



TOWN OF PORTUGAL COVE-ST. PHILIP'S

August 23, 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
		Johnny Hanlon
	Town Manager / Engineer	Chris Milley
	Director of Financial Operations	Tony Pollard
	Director of Public Works	Gail Tucker
	Planning Coordinator	Les Spurrell
	Rec. Programs/Events Coordinator	Nick Miller
	Town Clerk	Judy Squires

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

ADOPTION OF AGENDA

Motion: Will/Bartlett
2016-272 Resolved that the Agenda dated **August 23, 2016**, be adopted as circulated.
Carried Unanimously

PRESENTATIONS

Nick Miller, Recreation Programs and Special Events Coordinator, along with Evan Murray of Murrays Garden Center and Councillor Hanlon presented awards to the following 2016 Garden Competition

Winners:

Best Veggie Garden: Valerie Hansen
Best Contained Space: Bruce Burry
Best Landscape Design: Catherine Bonney-Berzins

The Mayor and Council thanked Murrays for their judging/participation in this event.

ADOPTION OF MINUTES

Motion: Hanlon/Will
2016-273 Resolved that the minutes of **August 9, 2016** be adopted as circulated.
Carried Unanimously

BUSINESS ARISING

The Town Manager noted that the Action Item list is not included with his report as it is now (and going forward) available to Council via Sharepoint for review at their convenience. The following report was presented:

1. Project Status Updates

(a) MYCW 2014-2017 Neary's Pond Road Paving and Meadow Heights Water and Sewer: In progress with nothing significant to report since last time.

(b) MYCW 2014-2017 Spurrells Road Bridge Replacement: The tender documents have been sent to DMA seeking their approval to go to tender. We have not seen the tender documents yet but expect to shortly.

(c) Universal Water Metering: Council will, tonight, be reviewing the public information package that is being prepared for distribution in advance of the public meeting on September 7.

(d) Maggies Place Development Plan: A report on the project progress was provided by Tract on August 12 for discussion by committee.

(e) Portugal Cove Road Town Center Plan: Update included in the report for d) above.

(f) Clean Water and Wastewater Fund: The funding agreement has been signed and our project managers are incorporating the funding requirements into the metering portion of the project. The incorporation is being represented as a change order that will be considered following the go/no-go decision after the next public meeting on the topic.

(g) Town Hall Lower Level Renovation: The change order that went through council last time has been completed. A meeting is being planned for Thursday to review and discuss the revised schedule. All activity and updates are coming through the PW Committee.

(h) Connectivity Plan: In progress with nothing significant to report since last time.

2. Meeting with RNC Regarding Municipal Enforcement

As part of my ongoing investigations into Municipal Enforcement service delivery options, I met with Deputy Police Chief Jim Carroll to discuss the possible terms of an agreement for these services as recognized by the Municipalities Act. The CAO of Torbay met with us as our efforts are focused on regional partnership for this service delivery. The meeting was very informative but ultimately we found out that the RNC is not interested in entering into such an agreement at this time. We are expecting a letter from the RNC to outline their position. I will provide a report on the meeting to the Protective Services Committee.

3. Livable Cities Conference

As reported last time, I was invited to this conference in Halifax. The conference organizers approved my estimated travel expenses. Our A&F Committee agreed that I could attend on behalf of the Town provided my travel expenses would be covered. Flights, Hotel, and conference registration have already been booked and taken care of by the conference organizers.

4. Strategic Plan

Management has been reviewing the progress of action items identified in the strategic plan. I plan to, in the near future, provide a strategic plan status report to council. I am away on leave for the next two weeks, starting on August 29 so will present this report when I get back.

Questions arising: In response to Deputy Mayor Will's inquiry regarding the portion of the sidewalk deleted from the original plans (which had it included) for the new school, the Town Manager advised he is waiting to hear from Dept. of Education will update Council once he hears back. He noted he expressed the urgency to them to have it re-instated in their plans.

