



TOWN OF PORTUGAL COVE-ST. PHILIP'S

June 28, 2016

Regular Public Council Meeting 5:00 p.m.

IN ATTENDANCE:	Mayor	Moses Tucker
	Deputy Mayor	Gavin Will
	Councillors:	Dave Bartlett
		Joe Butler
		Norm Collins
	Director of Recreation & Community Service	Dawn Sharpe
	Director of Public Works	Gail Tucker
	Planning & Dev. Coordinator	Les Spurrell
	Town Clerk	Judy Squires

Mayor Tucker called the meeting to order and welcomed the Council, staff and gallery of 9 persons in attendance. Regrets from Councillor Facey and Councillor Hanlon.

ADOPTION OF AGENDA

Motion: Will/Bartlett
2016-184 Resolved that the Agenda of **June 28, 2016** be adopted as circulated.
Carried Unanimously

ADOPTION OF MINUTES

Motion: Bartlett/Will
2016-185 Resolved that the minutes of **June 14, 2016** be adopted as circulated.
Carried Unanimously

As there was an error in the **May 17th** Council minutes in that a portion of the minutes were omitted, the following is required:

Motion: Bartlett/Will
2016-186 Resolved that motion # 2016-145 be rescinded and that Council adopt the amended minutes for the Council meeting of **May 17, 2016**.
Carried Unanimously

BUSINESS ARISING

The Town Manager is on vacation and at the request of the Mayor the report his report was read by the Director of Public Works as follows:

1. Action Items

Action item list was forwarded to council on Friday. It is now current and up to date. 30 new items were added since the last time it was reported. 25 items have been completed, leaving 19 in progress. These 19 items have been entered into our new Share Point software and will be a live record of the

current status of action items generated out of council meetings. As such, council will have the ability to check on the status of any item at any time. Therefore, this action item report will not be a regular part of my Town Managers report going forward.

2. Project Status Updates

There are several significant projects in process that require a status report.

- a) **MYCW 2014-2017 Neary’s Pond Road Paving and Meadow Heights Water and Sewer:** Latest indications from DMA is that the reallocation of funds to this project should be approved by the Minister by this council meeting date. The consultant agreements have been prepared and are ready to be sent in for approval as soon as we receive the funding allocation approval.
- b) **MYCW 2014-2017 Spurrells Road Bridge Replacement:** We have been lead to believe that this fund reallocation approval will be given at the same time as the other MYCW reallocation projects. The consultant agreement for this project is also ready for submission.
- c) **West Point Road Culvert:** This project is now complete.
- d) **Universal Water Metering:** The feasibility and fees study consultant agreement has been signed, the kick-off meeting for this phase of the project took place on June 9, and work is under way. The public meeting to present findings of the feasibility study has been scheduled for August 10. We are now receiving monthly project reports that will be shared with the A&F Committee.
- e) **Maggies Place Development Plan:** The consultant agreement has been signed and they are preparing the deliverables of the project’s planning phase.
- f) **Portugal Cove Road Town Center Plan:** Economic development possibilities for this area will be considered during the Maggies Place Development Plan project as input to that process.
- g) **Clean Water and Wastewater Fund:** The Town is expecting a response to the submitted proposal by mid-July.
- h) **Town Hall Lower Level Renovation:** Well underway and was on schedule the last time we received a report. Expecting a project status report shortly.
- i) **Connectivity Plan:** Project managers engaging with designers.

COMMITTEE REPORTS

Planning & Development Report – June 21, 2016, presented by Councillor Collins

1. 12-16B Mercers Road

Committee members Councillor Collins and Deputy Mayor Will agreed that this item be deferred. For the record: Councillor Butler opposed.

