



**TOWN OF PORTUGAL COVE-ST. PHILIP'S**

August 9, 2016

Regular Public Council Meeting 5:00 p.m.

<b>IN ATTENDANCE:</b>	Mayor	Moses Tucker
	Deputy Mayor	Gavin Will
	Councillors:	Dave Bartlett
		Joe Butler
		Norm Collins
		Aaron Facey
		Johnny Hanlon
	Acting Town Clerk	Heather Coughlan
	Town Manager / Engineer	Chris Milley
	Director of Financial Operations	Tony Pollard
Director of Public Works	Gail Tucker	
Planning Coordinator	Les Spurrell	

Mayor Tucker called the meeting to order and welcomed the gallery of 13 persons in attendance.

Mayor Tucker read an announcement regarding a change in location for the next Public Council Meeting. Due to scheduled construction for water and sewer tie-in at the Recreation Centre during the week of August 18<sup>th</sup> through the 26<sup>th</sup>, the next Public Council Meeting will be held in the Rainbow Gully Park building.

**APPOINTMENT OF ACTING TOWN CLERK**

Motion:	Hanlon/Collins
2016-248	Resolved that Heather Coughlan be appointed the Acting/Town Clerk for the meeting of August 9, 2016.
Carried	Unanimously

**ADOPTION OF AGENDA**

Motion:	Bartlett/Hanlon
2016-249	Resolved that the Agenda dated <b>August 9, 2016</b> , be adopted as circulated.
Carried	Unanimously

## ADOPTION OF MINUTES

Motion: Will/Hanlon  
2016-250 Resolved that the minutes of **July 26, 2016** be adopted as circulated.  
Carried Unanimously

## BUSINESS ARISING

The Town Manager presented his report:

### 1. Action Items

A lot of work has been put into the share point action item list. It is all up to date. For those who have viewed it you will notice that the list now includes all resolutions of council that has resulted in a lot more actions than previously recorded. As the list keeps growing and items do not get deleted once complete, it is important to make use of the filters to view relevant items. Any councilor wishing to review how the action list and filters work can come by my office for some instruction. I have already asked for some new features to improve how we utilize the action list.

### 2. Project Status Updates

- a) **MYCW 2014-2017 Neary's Pond Road Paving and Meadow Heights Water and Sewer:** These projects are in the design phase. Neary's Pond Road is planned to be completed this year. Meadow Heights next year. The complete project schedules were previously shared with all council and is being managed by Vigilant.
- b) **MYCW 2014-2017 Spurrells Road Bridge Replacement:** This project is also in design phase and scheduled to be complete this year.
- c) **Universal Water Metering:** The feasibility report is now complete and council is preparing to present the findings in an information package and public meeting. The next project Go/No-Go decision will happen following feedback from the next public meeting. The meeting originally scheduled for tomorrow night has been rescheduled to provide enough time to create the information package.
- d) **Maggies Place Development Plan:** A report on the project progress, activity, and status is expected this week.
- e) **Portugal Cove Road Town Center Plan:** As a compliment endeavor to the Maggies Place Development Plan, we are expecting a report this week.
- f) **Clean Water and Wastewater Fund:** Funding approval has been given for two projects. The first is the water meter project and the second is a waste water treatment plant sludge dewatering system. A motion of council is required to accept the funding.
- g) **Town Hall Lower Level Renovation:** The project is proceeding with a delay. A change order is being addressed in tonight's Public Works Committee Report. A revised schedule will be available following a decision on that CO.
- h) **Connectivity Plan:** 50% design is in progress. This design concept will be provided to DTW in support of acquiring their approval.

**3. Flood Risk Mapping Process Review**

The P&D Coordinator, a number of councilors and I met with a representative of the Department of Environment and Conservation to follow-up implementation of the flood risk mapping last year. The purpose was to review how the Town is coping with the implementation and to identify any problems, issues, or questions we may have regarding the use of the maps. Generally speaking, we left with confidence that we have been using the information appropriately and that the Department is readily available to assist us as we continue to have questions.

