



## Planning Review and Adjustment Committee

Date of Meeting: October 12, 2016

Location: Board Room, 3143 Main Street, Centreville

**Attendance:** Andy Leech, Chair  
Alan McLaughlin  
Elaine English  
Kenneth Clark  
Mark Atwater  
Trevor Welch

**Regrets:**

**Staff:** Katelyn Hayden, Executive Director/Planning Director  
Bev Gullison, Office Administrator

Meeting was called to order by Committee Chair, Andy Leech at 6:40 pm.

### **Approval of Minutes**

**Motion:** To approve the minutes of the September 14, 2016 meeting.  
**Moved:** Ken Clark  
**Seconded:** Mark Atwater  
**Carried**

### **Conflict of Interest**

None

### **Zoning Applications**

None

### **Subdivision Applications**

1. William Clark – 3138 Route 585, Newbridge- S-6-2016

Katelyn Hayden reviewed Planning Staff Report # P.R. 24/16 informing the committee members that William Clark has made a tentative plan of subdivision application to create a lot accessed by a private right-of-way located on Route 585 in Newbridge. Katelyn Hayden noted that



private access currently exists to service a lot containing the Rogers's communication tower and William Clark is requesting to create a lot using the same 20.117 metre right-of-way.

Katelyn Hayden advised that the private access is only 20 metres wide and the Department of Transportation and Infrastructure has changed the width requirements to 24 metres. Katelyn Hayden noted she hoped 20 metre access would be grandfathered in for existing private access that were reserved to permit future public streets, and asked Trevor Welch if the surveyors had been informed if these types of changes would be grandfathered. Trevor Welch stated he had received no related information but agreed it would be very difficult to not grandfather in these regulation changes.

Katelyn Hayden noted that if the Rogers communication tower lot having a 20-metre-wide access did not exist, she would have encouraged the creation of 9 metre flag pole lots.

Katelyn Hayden reviewed the tentative plan and maps showing the proposed lot with the members.

Alan McLaughlin inquired regarding lot ownership when the lot was sold to Rogers was the right-of-way access maintained. Katelyn Hayden advised when the lot was sold in 1971 to Rogers Communication it was owned by Mitchell Davenport. Katelyn Hayden noted when the Brian Grant lot was purchased that private access remained with that lot benefiting the Rogers Communications property.

**Motion:** To approve the tentative plan of subdivision to create a lot serviced by a private right-of-way as recommended by staff subject to the recommended terms and conditions.

**Moved:** Elaine English

**Seconded:** Trevor Welch

**Carried**

**Variance Applications:**

None

**Old Business**

None



**New Business**

Katelyn Hayden informed the members that the term of the Chair position, currently held by Andy Leech and the Vice-Chair position previously held by Brent Pearson has expired and requested nominations for both positions.

Motion: To reappoint Andy Leech as Chair of the PRAC committee  
Moved: Elaine English  
Seconded: Ken Clark  
Andy Leech accepted the position.


Motion: To appoint Trevor Welch as Vice-Chair of the PRAC committee  
Moved: Ken Clark  
Seconded: Elaine English  
Trevor Welch accepted the position.

Katelyn Hayden discussed with the members moving the November meeting from November 9<sup>th</sup> to 23<sup>rd</sup> in order to eliminate the need to conduct a December meeting. All committee members approved the meeting date change and Katelyn Hayden requested a notice be sent to all surveyors to ensure they were aware of the meeting change date.

**Adjournment:**

Motion: To adjourn meeting  
Moved: Elaine English

Meeting adjourned at 6:50 pm.

  
X \_\_\_\_\_  
Andy Leech, Chair