2. 15-19, 21-25, 27-33 & 15A-33A Longmarsh Road

Motion: Collins/Bartlett
 2016-187 Resolved that the application to consolidate property and construct a single dwelling at Civics # 15-19, 21-25, 27-33 & 15A-33A Longmarsh Road be rejected as per Appendix A: Tabled Report.
 Carried Unanimously

3. 103-107 Round Pond Road

Motion: Collins/Bartlett
2016-188 Resolved that the application to construct a single dwelling with subsidiary apartment at Civic # 103-107 Round Pond Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

4. 56 Dans Road

Motion: Collins/Butler
2016-189 Resolved that the application to construct a single dwelling with subsidiary apartment at Civic # 56 Dans Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

5. 6-8 Hilltop Lane

Motion: Collins/Will
2016-190 Resolved that the application to subdivide property and construct a single dwelling at Civic # 6-8 Hilltop Lane be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

6 (a) 22-28 Belbins Road

Motion: Collins/Bartlett
2016-191 Resolved that Motion # 2015-129, permitting the subdivision of property and construction of single dwelling at Civic # 22-28 Belbins Road be rescinded.
Carried Unanimously

6 (b) 22-28 Belbins Road

Motion: Collins/Bartlett
2016-192 Resolved that the application to demolish an existing single dwelling and construct a new single dwelling at Civic # 22-28 Belbins Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

7. 9 Bluebell Bend

Motion: Collins/Will
2016-193 Resolved that the application to construct an accessory building at Civic # 9 Bluebell Bend be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

8. 1543-1549 Thorburn Road

Motion: Collins/Bartlett
2016-194 Resolved that the application to construct an accessory building at Civic # 1543-1549 Thorburn Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

9. 92-94 Windsor Heights

Motion: Collins/Will
2016-195 Resolved that the application to establish a home office for a professional business (energy consulting) as a home occupation at Civic # 92-94 Windsor Heights be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

10. 10-12 Drover Heights

Motion: Collins/Bartlett
2016-196 Resolved that the application to establish a home office for a professional business (financial consulting) as a home occupation at Civic # 10-12 Drover Heights be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

11. 6 Bluebell Bend

Motion: Collins/Will
2016-197 Resolved that the application to establish a home office for a professional business (technology) as a home occupation at Civic # 6 Bluebell Bend be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

12. 28 Megan Ridge Drive

Motion: Collins/Bartlett
2016-198 Resolved that the application to establish a home office for a professional business (safety equipment distributor) as a home occupation at Civic # 28 Megan Ridge Drive be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

13. 29 Dawn Allen Road

Motion: Collins/Butler
2016-199 Resolved that the application to establish a home office for a professional business (construction contracting) as a home occupation at Civic # 29 Dawn Allen Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

14. 111-113 & 115 Farm Road

Motion: Collins/Will
2016-200 Resolved that the application to subdivide property at Civics # 111-113 & 115 Farm Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

15. 1426-1428 Thorburn Road

Motion: Collins/Bartlett
2016-201 Resolved that Council issue a Removal Order for existing objects, vehicles and trailers which are in a wrecked, discarded and abandoned condition, and all existing general debris, refuse, litter and garbage at Civic # 1426-1428 Thorburn Road.
Carried Unanimously

16. 89B Dogberry Hill Road

Motion: Collins/Butler
2016-202 Resolved that Council issue a Removal Order for existing objects, vehicles and trailers which are in a wrecked, discarded and abandoned condition, and all existing general debris, refuse, litter and garbage at Civic # 89B Dogberry Hill Road.
Carried Unanimously

17. School Road Residential Subdivision (Jacobs Landing)

Motion: Collins/Will
2016-203 Resolved that Council grant final acceptance of roads and infrastructure, as per Section 4.6 (Services and Works Vesting in the Town) of the School Road Residential Subdivision Agreement (dated May 15, 2009) as per legal documentation submitted to the Town by the Developer.
Carried Unanimously

18. Permit Stats:

34 permits issued from June 3rd to June 15th, 2016 as per Appendix A: Tabled Report.

Recreation & Community Services Committee – no meeting held/no report

Public Works Committee – June 22, 2016 presented by Clr. Bartlett

1. Grand Concourse Authority (GCA) Trail Maintenance Fee 2016

2016 trail maintenance fees were presented to Committee. As a condition of membership, the Town agreed to utilize the GCA's maintenance services for all trails constructed by the GCA within Town boundaries. Maintenance services include mowing, litter collection, vegetation removal, surface structure repairs and maintenance and repairs to all walk amenities. This is a budgeted item for 2016.

Motion: Bartlett/Collins
2016-204 Resolved that the 2016 service fees associated with trail maintenance by the Grand Concourse Authority in the amount of \$16,481.79 plus HST be approved.
Carried For: Bartlett/Collins/Tucker/Will
Against: Butler

Note: In response to Deputy Mayor Will's inquiry regarding the tender, the Director of Public Works explained that as part of our membership agreement with the GCA we agreed that they

maintain our trails with their own resources. The Director of Recreation & Community Services further explained that the GCA are exempt from tendering on projects for their membership.

