



PLANNING REVIEW AND ADJUSTMENT COMMITTEE MINUTES

Date of Meeting: November 29, 2023
Via Zoom

Attendance:

Trevor Welch, Chair
Elaine English, Vice-Chair
Kenneth Stephenson
Kevin Hachey
Lee Patterson

Regrets:

Mark Atwater

Staff:

Conor Tripp, Planning Director
Bev Gullison, Planning Administration

Members of the Public: Michelle Derrah, Town of Hartland

Meeting was called to order by Committee Chair, Trevor Welch at 6:33 pm.

Approval of Agenda:

Motion: To approve the Agenda of the November 29, 2023 meeting.

Moved: Lee Patterson

Seconded: Ken Stephenson

Motion Unanimously Carried

Conflict of Interest

None

Approval of Minutes

Motion: To approve the minutes of the August 30, 2023 meeting.

Moved: Elaine English

Seconded: Lee Patterson

Motion Unanimously Carried

Zoning Applications

1. Item: Z-6-2023 – Town of Hartland – Mixed Use Facility

Applicant/Owner: Azra Khan

PID: 10106334

Location: 8 School Street, Hartland

The Planning Director advised that this application was presented to us over a year ago and noted that this is the third time the application was scheduled to go to PRAC but was postponed for various reasons.

The Planning Director presented Planning Staff Report #20/23 and reviewed related by-laws/regulations, while also displaying and discussing satellite views, site photos, subdivision plan, and architectural plans.

Kevin Hachey stated, when this application was originally discussed, there were concerns raised that the property was not properly maintained and inquired if those issues had been resolved. The Planning Director advised that the proponent has now rectified those concerns.

Trevor Welch asked if the proposed community center and restaurant were for residents only. The Planning director advised that his understanding was that it would be open to the public.

Trevor Welch inquired if 2 motions would be required for this application, and the Planning Director stated that for clarity purposes it would be advisable to compose 2 motions.

2023-11-01

Motion: To recommend to the Town of Hartland to add the Mixed-Use Zone to the Town of Hartland Zoning By-law, as it relates to 8 School Street, Hartland and to amend Schedule B of the Town of Hartland Municipal Plan to change the designation of the subject property from Institutional to Mixed Use;

Moved: Ken Stephenson

Seconded: Kevin Hachey

Motion Unanimously Carried

2023-11-02

Motion: To recommend to the Town of Hartland that the application submitted by Azra Khan to rezone the property located at 8 School Street, Hartland from Institutional to Mixed Use be approved subject to the following terms and conditions:

- a) That the structure and any activities on the property shall comply with the *Wellfield Protected Area Designation Order - Clean Water Act*;
- b) That any necessary easements, municipal easement, and public utility easements be granted gratuitously to the satisfaction of the Manager of Public Works;
- c) That, prior to issuance of building permit for phase 2, additional parking be provided in accordance with the requirements of the zoning by-law, and that a proposed parking plan be submitted for approval or exemption by *Department Environment and Local Government – Source and Surface Water Management Branch*;
- d) That, prior to the issuance of a building permit for phase 1, that the proponent amend their existing parking plan to provide for two additional parking spaces or apply for a variance in accordance with section 55(2) of the Community Planning Act;
- e) That garbage storage shall be provided on the property in keeping with section 3.23 of the Zoning By-law;
- f) That each use on the property shall have a separate entrance; and

g) That any accessory building be subject to the approval of the development officer.

Moved: Elaine English

Seconded: Ken Stephenson

Motion Unanimously Carried

The Planning Director further advised that a Public Hearing is scheduled for December 6, 2023 via zoom and then the application will be presented to council for their consideration.

G. Old Business

None

H. New Business

None

I. Adjournment:

Motion: To adjourn meeting

Moved: Elaine English

Meeting adjourned at 7:05 pm.



X

Trevor Welch, Chair