



## **NOTICE OF PAC MEETING**

There will be a Planning Advisory Committee Meeting on Wednesday, June 15, 2022, at 7:00 P.M. via Zoom. The public can participate in the meeting by registering on the Town of Saint Andrews website [www.townofstandrews.ca](http://www.townofstandrews.ca) under the Planning Advisory Committee Meeting Notice, Event Post, or using the following link:

[https://us02web.zoom.us/webinar/register/WN\\_KXy8eZndS2CtX5b\\_BSIUw](https://us02web.zoom.us/webinar/register/WN_KXy8eZndS2CtX5b_BSIUw)

Paul Nopper,  
Clerk – Senior Administrator



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

June 15, 2022 7:00 p.m.  
Electronic Meeting

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Pages

**A. RECORD OF ATTENDANCE**

**B. APPROVAL OF AGENDA**

**Recommended Motion:**

*That the Agenda be approved as presented.*

**C. DECLARATION OF CONFLICT OF INTEREST**

**D. CONFIRMATION OF MINUTES**

1. **Minutes of the 220518 Planning Advisory Committee for Wednesday, May 18, 2022, 7:00 p.m.**

1

**Recommended Motion:**

*That the Minutes of the 220518 Planning Advisory Committee Meeting of Wednesday, May 18, 2022, at 7:00 p.m. be adopted.*

**E. AGENDA ITEMS**

1. **PRESENTATIONS/DELEGATIONS**

2. **ZONING APPLICATIONS**

3. **VARIANCE APPLICATIONS**

1. **25 Princess Royal Street Commercial Facia Sign Variance Request, PAC220601**

5

**Recommended Motion:**

*That the Planning Advisory Committee of the Town of Saint Andrews approve the variance application to allow a fascia sign to be erected at PID 01321470, 25 Princess Royal Street, proponent Christina Hill, subject to the following terms and*

*conditions:*

1. *This fascia sign shall not be illuminated.*
2. *This fascia sign shall be constructed of wood or long-lasting synthetic product which simulates the properties and appearance of wood, and may be painted or touted and painted, or consist of cut-out wooden letters affixed to a board, and may include a symmetrical ornamental border or framing piece around the perimeter.*

**4. TERMS AND CONDITIONS APPLICATION**

**5. SIGN APPLICATIONS**

**F. NEW BUSINESS**

**G. PAC MEMBER COMMENTS**

**H. CLOSED ITEMS**

**I. ADJOURNMENT**

**Recommended Motion:**

*At \_\_\_\_\_ p.m. that the meeting be adjourned.*



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

**May 18, 2022, 7:00 p.m.  
W.C. O'Neill Arena**

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**A. RECORD OF ATTENDANCE**

*A Planning Advisory Committee Meeting was held on Wednesday, May 18, 2022, at 7:00 p.m. with the following members were present:*

*Chair Chris Flemming, Vice Chare Jill Stewart, PAC Member Jeff Cross, Dwight Ingalls, Kevin Simmonds.*

*Paul Nopper, Clerk - Senior Administrator, Qi Vivian Peng, Junior Planner, Judy Hartford, Senior Development Officer, Southwest New Brunswick Service Commission.*

*Absent - Councillor Lee Heenan*

**B. APPROVAL OF AGENDA**

**Motion: 037 - 05/22**

**Moved By** PAC Cross

**Seconded By** PAC Stewart

*That the Agenda be approved as presented.*

**4 – 0**

**Carried**

**C. DECLARATION OF CONFLICT OF INTEREST**

**D. CONFIRMATION OF MINUTES**

- 1. Minutes of the 220420 Planning Advisory Committee Meeting for April 20, 2022, 7:00 p.m.**

**Motion: 038 - 05/22**

**Moved By** PAC Stewart

**Seconded By** PAC Simmonds

*That the Minutes of the 220420 Planning Advisory Committee of Wednesday, April 20, 2022, at 7:00 p.m. be adopted.*

**4 – 0**

**Carried**

**E. AGENDA ITEMS**

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

- 1. 71 Thomas Avenue Terms and Conditions Application for a Fence, PAC220501**

*Vivian Peng, Junior Planner, provided a presentation to the Planning Advisory Committee on the terms and conditions for the fence request at 71 Thomas Avenue. The property is zoned Serviced Residential with a request to have a 6-foot fence in the front yard which would be subject to terms and conditions. A review of Section 2.3(3) of the Town of Saint Andrews Zoning By-Law was provided outlining the processes for terms and conditions and a site visit reviewed by Town Staff. Terms and conditions recommended include:*