Deputy Mayor Will asked that Council bring back for discussion for the next fiscal year whereby we look at the implications for local business.

Councillor Butler noted that while the GCA does a good job, we need to look at value for money. Councillor Bartlett notes the committee will look at that.

2. Tandem Axle Dump Truck with Snow Equipment

A Master Standing Offer has been issued by the provincial government for the provision of tandem axle dump trucks with snow equipment. The Town was included in this tender and, as such, is able to order directly from the successful bidder, Western Star and Freightliner Trucks of Newfoundland. The Town's existing tandem truck is scheduled for replacement for this year and is a budgeted item.

Motion: Bartlett/Collins
2016-205 Resolved that the purchase of one (1) Tandem Axle Dump Truck with Snow Equipment for the amount of \$258,933 plus HST from Western Star and Freightliner Trucks of Newfoundland be approved.
Carried Unanimously

3. Occupational Health and Safety (OHS) Inspection Report

On June 13, 2016 an unscheduled provincial occupational health and safety inspection was conducted on Town related water and sewer work. The report from the provincial inspector indicated 100% compliance with provincial OHS Regulations and Legislation and the Department of Transportation and Works Traffic Control requirements. The report also stated that all employees were very knowledgeable in safe work practices and demonstrated excellent work ethic, professionalism and cooperation during the inspection.

4. Updates

a. Connectivity Plan

Staff advised that Vigilant Management has requested a fee proposal from EXP, the Town's engineering consultants, for detail design work required to move the project to the next steps.

b. Newbury Street Traffic Concerns

Staff were awaiting the receipt of the traffic engineers' report on Newbury Street. A draft copy of the report has since been received and is currently under review by staff. A report will be made to the next scheduled Public Works Committee meeting. Note: report received this morning.

DISCUSSION ITEMS

5. Cat Roaming - question was brought forward as to whether the Town has the authority to implement regulations to prevent roaming cats. Under the current Municipalities Act, it does provide the Town with the power to implement roaming regulations regarding dogs and “other animals.” The Town currently has ticketing abilities regarding roaming dogs under the provincial Animal Health and Protection Act, however, this act does not cover roaming cats. Regulations that could be made under the Municipalities Act relating to roaming cats would have limited enforcement methods. Even with the future introduction of enforcement personnel, the Town’s potential ticketing abilities would not apply to regulations created under the Municipalities Act.

ADDENDUM:

6. Ice Control Materials 2016-2017

As part of the May 11, 2016 Public Works Committee report, the required order for the Town’s 2016-2017 winter road salt order was reported. However, the motion was omitted. Therefore, the following motion is made:

Motion: Bartlett/Collins
2016-206 Resolved that the 2016-2017 order for 1,250 tonnes of road salt at a unit price of \$102.90/tonne +HST, in accordance with provincial government Ice Control Materials contract, be approved.
Carried Unanimously

Economic Dev. Marketing & Communications Report – no meeting held/no report

Protective Services Committee Report – June 21, 2016 presented by DM Will

1. Fire & Emergency Service Updates

(a) The Fire Department responded to an unattended fire at the end of Nearys Pond Road. This is a continuing area of concern, therefore:

Motion: Will/Collins
2016-207 Resolved that the Town place a barrier to prevent vehicle access to the trail at the end of Nearys Pond Road.
Carried Unanimously

(b) The position of Deputy Chief has been filled; the Chiefs are pleased to welcome Ed Sharpe as the new Deputy Chief of the Department.

Note: Mayor Tucker to send a congratulatory letter on behalf of Council.

2. SafePCSP Walk to School

Deputy Mayor Will and Councillor Joe Butler joined the Honorable Al Hawkins, Minister of Transportation and Works, and the Honorable Sherry Gambin-Walsh, Minister of Child, Youth

and Family Services, members of the SafePCSP community group, parents and children to walk the route from the corner of Old Broad Cove Road and Tolt Road down to Beachy Cove Elementary School. This is part of a SafePCSP initiative to bring more awareness to the pedestrian safety issues. A letter of thanks will be sent to the Ministers for their participation as well as to advocate for further attention to improve pedestrian safety.

