



**QUISPAMIS PLANNING ADVISORY COMMITTEE**  
**MEETING MINUTES – August 14, 2018**

Present:                   Darin Lamont                   Brenda Fowlie  
                              Darren Bishop                Brent Preston  
                              Kendall Mason               Marc Gosselin  
                              Violet Brown                 S. Dwight Colbourne

Absent:                    Michael Wowchuk

**1. Call to Order**

Darin Lamont called the meeting to order at 7:00 p.m.

**2. Approval of Agenda**

**Moved By**    Marc Gosselin  
**Seconded By** Darren Bishop

That the Agenda be approved with the noted change of item 7.c. (9 Lincoln Drive) that was pulled after the notification was mailed out.

**Motion Carried**

**3. Disclosures of Interest**

No disclosures were declared.

**4. Approval of Previous Minutes**

**Moved By**    Brent Preston  
**Seconded By** Brenda Fowlie

That the minutes of the July 24, 2018 PAC meeting be received and filed.

**Motion Carried**

## **5. Business Arising from Minutes - Notice of Decisions**

As a follow up to one of the agenda items from the July 24, 2018 PAC meeting, Darrin Lamont noted a letter dated July 20, 2018 from Mr. Kenneth Wilson and Mrs. Patricia Wilson of 489 Misty Cove Lane which stated that they oppose the private lane extension of Misty Cove Lane that was proposed as part of the Wright Subdivision. The Wilson's letter was received at the Town Hall on July 23<sup>rd</sup> and was placed in Dwight Colbourne's mail box on that day but it was not read until Mr. Colbourne returned from vacation on July 30<sup>th</sup>. The letter was not copied to the PAC Secretary and therefore was not part of the review for the Wright Subdivision at the July 24<sup>th</sup> PAC meeting. The letter was emailed to the PAC Members on July 30<sup>th</sup> and included with the Notice of Decision for the Wright Subdivision as part of the August 14, 2018 PAC meeting as Agenda Item 5 (Business Arising from Minutes). The PAC Members in attendance said that they read the letter prior to the PAC this evening's meeting.

Mr. Wilson and Mr. Wright were notified of this letter being part of the PAC Agenda via email and phone and both were invited to attend the meeting as there appears to be a bit of conflict in what each party stated. Mr. Wright attended but Mr. and Mrs. Wilson did not. Mr. Wright asked if they have any questions for him. He noted that he and Mr. Wilson want different things with regards to the land at the end of Misty Cove Lane and noted that they may not ever agree on the plan.

Mr. Colbourne read the letter, noted some key points, and stated that his memo and recommendations would not change based on this additional correspondence. He noted that the decision of a private lane was reasonable and due to a precedence set by PAC in the past, would be probable. Mr. Colbourne explained the appeal process to the province including the appropriate reasons and timeframe. He stated that if an item is appealed, the province may return the item to the PAC for further review. With consideration to this appeal process, the PAC was given a copy of this letter and asked if there are any changes or additions to the previous decision of approval for the Wright Subdivision. There were no comments, changes or additions requested of the approval.

Mr. Lamont asked if there was any changes or comments and then asked if there was anyone in attendance that wanted to speak for or against the application. No one had comments.

**Moved By** Brent Preston

**Seconded By** Kendall Mason

That the Notice of Decision for the approval of the Wright Subdivision stand as written and the Notices of Decision from the July 24, 2018 PAC meeting be received and filed.

**Motion Carried**

## **6. Unfinished Business**

No Unfinished Business

## 7. **New Business**

### 7.1 649 Gondola Point Road - Front Yard Setback for Deck

Carl & Julie Brandon attended requesting approval for a fifteen (15) metre setback variance in order to construct a deck that will extend up to the property line at 649 Gondola Point Road, PID 00249664.

Mr. Colbourne noted that as per the staff report, the property owner purchased the property with the existing stone patio and the survey completed at that time showed the patio extended beyond their property. Permission to build beyond the property requires Council approval, as the PAC can only approve up to the edge of a property. Mr. Brandon has applied to Council for a Stop Up and Close of a portion of the road. Where the closure of a highway or any portion of a highway is requested, the municipality may sell, lease or dispose of interest in the highway for a period of time or as a permanent option. This is a public process and as such will be advertised through public notification. PAC will be asked for their thoughts and recommendations at the time.

Mr. Brandon noted that one of the conditions in the staff recommendations was to remove construction already in place if extended beyond the property but he stated that the deck has some loose boards that could be a safety issue. He asked for permission to keep the deck where it is until Council decides on the Stop Up and Close. Mr. Colbourne stated that the PAC has the authority to grant approval temporarily if they wish and that the PAC can include a dead line as part of the conditions. He noted that if the conditions are enforceable, they are permitted and within the authority of the PAC. Mr. Colbourne noted the deck will be behind the existing hedge, which is very secluded, and will not be noticed by anyone passing by the property. No one attended to speak for or against this item.

**Moved By** Marc Gosselin

**Seconded By** Darren Bishop

That the PAC approve the fifteen (15) metre setback variance for the construction of a deck that will extend up to the property line at 649 Gondola Point Road, PID 00249664, subject to the following terms and conditions:

1. The deck must not extend beyond the property line permanently but PAC grants temporary approval for the deck portions already constructed to sit within the Municipal Right-Of-Way until Council makes their decision;
2. Any construction already in place, other than the existing stone patio that extends beyond the property line, will only be permitted to stay in place until (if) approved by Council through a Stop Up and Close; and
3. A permit is obtained prior to construction.

**Motion Carried**

7.2 41 Bridgeford Drive - Foundation Elevation Variance

Anthony Smith attended seeking approval for a foundation elevation variance to a maximum of nine decimal one (9.1) metres below the final centerline grade of the street on the property of 41 Bridgeford Drive, PID 30261820. Mr. Smith stated that the foundation elevation has been determined at 5.8 metres, much less that applied for in the beginning, after the foundation prep work was completed. He delivered the final site plan to the meeting.

No one attended to speak for or against.

**Moved By** Darren Bishop

**Seconded By** Brent Preston

That the PAC approve the foundation elevation variance to a maximum of nine decimal one (9.1) metres on the property of 41 Bridgeford Drive, PID 30261820, subject to the following terms and conditions:

1. The preparation of the "Hold Harmless" agreement to ensure the Town is protected against liability arising from potential drainage problems in the future; and
2. A drainage plan, showing that water will not be directed to adjacent properties, is approved by the Town as part of the Building Permit Application.

**Motion Carried**

7.3 9 Lincoln Drive - Removal of Materials

This application was pulled and will not be reviewed at this time.

**8. Information Items and/or Discussion**

**Moved By** Brenda Fowlie

That the information items be received and filed.

**9. Adjournment**

**Moved By** Darren Bishop

Meeting adjourned at 7:37 p.m.

**Respectfully Submitted,**

  
\_\_\_\_\_  
CHAIRMAN

  
\_\_\_\_\_  
SECRETARY