COMMITTEE REPORTS

Planning & Development Report of August 16, 2016 – presented by Councilor Collins

1. Civic # 167-169B Beachy Cove Road

The Planning Department is in receipt of a Municipal Recommendation Form for Crown Land for the purpose of property access. The applicant is proposing to access their property at Civic # 167-169B Beachy Cove Road through an existing Crown land right-of-way measuring approximately 20.12 m in width.

The Committee discussed the Municipal Recommendation Form for Crown land at Longmarsh Road for the purpose of property access with the condition that only permission to occupy the right-of-way be granted and not ownership.

Because the Committee could not reach a consensus and as there were only two members present the Committee felt it appropriate that it would be discussed at the upcoming Council meeting.

The Administrator recommends that this Municipal Recommendation Form for Crown Land be refused as the proposal would increase the existing non-conformity of the property.

After reading the above item as per the report, Councilor Collins put forward the following motion requesting a seconder for same:

Motion: Collins/Butler

I move to approve the Crown Land Municipal Recommendation Form for the purpose of property access for 167-169B Beachy Cove Road (on Longmarsh Road), only permission to occupy the right of way be granted and not ownership.

Withdrawn by the mover with the consent of the seconder.

Councillor Collins advised Council that he has since discussed and received correspondence from the applicant and suggests this go back to committee for further consideration. Councillor Hanlon requested clarification on the difference between a Crown Land application which developers have to provide for land that is permanently occupied versus a right-of-way to other pieces of property. Council discussed at length and the following motion was put forward:

Motion: Will/Collins
2016-274 Resolved that item #1 re 167-169B Beachy Cove Road be referred back to the Planning and Development Committee.
Carried Unanimously

For the record: Arising from discussion, the Mayor requested that this issue come back with a clear understanding of public right of ways, who has access and who maintains.

2. Civic 25 Hardings Hill

Motion: Collins/Will
2016-275 Resolved that the application to construct two accessory buildings, dwelling extension, backfilling and second driveway access at Civic # 25 Hardings Hill be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

3. Civic 235-237 Bauline Line Extension

Motion: Collins/Bartlett
2016-276 Resolved that the application to construct an accessory building at Civic # 235-237 Bauline Line Extension be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

4. Civic 119-121 Dogberry Hill Road

Motion: Collins/Hanlon
2016-277 Resolved that the application to construct an accessory building at Civic # 119-121 Dogberry Hill Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

5. Civic 21 Country Garden Road

Motion: Collins/Bartlett
2016-278 Resolved that the application to construct an accessory building at Civic # 21 Country Garden Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

6. Civic 18 Franklyn Place

Motion: Collins/Will
2016-279 Resolved that the application to construct an accessory building at Civic # 18 Franklyn Place be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

7. Civic 742-744 Indian Meal Line

Motion: Collins/Will
2016-280 Resolved that the application to rezone property at Civic # 742-744 Indian Meal Line be rejected as per Appendix A: Tabled Report.
Carried Unanimously

8. Civic 841 Thorburn Road

Motion: Collins/Will
2016-281 Resolved that the application to perform backfilling/landscaping of an area measuring 418 m² (0.1 ac) at Civic #841 Thorburn Road be rejected as per Appendix A: Tabled Report.
Carried Unanimously

9. Civic 22-28 Belbins Road

Motion: Collins/Will
2016-282 Resolved that the application to subdivide land, demolish accessory building and construct a dwelling at Civic # 22-28 Belbins Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

10. Canadian Home Builders' Association Newfoundland and Labrador – Proposed Meeting with the Urban Council

The Mayor and the Planning & Development Coordinator will attend a special meeting with the Association's Urban Council on Wednesday, **September 21, 2016** at the Capital Hotel, St. John's, at 9am. The topics will include housing affordability, building codes, development regulations, and utility servicing.