**4. Livable Cities Conference**

The conference being held in Halifax this September is exploring climate change adaptation and building resilient communities. I have been invited to present how Portugal Cove-St. Philip's is responding to the challenges through the implementation of the Climate Change adjusted Flood Risk Maps provided by the Department of Environment & Conservation. My participation would be partially reimbursed by the conference organizers. I will be seeking council's endorsement to participate on behalf of the Town.

**COMMITTEE REPORTS**

**Planning & Development Report of August 2, 2016 – presented by Councilor Collins**

**1. 30-32 & 34-36 Johnathan Heights – Subdivide Property**

Motion: Collins/Will

2016-251 Resolved that the application to subdivide properties at Civics # 30-32 & 34-36 Johnathan Heights be rejected as per Appendix A: Tabled Report.

Carried For: Bartlett/Butler/Facey/Hanlon/Tucker/Will  
Against: Collins

The Deputy Mayor noted there considerable debate over this item with representation from residents of the area and there were some issues with the calculations in variance. A second proposal was submitted to achieve the same goal of access to the adjoining property and that plan can be done directly with staff and does not require further Council involvement. Councilor Hanlon noted his appreciation of the clarification and solution.

**2. 137 Beachy Cove Road – Residential Subdivision**

Motion: Collins/Butler

2016-252 Resolved that the application to subdivide property and construct a fully-serviced residential subdivision at Civic # 137 Beachy Cove Road be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

The Deputy Mayor noted this item has been on the agenda for quite some time and the proposal in principal does have some contingencies that must be met, including access provided to the proposed subdivision, zero net run off, and the turnover of some land to the Town so that development can occur on adjacent properties, and there may be others. Councilor Hanlon noted that these conditions also address all of the concerns received from residents in the area, there are regulations in place to address the issues.

**3. 185-187 Old Broad Cove Road**

A. Motion: Collins/Bartlett  
2016-253 Resolved that the request to refine wetlands identified within the Environmental Protection Overlay Map at Civic # 185-187 Old Broad Cove Road be granted as per Appendix A: Tabled Report.  
Carried Unanimously

B. Motion: Collins/Bartlett  
2016-254 Resolved that the application to subdivide property and construct a semi-serviced residential subdivision at Civic # 185-187 Old Broad Cove Road be granted approval in principle as per Appendix A: Tabled Report.  
Carried Unanimously

**4. 12 Willow Bend Close – Single Dwelling**

Motion: Collins/Will  
2016-255 Resolved that the application to construct a single dwelling at Civic # 12 Willow Bend Close be granted approval in principle as per Appendix A: Tabled Report.  
Carried Unanimously

**5. 893-897 Thorburn Road – Subdivide Property**

Motion: Collins/Facey  
2016-256 Resolved that application to subdivide property at Civic # 893-897 Thorburn Road be granted approval in principle as per Appendix A: Tabled Report.  
Carried Unanimously

**6. 55-63 Jera Street – Accessory Building**

Motion: Collins/Will  
2016-257 Resolved that the application to construct an accessory building at Civic # 55-63 Jera Street be granted approval in principle as per Appendix A: Tabled Report.  
Carried Unanimously

Councilor Butler asked for clarification of the note on compliance with the Town's Municipal Plan as per wetlands. Deputy Mayor Will noted that he has visited the property and the owner through developer is working on refining the wetland area, it is dry with no water or hint of wetland, and they are in the process of having this dealt with.

**7. 200-216 Olivers Pond Road – Landscape Feature**

Motion: Collins/Facey  
2016-258 Resolved that the application to construct a landscape feature (walled garden) at Civic # 200-216 Olivers Pond Road be granted approval in principle as per Appendix A: Tabled Report.  
Carried Unanimously

**8. Municipal Recommendation Form for Crown Land – Longmarsh Road**

Due to information brought to the attention of Council within the last thirty minutes prior to the Council meeting, Councilor Hanlon put forward the following motion:

Motion: Hanlon/Will  
2016-259 Resolved that this item be referred back to the Committee for review.  
Carried Unanimously

Councilor Facey noted that if people are holding back information until just prior to the meeting that they try to get it in earlier so that Council can have legitimate discussions on it and get it dealt with. Council Hanlon noted that other items on the agenda may be tied together to this item and the area.

