

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

**ROOM 204  
CITY HALL**

**May 26, 2017**

The meeting convened at 8:30 a.m.

**ATTENDANCE**

Members

Councilor Linda Stevenson  
Beth Burns, Chair, DDB  
Russell Schnurr, MHC  
Frank Lattanzio, MHC

Officials

Wendell Graves, City Manager  
Matt Smale, Corporate Administrative Clerk

Guest

Grant McDonald, Valleyburn Properties

Regrets

Councilor Joan Rymal

**Project Applications**

37 St. Catharine Street - Grant McDonald, Valleyburn Properties

The members exchanged introductions with the applicant, Mr. Grant McDonald

The City Manager reviewed floor plans for the residential structure and advised that the applicant was seeking funding for the rehabilitation of 4 existing residential units and the addition of two new units at 37 St. Catharine Street.

The members inquired about ceiling clearances in the proposed basement unit.

Mr. McDonald stated that renovations to the home had been started by a previous owner. He anticipated adjustment to placement of structural beams in the basement to meet code requirements.

The members inquired about parking on the site.

Mr. McDonald advised that there were currently 5 parking spaces at the rear of the property with room for the addition of one more. In addition, there was a public municipal parking lot in the vicinity of the property.

The members inquired about any exterior changes to the building.

Mr. McDonald advised that the steel siding was in good condition and would remain. Replacement of windows, doors and roof dormer was anticipated.

The City Manager confirmed that the building was in the downtown area and would be subject to downtown zoning requirements. In addition, any prior renovations completed to the property were not eligible for funding under this application.

Mr. McDonald provided an overview of his property management and investment company, Vallyburn properties. He discussed the proposed rental rates for the property.

The City Manager confirmed that the project was eligible for \$20,000 in funding for the existing 4 units, \$10,000 for the 2 proposed new units, development charge and building permit fee rebates. Some of the eligibility would be contingent on the approval of the 2 new units.

Moved by Councillor Stevenson - F. Lattanzio:

THAT: The CIP Evaluation Committee recommend approval of the residential rehabilitation application for 37 St. Catharine Street.

Carried.

**Adjournment**

The meeting adjourned at 8:50 a.m.