Note: Mayor Tucker will write a Thank You letter to the Ministers on behalf of Council.

3. Vehicle Break-ins

A notification has been placed in the most recent edition of the Tickle newsletter regarding the recent increase in vehicle break-ins as well as a reminder to residents to report any suspicious activity to the RNC. Their non-emergency number is 729-8000.

4. Municipal Enforcement Update

As part of the discussion on obtaining necessary resources for Municipal Enforcement responsibilities, it was concluded that the Council, in preparation and anticipation of providing these services, should seek the delegated powers from the Minister of Transportation & Works to make regulations and place signs under section 189 and 190 respectively of the Highway Traffic Act.

Therefore:

Motion:
2016-208

Will/Bartlett
Resolved that the Council seek, from the Minister of Transportation & Works, the delegated powers identified in s. 189 (Municipal regulations) and s. 190 (Council’s powers) of the Highway Traffic Act.

Carried

Unanimously

Administration and Finance Committee Report – June 21, 2016 presented by Deputy Mayor Will

1. Accounts for Payment

Motion:
2016-209

Will/Bartlett
Resolved that Council pay Regular Accounts in the amount of \$85,733.93 and Capital Accounts in the amount of \$11,024.28 for a total of \$96,758.21.

Carried

Unanimously

2. Update on MYCW Projects

The Town Manager advised that he is still trying to secure the official approval letters for the projects (Nearys Pond Road/Meadow Heights and Spurrells Bridge). While we have only received verbal communication that the letters are at the Minister’s office for signing, in anticipation we have requested Vigilant Project Management to prepare the Prime Consultant Agreements. They have completed them and are also seeking the approval letters on our behalf.

3. Access to Information requests

Committee requested that the Town Clerk as the ATIPP Coordinator for the Town prepare a report of Access to Information requests back to October 2013. When finalized, the report which will include dates and the nature of the requests will be provided to committee and subsequently Council for their information.

Note: Deputy Mayor Will explained that knowing the nature/overall categories and of the requests will perhaps help us improve the way we are doing business.

4. Tendering/Quotes for landscaping

In response to Councillor Butler’s inquiry, the Town Manager noted he has a meeting arranged with Mount Pearl CEO for tomorrow to share the information they collect and use to arrive at decisions for landscaping services. He will report back to Committee with any information he is provided.

CORRESPONDENCE –

- (a) Dept. of Municipal Affairs – Information Circular re changes in HST and PST rebate for info (to be referred to Admin Finance)
- (b) Mayors March for Heart Disease and Stroke – for info

NEW/GENERAL/ UNFINISHED BUSINESS

1. Premier’s Forum

Mayor Tucker advised that the deadline is July 1st to nominate an appointee from each Council for election to attend the Premier’s Forum in the Fall. There will be 4 Mayor’s positions at the Forum to represent municipalities.

Motion: Will/Bartlett
 2016-210 Resolved that Mayor Tucker be nominated as a member from Council for election to attend the Premier’s Forum.
 Carried Unanimously

NOTICE OF MOTION/AGENDA ITEMS

Item from Councillor Butler re fully serviced residential subdivision application for 12-16B Mercers Road

Further to the Notice give at the June 14, 2016, Council meeting, Councillor Butler provided the following preamble to his motion:
Following meetings held in 2014 with the developer, approval was granted December 16, 2014 to go ahead with the subdivision. That was appealed by the developer in January 2015 and the Appeal Board overturned our ruling on October 1, 2015. Afterwards we met with the developer on at least two more occasions to review it. This has been one of the most reviewed

subdivision by committee and staff and the reason this was put forward as a notice of motion is that I am concerned that Council are not discharging their duty. The Water Resources Board Flood Risk Mapping was updated from 1996 to current and the 20 year and 100 year flood zone covers a good part of this development. As a Council we agreed (by motion) to not approve anything in those flood risk zones. On May 5, 2016 we received correspondence from the developer to make a decision. The Appeal Board made a recommendation nine months ago and the Committee made a recommendation (for this meeting), which just got deferred. Therefore,

Motion: Butler/no seconder
I recommend that the application to subdivide property and construct a fully-serviced residential subdivision at Civic # 12-16B Mercers Road be rejected as per Appendix A: Tabled Report.