*1. The location of the fence shall be approved by the Town to ensure its proper access to watermain and other public utilities before installation.*

*2. Fence shall be properly maintained and it shall not be permitted to become a hazard to the safety of the public or become dilapidated.*

*3. No fence shall be electrified or incorporate barbed wire or other sharp dangerous materials in its construction.*

*It was noted that the proponent of 71 Thomas Avenue was not present at the meeting. PAC discussed the terms and conditions for the fence at 71 Thomas Avenue. PAC members noted that they had reviewed the property and asked the planners if the setbacks were going to be met? Planner Peng noted that all setbacks are met for the fencing. PAC asked what the design of the fence would be as there was no visual provided. Planner Peng identified the fence as metal deer fencing with black metal poles that meets the Zoning standards for the area of town. PAC asked for future reference if visuals could be provided for the fencing to support more informed decision processes. PAC also noted it is not their place to judge on the visuals of the fence if it meets the Zoning By-Law regulations but they are also aware of the aesthetics of the community.*

**Motion: 039 - 05/22**

**Moved By** PAC Stewart

**Seconded By** PAC Simmonds

*That the Planning Advisory Committee permit a six-foot fence located within the front and flankage yard of the property in the SR Zone of the Town of Saint Andrews Zoning By-Law Z21-01, subject to terms and conditions for owner Rick Smith at 71 Thomas Avenue:*

*1. The location of the fence shall be approved by the Town to ensure its proper access to the watermain and other public utilities before installation.*

*2. The fence shall be properly maintained and it shall not be permitted to become a hazard to the safety of the public or become dilapidated.*

*3. No fence shall be electrified or incorporate barbed wire or other sharp dangerous materials in its construction.*

**4 – 0**

**Carried**

**2. 73 Frederick Street Terms and Conditions for a Fence, PED220507**

*Judy Hartford, Senior Development Officer, provided a presentation to the Planning Advisory Committee regarding terms and conditions*

for a fence at 73 Frederick Street. There are two parcels of land that would need to be consolidated prior to the fence installation. The property is zoned Serviced Residential with a request for a 6-foot fence to be located in the front and flankage yards of the property. A review of Section 2.3(3) of the Town of Saint Andrews Zoning By-Law was provided outlining the processes for terms and conditions. The Secondary Municipal Plan was referenced as this property is located in the Town Plat and the highest quality of material needs to be selected for the fence. Visuals were provided to PAC of the property and the proposed fence location. Recommended terms and conditions that should be included with the fence are:

1. That the two parcels of land (PID 15152697 and 15152689) shall be consolidated prior to the issuance of a development permit.
2. The proposed fence shall not obstruct the line of vision at the street intersection within the sight triangle.
3. No fence in any Residential or Commercial Zone shall be electrified or incorporate barbed wire or other sharp dangerous materials in its construction.
4. The fence shall be maintained so that it does not become unsightly, dilapidated, or unsafe.

Amber Garber, the proponent of 73 Frederick Street, was present to answer questions from the PAC. Mrs. Garber noted that the PIDs would be combined and that David Bartlett, Lawyer, was in the process of completing paperwork and signatures. Mrs. Garber requested a Town representative come to her property during the installation to ensure the sight triangle was clear and met the standards. Clerk Nopper noted a staff member would be on-site to review the sight triangle. PAC asked what the plan was for the existing fencing. Mrs. Garber stated the fence would be taken down upon completion of the new fence installation. Currently, the fence is protecting gardens from deer. It was noted that the trestles on the property were to support the grape vines that have been growing for the last 10 years and that they would not be removed. PAC had no issues with the trestles but would make an amendment to the terms and conditions that the existing fence is removed once the new fence was installed.

**Motion: 040 - 05/22**

**Moved By** PAC Stewart

**Seconded By** PAC Cross

That the Planning Advisory Committee permit a six-foot fence located within the front and flankage yard of the property in the SR Zone of the Town of Saint Andrews Zoning By-Law Z21-01, subject to terms and conditions for owner Amber Garber of 73 Frederick Street:

1. The parcels (PIDs 15152697 and 15152689) shall be consolidated prior to the issuance of a development permit.
2. The proposed fence shall not obstruct the line of vision at a street intersection within the sight triangle.
3. No fence in any Residential or Commercial Zone shall be electrified or incorporate barbed wire or other sharp dangerous material in its construction.

