



**QUISPAMISIS PLANNING ADVISORY COMMITTEE**  
**MEETING MINUTES – September 28, 2021**

**Present:** Darin Lamont  
Brenda Fowlie  
Brent Preston  
Darren Bishop  
Marc Gosselin

Kendall Mason  
John Groden  
Chrissy Scott, GIS Technologist  
Jennifer Jarvis, Planning Technologist  
Violet Brown, PAC Secretary  
S. Dwight Colbourne, Municipal Planning Officer

**Absent:** None

**1. Call to Order**

Darin Lamont called the meeting to order at 7:01 p.m.

**2. Approval of Agenda**

**Moved By** Marc Gosselin

**Seconded By** Brent Preston

That the Agenda be approved as written.

**Motion Carried**

**3. Disclosures of Interest - No disclosures were declared.**

**4. Approval of Previous Minutes**

**Moved By** Darren Bishop

**Seconded By** John Groden

That the minutes of the September 14, 2021 PAC meeting be received and filed.

**Motion Carried**

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

**Moved By** Brenda Fowlie

**Seconded By** Brent Preston

That the Notices of Decision be received and filed.

**Motion Carried**

**6. Unfinished Business – None**

**7. New Business**

**7.1 19 Matthews Drive - Fence Setback**

Ryan Orser and Jacquelyn Bellissimo attended seeking approval to install a chain link fence along the side and rear lot lines of their property to provide privacy and security.

Ms. Jarvis reviewed the application noting that as per By-law 038 Section 6.(S)(7), fences are to be located at least sixty (60) centimetres from the property line, and as such a variance of zero decimal six (0.6) metres is required. She added that staff had no concerns. Notice was sent to property owners within 50 metres and there were no concerns received and no one attended to speak for or against the application.

**Moved By** Marc Gosselin

**Seconded By** Brent Preston

That the Planning Advisory Committee approve the variance of zero decimal six (0.6) metres from Zoning By-law 038, Section 6.(S)(7) for the setback to the property lines of a chain link fence to be erected along the common property lines at 19 Matthews Drive, PID 30031009, subject to the following conditions:

1. All property lines are clearly delineated prior to the installation of the fence;
2. All work is to take place on the applicant's property; and
3. A fence permit is obtained prior to any construction.

**Motion Carried**

**7.2 4 Bernard Court - Front Yard Setback**

Dave Walker attended seeking approval to construct a single-family dwelling with a front yard setback and a Foundation Elevation at 4 Bernard Court, PID 30343495.

Ms. Jarvis reviewed the application noting that the building lot drops off to a steep slope at the rear and the applicants would like to build their home on the front part of the lot that has the most natural level. To achieve this, the applicants require a one decimal five (1.5) metre front yard setback, and a one decimal five (1.5) metre elevation variance. She added that the lots in the area all required the same variance, and the only concern is if soils are added, they should be engineered soils.

Notice was sent to property owners within 50 metres and there were no concerns received and no one attended to speak for or against the application.

**Moved By** Darren Bishop  
**Seconded By** Brenda Fowlie

That the Planning Advisory Committee approve the one decimal five (1.5) metre variance to Section 8.(E)(1)(a), to allow a front yard setback of six (6) metres and a one decimal six (1.6) metre Foundation Elevation Variance to Section 6.(F)(1) at 4 Bernard Court, PID 30343495 subject to the following condition:

1. A “Hold Harmless” Agreement is executed by the property owner, absolving the town from any liability associated with water run-off, with a registered copy to be filed with the town.
2. A site drainage plan, showing how flows will be directed away from the foundation and away from existing properties, is to be submitted to the Town prior to Building Permit issuance;
3. If required, engineered fill must be used; and
4. A Building Permit be issued prior to the commencement of construction.

**Motion Carried**

### 7.3 193 Pettingill Road - Developer's Agreement Amendment

Ms. Jennifer Arsenault attending seeking approval to use crushed gravel as a hard surfacing material to be used on the parking areas and driveway access, at Origins Natural Learning Childcare, 193 Pettingill Road, PID 30340236.

Ms. Jarvis reviewed the application noting that the original development stated asphalt on the full driveway and all the parking areas. She noted that staff recommends a portion of the access, 40 metres from the street to the crest of the hill, be paved to eliminate rocks flowing onto the road from storm water flows. Ms. Jarvis added that the grade of the access is approximately 9% and the suggested amount to be surfaced was less than 10% of the original plan.

Ms. Jennifer Arsenault thought the recommended distance of 40 metres was a bit too much and referenced another property that only has about 10 metres of hard surfacing. She also asked if the area could be surfaced with “hot-mix asphalt, portland cement, concrete, or asphalt stone chip seal coat” as per the Town’s Zoning By-law 038, Section 6.P(5)(c)(i). Ms. Arsenault stated that she was ok with the distance once she understood the grade influenced the potential of rock movement.

It was recognized that there are several areas with rocks coming on the road so the product should be something that does not wash away.

**Moved By** John Groden  
**Seconded By** Kendall Mason

That the Planning Advisory Committee approve a variance to Section 6.(P)(3)(e)(ii) and Section 6.(P)(5)(c)(i) to permit crushed gravel to be used on the parking and driving surfaces found at 193 Pettingill Road, PID 30340236, subject to the following condition:

1. The entrance abutting Pettingill Road is to be surfaced in hot-mix asphalt, portland cement, concrete, or asphalt stone chip seal coat no less than eight (8) metres wide and by forty (40) metres long in length, to the crest of the hill to assist in the prevention of rocks and pebbles entering into the street ROW;
2. A revised site plan identifying the areas that will be surfaced in crushed gravel, and areas that will be surfaced with hot-mix asphalt, portland cement, concrete, or asphalt stone chip seal coat, be submitted prior to the release of final bonding;
3. An Amendment be made to the Development Agreement to reflect the use of crushed gravel as a surfacing material approved for use in the parking and driveway areas; and
4. Dust control measures be implemented upon receipt of any legitimate dust related complaint to the Town.

**Motion Carried**

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

**Moved By** Brenda Fowlie  
**Seconded By** Marc Gosselin

That the Council Meeting Minutes of September 7, 2021 be received and filed.

**Motion Carried**

**9. Adjournment**

**Moved By** Darren Bishop  
**Seconded By** John Groden

Meeting adjourned at 7:30 p.m.

**Respectfully Submitted,**



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CHAIRMAN



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SECRETARY