Failed.

For the record: As there was no seconder for this item, the motion 'Failed' and Councillor Butler asked that this be referred to a Committee of the Whole to be dealt with.

ADJOURNMENT

Motion:
2016-211 Resolved that this meeting be adjourned 5:55 p.m.
Carried Unanimously

Moses Tucker, Mayor

Judy Squires, Town Clerk

Attachment: Appendix A of Planning & Development Report

**Appendix A: Tabled Report
June 21st, 2016**

Applications:

Item # 1:

**Civic # 12-16B Mercers Road
Residential Subdivision
Zoning: Residential Medium Density (RMD) - Serviced**

The Committee recommends that the application to subdivide property and construct a fully-serviced residential subdivision at Civic # 12-16B Mercers Road be rejected as the residential subdivision will be partially located within 1:20 and 1:100 year flood risk areas identified on the Provincial Department of Environment and Conservation's Flood Risk Mapping in which the proposed development does not comply with the Department of Environment and Conservation's Policy for Flood Risk Management and the Town's Municipal Plan and Development Regulations, specifically Plan Policy 3.3 (v) (Environmental Preservation and Enhancement), Plan Policy 3.3 (viii) (Soils and Drainage), and Development Regulation 73 (Issue of Permit Subject to Considerations). In addition, due to potential public safety concerns identified within the Objectives of the Water Resources Management Division's Policy for Flood Plain Management, this proposed subdivision development is also rejected under Development Regulation 10 (1) (Discretionary Powers of Council).

The Administrator recommended that this application be rejected.

Item # 2:

**Civics # 15-19, 21-25, 27-33 & 15A-33A Longmarsh Road
Consolidate Property & Single Dwelling
Zoning: Residential Medium Density & Rural (Unserviced)**

The Committee recommends that the application to consolidate property and construct a single dwelling at Civics # 15-19, 21-25, 27-33 & 15A-33A Longmarsh Road be rejected as the proposal does not comply with the Town's Municipal Plan and Development Regulations as the property does not have adequate road access in accordance with Development Regulation 9 (Permit Not to be Issued in Certain Cases), does not have frontage on a publically maintained street which is required by Schedule C: General Provision 12 (c) (Environmental Protection) and Schedule C: Residential Medium Density, and in the opinion of the Town Engineer (in accordance with Development Regulation 47 (Lot Frontage)), access to a public street must be provided as per Development Regulation 59 (Street Construction Standards).

The Administrator recommended that this application be rejected.

Item # 3:

**Civic # 103-107 Round Pond Road
Single Dwelling with Subsidiary Apartment
Zoning: Residential Low Density (RLD) - Unserviced**

The Committee recommends that the application for Civic # 103-107 Round Pond Road be granted approval in principle, permitting the construction of a single dwelling with subsidiary apartment. Approval in principle is subject to a public notice regarding the proposed subsidiary apartment. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy RES-1 (Residential Policies), Development Regulation 33 (Notice of Application), Development Regulation 38 (2) (Accesses and Service Streets), Development Regulation 60 (Subsidiary Apartments), Development Regulation 102 (Discretionary Uses), and Schedule C: Residential Low Density.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 4:

**Civic # 56 Dans Road
Single Dwelling with Subsidiary Apartment
Zoning: Residential Medium Density (RMD) - Serviced**

The Committee recommends that the application for Civic # 56 Dans Road be granted approval in principle, permitting the construction of a single dwelling with subsidiary apartment. Approval in principle is subject to a public notice regarding the proposed subsidiary apartment. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy RES-1 (Residential Policies), Development Regulation 33 (Notice of Application), Development Regulation 38 (2) (Accesses and Service Streets), Development Regulation 60 (Subsidiary Apartments), Development Regulation 102 (Discretionary Uses), and Schedule C: Residential Medium Density.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 5:

**Civic # 6-8 Hilltop Lane
Subdivide Property & Construct Single Dwelling with Subsidiary Apartment
Zoning: Residential Medium Density (RMD) - Unserviced**

