

**Southwest New Brunswick Service Commission**  
**PLANNING REVIEW AND ADJUSTMENT COMMITTEE (PRAC)**

**MEETING #21-08 Thursday, August 19, 2021**  
Online Meeting via Zoom

---

**MEMBERS PRESENT:**

Dennis Blair  
Sam Walsh

Gerald Gass  
Raymond Hall

Jill Stewart  
Vance Johnson

Annette Townes

**MEMBERS ABSENT:**

Dean Fletcher

**STAFF PRESENT:**

Alex Henderson, Planning Director  
Vivian Peng, Junior Planner

Judy Hartford, Development Officer  
Alexander Gopen, Planner

**PUBLIC MEMBERS PRESENT:**

See attached registration report.

---

**CALL TO ORDER:**

Chairperson, Sam Walsh called the meeting to order at 6:30PM and welcomed all in attendance.

**1. APPROVAL OF AGENDA:**

**It was moved** by J. Stewart and seconded by G. Gass “that the agenda be approved as presented.”

***Carried – Unanimously***

**2. APPROVAL OF MINUTES:**

**It was moved** by J. Stewart and seconded by A. Townes “to approve the Minutes of the regular meeting held July 15, 2021 as presented.”

***Carried – Unanimously***

### **3. DECLARATION OF CONFLICT OF INTEREST:**

No conflicts were declared.

### **4. VARIANCE APPLICATION:**

**Item 21-08-06      Applicant: Marimon**

A. Henderson presented an application in the Town of St. Stephen for one Variance to the Town of St. Stephen Zoning By-law No. Z-2 related to the rear yard setback of the property to develop an accessory structure (garage):

1. To reduce the required rear yard setback for an accessory structure, per section 3.13(2)(e) and 5.3.2 (1) (b) – from 4.5 m to 1.3 m.

Staff recommends in favour with the following terms & conditions:

1. Prior to the development of a garage or shore protection works an environmental protection plan for the property shall be provided to the development officer that is stamped by a geotechnical engineer or other professional that addresses soil stability and adequately protects against potential flooding, runoff, erosion, and sedimentation that may impact, or result from, the development;
2. Except for the removal of individual trees which pose a reasonable risk to the safety of life or property, a minimum of 50% of all existing trees on the property shall be preserved;
3. That the accessory structure not be designed or used or converted to be used for overnight accommodations, except subject to section 3.18(2) of the Town of St. Stephen Zoning By-law No. Z-2; and
4. That a Watercourse and Wetland Alteration (WAWA) permit be issued by the Department of Environment and Local Government for the development.

After discussion was held on the location of the structure to the edge of the water and height of the structure;

**(36:50)**

**It was moved** by J. Stewart and seconded by R. Hall that “we approve the variance request including the four conditions recommended by staff.”

***Carried – Unanimously***

## **5. TERMS AND CONDITIONS APPLICATIONS:**

### **Item 21-08-07      Applicant: Gregory McDowell**

J. Hartford presented an Terms and Conditions application in Chamcook to allow for a garden suite.

Staff recommends in favour subject to the following terms and conditions:

1. be constructed, erected, or placed in such manner as to be removable from the lot,
2. be removed when no longer in use for the purpose intended; and
3. be provide with an adequate sewage disposal system acceptable to the Department of Public Safety.

With brief discussion on main and secondary use and clarification on an adequate septic system;

**(50:36)**      **It was moved** by D. Blair and seconded by A. Townes that “we accept staff’s recommendation and approve the application with the terms and condititons.”

***Carried – Unanimously***

## **6. SUBDIVISION APPLICATIONS:**

### **Item 21-08-01      Applicant: St. George Pulp & Paper**

J. Hartford presented an application in the Parish of St. George for consideration of creating one lot on an existing right-of-way.

With recommendation from Staff and clarification on the access of the remnant property;

**(57:38)**      **It was moved** by A. Townes and seconded by J. Stewart that “we accept staff’s recommendation and approve the private right-of-way for the development of land as shown in the St. George Pulp and Paper Plan.”

***Carried – Unanimously***

**Item 21-08-03      Applicant: John Hodgson**

J. Hartford presented an application in the Parish of St. Croix for consideration of creating one lot on a private right-of-way.

With recommendation from Staff no concerns from the committee;

**(1:01:37)**

**It was moved** by G. Gass and seconded by D. Fletcher that “we approve planning recommendation for the private right-of-way and the development of the John Hodgson subdivision 2021-1.”

***Carried – Unanimously***

**Item 21-08-04      Applicant: John Wilkin**

J. Hartford presented an application in the Parish of Manners Sutton for consideration of creating three lots on an existing private right-of-way.

With recommendation from Staff no concerns from the committee;

**(1:05:12)**

**It was moved** by J. Stewart and seconded by G. Gass that “we accept staffs recommendation for the private right-of-way on the John wilkins subdivision 21-1.”

***Carried – Unanimously***

**Item 21-08-05      Applicant: D. Conley Forestry**

J. Hartford presented an application in the Parish of St. George for consideration of creating six lots on an existing private right-of-way.

With recommendation from Staff clarification on the boat launch being accessible for all lot owners given to the committee;

**(1:09:45)**

**It was moved** by G. Gass and seconded by V. Johnson that “we approve the location of the private-right-of way for the development of the land shown on the D. Conley Forestry subdivision 2021-1.”

***Carried – Unanimously***

## **7. VIEWS ON BY-LAWS AND REGULATIONS:**

A. Gopen presented on an application to rezone a portion of a property in the Town of St. Stephen from Institutional to Residential Mix which will also require an amendment to the municipal plan.

Staff's recommendation is in favour to send views to Council in favour.

Positive comments from the committee.

***Round Table Vote – All in favor***

A. Henderson presented an application in the Town of St. Stephen to rezone a property from Institutional to Commercial Mix which will also require changing the properties designation in the municipal plan.

Staff's recommendation is in favour to send views to Council in favour.

Positive comments from the committee.

***Round Table Vote – All in favor***

## **7. NEXT MEETING:**

The next regular meeting will be on Sept. 16, 2021 location online via zoom.

Training meeting to be held on Sept. 9, 2021 at 6pm.

## **8. ADJOURNMENT:**

With there being no further business, **it was moved** by D. Blair "that we adjourn."

---

Sam Walsh, Chairperson

---

Alex Henderson, Planning Director

---

Connie Klein, Recording Secretary