



PLANNING REVIEW AND ADJUSTMENT COMMITTEE MINUTES

Date of Meeting: December 14, 2022
Via Zoom

Attendance: Trevor Welch, Chair
Elaine English, Vice-Chair
Alan McLaughlin
Kenneth Stephenson
Lee Patterson

Absent: Mark Atwater

Staff: Conor Tripp, Planning Manager
Bev Gullison, Office Administrator

Members of the Public: Shanna Blizzard

Meeting was called to order by Committee Chair, Trevor Welch, at 6:32 pm.

Approval of Agenda:

Motion: To approve the Agenda of the December 14, 2022 meeting.

Moved: Elaine English

Seconded: Lee Patterson

Motion Unanimously Carried

Conflict of Interest

None

Approval of Minutes

Motion: To approve the minutes of the November 3, 2022 meeting.

Moved: Ken Stephenson

Seconded: Elain English

Motion Unanimously Carried

Subdivision Applications

1. Item: S-2-2022

Applicant/Owner: Apostolic Pentecostal Church

PID: 65125791

Location: MacWright Street and Laurette Reynold Lane

For consideration to recommend to the Village of Plaster Rock the location of a Public Street which is currently owned by the Apostolic Pentecostal Church.

The Planning Manager read Planning Staff Report # 33/22, as was previously circulated to the members, while displaying GEO NB Maps and the subdivision plan showing the location of the proposed public street.

Trevor Welch requested confirmation that the Village of Plaster Rock will bring the proposed streets up to DTI standards. The Planning Manager advised the Village indicated that was their intentions once ownership was acquired.

2022-12-02

Motion: To recommend to the Village of Plaster Rock the locations of Laurette Reynold Lane and a portion of MacWright Street to create new public streets, as per Section 88(4) of the Community Planning Act and Section 6(1) of the Village of Plaster Rock Subdivision By-law.

Moved: Elaine English

Seconded: Lee Patterson

Motion Unanimously Carried

Variance Application

1. Item: V-3-2022 – In-home Daycare

Applicant/Owner: Shanna Blizzard and Harrison Blizzard

PID: 65185357

Location: 53 Centennial Street, Plaster Rock

For consideration to approve a variance application received from Harrison and Shanna Blizzard to permit an in-home daycare at 53 Centennial Street in Plaster Rock (PID 65185357).

The Planning Manager reviewed Planning Staff Report # 32/22, as was previously distributed to the members, while displaying zoning maps, plans and pictures of the house and general area.

The Planning Manager reiterated that under the Village of Plaster Rock Rural Plan, this property is split-zoned Single-Detached and Two-unit Residential (R1) and Commercial (C). The R1 zone permits a daycare centre as a secondary use subject to terms and conditions as imposed by the Planning Review and Adjustment Committee. However, the Commercial zone does not permit it as a primary or secondary use. Therefore, both a 'similar to' and 'compatible with' application (similar to a special care home in the Commercial Zone) as well as terms and conditions application is required to undertake an in-home daycare on the property.

The Chair, Trevor Welch, asked if the applicant, Shanna Blizzard, wished to speak to the application.

Shanna Blizzard stated that the Planning Manager's presentation was accurate and noted that the bungalow side would be the primary area utilized for the daycare and the play area would be in the rear yard area.

Trevor Welch thanked the applicant for her input and no further questions were asked by the members.

2022-12-01

Motion: To approve the variance application received from Harrison and Shanna Blizzard to permit an in-home daycare at 53 Centennial Street in Plaster Rock (PID 65185357).

Moved: Elaine English
Seconded: Ken Stephenson

Motion Unanimously Carried

G. Old Business

None

H. New Business

PRAC By-Law Review – Local Governance Change

The Planning Manager advised that due to the upcoming Local Government Reform effective January 1, 2023, changes to the PRAC By-Laws will be required, and stated that the primary revisions are boundaries, neighbour notification, and membership. The Planning Manager further stated that since the PRAC By-laws were somewhat outdated he also took the opportunity to revise additional necessary changes which will be discussed further during the meeting.

The Planning Manager stated that due to boundary changes we will lose one of our current committee members from the LSD of Andover, Alan McLaughlin. The Planning Manager advised that he wished to take the opportunity to thank Alan McLaughlin for serving on the PRAC committee.

The Chair, Trevor Welch, also stated he wished to thank Alan McLaughlin for his time and dedication to PRAC on behalf of the entire committee.

The Planning Manager reviewed the proposed Planning Review and Adjustment Committee By-Law changes, as was previously sent to the members in report form for review. The Planning Manager advised that the following revisions are open for consultation with the members:

1.0 Background

Due to the impending local governance change, there are revisions that need to be undertaken to the Planning Review and Adjustment Committee By-law to accommodate the changes to the boundaries, municipalities and operations of the newly created entities.

2.0 Summary of Proposed Revisions

The following is a summary of the proposed revisions to the PRAC by-law:

2.1 Member Representation

- References to LSD Advisory Committees have been changed to Rural District representatives
- Municipal boundary changes have resulted in the loss of one member from PRAC. A member of Florenceville-Bristol's PAC has shown interest in joining Western Valley's PRAC

2.2 Administrative Changes

- Planning Director shall chair election, followed by the new Chair presiding over remainder of meeting
- Meetings will be held primarily over zoom/teleconference
- Notification of meetings to members shall be given to email or phone, rather than mail
- Deadline for applications shall be typically four weeks prior to meeting

2.3 Neighbor Notification

- The distribution radius of neighbor notification for variances and rezonings surrounding a subject property is currently based on the subject property's location in incorporated vs unincorporated area. Due to the disintegration of these boundaries, the distribution radius is proposed to be based on serviced vs unserved areas (public sewer vs private septic) with the distances staying the same
- Unsigned letters/emails can be accepted by PRAC

3.0 Recommendation

In order to maintain consistency with those changes resulting from local governance change, it is recommended that Planning Review Adjustment Committee recommend the proposed amendments to the PRAC By-law to the Western Valley Regional Service Commission board.

Trevor Welch questioned the neighbour notification radius and inquired if the actual radiuses would be listed. The Planning Manager displayed the revised By-Law and Operating Procedures showing that the radius is shown for variance and zoning applications and noted that the primary change was to include by public sewer system or private septic system, but that the distances will remain the same.

Trevor Welch inquired if the number of PRAC members should be increased with the loss of Alan McLaughlin. The Planning Manager stated this was open for member discussion. Trevor Welch asked if we should consider including a member from the parish of Denmark and possibly the Village of Florenceville-Bristol.

The Planning Manager advised that having 7 members is better from a quorum perspective and we could search for members.

The Planning Manager stated that any changes requested to the PRAC by-laws will need to be recommended to the Board for approval.

Elaine English stated that she agreed that 7 members should be considered and noted that since we are now conducting our meetings via Zoom, we should investigate finding a member from the Denmark area, as travel would no longer be an issue.

Trevor Welch stated he agreed that the recommendations going to the Board should include increasing the members from 6 to 7 and it would be preferred to find a member from the Denmark or Plaster Rock area.

The Planning Manager advised that a motion is required to approve the proposed PRAC By-law recommendations to the Board.

2022-12-03

Motion: To recommend to the Board the proposed PRAC By-Law revisions, as presented by the Planning Manager, and to include increasing PRAC committee membership from 6 to 7.

Moved: Alan McLaughlin
Seconded: Elaine English

Motion Unanimously Carried

I. Adjournment:

Motion: To adjourn meeting
Moved: Elaine English

Meeting adjourned at 7:22 pm.

X 

Trevor Welch, Chair