

PLANNING ADVISORY COMMITTEE
MINUTES – March 10, 2015

The regular meeting of the Planning Advisory Committee of the town of Quispamsis was held in the Town Hall Council Chambers on Tuesday, March 10, 2015 at 7:00 p.m.

In attendance: Darin Lamont
 David Carlson
 Jean Place
 Marc Gosselin
 Mark Hatfield
 Pierre Rioux, Councillor
 S. Dwight Colbourne, P.Eng, Municipal Planning Officer
 Violet Brown, Secretary

Absent: Bob McLaughlin
 Darren Bishop

1. Call to Order

Mark Hatfield called the meeting to order at 7:00 p.m.

2. Approval of the Agenda

MOVED BY: David Carlson
SECONDED BY: Darin Lamont

That the agenda be approved with the change of item 6.a) being pulled by the applicant.

CARRIED UNANIMOUSLY

3. Disclosure of Interest on Agenda Items

None

4. Review of Previous Meeting Minutes

MOVED BY: Marc Gosselin
SECONDED BY: Jean Place

That the Minutes of the February 10, 2015 PAC meeting be approved.

CARRIED UNANIMOUSLY

5. Business Arising from Minutes

<i>Notice of Decision</i>	<i>By-Law Section</i>	<i>Address</i>
Zoning By-law Amendment - Notwithstanding Use in a Central Commercial (CC) Zone (for an Auto Car Wash)	By-law #038 Section 12.(A)	15 Pettingill Road
Temporary Sign Variance	By-law #036 Section 3.D.(1)q	929 Hampton Road
Hall, Linda & Mark Tentative Subdivision Plan; Lot Width Variance	By-law #035 and #38 Section 8.(C)	30 Executive Avenue; one lot into three

MOVED BY: Marc Gosselin

SECONDED BY: Jean Place

That the Notices of Decision be received and filed.

CARRIED UNANIMOUSLY

6. Unfinished Business

a) Request to Amend Developer's Agreement, Section 66 of the Community Planning Act – 383 Hampton Road – Atlantic Baptist Housing

On March 10, 2015, the Town received the following notice for the Executive Director of the Atlantic Baptist Senior Citizens' Housing Inc.:

An opportunity has developed for us to work with another partner in Quispamsis. Kings Way Life Care Alliance will now be carrying forward with the seniors' housing project. ABH has been over extended with a number of projects and we were having difficulty meeting the time lines expected in Quispamsis.

On March 30th we will host a meeting with those tenant prospects with the details that will allow this project to become a reality, including the timelines to achieve it. All evaluation work done to date has been made available to Kings Way LifeCare Alliance thus ensuing the project can be expedited in 2015. Kings Way will be planning to build on their own land adjacent to their Nursing Home.

As noted, please withdraw the application for the extension of the agreement.

7. New Business

#	<i>Variance Requested</i>	<i>By-Law Section</i>	<i>Address</i>
a)	Dog Grooming Business – Discretionary Use	By-law #038 Section 6.(K)	5 Summer Court
b)	Office Building Development	Development Scheme for Millennium Drive By-law #017	158 Millennium Drive (3 Hazelton Drive)

a) Dog Grooming Business – Discretionary Use – 5 Summer Court (PID 00440347)

Ms. Kim Robinson attended seeking approval to operate a Home Based Dog Grooming Business at 5 Summer Court.

The subject property is located in a Single or Two Family Dwelling (R1) zone and as such Section 8.A(1)(b)(i) of Zoning By-law 038 is applicable and permits a home occupation as a secondary use within a main dwelling subject to Section 6(K) of Zoning By-law No. 038. However, whereas 5 Summer Court has one of the allowable secondary uses already established, that of an accessory dwelling unit in the basement, consideration of this application is to be given as Discretionary Use similar to the operation of a Kennel as per section 8.(B)(1)(c) of By-law No.038.

The lot is a well treed larger corner lot that provides sufficient buffering to the adjacent properties. The dwelling contains a room that is 10ftx12ft (120 sq ft) in the basement to accommodate the business. The overall square footage of the home is one thousand and eight square feet (1008 sq. ft.). The maximum floor space permitted in accordance with Section 6K(2)(d) is the lesser of 344 sq. ft. or 25% of floor area of the dwelling unit. The area allocated is within limits. Dog grooming is already occurring at this location for the applicant's own dogs. The applicant has been grooming her own dogs for showing, training and competing for the past twenty (20) years.

The property contains two driveways – one for the main dwelling and a second for the accessory dwelling unit. The driveway proposed for use with the business is approximately one hundred feet (100') and can accommodate the customer's vehicles when during drop off and pick up. It was noted that no animals will be tethered or penned outside.

Hours of operation are proposed at 9:00 a.m. until 4:00 p.m. Monday to Friday and Saturday hours only as exceptions. The applicant will be the only employee and no external signage is required. The target is two (2) to (3) three animals per day with scheduled times. Ms. Robinson stated that it takes approximately two (2) hours per dog for grooming and her day would be full with these numbers. It was asked how the numbers could be monitored and Mr. Colbourne stated that the neighborhood would be inconvenienced by traffic if this business grew too far and the Town would certainly hear about it.