4. *The fence shall be maintained so that it does not become unsightly, dilapidated, or unsafe.*

**Amended**

**Motion: 041 - 05/22**

**Moved By** PAC Stewart

**Seconded By** PAC Cross

*That the Planning Advisory Committee add the additional term and condition that:*

5. *That the existing deer fence be removed once the new fence is stalled.*

**4 – 0**

**Carried**

**Motion: 042 - 05/22**

**Moved By** PAC Stewart

**Seconded By** PAC Cross

*That the Planning Advisory Committee permit a six-foot fence located within the front and flankage yard of the property in the SR Zone of the Town of Saint Andrews Zoning By-Law Z21-01, subject to terms and conditions for owner Amber Garber of 73 Frederick Street as amended:*

1. *The parcels (PIDs 15152697 and 15152689) shall be consolidated prior to the issuance of a development permit.*
2. *The proposed fence shall not obstruct the line of vision at a street intersection within the sight triangle.*
3. *No fence in any Residential or Commercial Zone shall be electrified or incorporate barbed wire or other sharp dangerous material in its construction.*
4. *The fence shall be maintained so that it does not become unsightly, dilapidated, or unsafe.*
5. *That the existing deer fence be removed once the new fence is installed.*

**4 – 0**

**Carried**

## **5. SIGN APPLICATIONS**

**F. NEW BUSINESS**

**G. PAC MEMBER COMMENTS**

**H. CLOSED ITEMS**

**I. ADJOURNMENT**

**Motion: 043 - 05/22**

**Moved By** PAC Flemming

*At 7:23 p.m. that the meeting be adjourned.*

**Carried**

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Chris Flemming, Chair

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Paul Nopper, Clerk - Senior  
Administrator



# TOWN OF SAINT ANDREWS

## Planning Advisory Committee

Chair: Chris Flemming

June 15, 2022 Planning Advisory Committee

Reference Number	Date	Submitted By	Subject
PAC220601	June 8, 2022	Chris Flemming	25 Princess Royal Street Commercial Facia Sign Variance Request
<b>Background</b>	The Town of Saint Andrews has received a Sign Variance request from Christina Hill, PID 01321470, for 25 Princess Royal Street, Saint Andrews. Please see the attached report from Qi Vivian Peng, Junior Planner, Southwest New Brunswick Service Commission for background details.		
<b>Action</b>	<p><b>Motion:</b></p> <p><i>That the Planning Advisory Committee of the Town of Saint Andrews approve the variance application to allow a fascia sign to be erected at PID 01321470, 25 Princess Royal Street, proponent Christina Hill, subject to the following terms and conditions:</i></p> <ol style="list-style-type: none"> <li><i>1. This fascia sign shall not be illuminated.</i></li> <li><i>2. This fascia sign shall be constructed of wood or long-lasting synthetic product which simulates the properties and appearance of wood, and may be painted or touted and painted, or consist of cut-out wooden letters affixed to a board, and may include a symmetrical ornamental border or framing piece around the perimeter.</i></li> </ol> <p>Moved by: _____</p> <p>Seconded by: _____ Motion Carried: _____</p> <p>Motion Defeated: _____</p>		

**PAC**  
**Planning Report**

**To:** Planning Advisory Committee (PAC)

**From:** Qi (Vivian) Peng, MEM  
Southwest New Brunswick Service Commission

Supervised by:  
Xander Gopen, MCIP, RPP

**File Number:** PAC220601

**Date:** June 2<sup>nd</sup>, 2022

**Property:** 25 Princess Royal Street, Saint Andrews  
PID 01321470

**Owner:** Christina Hill

**Applicant:** Same as above

**Zoning By-law:** *Town of Saint Andrews Zoning By-law Z21-01*

**Zone:** Mixed Use (MU) Zone & Town Plat

**Summary:** This is a variance application to erect a fascia sign for a commercial use.

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**Background:**

The subject lot has an existing old barn that was built in the late 1800s. There are large, printed letters, "W.E. Mallory.", on the barn. The owner wants to erect a small fascia sign for a bookstore (bookstore was approved in September 2021). This property is zoned Mixed Use. This property is off the corner of Water Street and Princess Royal Street and is across the street from the Historic Business District. As per the Town of Saint Andrews Zoning By-law, only a sandwich board sign is allowed for a commercial property in a Mixed Use Zone. Hence, a variance is required to erect a fascia sign on this property.

## Planning Comments:

There is no applicable policy in the *Saint Andrews Municipal Plan By-law MP 20-01* nor the *Saint Secondary Municipal Plan MP 20-02* in regard to this application.