**9. 1-5 Lees Place – Variance Request**

Motion: Collins/Bartlett  
2016-260 Resolved that the request for a 10.0 % variance on the rear yard standard for a proposed single dwelling at Civic # 1-5 Lees Place be granted as per Appendix A: Tabled Report.  
Carried Unanimously

**10. Department of Natural Resources – Notice Regarding Quarry Administration**

The Planning and Development Department is in receipt of correspondence from the Department of Natural Resources regarding the administration of quarries. Among other things, this correspondence notes that “In November of each year the Department sent out ‘early referral’ letters referencing quarry permits located within the Town’s boundary and or planning area. **Please note that these documents will not be mailed out on a go-forward basis.** Should the Town have an issue with a particular quarry operator, the Department welcomes your concerns immediately and are eager to assist you in resolving the issue.”

Item Submitted for Information. The Committee requests that the correspondence be tabled.

**11. 15-19, 21-25, 27-33, & 15A-33A Longmarsh Road – Purchase Notice**

The Planning and Development Department is in receipt of correspondence from the property owner of Civics # 15-19, 21-25, 27-33 & 15A-33A Longmarsh Road advising that they are serving a purchase notice on the Town pursuant to Section 96 (2) of the Urban and Rural Planning Act, 2000 as a result of Council’s decision to reject an application for these properties.

Item Submitted for Information. The Town has not received formal notice from the Department of Municipal Affairs that they have received the purchase notice from the property owner. The Committee requests that the notice be tabled.

**12. 62-92 Kings Hill Road – Development Without a Permit**

Motion: Collins/Facey  
2016-261 Resolved that Council issue a Stop Work Order for land development activity at Civic # 62-92 Kings Hill Road which was performed without a permit from the Town.  
Carried Unanimously

**13. 837-839 & 841 Thorburn Road – Development Without a Permit**

Motion: Collins/Hanlon  
2016-262 Resolved that Council issue a Stop Work Order for land development activity at Civics # 837-839 & 841 Thorburn Road which was performed without a permit from the Town.  
Carried Unanimously

**14. There were thirty-two (32) permits issued from July 15<sup>th</sup> to July 28, 2016 as per Appendix A: Tabled Report.**

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

**Public Works Committee Report for August 8, 2016 - presented by Councillor Bartlett**

**1. Asphalt Repair & Patch, Tender #PCSP 2016-002**

Nine (9) bids were received in response to the tender issued by the Town for asphalt repair and patching. It is recommended that the contract for this work be awarded to the lowest, qualified bidder, Weirs Construction.

Motion: Bartlett/Collins  
2016-263 Resolved that Tender #PCSP 2016-002 be awarded to Weirs Construction for the amount of \$54,577.56 HST included.  
Carried Unanimously

Councilor Facey noted that he received a call from a resident regarding a patch that had been taken out of Western Gully Heights since the beginning of the summer, and they would like confirmation that this road included in this proposed patch work. The Director of Public Works confirmed that it is included. Deputy Mayor also noted a pot hole on Dogberry Hill Road at Dans Road and asked it be included, the Director of Public Works noted that the department was aware of this issue as well.

**2. Horticulture Maintenance, Rainbow Gully Park**

Quotes were obtained for horticulture maintenance at Rainbow Gully Park for the remainder of the 2016 season. The lowest qualified quote was from Squires Garden Services.

Motion: Bartlett/Hanlon  
2016-264 Resolved that Squires Garden Services be awarded the contract for horticulture maintenance at Rainbow Gully Park at a cost of \$7,000 + HST.  
Carried Unanimously

**3. Lower Level Renovations – Electrical / Data Change Order**

As part of the Town Hall lower level renovations, a number of electrical and data issues were identified. These items were reviewed by the Town’s electrical engineer consultants and deemed outside the scope of the original contract, thus requiring a change order. This work is necessary to address hazards identified and to provide a proper set-up for the data connections in the lower level.