Notice was sent to the residents within 100 metres of the property and the only concerns received were for the possibility of a kennel. Replies were sent to each person who contacted the PAC Secretary to inform them that the Kennel By-law Section was only noted to show similar guidelines and that this applicant is not seeking permission for a kennel. No one attended to speak for or against this application.

MOVED BY: Darin Lamont

SECONDED BY: Jean Place

That the PAC approve the Dog Grooming Business at 5 Summer Court (PID 00440347) subject to the following conditions:

- 1. The operation is restricted to four (4) grooming clients per day without PAC approval;*
- 2. No overnight dog boarding is permitted;*
- 3. No kenneled animals are permitted on the property;*
- 4. No on-street parking;*

5. *No waste from the grooming operation to be disposed off into municipal sewerage infrastructure;*
6. *The approval is nontransferable and restricted to this applicant at this location only;*
7. *Any substantiated complaints or nuisance concerns will require the business to cease operations until such concerns have been rectified to the satisfaction of the Town; and*
8. *The applicant enters into a Development Agreement with Town as per Section 8(B) of Zoning By-law 038.*

CARRIED UNANIMOUSLY

b) Office Building Development - 158 Millennium Drive (3 Hazelton Drive)

Mr. Scott Jamieson attended as a Contractor, on behalf of Steeves Porter-Hetu & Associates Inc., to seek approval to construct an Office Building at 158 Millennium Drive /3 Hazelton Drive. The proposed accounting firm office development is located on Millennium Drive in the Business Park Commercial Zone and as such the process for approval is guided by the Development Scheme By-law for Millennium Drive No .017.

The proposed lot size will be 4460 square metres, as such meets the minimum lot size requires as per Zoning By-law 038. The lot will be serviced by both municipal water and sewerage, as such will be subject to applicable development and user fees as established by the appropriate utility by-laws.

The building will be 325.16 sq.m. and as such a minimum of 12 parking spaces are required. The development proposes a total 26 spaces at the rear of the building, which complies with by-law requirements. The expectation is for 12 full time employees with hours of operation at 8:30am to 5:00pm. There will be no leased space as Steeves Porter-Hetu & Associates Inc. will occupy the entire building.

Mr. Colbourne noted that the application and documentation was shared with Council, the Building Inspector, the Fire Department and the Engineering Department on March 10, 2015. The Building Inspector and other departments have up to fourteen (14) days to submit recommendations in writing to the Planning Advisory Committee concerning the following:

- i. The adequacy of the data and procedures used by the applicant to determine the impacts of the proposed development;
- ii. The effects of the projected impacts of the proposed developments; and
- iii. The recommended conditions or remedial measures to accommodate or mitigate the expected impacts of the proposed developments.

The plans were reviewed with respect to building location and minimum setbacks from the property lines, building height, parking and landscaping requirements, maintaining of buffers, and the overall fitting of the proposed building design with the Millennium Drive Scheme. Staff's initial review of the application finds that no variances are required and the design is in accordance with the Standard of Review as outlined in the Millennium Drive Development Scheme. It was recognized that the application package was well put together, the green space and landscaping was above expectations and this is a good use of the property.

The only concern was for an overhead power line and the position in relationship to the location of dumpsters. Mr. Jamieson commented that this line has been moved from the position shown on the plans to a new location that will not interfere with the development.

Public notification was not required as there are no variances required and the use is permitted within this Zone.

MOVED BY: David Carlson

SECONDED BY: Marc Gosselin

That the PAC approve the proposed development in accordance with Section 7 of the Development Scheme By-law, for the office building development at 158 Millennium Drive /3 Hazelton Drive, subject to the following conditions:

- 1. The business/property owner enter into a Development Agreement and complete the development in accordance with the terms and conditions therein and the approved plans;*
- 2. Signage is to be submitted to the Town and approved as part of the Developer's Agreement;*
- 3. All lighting on the building must be mounted and downward facing;*
- 4. The civic number must be visible on the building in accordance with Numbering of Buildings By-law;*
- 5. All garbage must be in a compound or dumpster to be picked up only between the hours of 7:00 a.m. and 6:00 p.m. ; and*
- 6. The overhead power line location is to be confirmed as unobtrusive.*

CARRIED UNANIMOUSLY

8. Information Items

Council Meeting Minutes – January 20 & February 3, 2015

Council's letter regarding proposal of Car Wash at 15 Pettingill Road and Public Hearing Reappointment to Planning Advisory Committee; members D. Lamont and M. Hatfield

9. Adjournment

MOVED BY: David Carlson

That the meeting be adjourned.

The Planning Advisory Committee meeting was adjourned at 7:18 p.m.

The next Planning Advisory Committee meeting is scheduled for March 24, 2015.

Respectfully Submitted,



CHAIRMAN



SECRETARY