



## PLANNING REVIEW AND ADJUSTMENT COMMITTEE MINUTES

Date of Meeting: December 8, 2021  
Via Zoom

### Attendance:

Trevor Welch, Chair  
Elaine English, Vice-Chair  
Alan McLaughlin  
Kenneth Stephenson  
Lee Patterson  
Mark Atwater

### Regrets:

Conor Tripp, Planning Manager  
Bev Gullison, Office Administrator

### Members of the Public: Jennifer Brown, Dillon Consulting

Conor Tripp, Planning Manager, opened the meeting at 6:33pm and informed the members that Andy Leech, prior Chair, and Ken Clark, Committee member, have resigned from PRAC and thanked them for their service. The Planning Manager welcomed the new committee member, Lee Patterson, and advised that he is calling for nominations for the position of PRAC Chair and Vice-Chair.

The committee members discussed and nominated Trevor Welch as Chair, and Elaine English as Vice-Chair of PRAC.

Meeting was called to order by Committee Chair, Trevor Welch at 6:45 pm.

### Approval of Agenda:

**Motion:** To approve the Agenda of the December 8, 2021 meeting.

Moved: Elaine English  
Seconded: Mark Atwater

**Motion Unanimously Carried**

## Approval of Minutes

**Motion:** To approve the minutes of the July 21, 2021 meeting.

Moved: Elaine English

Seconded: Lee Patterson

**Motion Unanimously Carried**

## Conflict of Interest

None

## Village of Centreville – Rural Plan

Jennifer Brown, Dillon Consulting, presented a PowerPoint presentation providing the purpose and overview of the Village of Centreville Rural Plan, and advised the process to date and the next steps. Jennifer Brown advised that this plan has been ready for quite sometime but has been awaiting property annexation approval from the province, which has now been completed.

Jennifer Brown reviewed the revisions to the Rural Plan, highlighted the newly annexed properties and provided updated zone overview definitions, while displaying the zoning map. Jennifer Brown advised that the SNB mapping currently does not reflect the new / consolidated lots, as the parcels are not updated on SNB.

Jennifer Brown advised that council has reviewed the draft plan and advised that they have made a public request for additional changes, as listed in the displayed presentation, which is primarily within the zoning map for the R1 and R2 designations.

Trevor Welch asked for clarification regarding if PRAC's role was to approve the plan and recommend to council only, and Jennifer confirmed that was correct.

Trevor Welch inquired if council's recommendation to allow 16 units without PRAC approval in the R2 zone was considered a standard number of units. Jennifer Brown advised she was comfortable with that number and noted that it is in keeping with current development patterns and in some jurisdictions would be considered low. Jennifer Brown advised that due to the area firefighting capabilities, a 3-story building is the maximum height allowed.

Elaine English inquired regarding the specific annexation and the Planning Manager stated it was primarily the Western Valley Multiplex, as part of that property was in the Village and the remainder was in an unincorporated area. The Planning Manager stated another annexation

included the lagoon and Jennifer Brown advised there was also a further annexation to the north, along Route 560, but noted the zoning did not change.

**2021-12-01**

**Motion:** To recommend to the Village of Centreville to accept the Village of Centreville Rural Plan as presented.

Moved: Elaine English  
Seconded: Mark Atwater  
**Motion Unanimously Carried**

**Variance Applications**

**1. Item: V-2-2021 – Conditional Use Variance - Dog Kennel**

**Applicant/Owner:** Patricia Davison / Nicola Merritt  
**PID:** 10022283  
**Location:** 210 Newburg Road, Newburg

The Planning Manager reviewed the Planning Staff report #19/21, while displaying maps and pictures of the subject property and surrounding area.

The Planning Manager reminded the members that under Section 53 of the Community Planning Act, that the Rural and Resource 2 zone permits a kennel operation but is subject to terms and conditions that may be imposed by PRAC. The Planning Manager stated that PRAC can only offer reasonable terms and conditions.

The Planning Manager advised when the Planning Staff Report was initially distributed that there were no letters of concern received but stated since that time 3 letters of concern were received and noted that 2 of the 3 letters received were from the same property. The Planning Manager stated that these letters were previously emailed to the members, and addressed the issues raised in the letters.

The Planning Manager advised that many of the issues raised in the letters of concern would not fall under PRAC's jurisdiction and stated that terms and conditions could be applied by PRAC for the areas of concern that would fall under PRAC's authority. The Planning Manager advised that many of the issues raised fall under the authority of the NBSPCA and advised that he has had discussions with them. The Planning Manager reiterated that the NBSPCA requires PRAC's approval before a license to operate a kennel can be obtained.

Alan McLaughlin inquired if the maximum number of 15 dogs allowed also included the pups, and the Planning Manager stated that is did not.

Alan McLaughlin asked for clarification regarding the 3 metre vegetative buffer required in the #1 term and condition listed in the Planning Report. The Planning Manager advised PRAC could be more specific by clearly stating that the vegetative buffer would need to be shrubs, hedges, and trees. The members agreed that this would be necessary to ensure there is no confusion for what an acceptable vegetative buffer is.

There were discussions regarding if the 4' proposed fence height would be sufficient, and the members determined that the electro fence proposed will fall under the responsibility of the NBSPCA.

Trevor Welch stated he could not see an issue with the Shaw Creek septic concerns raised in one of the letters, as there would not be a concern regarding run off for the maximum number of dogs permitted and noted there is a cattle farm in the same area.

Trevor Welch asked if PRAC could consider a term and condition that a parking plan be included. The Planning Manager stated the plan is subjective and does not state a specific number of vehicles allowed but PRAC could ask for a vehicle parking plan term and condition that would provide how vehicle parking would be accommodated.

The members discussed concerns regarding the maximum number of dogs allowed and it was determined that this would also fall under the jurisdiction of the NBSPCA and enforced by them under their acts and regulations.

#### **2021-12-02**

**Motion:** To approve the conditional use variance application for a dog kennel located at PID 10022283 under the South Central Carleton County Rural Plan, subject to the following terms and conditions:

- 1) That a 3 metre vegetative buffer consisting of shrubs, hedges, and trees be retained on the subject property's western boundary with PID 10180461 and its eastern boundary with PID 10180461;
- 2) That the kennel adhere to the Pet Establishment Regulation - Society for the Prevention of Cruelty to Animals Act, as administered and enforced by the NBSPCA; and
- 3) That a parking plan delineating entry and exit points and number of parking spaces be provided prior to the issuance of a building permit to satisfaction of the Development Officer.

Moved: Alan McLaughlin

Seconded: Ken Stephenson

**Motion Unanimously Carried**

G. Old Business

None

H. New Business

None

I. Adjournment:

**Motion:** To adjourn meeting  
**Moved:** Mark Atwater

Meeting adjourned at 7:55 pm.

X 

Trevor Welch, Chair