Motion: Bartlett/Collins  
2016-265 Resolved that the Change Order for Electrical and Data in the amount of \$18,629 + HST be approved.  
Carried Unanimously

The Mayor note that unfortunately sight unseen frequently results in extra and that this was the case here as well that once the walls were torn down things were found sub-code and needed to be brought up to code, hence the extras here. The Town Manager noted that a lot of it has to do with the fact that there has been four major renovations to the building and they found a lot of issues. The Mayor asked that if once the renovations are complete we will have a “clean bill of health”, and the Town Manager responded that this is the intent of it. Deputy Mayor Will asked for an update on the renovation scheduled completion date, originally the end of July. The Town Manager noted that as per his report this evening, with this change order they can update how long it will take to complete this work with this added item. Once approved the consultants will provide a revised schedule.

**4. Recreation Centre Sewer Tie-In – Concrete Pad Replacement & Asphalt Patch**

As part of the tie-in of the Recreation Centre to the Town’s sewer system, repair work will need to be completed on the concrete pad and surrounding asphalt adjacent to the Recreation Centre entrance. A quote was received from Mercers Paving for this work as part of the 2015 asphalt repair work. The project was postponed in 2015 and Mercers Paving Inc. held their 2015 quoted price.

Motion: Bartlett/Collins  
2016-266 Resolved that Mercers Paving Inc. be contracted to complete the concrete pad replacement & asphalt patch work related to the Recreation Centre sewer tie-in project at a cost of \$8,280 + HST.  
Carried Unanimously

The Mayor noted the change in location to the Rainbow Gully Park building for the next Public Council meeting once again for any late coming members of the gallery.

**Economic Development, Marketing & Communications - no meeting held/no report**

**Protective Services Committee - no meeting held/no report**

**Admin. and Finance Committee Report of August 2, 2016 - presented by Deputy Mayor Will**

**1. Accounts for Payment**

Motion: Will/Facey  
2016-267 Resolved that Council pay Regular Accounts in the amount of \$17,206.33 and Capital accounts in the amount of \$123,763.82 for a total of \$140,970.15.  
Carried Unanimously

**2. Clean Water and Waste Water Funding**

Motion: Will/Butler  
2016-268 Resolved that Council approve the Mayor and Town Clerk entering into the municipal infrastructure agreements for both the Household Water Meter installation, Project No.17-CCWF-17-00034 in the amount of \$1,500,000 and the Wastewater Treatment Plant Upgrades – Portable Sludge Drying Units, project No.17-CWWF-00033 in the amount of \$182,726.  
Carried For: Bartlett/Butler/Collins/Facey/Tucker/Will  
Against: Hanlon

Deputy Mayor Will noted that his motion is not approval for the Water Metering Project but rather a motion to enter into an agreement to avail of the funds should Council choose to go forward with it. Councilor Facey noted that both are just contracts. Neither are tied together.

**3. Lynch v. City of St. John's**

The Town is in receipt of a proposed letter to the province, prepared by the City of St. John's, requesting that legislation be retroactively amended to forestall claims for compensation for deemed expropriations in protected watersheds.

Motion: Will/Facey  
2016-269 Resolved that the Mayor NOT sign the letter requesting retroactive amendment of legislation to forestall claims for compensation for deemed expropriations in protected watersheds.  
Carried Unanimously

Councilor Facey noted that perhaps the motion should read "the Mayor NOT sign" as opposed to "Council NOT sign", this was put forward as a friendly amendment to the previous motion.