11. Civic 599-601 Indian Meal Line

Motion: Collins/Butler
2016-283 Resolved that the Municipal Recommendation Form for Crown land for the rear of Civic # 599-601 Indian Meal Line for the purpose of residential development be rejected as per Appendix A: Tabled Report.
Carried Unanimously

12. Petition – Willow Bend Close re sidewalk

Motion: Collins/Will
2016-284 Resolved that the petition from residents of Willow Bend Close to reconsider development of a sidewalk within the cul-de-sac be refused as per Appendix A: Tabled Report.
Carried Unanimously

13. Thirty permits issued from July 29th to August 11th, as per Appendix A: Tabled Report.

Note: to be added to next P & D agenda, 'why are accessories buildings on the report?'

Recreation & Community Services Committee – August 16' 2016 presented by Clr. Bartlett

1. SPN National Tournament and SPN Provincials

During the weekends of July 29th-31st and August 12th-14th SPN rented both Voisey's Brook and Rainbow Gully Softball fields for their tournaments. Both groups were very pleased with the facilities and the level of service that the Town provided for these events. They would not hesitate to use them again in the future. The Recreation Department will continue to work on attracting more tournaments to our community and utilizing the facilities to their potential.

2. Bill Churchill Memorial Softball Field and 1st Annual Tournament

The Recreation Committee was given an update on the preparations for the Naming Ceremony (Sept. 9th at 6 pm) for the Bill Churchill Memorial Softball Field and the 1st Annual Softball Tournament (Sept. 9-11th). Invitations have been distributed to Mr. Churchill's family as well as specific members of the community that knew Mr. Churchill. The invitation will also be included in the Tickle, on the website, and on facebook. There are 5 teams registered for the tournament to date, and we anticipate many more. If any members of Council would like to have copies of the invitation to distribute, please see Nick Miller, Special Events Coordinator.

3. Garden Competition Winners

The Town partnered with Murray's Garden Centre once again this year to host the Garden Competition. Judging took place from July 27th-28th. Town staff along with 2 experts from Murray's viewed a total of 10 properties. Judging was done based on categories and criteria. Pictures of the winner's gardens will be placed in the next edition of the Tickle.

4. Killick Coast Games

The Killick Coast Games are taking place from Monday, August 22nd to Friday, August 26th. For update on schedules, scores, and/or other information on the games, contact Nick Miller at 690-0827.

5. Program Update

The Recreation Department is very pleased with the number of participants that registered for the Summer Programs with year. Although it was indicated at the beginning of the season that numbers were a little lower, they did increase over the summer. We were able to raise the number of registrants for the last couple of weeks by increasing the staff ratios. In the end there was an average of 60 participants each week, which is our capacity limit. Kinderskills also reached its limit at 15 participants for each of the 2 sessions. Summer camps will be completed on Friday, August 25th.

The Gatherall's Seniors Boat Tour took place on Thursday August 11th. Recreation Staff took 30 seniors from the community for fish and chips, followed by the boat tour. Staff indicated that everyone had a great time and the seniors were very happy with the event.

6. Park Signage

The Recreation Committee discussed the need to have better signage for the Parks. Although the Town is working toward a Signage Plan, temporary new signage will be purchased for the entrances of both Parks.

7. MS Bike Tour

The 4th Annual Multiple Sclerosis Bike Tour will take place on Saturday, September 24th. Please find attached the information regarding the event. The Recreation Director will respond to the MS Development Coordinator request and Public Works has been notified of the event.

8. Community Grants

After reviewing the Community Grant Applications, the committee would like to put forward the following recommendations:

Motion: Bartlett/Hanlon
2016-285 Resolved that the Town discount the rental fee of the Rainbow Gully Softball Field to \$200.00 for the weekend of August 5th -7th for the **Family Drug Mart Softball team** as a fund-raiser for slo-pitch provincials in Grand Falls Labor Day weekend. Be advised that the \$100 fee for the hut will be applied.

