



## PLANNING REVIEW AND ADJUSTMENT COMMITTEE MINUTES

Date of Meeting: May 17, 2023  
Via Zoom

**Attendance:** Trevor Welch, Chair  
Elaine English, Vice-Chair  
Kevin Hachey  
Lee Patterson  
Mark Atwater

**Regrets:** Kenneth Stephenson

**Staff:** Conor Tripp, Planning Director  
Bev Gullison, Office Administrator

**Members of the Public:** Michelle Derrah, District of Carleton North

Meeting was called to order by Committee Chair, Trevor Welch at 6:31 pm.

### **Approval of Agenda:**

**Motion:** To approve the Agenda of the May 17, 2023 meeting.

Moved: Elaine English

Seconded: Kevin Hachey

**Motion Unanimously Carried**

### **Conflict of Interest**

None

## **Approval of Minutes**

**Motion:** To approve the minutes of the April 18, 2023 meeting.

Moved: Elaine English

Seconded: Mark Atwater

**Motion Unanimously Carried**

Trevor Welch requested an update regarding the Town of Hartland zoning application Z-2-2023, which was heard during the April 18, 2023 PRAC meeting. The Planning Director informed the members that the application has been tabled by the Town of Hartland until they can reevaluate next steps.

## **Variance Applications**

### **1. Item: V-1-2023 – Temporary Use and Dimensional Variance**

**Applicant/Owner:** Town of Hartland (Leasee) - 625646 NB Inc. / NB Power

**PID:** 10103927, 10105575, & 10105583

**Location:** 365 Main Street, Hartland

For consideration to approve an application to permit the placement of a take-out restaurant. With respect to the requested variance, the Institutional Zone does not list a drive-in restaurant as a permitted use. However, the Hartland Zoning By-Law does define such a use.

Planning Staff Report P.R. 5/23 was presented by the Planning Director and he advised that a verbal agreement has been received from the landowner, NB Power, and that a written approval will be provided prior to the issuance of any building permit.

Several photos, aerial views and site plan of the proposed location were displayed.

The Planning Director stated that a one-year temporary use and dimensional variance is required, as a takeout or drive thru restaurant is not permitted in the existing institutional zone. The Planning Director advised that a rezoning application will likely be submitted and heard by PRAC in the future. He further noted that in this case, the sea container structure could be moved if the temporary period runs out.

The Planning Director advised that it is possible that this rezoning requirement will be included with the updated Town of Hartland's administrative municipal plan.

**2023-05-01**

**Motion:** To approve the temporary use application and dimensional variance application of approximately 3.6 metres from both PID 10106219 and 10105575 as submitted by 625646 NB Inc. be approved, subject to the following terms and conditions:

- That prior to the issuance of a building permit, NB Power provide written confirmation approving the proposed development on PID 10103927, 10105575 and 10105583.

Moved: Elaine English  
 Seconded: Kevin Hachey

**Motion Unanimously Carried**

**2. Item: V-2-2023 – Terms & Conditions Application**

**Applicant/Owner:** Lance Hallett  
**PID:** 10296546 & 10293553  
**Location:** Bristol Heights, Florenceville-Bristol

For consideration to approve an application received from Lance Hallett to build two, four-unit dwellings, one on PID 10296546 and the other on PID 10293553.

The Planning Director reviewed Planning Staff Report P.R. 8/2,3 while displaying site plans, satellite photos, engineered drawings and a subdivision plan showing the existing municipal services easement. The Planning Director advised that the location of the municipal services easement may require that the new proposed structures be pushed back and will be revisited by the Development Officer prior to building.

No concerns or questions were raised by the members.

**2023-05-02**

**Motion:** To approve the application submitted by Lance Hallett to construct two, four-unit dwellings, one on PID 10296546 and the other on 10293553, without terms and conditions.

Moved: Mark Atwater  
 Seconded: Elaine English

**Motion Unanimously Carried**

**Zoning Applications**

**1. Item: Z-3-2023 – Rezone – Recommendation to Council**

**Applicant/Owner:** District of Carleton North  
**PID:** 10101640  
**Location:** 9189 & 9207 Main Street, Florenceville-Bristol

For consideration to recommend the application received from the District of Carleton North (DCN) to lease out the Welcome Centre into tourism-related businesses and rezone the property to the Commercial and Mixed-Use Core zone.

The Planning Director presented Planning Staff Report P.R. 7/23, while displaying site photos/plans, satellite maps of the location and schematics of the Welcome Centre.

No concerns or questions were raised by the members.

**2023-05-03**

**Motion:** To recommend to the District of Carleton North council that the application submitted by District of Carleton North to change the land use designation from Institutional to Commercial and Mixed-Use (By-law 12A-6) and to rezone from Institutional Zone to Mixed Use Core Zone (By-law 12A-6) be approved.

Moved: Kevin Hachey  
Seconded: Mark Atwater

**Motion Unanimously Carried**

**G. Old Business**

None

**H. New Business**

The Planning Director advised that the next PRAC meeting is tentatively scheduled for Jun 13, 2023.

**I. Adjournment:**

Meeting adjourned at 7:11pm.

X   
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**Trevor Welch, Chair**