Councilor Facey also noted that this sets a precedent for people that own property in the watershed past a certain period of time and that the city is looking for us to give them absolute power to say it's the City's decision, which are agreeing not to do. The Mayor noted this was the result of a meeting of the Bay Bulls Big Pond Regional Board Authority and he feels this has nothing to do with this board and more to do with the Windsor Lake issue which the City has noted often has no bearing on the Bay Bulls Big Pond regional water supply so why the Mayors of the towns receiving water from Bay Bulls Big Pond would be invited to sign such a document leaves much to be questioned.

**4. Tax Sales**

Motion: Will/Hanlon  
 2016-270 Resolved that Council direct staff to proceed with the tax sale process on the following properties (locations and roll ids):

Ayres Lane Ext.	4000-0058-0-2100
220-224 Old Broad Cove Road	4000-0667-0-2200
163 Witch Hazel Road	4000-0963-1-1630
62-80 Bauline Line Ext.	4000-0070-0-0380
12-14 Nice Lane	4000-0641-0-0060

Carried Unanimously

**5. Meeting with OIPC**

Staff reported on the meeting with the OIPC and the overall availability of information. Committee has requested we move forward with an initiative to identify information that can be readily made available to the general public and will move ahead with processes to place information in an accessible data base for easier access. This will be a longer term project and will be modified as processes permit. The Town Manager was asked to bring a project report forward at a future committee meeting. The Report should begin to identify what the project objectives, deliverables, and costs could be.

The Deputy Mayor noted that this relates to the large number of requests applications for information from the Town through ATIPP, as of the end of June 2016 we had 34 requests, and the previous year was 34 requests entirely with considerably fewer in previous years. The number of requests is growing and is placing a significant burden on staff. The Committee held an extensive discussion and came to the conclusion we need to identify ways to adjust work processes when it comes to the provision of information to staff, Council and the public. It is a work in progress. Councilor Hanlon asked if Sharepoint has the capacity for external access in order to use software we already have in place to better define this process going forward. Councilor Facey noted that this was to provide transparency for the public and that this is a fairly large piece that may take a few years to be fully completed. The Mayor noted that it is only fair that any request coming in be not only available to the requestor but also to the general public so we have discussed the possibility of making the question and the answer public on a regular schedule.

**ADJOURNMENT**

Motion: Will/Facey  
2016-271 Resolved that this meeting be adjourned at 5:41pm.  
Carried Unanimously

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Moses Tucker, Mayor

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Heather Coughlan, Acting Town Clerk

**Appendix A: Tabled Report  
August 2<sup>nd</sup>, 2016**

**Applications:**

Item # 1:

**Civics # 30-32 & 34-36 Johnathan Heights**

**Subdivide Property**

**Zoning: Residential Low Density (RLD) - Unserviced**

The Committee recommends that the application to subdivide property with a 10.0 % variance on the lot area requirement for two parcels at Civics # 30-32 & 34-36 Johnathan Heights be rejected as the proposal does not comply with the Town's Municipal Plan and Development Regulations as compliance with the development standards would not prejudice the proper development of the land in accordance with Development Regulation 11 (Variances) and the lot areas proposed do not comply with Development Regulation 87 (Subdivision Subject to Zoning).

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

Item # 2:

