ul style="list-style-type: none"> - Permit has been submitted but has not been accepted as further drawings are required. <p>RR – clarifying about qualified/not qualified and the cross training program that is currently under way.</p> <p>Questions of the city</p> <p>DS – bedroom in basement confirmed? BA – yes Ds – will be reviewed once drawings are sent, yes, would be reviewed. BF – what drawings are required – specs on window and location Ds – cannot proceed till permit - RR correct.</p> <p>Chair asked appellant to present:</p> <p>Appellant asking Bruce if there was a permit for basement finishes. BA yes. Appellant said he was told by staff previously that there was no permit. Explaining willingness to get permit.</p> <p>Speaking of building code – permit, issue with drawing, but now understands why they want location.</p> <p>Having trouble getting window based on the Condo Corporations requirement of where and what type.</p> <p>KL – when? Appellant – On or about June 1st.</p> <p>Questions from Committee</p> <p>KL – what type of extension are you requesting. Appellant – July 31.</p> <p>JH – student rental? His son is a co owner and rents to friends JH – is basement occupied – bed there, though they are sleeping in living room on couches. Ds – Window is the proper size – Appellant says condo board requests apartment size.</p> <p>RR – windows are proper sized</p> <p>BF – July 31 reasonable – RR permit will not be issued until letter received from Condo Board.</p> <p>DS – trying to pin down whether July 31 is a reasonable date and if not, to pin down a date. Appellant – August 31, 2015. JH- feels this is more reasonable.</p> <p>Appellant – issue with window and then second building permit but now finds there is/was a permit. Anymore questions? Closed meeting for Decision discussing. Ds and KL to extend to August 31 – Unanimolus.</p> <p>Adjourn meeting 8:15</p>
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	<p>In the matter of an Appeal of an Order issued by the Property Standards Officer on March 5, 2015 regarding 302 College Avenue West, Unit #203, being WELLINGTON CODNO PLAN 73 LEVEL 1 UNIT 12, it is the decision of the Committee that the Order 15-001401 CM be confirmed and the compliance date be extended to August 31, 2015.</p>
<p>8</p>	<p>PSC 15-009 – 20 Oliver Called to order 8:20 Introductions DS – explained process of meeting.</p> <p>RR gave history of complaint of property and inspections. Explained delay of January to March. Explained issue with numbering. Apologizing to all parties for this error. RR show photos and explaining each photo and what number it correlates to on the order.</p> <p>RR – inspected property today to get feel of what is outstanding. Item 1 has not been done, Item two might have had some work but still remains outstanding, foundation crack, no work done, wood trim, no painting has been done and front soffit not been done. Was not able to enter rear yard so not sure about item 5 and does not have picture.</p> <p>Questions of the city?</p> <p>DS – stairs, is that missing concrete? Rob, yes no concrete there anymore.</p> <p>Appellant to present:</p> <p>Asked if she can approach committee to show pictures. Received April 1 and giving to May 26, as well as 17 Oliver. Showing pictures taken on April 1st when order received. Showing updated pictures taken today. Stairs have been repaired in the past and was on her list to replace. Showing dimensions and says that she is in process with two companies on prices, etc. Showing picture of crack taken yesterday-saying there is no water coming in, knew her neighbour had issues in the rear, not the front. Says crack has been filled with arylcic, Latex and silicone. Brought contractor in that is working on the property. Speaking about crack that was not on order, that was previously filled but will be redone. Showing pictures of other cracks that have been repaired and there are no issues. They are flush (the wall) Showed Rob picture of landing #5. RR says it looks repaired to him. LF said repaired by really good person. Said steps were also redone though this was not part of the order.</p> <p>Asking for more time, as she has other properties she is working on, started as soon as the weather was better. Started May 4. Mostly on 17 Oliver.</p> <p>Front porch boards have been secured and sanded but needs basecoat.</p> <p>Wants to share about the window. Speaking of windows being original and requires varnishing which has not been done for the last few years. Showing on screen how needs to be varnished. Clear caulking will be done after.</p>

	<p>KL – how long of an extension – LF why are they being heard seperatly, DS/KL because they are separate orders. Says having contractors come is out of her hands DS – know we need to know what time frame you are requesting- LF – September 15 DS – to complete whole order LF yes</p> <p>Any futher questions.</p> <p>BF – steps, RR can be found everywhere.</p> <p>RR – plan for stucco</p> <p>LF – has been filled with the ALS (as above) so its not pretty but its been filled and hasn't moved.</p> <p>DS to RR – question the stucco and movement – RR that's not normal and you can't just caulk it. It needs to be removed and redone.</p> <p>Close the meeting for decision.</p> <p>Discussion of request for extension and items on order.</p>
	<p>DECISION PSC 15-009 – 20 Oliver</p> <p>Motion by KL, JH To extend to August 31. Unanimous</p>
	<p>Meeting adjourned 8:50 Called 5 min recess</p>
	<p>PSC-15-010 – 17 Oliver</p> <p>Called to order: 8:53pm</p> <p>Subsequent order for room which we will also speak about, if committee will induldge City and LF.</p> <p>Chair (DS) asked City to present its case.</p> <p>RR – explained complaint received and histoy of order. Rob showed photos and explained them as they corolate to order.</p> <p>Does not have picture of item 3, as the repair has been made. #4 is a note about maintaining property securily since its vacant.</p> <p>Questions of City None</p>

	<p>Appellent presentation-</p> <p>Received order April 1, showed picture taken April 1st and picture taken yesterday. Showed pictures of all items on order as well as the Roof. KT suggesting to let committee deal with 1st order and will deal roofing order after. LF explaining that dormer is actually the neighbours that she does not have access to the dormer.</p> <p>Questions of Appellent:</p> <p>DS - What are you looking for.</p> <p>LF - Extension to September 15</p> <p>KT - dormer - if it is not her responsibility. RR says the property line runs right thru the middle so LF is only to rectify her half.</p> <p>LF says this is very high and she is having difficulty finding someone to paint that high up. DS - will need to find someone. LF - it is a challenge. Is unit still vacant? LF said she is preparing property for sale. Said she told RR Feb. 12.</p> <p>The Chair (DS) asked the Committee for questions for the City:</p> <p>The chair (DS) asked the appellants to present their case:</p> <p>The chair (DS) asked the committee for questions for the Appellants:</p> <p>The chair asked for any more questions from the committee to any of the parties:</p> <p>None</p> <p>The chair closed the meeting and let the attendees know they were welcome to stay while the committee deliberated and reached a decision.</p>
	<p>Decision</p> <p>Motion by JH and seconded K: by, to extend to August 31. Vote: unanimous -</p> <p>-----</p> <p>Roof -</p> <p>Rob explained history of complaint - showing notes in AMANDA. Showed order on screen. Explained a formal appeal. If committee is okay we will take the verbal tonight and wing</p>

	<p>it.</p> <p>Said owner reached to RR about doing the whole roof at the same time with LF.</p> <p>Questions None</p> <p>Appellent - Extension to August 31, 2015</p> <p>Closing meeting</p> <p>Motion – KL, seconded JH – vote unanimous</p> <p>Adjourned 9: ` 8</p>
8.	<p>Approval of Draft minutes of March 23, 2015</p> <p>JH motion to approve DS seconded</p>
9	<p>Meeting adjourned at 9:20 pm by motion of K. Lammer and seconded by R. Gibson</p>

DRAFT