

Southwest New Brunswick Service Commission

PLANNING REVIEW AND ADJUSTMENT COMMITTEE (PRAC)

MEETING #21-10 Thursday, Oct. 21, 2021
Online Meeting via Zoom

MEMBERS PRESENT:

Dennis Blair Gerald Gass Annette Townes
Sam Walsh Vance Johnson

MEMBERS ABSENT:

Dean Fletcher Raymond Hall Jerome Holland Courtney Leroux

STAFF PRESENT:

Alex Henderson, Planning Director Judy Hartford, Development Officer
Alexander Gopen, Planner Vivian Peng, Junior 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 G. Gass and seconded by V. Johnson “that the agenda be approved as presented.”

Carried – Unanimously

2. APPROVAL OF MINUTES:

It was moved by A. Townes seconded by D. Blair “to approve the Regular Meeting Minutes held Oct. 21,2021 as presented”.

Carried – Unanimously

It was moved by A. Townes and seconded by G. Gass “to approve the Special Meeting Minutes held Oct. 7, 2021 as presented.”

Carried – Unanimously

3. DECLARATION OF CONFLICT OF INTEREST:

No conflicts were declared.

4. ZONING APPLICATIONS:

Item 21-10-04 Applicant: Corbyn - Variance

A. Henderson presented an application for consideration of 2 variances to the Town of St. Stephen Zoning By-Law No. Z-2 in the Commercial Mix (CM) zone.

1. To increase the number of permitted main buildings on the property from one (1) per section 3.18(1), to two (2).
2. To eliminate the design requirement to have at least one (1) main front entrance facing front lot line for each dwelling unit located on the ground floor, per section 5.3.2(1)(b).

Staff recommends in favor with the following terms & conditions;

1. Prior to any change of use of either existing commercial building to residential apartments, or the alteration of any hotel/motel rooms for the use as a dwelling unit, that a building permit be issued by the Town of St. Stephen that addresses all required matters per the Town of St. Stephen Building By-law No. L-10; and,
2. Except for any necessary modifications required to meet the National Building Code or other Act or Regulation, prior to any change of use of either existing commercial buildings to residential apartments, or the alteration of any hotel/motel rooms for the use as a dwelling unit, any exterior cladding or fenestration alterations shall be developed in substantial conformity with the proposed renderings supplied to PRAC in the applicant’s submission titled ‘Variance Request Images September 27,’ in the opinion of the Development Officer; and,
3. That prior to any change of use of either existing commercial buildings to residential apartments, or the alteration of any hotel/motel rooms for the use as a dwelling unit, a

parking plan be submitted to the development officer that conforms with section 3.14 of the Town of St. Stephen Zoning By-law Z-2.

With no concerns from the committee;

(19:45)

It was moved by V. Johnson and seconded by A. Townes that “we approve this requested variance based on Staff’s recommendation as well as the terms and conditions applied.”

Carried – Unanimously

Item 21-10-06 Applicant: Cooke - Variance

V. Peng presented an application to consider two (2) variances for a new access road to be built within the Limited Development (LD) Zone under the St. Croix Corridor South Area Rural Plan Regulation.

Staff recommends in favour with the following variances:

1. A variance of 1 metre to allow a new access to be no wider than 3 metres at the shore. The development shall be carried out without substantial changes to the Site Plan as presented; and
2. A variance of 12% to allow 63% of the land area zoned “LD” to be set-aside for the preservation, growth and maintenance of trees as delineated in the submitted Site Plan. An overhead shot of the preservation area must be submitted to the Service Commission for inspection immediately after the project has been completed.

With no concerns from the committee;

(35:14)

It was moved by V. Johnson and seconded by A. Townes that “we approve the two variances that are identified in the recommendation.”

Carried – Unanimously

Item 21-10-07 Applicant: Cooke – Terms and Conditions

V. Peng presented an application to Apply terms and conditions to a well structure located within the Limited Development (LD) Zone under the *St. Croix Corridor South Area Rural Plan Regulation*.

Staff recommends in favour with the following terms and conditions:

1. All well structures shall be removed or properly sealed once the well site is decommissioned or deemed unsuitable for groundwater supply.
2. No potable water well, critical electrical, mechanical, or plumbing equipment, or stormwater basins shall be placed below 5.3m CGVD13.
3. The applicant is responsible for obtaining all applicable permits and approvals before commencing the work.

With no onerns from the committee;

(41:25)

It was moved by A. Townes and seconded by G. Gass that “we accept staff’s recommendation with the three terms and conditions.”

Carried – Unanimously

Item 21-10-08

Applicant: Tuddenham – Terms and Conditions

A. Gopen presented an application for consideration of terms and condiditons for an accessory dwelling unit – a permitted use in the “R-2 (Residential Mix)” zone of the Town of St. Stephen Zoning By-law, No. Z-2

Staff recommends in favour with the following terms and conditions:

- 1) That three (3) parking spots shall be maintained on the property as per Section 3.14 of Z-2.

With no major concerns from the committee;

(52:32)

It was moved by V. Johnson and seconded by G. Gass that “we accept staff’s recommendation with the appropriate amendment to reference the St. Stephen Zoning By-Law as well as the term and condition as presented by Staff.”

Carried – Unanimously

5. SUBDIVISION APPLICATIONS:

Item 21-10-01 Applicant: Woodbury

J. Hartford presented an application in the Parish of St. George for consideration of creating one lot on a private.

With recommendation from Staff and clarification on the on why the plans show tentative;

(58:52) **It was moved** by D. Blair and seconded by G. Gass that “we accept staff’s recommendation.”

Carried – Unanimously

Item 21-10-02 Applicant: Copping

J. Hartford presented an application in the Parish of Saint David for consideration of creating one lot on an existing right of way.

With recommendation from Staff and clarification on the 30 meter buffer to the water and which jurisdiction it is under;

(1:04:30) **It was moved** by V. Johnson and seconded by A. Townes that “we approve the private right of way as shown on the plan with the condition that the appropriate notes as Staff recommended are included.”

Carried – Unanimously

Item 21-10-03 Applicant: Bird

J. Hartford presented an application in the Parish of Saint David for consideration of creating two lots on an existing right of way.

With recommendation from Staff and clarification on the 30 meter buffer to the water and which jurisdiction it is under;

(1:09:45)

It was moved by G. Gass and seconded by A. Townes that “we approve the recommendation of the private right of way, for the development of land on the Malcolm & Deborah Bird Subdivision 2021-1.”

Carried – Unanimously

Item 21-10-05

Applicant: Leavitt

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

With recommendation from Staff and clarification on the 30 meter buffer to the water and which jurisdiction it is under;

(1:14:40)

It was moved by V. Johnson and seconded by A. Townes that “we approve the private right away for the development of land as shown based on Staff’s recommendation.”

Carried – Unanimously

6. NEXT MEETING:

The next regular meeting will be on Nov. 18, 2021 location online via zoom.

7. 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