**Civic # 137 Beachy Cove Road**

**Residential Subdivision**

**Zoning: Residential Medium Density & Rural (RMD & RUR) - Serviced**

The Committee recommends that the application for Civic # 137 Beachy Cove Road be granted approval in principle, permitting the subdivision of property and construction of a ten lot fully serviced residential subdivision. Approval in principle is subject to a 10.0 % variance on the maximum cul-de-sac length. The 10.0 % variance will result in a cul-de-sac length of 220 m as opposed to the maximum of 200 m. Approval in principle is also subject to the conveyance of a parcel of land beyond the temporary turnaround (location to be determined by the Town) equal to the size of a building lot as a proportion of the required 10.0 % public open space. The remainder of the required public open space is to be provided to the Town as cash in-lieu of land. Approval in principle is also subject to approval from the Department of Transportation & Works. 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 GL-1 & GL-3 (General Layout Policies), Plan Policy GE-11 (Storm Drainage), Plan Policy SD-5 (Public Input), Plan Policy SD-7 (Open Space Dedications), Plan Policy RES-8 (Council Control of Land Development), Plan Policy RES-11 (Servicing New Residential Subdivision Development), Plan Policy RES-16, RES-17 & RES-18 (Street Design and Construction Standards), Plan Policy T-10 & T-11 (Local Roads), Development Regulation 15 (Dedication of Land for Public Use), Development Regulation 41 (Buffer Strips), Development Regulation 59 (Street Construction Standards), Development Regulation 67 (Stormwater Management), Development Regulation 81 (Services to be Provided), Development Regulation 88 (Land for Public Open Space), Development Regulation 90 (Subdivision Design Standards), Schedule C: Residential Medium Density, and Schedule E: Environmental Protection Overlay.

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

The Committee requests that correspondence received from area property owners be tabled and advises Staff to respond to the correspondence received.

Item # 3:

**Civic # 185-187 Old Broad Cove Road**

**Residential Subdivision**

**Zoning: Residential Low Density (RLD) - Semi-Serviced**

- A. **The Committee recommends that the request to refine wetlands identified on the Environmental Protection Map within Schedule E: Environmental Protection Overlay at Civic # 185-187 Old Broad Cove Road be approved. Approval shall be in full compliance with the Town's Municipal Plan and Development Regulations and all other regulatory bodies of government, specifically Schedule E: Environmental Protection Overlay.**
- B. **The Committee recommends that the application for Civic # 185-187 Old Broad Cove Road be granted approval in principle, permitting the subdivision of property and construction of a semi-serviced residential subdivision with a connection between Sparta Place and Oliver's Pond Road. Approval in principle is subject to the design and construction (to the satisfaction of the Town) of a stormwater retention system within the wetland areas. Approval in principle is also subject to the conveyance of parcels of land to satisfy the required 10.0 % public open space. 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 GL-3 & GL-8 (General Layout Policies), Plan Policy GE-6 & GE-7 (Protection of Environmentally Sensitive Areas), Plan Policy GLU-4 (Public Streets and Roads), Plan Policy SD-5 (Public Input), Plan Policy SD-7 (Open Space Dedications), Plan Policy RES-11 (Servicing New Residential Subdivision Development), Plan Policy RES-17 & RES-18 (Street Design and Construction Standards), Plan Policy RES-19 (Watercourse and Wetland Protection), Plan Policy T-10 & T-13 (Local Roads), Development Regulation 15 (Dedication of Land for Public Use), Development Regulation 59 (Street Construction Standards), Development Regulation 81 (Services to be Provided), Development Regulation 88 (Land for Public Open Space), Development Regulation 90 (Subdivision Design Standards), Schedule C: Residential Low Density, and Schedule E: Environmental Protection Overlay.**

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

Item # 4:

**Civic # 12 Willow Bend Close**

**Single Dwelling**

**Zoning: Residential Medium Density (RMD) - Serviced**

**The Committee recommends that the application for Civic # 12 Willow Bend Close be granted approval in principle, permitting the construction of a single dwelling. Approval in principle is subject to a 10.0 % variance on the minimum rear yard standard. The 10.0 % variance will result in a rear yard of 8.1 m as opposed to the minimum of 9.0 m. 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 11 (Variances), Development Regulation 12 (Notice of Variance) and Schedule C: Residential Medium Density.**

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

The Committee requests that correspondence received from an area property owner be tabled and advises Staff to respond to the correspondence received.

Item # 5:

**Civic # 893-897 Thorburn Road**

**Subdivide Property**

**Zoning: Protected Watershed (PW) – Unserviced**

**The Committee recommends that the application for Civic # 893-897 Thorburn 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 Plan Policy PW-1 (Protected Watershed Policies) and Schedule C: Protected Watershed.**

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

Item # 6:

**Civic # 55-63 Jera Street**

**Accessory Building**

**Zoning: Residential Low Density (RLD) – Unserviced**

**The Committee recommends that the application for Civic # 55-63 Jera Street be granted approval in principle, permitting the construction of an accessory building.**

The Administrator recommended that Council not use their discretion to grant approval in principle to this application as it does not comply with the Town's Municipal Plan & Development Regulations as the wetland has not been refined in accordance with Schedule E: Environmental Protection Overlay.