## Consultation

Town has no concern.

A mailout has been sent to properties within 100 metres of the subject property.

## Discussion

A Mixed Use (MU) Zone is an intermediate zone for areas between the downtown core and the rest of the residential areas in town. This zone allows both residential and commercial uses. The Town of Saint Andrews Zoning By-law allows a residential building in the MU Zone to have a fascia sign up to 5.4 ft<sup>2</sup> but not a commercial building. Staff believes this restriction on fascia signs is inconsistent with the intent of the by-law and should be addressed in the next administrative amendment.

To consider a sign variance, Section 8.5 of the Town of Saint Andrews Zoning By-law provides relevant policies, stating:

*"...when reviewing a variance application, regional Service Commission staff or PAC shall consider the following:*

- (a) The dominance of the sign in relation to the building the sign is to be erected on;*
- (b) Whether the sign is out of scale in context to surrounding buildings and other signage in the area;*
- (c) The impact on architectural features of the building and surrounding built environment;*
- (d) The impact of illuminated signage on the surrounding land uses; and*
- (e) Whether the propose signage may potentially impact pedestrian or vehicular movement."*

The proposed sign is relatively small and complies with fascia sign provisions outlined in Section 8.12.1. The design of this sign is in harmony with the architectural features (colour, style, etc.) of the building (see Attachment B). In staff's opinion, a small fascia sign advertising for a commercial use does not interfere with the residential features on Princess Royal Street, and it integrates into the central commercial area across the street and on Water Street (see Attachment C).

To ensure the sign is compatible with the surrounding areas, staff recommended the following terms and conditions:

- (1) This fascia sign shall not be illuminated.

- (2) This fascia sign shall be constructed of wood or long lasting synthetic product which simulates the properties and appearance of wood, and may be painted or routed and painted, or consist of cut-out wooden letters affixed to a board, and may include a symmetrical ornamental border or framing piece around the perimeter.

**Recommendation:**

Staff recommends the Planning Advisory Committee (PAC) of the Town of Saint Andrews approve the variance application to allow a fascia sign to be erected at 25 Princess Royal Street, subject to the following terms and conditions:

- (1) This fascia sign shall not be illuminated.
- (2) This fascia sign shall be constructed of wood or long lasting synthetic product which simulate the properties and appearance of wood, and may be painted or touted and painted, or consist of cut-out wooden letters affixed to a board, and may include a symmetrical ornamental border or framing piece around the perimeter.



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Qi (Vivian) Peng, MEM

Junior Planner, Southwest New Brunswick Service Commission

Supervised by:



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Xander Gopen, MCIP, RPP.

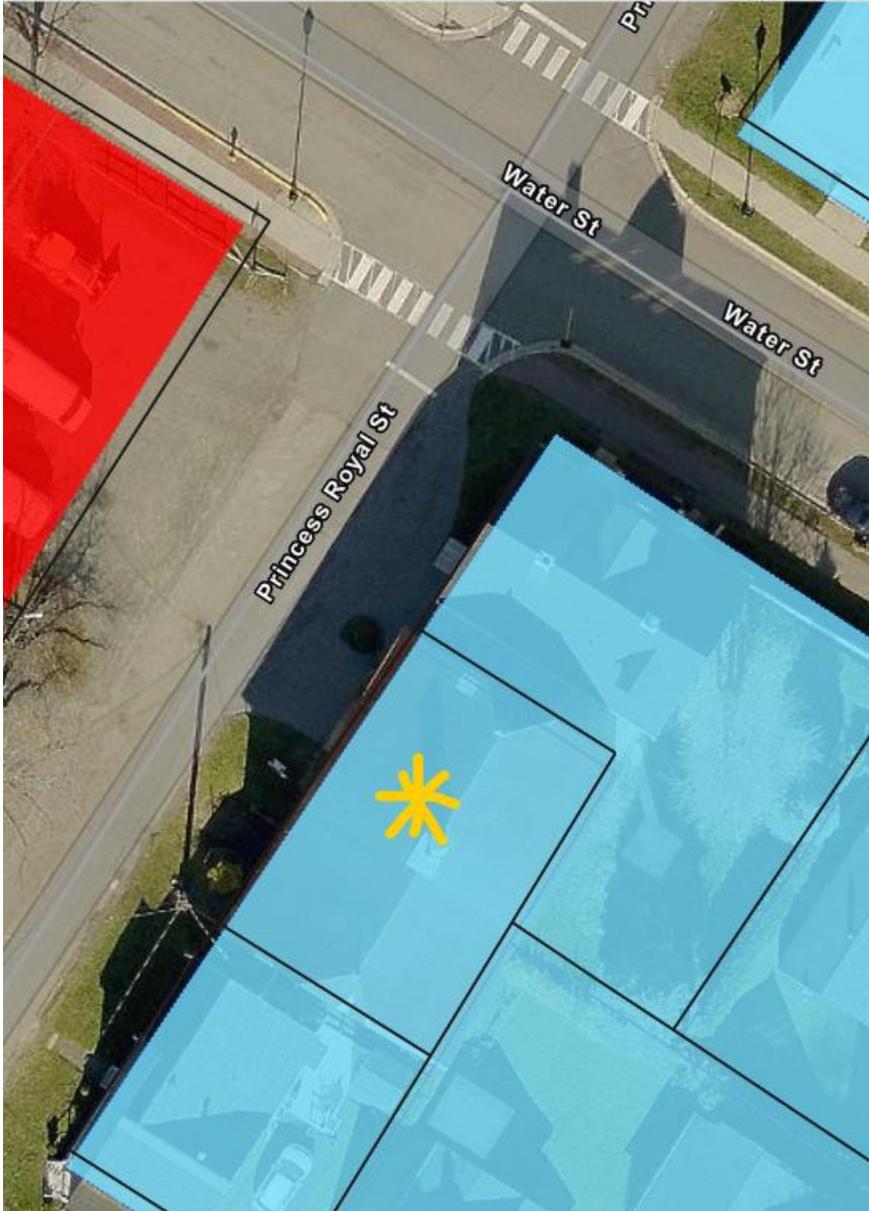
Senior Planner, Southwest New Brunswick Service Commission

