



**TOWN OF SAINT ANDREWS
PLANNING ADVISORY COMMITTEE MEETING
MINUTES**

**March 2, 2022, 7:00 p.m.
Electronic Meeting**

A. RECORD OF ATTENDANCE

The continued Planning Advisory Committee of February 16, 2022, took place on Wednesday, March 2, 2022, at 7:00 p.m. with the following members present: PAC: Chair Chris Flemming, Vice-Chair Jill Stewart, Jenny Cook, Jeff Cross, Dwight Ingalls.

Staff: Chris Spear, CAO/Treasurer, Paul Nopper, Clerk - Senior Administrator, Alexander Gopen, Senior Planner, Alex Henderson, Director of Planning Absent: PAC Member Kevin Simmonds, Councillor Lee Heenan.

B. APPROVAL OF AGENDA

Continuation of the 220216 Planning Advisory Committee Meeting from Wednesday, February 16, 2022, at 7:00 p.m. This meeting is being continued as time elapsed during the last meeting. The meeting will continue under New Business.

C. DECLARATION OF CONFLICT OF INTEREST

D. CONFIRMATION OF MINUTES

E. AGENDA ITEMS

- 1. PRESENTATIONS/DELEGATIONS**
- 2. ZONING APPLICATIONS**
- 3. VARIANCE APPLICATIONS**
- 4. TERMS AND CONDITIONS APPLICATION**
- 5. SIGN APPLICATIONS**

F. NEW BUSINESS

- 1. PAC Discussion on Development Processes in the Town of Saint Andrews**

PAC Ingalls brought forward the following motion for discussion:

Matters of advice arising from the proposal based on 239 Water Street.

PAC Cook Seconded the motion.

PAC Ingalls provided a presentation to the Planning Advisory Committee regarding issues pertaining to the proposed variance application to 239 Water Street from February 16, 2022. The first concern is regarding the massing of the built form along the water edge. Concern on building close

to the water edge in the central commercial district regarding the impact of development along the shoreline and the preservation of water views for all. Recommend that built form should be along the urban street and maintain the views and integrity of the water edge to remain open. If the built form is to be close to the water edge that there should be a limit on the height of the roofline to one and a half storeys. The second concern is the retention of mature trees in good health and of desired (non-invasive) species. The Council should consider protecting the mature trees and preserving the natural heritage town-wide. It is recommended that Council look to protect the urban forest and trees 30 meters from the water edge for the benefit of animal habitats, cooling shade in summer, absorption of carbon dioxide, stabilization of soil, and absorption of water runoff. The final concern is more for information on how the Town Planners work with developers on applications with variances and what the policy regulations are.

Chair Flemming reiterated that there are two pieces of advice to go to Council, mass building in the central commercial district to be along the street but not back towards the water and if towards the water, should limit the height of buildings to one and a half storeys. The second is a rule or policy for the preservation of trees and the natural heritage in the community. Clerk Nopper noted that there are regulations within the Municipal Plan and through the declaration of a climate emergency for policies to protect the natural heritage in the community.

PAC discussed the two recommendations to Council noting that there should be preservation measures in place for the protection of the waterfront and shoreline to keep and protect the general aesthetics of the Town. It was identified that any building built by the water can block the water view and that this needs to be reviewed carefully. PAC discussed the protection of the water shoreline and the importance of this within the Historic Business District. It was discussed that the 239 Water Street variance was a difficult decision to move forward with. PAC noted that they should be cautious when reviewing any variance or rezoning to not put terms and conditions in place that will be too onerous with the example of 539 Brandy Cove Road. PAC noted that they would like to see further protections on trees within Town for development with the recent tree clearing on Canterbury Close for development purposes. PAC discussed the Zoning By-Law setbacks from the water and the removal of tree regulations. Chair Flemming reminded the PAC that Council set the regulations within the Municipal Plan and Zoning By-Law after following a public process to set these regulations based on the Community Planning Act. Individual community members can provide feedback in writing to Council but the PAC speaks as a whole and individual members do not speak for the whole of the PAC. Any recommendations from the PAC are delivered as a group recommendation.

The PAC asked questions of the Planners regarding the application process and how they work with developers before a variance is brought forward. Planner Henderson outlined the standard process used when reviewing building permits and variance applications. It was noted that the Planners remain neutral during the process and provide suggested recommendations to developers to remain within the Zoning By-Law. Everyone has the right to request a variance application through the Community Planning Act regardless of the request. Planner Henderson recommended that the PAC make a recommendation to the Council based on Section 2.7.5.5 of the Municipal Plan which highlights the development of an urban forestry policy

be developed. Planner Gopen noted that any development within the 30 m setback of the high water mark would have to meet geotechnical standards to ensure the stabilization and protection of the shoreline. The Sea Level Rise Map was also highlighted as another indicator used when reviewing developments close to water. The Planners noted that the owner of 539 Brandy Cove Road may be resubmitting plans that would avoid the variance request as they felt the condition was too onerous placed on their request. The Planners stated that PAC should be cautious when putting any terms and conditions on variances as to make them not onerous.

Motion: 020 - 03/22

Moved By PAC Ingalls

Seconded By PAC Cook

Matters of advice arising from the proposal based on 239 Water Street.

Amended

Motion: 021 - 03/22

Moved By PAC Ingalls

Seconded By PAC Cook

Matters of advice arising from the proposal based on 239 Water Street:

1. Building mass in the Central Commercial Zone to be created along the street and not back towards the water. If building is done near the water, it should be limited to one and a half storeys.

2. A policy should be developed to protect and preserve natural heritage town-wide. PAC urges Council to carry out proposal 5 of Section 2.7.3 in the Municipal Plan: "It is proposed that Council develop an Urban Forest Strategy including investigating a system of permits for tree removal.

4 – 0

Carried

G. PAC MEMBER COMMENTS

H. CLOSED ITEMS

I. ADJOURNMENT


Motion: 022 - 03/22

Moved By Chair Flemming

At 7:53 p.m. that the meeting be adjourned.

Carried


Chris Flemming, Chair


Paul Nopper, Clerk - Senior
Administrator