Carried Unanimously

Motion: Bartlett/Hanlon
2016-286 Resolved that the Town donate \$1000.00 to the **PCSP Lion's Club** to assist with their 40th Anniversary Celebration.

Carried Unanimously

Note: The PCSP Lion's Club has made many countless donations to the Town and its residents. The Town would like to give something back to this association. Furthermore the Town sent their condolences to Mr. Bradley Moss, President, PCSP Lion's Club, on the recent passing of his father.

Public Works Committee Report for August 17, 2016 presented by Councillor Bartlett

1. Street Classification & Traffic Calming Policy

Harbourside Transportation Consultants (HTC) were engaged to provide a fee proposal for the Traffic Calming Policy and Street Classification for the Town. The proposed scope of work is broken into two tasks: Task 1 - HTC will provide a Town map and an Excel spreadsheet with a listing and classification of all streets within the Town including those falling under provincial jurisdiction and, Task 2 – HTC will develop a traffic calming policy for the Town which will provide the Town officials with a mechanism to deal with neighborhood traffic and speeding issues in a safe consistent manner.

Motion: Bartlett/Hanlon
2016-287 Resolved that Harbourside Transportation Consultants be approved to move forward with Task 1: Development of Road Classification Map at a cost of \$7,750 + HST.

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

Motion: Bartlett/Hanlon
2016-288 Resolved that Harbourside Transportation Consultants be approved to move forward with Task 2: Development of a Traffic Calming Policy for the Town as a cost of \$5,700 + HST.

Carried Unanimously

Councillor Hanlon noted his concerns regarding paying fees to have an annual review done. The Town Manager explained there are no reviews associated with these two specific items, but there are reviews for the Speed Zone Policy which was done earlier in the year and we determine how much we do or don't do with them.

Economic Development, Marketing & Communications - Aug. 17th presented by Clr. Butler

1. Update Maggie's Place & Town Centre

The committee reviewed the progress reports for the Maggie's Place the Town Centre studies. Next steps were discussed.

2. Water Metering

The framework of the information package was reviewed. The draft will be circulated to Council by the end of the week.

3. Heritage Collections Report

The inventory of heritage artifacts were reviewed by the committee and future plans discussed. recommendations for future displays will come during the budget process in the fall.

4. Green Team

After a very successful seven weeks researching and even rehabilitating some rivers and streams in the community, the Green Team is completing their project. At the next committee meeting their final report will be submitted to Council outlining the results and findings of their work. We would like to thank Angela Gillis, Tyler Cogswell, Leah Curnew and Kailey Noonan as well as the support of ACE member Dick Whitaker and resident Rex Porter for their hard work. Also thank you to the Conservation Corps who supported and funded the project.

Note:

The Mayor requested that the Town be provided with a copy of the Green Team's report.

5. Waste Audit Report

The MMSB Waste Audit report was reviewed by the committee. The Public Works department is in the process of evaluating the recommendations of the report and will update their committee accordingly. The contents of the report will be featured in future editions of the Tickle newsletter and other communications.

6. Tickle Swim 2016

The Tickle Swim took place on Tuesday, August 16th and was a great success. Due to wind conditions they left from Portugal Cove and swam to Bell Island. The 24 swimmers and event organizers rose over \$26,000. The Mayor brought greetings from the Town and saw them off early in the morning. Later the Town co-hosted a reception with Tourism Bell Island on the each.

7. Budget Process

The committee began discussing the public engagement strategy for the upcoming budget process. A plan will be presented at the next committee meeting.

8. Website

The new website was shown to the committee. Content is still being uploaded to the site. The launch is expected very soon with a formal date to be presented at the next committee meeting.