Attachment A: Zoning Map

Attachment B: Sign rendering

Attachment C: Photos of surrounding area

Attachment A



Attachment B

st View - Jul 2013



Attachment C







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# TOWN OF SAINT ANDREWS

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To:  
Street Address  
Town, Province  
Postal Code

PID:

**NOTICE TO PROPERTY OWNERS  
in the vicinity of  
PID 01321470 (25 Princess Royal Street)  
Saint Andrews, NB**

The Town of Saint Andrews Planning Advisory Committee has received a variance application for a **36-inch x 19.25-inch fascia sign for commercial use** at the above location.

Prior to making a decision on this proposal, the Committee would like to hear the views of landowners and residents living in the vicinity of the property.

The application will be considered by the Committee at the following virtual public meeting online:

Wednesday, June 15, 2022, at 7:00 p.m.

Topic: PAC Meeting

Location: W.C. O'Neill Arena Complex and Online Meeting

You may attend the meeting in-person or online. If you wish to attend in-person, please email [pnopper@townofstandrews.ca](mailto:pnopper@townofstandrews.ca) to register. If you wish to attend this meeting online, you must first register by visiting [www.townofstandrews.ca](http://www.townofstandrews.ca). The website will provide instructions on how to register and join the meeting. A copy of the material related to this application will be available to be viewed on [www.townofstandrews.ca](http://www.townofstandrews.ca) and at the Town of Saint Andrews Office, 212 Water Street, no later than Thursday, June 9<sup>th</sup>, 2022.

You also have the option of providing us with your comments in writing if you are unable to attend. You may use the following email address [pnopper@townofstandrews.ca](mailto:pnopper@townofstandrews.ca). Submissions will be accepted until 7:00 p.m. on Tuesday, June 14<sup>th</sup>, 2022.

If you have any questions or require further information, please contact the Municipal Clerk Paul Nopper at (506) 529-5120 or [pnopper@townofstandrews.ca](mailto:pnopper@townofstandrews.ca)

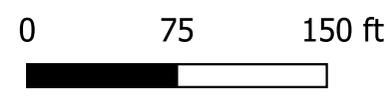
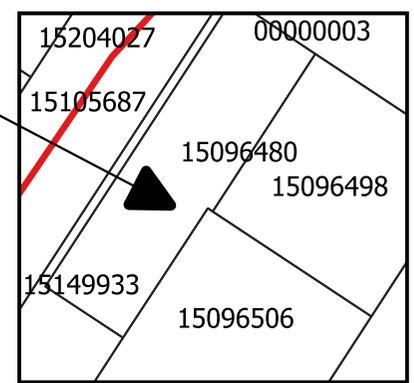
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Paul Nopper, Clerk – Senior Administrator



**Legend**

- PID 01321470
- 100m buffer



Data source: GeoNB