

**HERITAGE ADVISORY COMMITTEE
TOWN OF LUNENBURG**

January 21, 2026 | 6 pm

Lunenburg Town Hall - Council Chamber



Present	Councillor Renea Babineau (Chair) Councillor Alison Strachan Faune Creaser, Citizen Representative Nathalie Irving, Lunenburg Heritage Society Representative Oliver Osmond, Lunenburg Heritage Society Representative Philip Mitchell, Citizen Representative
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Also present	Laura LeGresley, Heritage Officer Kaylee Jensen, Administrative Assistant
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Call to Order	The Chair called the meeting to order at 6:00 p.m.
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Land Acknowledgment	The Chair recognized Lunenburg's location on the unceded territory of the Mi'kmaq people.
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Approval of Agenda	Moved and seconded that the Heritage Advisory Committee approve the agenda for the January 21, 2026, meeting as presented.
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Motion carried unanimously

Approval of Minutes	Moved and seconded that the minutes of the November 13, 2025 Heritage Advisory Committee meeting be approved as amended to reflect discussion regarding the width of the front door opening at 66 Pelham Street.
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Motion carried unanimously

Verbal Update – Motion Clarification	Staff clarified that the Heritage Advisory Committee functions as an advisory body to Council. Items brought forward under Policy 41 of the Heritage Conservation District Plan are for comment and do not proceed to Council for approval.
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For best practice and clarity of record, motions may be made to document committee consensus or dissent, although they are not strictly required unless specified by bylaw (e.g., demolition or removal of certain structures).

Alterations and Additions	Regarding 162 Pelham Street, the applicant proposed alterations and additions to a residential character-defining structure within the
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Heritage Conservation District, including a side porch addition; alterations to window and door openings; replacement of openings with double doors; new side façade windows from the rear kitchen area; expansion of the rear deck; and the addition of a rear shed dormer.

Committee members noted that although the rear façade is considered non-public, it is highly visible from Montague Street due to site topography. Discussion focused on the inconsistency in rear window heights, with members suggesting that uniform window proportions would be more aesthetically appropriate though window style remained consistent with existing windows.

The proposed shed dormer was discussed in relation to similar roof forms within Old Town; while some concern was expressed that it may visually flatten the roof, the committee generally found it acceptable and compatible. Overall, members expressed support for the proposal and the quality of the design.

Moved and seconded that the Heritage Advisory Committee support the proposed alterations and additions at 162 Pelham Street, as they align with the Heritage Conservation District Bylaw.

Motion Carried (5 to 1)

FOR

5 Members

AGAINST

1 Member (Councillor Strachan)

Outbuilding
Removal and New
Residential, 202
York

Though the existing outbuilding falls within the HCD boundary, it is not listed on the heritage register. It is possible this was an oversight. For evaluation purposes, this outbuilding is considered a 'supporting building'. Its removal or relocation is permitted under the bylaw without a public hearing (*3.3 Demolition or Removal of Supporting Building*). Committee members noted importance of redevelopment of the site upon the removal of this outbuilding.

The proposed new residential building was presented for preliminary discussion only. Committee comments focused on the building's height, massing, and visual prominence given the site's elevation and surrounding context. Members noted that while there are taller buildings nearby, these are located further down the street where the slope toward the harbour decreases the building's visual prominence.

Clarification was provided regarding the distinction between 2½ and 3½ storeys: the proposed design includes two full stories with a

basement partially built into the ground, resulting in a lower height for the basement level, akin to a half story in a gable house.

It was noted that the windows on the side facade are not symmetrical, likely to accommodate kitchen layouts, though members noted that uniformity and symmetry in window design would be preferable. It was noted that building code restrictions on glazing limit the size of windows, which influenced the proposed design.

Overall, members observed that the proposed building appears to fit appropriately within the site context though remained concerned about the overall height given the location.

Moved and seconded the Heritage Advisory Committee supports the proposed relocation at 202 York Street and recommends that photographs of the exterior be added to civic files.

Motion carried unanimously

Round Table

Members shared updates and general discussion items. It was noted that Lunenburg Heritage Society memberships are being renewed, and a Winter Warmer event is planned for early March.

Members also noted the upcoming AGM for the Lunenburg Board of Trade where TOL staff will be speaking to the Atlantic Canada UNESCO Corridor.

Members suggested that follow-up on previously discussed topics would be beneficial. It was noted that the Committee's Terms of Reference may require updating.

Members further suggested that, based on recent applications, it may be helpful to identify strong examples of both commercial and residential projects that align well with the bylaw, to serve as reference or best-practice examples for future applicants.

Adjournment

There being no further business, the Heritage Advisory Committee meeting adjourned at 6:58 p.m.

Minutes were read and approved.