

**PLANNING ADVISORY COMMITTEE  
MINUTES OF REGULAR MEETING**

**June 21, 2017**

The Planning Advisory Committee (PAC) met in the Arena Complex (Dining Room) with the following attendance:

**Present:** Chair Jill Stewart, Vice-Chair Jeff Cross, and Committee Members Darren Turner, Lindy Townsend, and Esma Taylor. Also present were Hap Stelling, Manager of Planning, Angela McLean, CAO/Clerk, and Nikki Mott, Receptionist.

**Regrets:** Committee Members David Johnson, Kate Akagi, and Shannon-May Pringle.

**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by the Chairperson, Jill Stewart

**2. DECLARATIONS OF CONFLICT OF INTEREST, IF ANY**  
NONE

**3. ADDITIONS TO AND/OR APPROVAL OF AGENDA**

The Chairperson, Jill Stewart, suggested discussing item 8.1 prior to item 7.1.

*It was moved by Vice-Chair Jeff Cross, seconded by Lindy Townsend and carried to amend the agenda as suggested by the Chairperson. With none opposed the motion was approved unanimously.*

**4. CONFIRMATION OF PREVIOUS MEETING'S MINUTES**

**4.1 REGULAR PAC MINUTES - MAY 17<sup>th</sup>, 2017**

*It was moved by Vice-Chair Jeff Cross, seconded by Darren Turner and carried to approve the minutes for the May 17<sup>th</sup>, 2017 Regular meeting as presented.*

**4.2 SPECIAL PAC MINUTES - MAY 24<sup>th</sup>, 2017**

*It was moved by Esma Taylor, seconded by Lindy Townsend and carried to approve the minutes of the May 24<sup>th</sup>, 2017 Special meeting as presented.*

**5. BUSINESS ARISING FROM MINUTES**

NONE

**6. PRESENTATIONS / DELEGATIONS**

NONE

## 7. MUNICIPAL PLAN AMENDMENT APPLICATIONS

7.1 161 Augustus Street - Emily Donahue, owner of Pure Esthetics, has submitted an application to Council to amend the Municipal Plan for her property at PID # 01203033. The PID is currently zoned as Residential. To be able to operate a business at this property she requires the land use designation to be Commercial.

The applicant, Emily Donahue owner of Pure Esthetics, was present to answer questions that the Committee might have while drafting a response to a written request from Council for the PAC's written views on Ms. Donahue's application to amend the Municipal Plan land-use classification for her property at 161 Augustus Street from "Residential" to "Commercial".

After a brief recap of her application, the Chairperson reminded the Committee members that this is just a discussion to compile information to write a response letter to Council stating their concerns and views on the proposed Municipal Plan Amendment.

During the discussion period, there was some concern over the 'spill over' effect that might occur if the Municipal Plan Amendment was approved, and how that 'spill over' would affect the property owners living around 161 Augustus Street as well as the precedent it might set for others who wished to relocate their business from Water Street to the Town Plat.

The Chair reminded that the Committee it is just providing their views and opinion to Council, and that the final conditions would be set by Council when they make their motion to either approve or deny the application.

The Manager of Planning suggested that the Committee consider the relevant sections in the Municipal Plan (below) that relate to this particular Municipal Plan Amendment application when writing their letter to Council.

### Sec. 2.4.2(3) - Compatibility of Land-Uses and Structures

"It shall be the policy of Council to recognize the special character of Saint Andrews as being worthy of retention and enhancement. Council shall implement policy guidelines that address:

- a) Adequate buffering and screening of adjacent uses;
- b) Continuity of streetscapes with respect to the use, scale, and design of buildings and other structures;
- c) 'spillover' effects that negatively impact on the reasonable enjoyment of adjacent properties or surrounding areas; and
- d) The protection of the historic mix of large and small lots in the Town Plat and Historic District."

### Sec. 2.5.2(4) - General Commercial Uses

"Council shall work to improve the business community in the Town by encouraging new commercial, retail, and service businesses to locate in the central commercial area where most shops and services are found."

### Sec. 2.5.2(5)

“If Council determines a need to develop a commercial area outside of the existing zone, Council shall ensure that consideration is given to protecting the existing character of the area in which the development is proposed.”

The Committee does recognize the work that Ms. Donahue has done to the property to improve both the neighbourhood and her business. She has had a professional landscaped parking spot placed in the back of the property where it is out of sight and cuts down on traffic congestion. She has also done some renovations to fix up the property. Nevertheless, these improvements were undertaken prior to seeking approval from the Town to establish a commercial use at this location.

Chairperson, Jill Stewart, closed the discussion with confirmation that she will circulate the letter to the Committee members prior to signing and sending to Council.

## 8. ZONING APPLICATIONS

NONE

## 9. APPLICATIONS FOR VARIANCES / APPROVALS

- 8.1 203 Mowat Drive - Edwin Dow, owner of the St. Andrews Tim Horton's, is seeking to improve the aesthetic and functional operation of the drive-thru at the Tim Horton's restaurant by relocating and combining the existing menu board and speaker at PID 01325182.

Mr. Carl Dow, son of owner Edwin Down, was present on behalf of his father to answer any questions the Committee might have.

Mr. Dow started off by explain their application. Roughly two years ago, the corporate office for Tim Horton's was in the process of upgrading all of the drive-thru's with digital systems as opposed to the current analog systems. Since it was being organized by the corporate office, their staff handling the renovations did not apply with the town for the necessary permits. The contractors showed up to start the work, but a stop work order was put in place. With the stop work order in place, the menu/speaker board at the St. Andrews location was never updated. Mr. Dow has explained that it has now put him in a bit of a predicament since the head office is no longer providing menu's for the old speaker systems.

The design of the new sign location is similar to what has already taken place at the St. Stephen Tim Horton's. The speaker will be moved back one (1) car length and the menu board/speaker will be combined into one. This design will help with congestion which, according to Mr. Dow, made the St. Stephen drive-thru one of the fastest in the region. The board will be illuminated, but it will not be a distracting bright light. Some residents along Mowat Drive might see the light from the side.

There was one response from the polling area, which was withdrawn prior to the meeting once the respondent received more information and clarity from the applicant. The Chairperson

then inquired if anyone was present from within or outside the polling area who wished to speak to this application, which there was not.

*It was moved by Vice-Chair Jell Cross, seconded by Darren Turner, and carried to approve the variance requesting relief from the provisions of Section 8.8(1)(c) of the Zoning Bylaw to enable Mr. Dow to erect another freestanding sign at the location depicted on his application. The motion was approved unanimously.*

8.2 ~~145 Charles Street—Anne Harding has applied to the Planning Advisory Committee for a variance to allow a paved turning area within her front yard adjacent to the driveway at PID-15051451.~~ **APPLICATION HAS BEEN WITHDRAWN**

**10. SIGN APPLICATIONS**

NONE

**11. SIMILAR AND/OR COMPATIBLE USE REQUESTS**

NONE

**12. SUBDIVISION APPLICATIONS**

NONE

**13. APPLICATIONS FOR TEMPORARY USE APPROVAL**

NONE

**14. ORGANIZATIONAL MATTERS**

NONE

**15. OTHER BUSINESS**

NONE

**16. QUESTION PERIOD**

NONE

**17. MOTION FOR ADJOURNMENT**

It was moved by Darren Turner to adjourn the meeting at 7:51 p.m.

Next Regular Meeting will be held Wednesday, July 19<sup>th</sup>, 2017.

  
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 Jill Stewart, Chairperson