The Committee recommends that the application for Civic # 6-8 Hilltop Lane be granted approval in principle, permitting the subdivision of property and construction of a single

dwelling with subsidiary apartment. Approval in principle is subject to a public notice regarding the proposed subsidiary apartment. Approval in principle is also subject to a 3.27 % variance on the minimum frontage for the lot which will contain the existing single dwelling and a 2.8 % variance on the minimum frontage for the lot which will contain the proposed single dwelling with subsidiary apartment. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy RES-1 (Residential Policies), Development Regulation 11 (Variances), Development Regulation 12 (Notice of Variance), Development Regulation 33 (Notice of Application), Development Regulation 60 (Subsidiary Apartments), Development Regulation 102 (Discretionary Uses), and Schedule C: Residential Medium Density.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 6:

**Civic # 22-28 Belbins Road
Demolish Single Dwelling & Construct Single Dwelling
Zoning: Traditional Community (TC) - Serviced**

The Committee recommends that the application for Civic # 22-28 Belbins Road be granted approval in principle, permitting the demolition of an existing single dwelling and the construction of a new single dwelling.

The Administrator recommended that this application be rejected as it does not comply with Development Regulation 17 (1) (Form of Application) which states that an application for a development permit or for approval in principle shall be made to Council only by the owner or a person authorized by the owner on such form as may be prescribed by Council, and every application shall include such plans, specifications and drawings as Council may require, and be accompanied by the permit fee required by Council as no processing fee was submitted with this application.

Item # 7:

**Civic # 9 Bluebell Bend
Accessory Building
Zoning: Residential Medium Density (RMD) - Unserviced**

The Committee recommends that the application for Civic # 9 Bluebell Bend be granted approval in principle, permitting the construction of an accessory building. Approval in principle is subject to a public notice regarding the proposed accessory building floor area. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically

Development Regulation 39 (3e) (Accessory Buildings), and Schedule C: Residential Medium Density Condition # 1 (Accessory Buildings).

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 8:

Civic # 1543-1549 Thorburn Road

Accessory Building

Zoning: Residential Medium Density (RMD) - Serviced

The Committee recommends that the application for Civic # 1543-1549 Thorburn Road be granted approval in principle, permitting the construction of an accessory building.

The Administrator recommended that this application be rejected as it does not comply with Schedule E: Environmental Protection Overlay Condition # 4 (Steep Slopes) which states that no buildings, structures or placement or removal of fill will be permitted on any lands designated as Restricted by the St. John's Urban Region Regional Plan, or within ten (10.0) metres of the top or bottom of slopes that exceed twenty-five percent (25) over a distance of five (5.0) or more metres as the proposed accessory building will be constructed within an area identified as having steep slopes.

Item # 9:

Civic # 92-94 Windsor Heights

Business (Home Office)

Zoning: Residential Low Density (RLD) - Unserviced

The Committee recommends that the application for Civic # 92-94 Windsor Heights be granted approval in principle, permitting the establishment of a home office for a professional business (energy consulting) as a home occupation. Approval in principle is subject to a public notice regarding the proposed home occupation. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy RES-4 (Land Uses), Development Regulation 33 (Notice of Application), Development Regulation 102 (Discretionary Uses), Schedule C: Residential Low Density, and Schedule D: Off Street Parking Requirements.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 10:

Civic # 10-12 Drover Heights

Business (Home Office)

Zoning: Residential Medium Density (RMD) - Unserviced

The Committee recommends that the application for Civic # 10-12 Drover Heights be granted approval in principle, permitting the establishment of a home office for a professional business (financial consulting) as a home occupation. Approval in principle is subject to a public notice regarding the proposed home occupation. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy RES-4 (Land Uses), Development Regulation 33 (Notice of Application), Development Regulation 102 (Discretionary Uses), Schedule C: Residential Medium Density, and Schedule D: Off Street Parking Requirements.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 11:

Civic # 6 Bluebell Bend

Business (Home Office)

Zoning: Residential Medium Density (RMD) - Unserviced

The Committee recommends that the application for Civic # 6 Bluebell Bend be granted approval in principle, permitting the establishment of a home office for a professional business (technology) as a home occupation. Approval in principle is subject to a public notice regarding the proposed home occupation. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy RES-4 (Land Uses), Development Regulation 33 (Notice of Application), Development Regulation 102 (Discretionary Uses), Schedule C: Residential Medium Density, and Schedule D: Off Street Parking Requirements.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 12:

Civic # 28 Megan Ridge Drive

Business (Home Office)

