

MINUTES OF THE PLANNING ADVISORY COMMITTEE MEETING
March 7, 2023

Present: Councillor Rod Reeves, Chair
Councillor Adam Lutz
Councillor Ty Walsh
Councillor Mike Trinacty
Kelly Branton, PAC Citizen Representative
Joan Levack, PAC Citizen Representative

Others: Jen Boyd, CAO
Chrystal Fuller, BCP
Darren Shupe, BCP
Ben Croll, BCP

Absent with regrets: Mayor Don Clarke

1. Call to Order

The PAC Meeting was called to order at 6:31pm by Councillor Reeves, Chair.

2. Approval of the Agenda

The Agenda was approved as circulated.

3. Previous PAC Minutes

The previous PAC Minutes of October 13th, 2022 was approved as circulated.

The previous PAC Minutes of December 6th, 2022 was approved as circulated.

4. Previous PPM Minutes

Committee members pointed out several spelling errors.

The previous PPM Minutes of February 7th, 2023 was approved as amended.

5. New Business

**a. MPS and LUB Amendment Application by Mighty Metal Roofing –
149 Cottage Street (Chrystal Fuller, BCP)**

Planner Fuller presented the application via PowerPoint presentation.

Planner Fuller explained why the map in the presentation only showed two parcels of land while the application requires consolidating three parcels. The cadastral information given was not up to date but there are three parcels.

There was further discussion about the presumed easement adjacent to the property. Planner Fuller explained that the little section of land is not an easement, but rather frontage as an access point from a previous parcel of land before it was obtained by NS Housing Development (Valley View).

IT WAS MOVED and seconded

THAT

That PAC recommends to Council that 149 Cottage Street (PID 55241822, PID 55549125, and PID 55288567) be redesignated from Institutional to Residential and rezoned from I1 to R2, and that the application be forwarded to a public hearing.

MOTION CARRIED

b. MPS and LUB Amendment Application by Robert Woodworth - 209 Marsters Avenue (Chrystal Fuller, BCP)

Planner Fuller presented the application via PowerPoint presentation.

There was a discussion regarding the current state of the Town's groundwater and wastewater capacity. Staff reported that there is no immediate concern regarding groundwater quantity and quality. The wastewater treatment plant is planned for upgrades. For small incremental developments such as ADUs, the Town is in a good position but will need to take caution for larger developments.

Committee questioned whether the ADU can be converted into an Airbnb. Planner Fuller said that the Berwick Bylaw is silent on short-term accommodations.

Committee brought up a comment from the PPM wondering whether the Town should wait until the plan review is complete before recommending to Council to proceed with the application. Council can decide to defer the amendment. The proposed amendment is conservative and could be amended further as part of the review.

IT WAS MOVED and seconded

THAT

That the Planning Advisory Committee recommends that Council give First Reading to the development of specific criteria to enable Accessory Dwelling Units – Detached Suits in the R1 and R2 zones as-of-right and forward the

application to a Public Hearing.

MOTION CARRIED

6. Plan Review – Verbal Update (Darren Shupe, BCP)

Planner Shupe presented the Plan Review Update via PowerPoint presentation.

Discussion about the limitations of the Town’s housing options and policies ensued. Planner Shupe added that there is currently a high reliance on Development Agreements to provide housing options, where many cases could be regulated through the LUB. The importance of the plan review was mentioned as there are many holes and gaps that need to be filled in the current planning documents.

Further discussion about the public engagement session, required minimum attendance, registration lists, and the importance of properly advertising the event.

7. Mersey Tobeatic Research Institute – Municipal Environment Stewardship Toolkit

For information only.

8. Statistic Report (for information only)

Planner Fuller explained the report helps to seek trends and understand the background data.

9. Adjournment

The date of the next PAC meeting is April 4th, 2023

The PAC Meeting was adjourned at 8:13 pm.