



TOWN OF SAINT ANDREWS
PLANNING ADVISORY COMMITTEE MEETING
MINUTES

July 19, 2023, 7:00 p.m.
W.C. O'Neill Arena Complex Council Chambers

A. RECORD OF ATTENDANCE

At the Planning Advisory Committee Meeting on Wednesday, July 19, 2023, at 7:00 p.m. the following members were present:

Chair Jill Stewart, Vice Chair Jeff Cross, PAC Members Dwight Ingalls, Jeremiah Kerr, Kevin Simmonds, and Councillor Annette Harland.

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

Absent - PAC Member John Tanner.

B. APPROVAL OF AGENDA

Motion: 029 - 07/23

Moved By PAC Kerr

Seconded By Councillor Harland

That the Agenda for the 230719 Planning Advisory Committee Meeting on Wednesday, July 19, 2023, be approved as presented.

5 – 0

Carried

C. LAND RECOGNITION OF THE PESKOTOMUHKATI NATION

D. DECLARATION OF CONFLICT OF INTEREST

E. CONFIRMATION OF MINUTES

1. **Minutes of the 230621 Planning Advisory Committee for Wednesday, June 21, 2023, 7:00 p.m.**

Motion: 030 - 07/23

Moved By Councillor Harland

Seconded By PAC Simmonds

That the Minutes of the 230621 Planning Advisory Committee for Wednesday, June 21, 2023, at 7:00 p.m. be adopted.

5 – 0

Carried

F. AGENDA ITEMS

1. **PRESENTATIONS/DELEGATIONS**
2. **ZONING APPLICATIONS**
3. **VARIANCE APPLICATIONS**

1. Variance Application 6 O'Neill Farm Road, PID 15157134, David Smith, PAC230704

Planner Peng provided a presentation on the Variance Application for 6, O'Neill Farm Road, PID 15157134, David Smith. The property is currently zoned Estate Residential (ER) Zone. The applicant is seeking to build a house with a garage and an accessory dwelling unit. The house has been approved for a building permit but the garage and accessory dwelling unit have been requested to have two variances. 1. To locate the garage 12 ft. closer to the property line than the house. 2. The size of the garage to increase by 393.8 ft.² to allow for a 1,298 ft.² garage. Municipal Plan Section 2.8 Housing and 2.4 General Land Use and Development were reviewed. A site plan of the property was provided for PAC review. Town staff noted stormwater management, water and sewer hookup, and road repair would need to be addressed. Mailouts were sent within 100 m. No correspondence was received. It was noted that design is desirable from the developmental and the land in general intent, the garage will be subordinate to the house, the size of variance is compatible with the neighbourhood, and the location of variance has sufficient room to meet location requirements including far from the road, screened by trees, and it is recommended that these be terms and conditions to reduce impact. Staff is recommending to approve the variances presented with terms and conditions to include 1. Landscape buffer in the required front yard of this property, except driveway process. 2. applicant shall ensure all stormwater runoff would not affect neighbouring properties.

The PAC thanked Planner Peng for the presentation. PAC asked for clarification if the intent of the applicant was to keep the lot treed at the front. Chair Stewart noted that the report indicated that a landscape buffer of 25 ft. at the front of the property would remain. Planner Peng supported that comment and noted that this is also in the suggested terms and conditions presented to PAC. Susan Fitzgerald, Architect on the project, presented visuals to the PAC and described the placement of the house, garage, and the intent of the applicant to keep the front of the lot treed.

Motion: 031 - 07/23

Moved By PAC Simmonds

Seconded By PAC Cross

That the Planning Advisory Committee for the Town of Saint Andrews approves the following variance applications for 6 O'Neill Farm Road, PID 15157134, for David Smith:

1. Approves a variance of 393.8 ft² in gross floor area to allow a garage to be 1,298 ft².

5 – 0

Carried

Motion: 032 - 07/23

Moved By PAC Cross

Seconded By PAC Kerr

That the Planning Advisory Committee for the Town of Saint Andrews approves the following variance applications for 6 O'Neill Farm Road, PID 15157134, for David Smith:

2. Approves a variance to allow a garage to be located 12 feet closer to the front lot line than the house, subject to the following terms and conditions:

- Applicant shall maintain a landscaped buffer in the required front yard of this property, except the portion used for driveway access.
- Applicant shall ensure that all stormwater run-off would not affect neighbouring properties.

5 – 0

Carried

2. Variance Application for 157 Water Street, PID 01319458, Stephen Worona., PAC230703

Development Officer Hartford provided a presentation on the Variance Application for 157 Water Street, for Guy R. Day Insurance, formally from Stephen Worona. It was noted that the property at 157 Water Street has been sold and transferred to Guy R. Day Insurance and the application will continue as presented. The applicant is looking for variances for the fascia sign and height of the sign at 157 Water Street. The property is in the Central Commercial (CC) Zone and is used for office space and retail. Zoning By-Law Z22-01 Section 8.12.1(2) was reviewed. The Secondary Municipal Plan MP20-02 noted that the sign has to keep with the horizontal and vertical rhythms of the siding and the building. A visual of the sign was provided for PAC review and noted that it will be of high-quality material, would be either wood carved design or a wood sandblasted design, that the sign meets all the colour regulations, and that the sign meets all other regulations stipulated in the Zoning By-Law Z22-01 minus the variances being applied for. Pictures of other similar-style signs in Saint Andrews were provided for context. The applicant is seeking a 12-inch height variance and the placement of the sign on the third storey of the building. The variances are reasonable and desirable for the development of the land. It was noted that no correspondence was received from the mailouts within 100m of the property.

PAC thanked Development Officer Hartford for her presentation. PAC asked for clarification on the applicant and the sale of the property. Development Officer Hartford noted that at the writing of the report, Mr. Worona was still the owner. Once the ownership was transferred, Mr. Worona approved the variance application to move forward as it was on behalf of Guy R. Day Insurance. PAC noted that there are a number of other signs on the building as it relates to the usage and if that was a concern. Development Officer Hartford noted that this building was not designed with a fascia sign option and that the number of signs on the building is still within the Zoning By-Law Z22-01 regulations. PAC asked if the sign was to be a flat sign or carved. Development Officer Hartford noted it will either be a carved wood sign or a sandblasted sign and would be similar to the styles in town.

Motion: 033 - 07/23

Moved By Councillor Harland

Seconded By PAC Kerr

That the Planning Advisory Committee for the Town of Saint Andrews approves the variance requests for 157 Water Street, PID 01319458, for Guy R. Day Insurance to allow for the fascia sign height and placement of the fascia sign.

5 – 0

Carried

- 4. TERMS AND CONDITIONS APPLICATION**
- 5. SIGN APPLICATIONS**
- G. NEW BUSINESS**
- H. PAC MEMBER COMMENTS**
- I. CLOSED ITEMS**
- J. ADJOURNMENT**

Motion: 034 - 07/23

Moved By PAC Stewart

At 7:40 p.m. that the meeting be adjourned.

Carried



Jill Stewart, Chair



Paul Nopper, Clerk - Senior
Administrator