Zoning: Residential Medium Density (RMD) - Serviced

The Committee recommends that the application for Civic # 28 Megan Ridge Drive be granted approval in principle, permitting the establishment of a home office for a professional business (safety equipment distributor) as a home occupation. Approval in

principle is subject to a public notice regarding the proposed home occupation. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy RES-4 (Land Uses), Development Regulation 33 (Notice of Application), Development Regulation 102 (Discretionary Uses), Schedule C: Residential Medium Density, and Schedule D: Off Street Parking Requirements.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 13:

Civic # 29 Dawn Allen Road

Business (Home Office)

Zoning: Residential Medium Density (RMD) - Unserviced

The Committee recommends that the application for Civic # 29 Dawn Allen Road be granted approval in principle, permitting the establishment of a home office for a professional business (construction contracting) as a home occupation. Approval in principle is subject to a public notice regarding the proposed home occupation. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy RES-4 (Land Uses), Development Regulation 33 (Notice of Application), Development Regulation 102 (Discretionary Uses), Schedule C: Residential Medium Density, and Schedule D: Off Street Parking Requirements.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 14:

Civics # 111-113 & 115 Farm Road

Subdivide Property

Zoning: Residential Low Density (RLD) - Unserviced

The Committee recommends that the application for Civics # 111-113 & 115 Farm Road be granted approval in principle, permitting the subdivision of property. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Development Regulation 49 (Non-Conforming Use) and Schedule C: Residential Low Density.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Permits Issued:Item # 18:

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	16-167	06/03/2016	7	Oak Terrace	Single Dwelling
2	16-168	06/03/2016	1404-1434	Portugal Cove Road	Single Dwelling
3	16-169	06/06/2016	2	Prince George Drive	Test Holes
4	16-170	06/06/2016	1-5	Pine Bud Place	Accessory Building
5	16-171	06/06/2016	1828	Portugal Cove Road	Weeping Tile
6	16-172	06/06/2016	15	Megan Ridge Drive	Accessory Building
7	16-173	06/07/2016	1050-1054	Indian Meal Line	Accessory Building
8	16-174	06/07/2016	9-13	Hardings Hill	Accessory Building Repairs
9	16-175	06/08/2016	40-48	Smiths Lane	Dwelling Repairs
10	16-176	06/08/2016	4	Brook View Place	Site Preparation
11	16-177	06/08/2016	1553-1555	Thorburn Road	Patio/Deck
12	16-178	06/08/2016	1553-1555	Thorburn Road	Retaining Wall
13	16-179	06/09/2016	1226	Thorburn Road	Water & Sewer Connection
14	16-180	06/09/2016	839-845	St. Thomas Line	Test Holes
15	16-181	06/09/2016	182-194	Beachy Cove Road	Site Preparation
16	16-182	06/09/2016	238	Bauline Line Extension	Occupancy
17	16-183	06/09/2016	43-47	Jera Street	Test Holes
18	16-184	06/09/2016	43-47	Jera Street	Site Preparation
19	16-185	06/10/2016	11	Kittiwake Place	Test Holes
20	16-186	06/10/2016	368	Bauline Line Extension	Patio/Deck Extension
21	16-187	06/10/2016	447-455A	Dogberry Hill Road	Site Development
22	16-188	06/13/2016	45	Peggy Deane Drive	Single Dwelling
23	16-189	06/14/2016	52	Peggy Deane Drive	Single Dwelling
24	16-190	06/14/2016	2	Sparta Place	Test Holes
25	16-191	06/14/2016	4	Sparta Place	Test Holes
26	16-192	06/14/2016	6	Sparta Place	Test Holes
27	16-193	06/14/2016	8	Sparta Place	Test Holes
28	16-194	06/14/2016	13	Emylia Place	Dwelling Extension
29	16-195	06/14/2016	150	Tolt Road	Dwelling Extension
30	16-196	06/15/2016	10-12	Bickerstaffe Road	Site Preparation
31	16-197	06/15/2016	1532	Thorburn Road	Demolition
32	16-198	06/15/2016	173-175	Old Broad Cove Road	Occupancy
33	16-199	06/15/2016	33-35	Woodland Drive	Accessory Building
34	16-200	06/15/2016	1-5	Crystal Lane	Accessory Building