Item # 7:

**Civic # 200-216 Olivers Pond Road**

**Landscape Feature**

**Zoning: Residential Low Density & Protected Watershed (RLD & PW) – Unserviced**

**The Committee recommends that the application for Civic # 200-216 Olivers Pond Road be granted approval in principle, permitting the development of a landscape feature (walled garden). 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 GL-8 (General Layout Policies) and Schedule C: Residential Low Density.**

The Administrator recommended that this application be granted approval in principle.

**Correspondence:**

Item # 9:

**Civic # 1-5 Lees Place – Variance Request**

**The Committee recommends that the request for a 10.0 % variance on the minimum rear yard standard at Civic # 1-5 Lees Place be granted. The 10.0 % variance will result in a rear yard of 8.1 m as opposed to the minimum of 9.0 m in accordance with the Town’s Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Development Regulation 11 (Variances), Development Regulation 12 (Notice of Variance) and Schedule C: Residential Medium Density.**

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

**Permits Issued:**

Item # 14:

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	16-266	07/15/2016	13-15	Tuckford Road	Site Preparation
2	16-267	07/15/2016	56	Dans Road	Site Preparation
3	16-268	07/15/2016	8	Hilltop Lane	Transfer & Decommission Water & Sewer Lines
4	16-269	07/15/2016	13-19	Old Cart Road	Accessory Building
5	16-270	07/15/2016	1481	Thorburn Road	Accessory Building
6	16-271	07/18/2016	33	Peggy Deane Drive	Test Holes
7	16-272	07/18/2016	11	Prince George Drive	Test Holes
8	16-273	07/18/2016	7	Willow Bend Close	Site Preparation
9	16-274	07/18/2016	146-150	Tuckers Hill Road	Accessory Building
10	16-275	07/18/2016	35	Peggy Deane Drive	Test Holes
11	16-276	07/18/2016	11	Millers Road	Single Dwelling
12	16-277	07/19/2016	42-44	Old Cart Road	Business
13	16-278	07/19/2016	417	Dogberry Hill Road	Occupancy
14	16-279	07/20/2016	1519-1523	Thorburn Road	Repairs to Sewer Line
15	16-280	07/20/2016	1642	Portugal Cove Road	Accessory Building
16	16-281	07/20/2016	7-11	Olivers Pond Road	Accessory Building

17	16-282	07/20/2016	246-248	Bauline Line Extension	Accessory Building
18	16-283	07/21/2016	24	Keeley Lane	Single Dwelling (Replacement Permit)
19	16-284	07/21/2016	24	Keeley Lane	Landscaping
20	16-285	07/21/2016	105	Dogberry Hill Road Ext.	Connection to Water
21	16-286	07/21/2016	107-109	Dogberry Hill Road Ext.	Connection to Water
22	16-287	07/21/2016	18	North Point Road	Foundation Repairs
23	16-288	07/22/2016	12	Larkspur Lane	Dwelling Extension
24	16-289	07/22/2016	16	Country Garden Road	Accessory Building
25	16-290	07/25/2016	2	Brook View Place	Occupancy
26	16-291	07/26/2016	6	Hilltop Lane	Single Dwelling with Apartment
27	16-292	07/26/2016	311	Bennetts Road	Demolition
28	16-293	07/27/2016	57-61	Dogberry Hill Road	Accessory Building
29	16-294	07/27/2016	54 & 56	Dans Road	Reconfigure Boundary
30	16-295	07/28/2016	15	Blagdon Hill	Single Dwelling
31	16-296	07/28/2016	24-38	Smiths Road	General Repairs & Maintenance
32	16-297	07/28/2016	173	Tolt Road	Occupancy