Protective Services Committee – August 16, 2016 presented by Councillor Hanlon

1. Loop Drive Resident Concern

Mr. Greg Day and Mr. Ron Gosine met with members of the Committee to discuss safety concerns with Loop Drive and the ferry traffic parking. They have proposed that Loop Drive be made a two way street to allow residents attempting to exit the road the option of choosing the safest route to get out onto Portugal Cove Road. Repeated instances of bumper to bumper ferry traffic blocking driveways and the only egress from Loop Drive as well as ignorance of the posted signage and interference with the line of sight has become an increasing safety concern for residents of the area. Committee members will bring a request to the Public Works Committee for brush clearing of the sight lines along Loop Drive and a request for feedback will be drafted and delivered to all residents inside the Loop. The results of the feedback will be brought back to Committee for review.

2. FES Updates

Members of the Protective Services Committee (Councilor Johnny Hanlon, Deputy Mayor Gavin Will, Chris Milley – Town Manager/Engineer, and Heather Coughlan – Employee & Public Relations Administrator) met with the two Co-chiefs, Mr. Fred Hollett and Mr. Richard Murphy, and the Deputy Chief, Mr. Ed Sharpe, on August 10th, to discuss general Fire Department issues.

- The heavy vehicle fleet is in need of a management plan in terms of redundancy and replacement, and an eight to ten year gap is a good model. The Fire Dept.'s vehicles are included on the current vehicle asset management plan which will be transferred from Public Works to the Fire Department to manage. The Co-chiefs will bring forward recommendations.
- The Deputy Fire Chief is currently working on a Water Supply Plan for the entire community.
- A facility review and requirements, including the two fire stations, as an outsourced project through the Strategic Plan. The Co-chiefs will have the opportunity to provide valuable information to the consultants. The Co-chiefs have been asked to give a recommendation on one central fire station vs. two stations including rationale.
- Firefighting equipment is also in need of a replacement plan such as bunker gear, hoses, etc. All items will be identified in the budget process.
- Training: The coordination of a mini firefighting school is being led by a steering committee and we have two representatives on the committee. The school would carry five courses over two weekends. **Note:** The Mayor inquired regarding a report from the reps on this item, and Cllr. Hanlon will bring the request back to committee.
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3. FES Application for Cost Sharing

The Co-chiefs have prepared an application to FES-NL for cost sharing on firefighting equipment, as such they put forward the following motion:

Motion: Hanlon/Bartlett

2016-289 Resolved that the Town apply to Fire and Emergency Services – NL for cost sharing on fire fighting equipment.

Carried Unanimously

4. Advanced Street Network Plan

The Town Manager reviewed the Advanced Street Network Plan as it pertains to the Strategic Plan. This item has been referred to the next Committee of the Whole.

Admin. and Finance Committee Report of August 16, 2016 presented by Deputy Mayor Will

1. Accounts for Payment

Motion: Will/Bartlett

2016-290 Resolved that Council pay regular accounts in the amount of \$165,161.72 and capital accounts in the amount of \$70,918.35 for a total of \$236,080.07

Carried Unanimously

2. Connectivity Plan funding (from Gas Tax)

Motion: Will/Butler

2016-291 Resolved that Council approve the submission of a Capital Investment Plan to the Gas Tax Secretariat for the Town Connectivity Plan in the amount of \$387,050.89 plus HST.

Carried Unanimously

3. Open Government Initiative

In response to Council's plan to make more public information readily accessible, the Town Manager prepared a preliminary report (tabled) outlining the background for this report, the action taken, findings and recommendations. Committee discussed some of the options available and agreed that this is a work in progress. The Town Manager noted his report will be followed in two weeks by another report providing level of effort estimates needed to complete these initiatives.

4. MNL Notice of Motion

The MNL Board of Directors will be putting forward a motion at the 2016 AGM on October 8th concerning a change to their bi-laws, specifically Article II, Sections 2 & 7.

A copy of the bi-law (tabled) is provided and it will be debated and voted on at the AGM. The MNL Board are requesting that Council review it before attending the AGM.

5. Water Metering

Deputy Mayor Will referenced some points from the Isenor Consulting Final Report dated August 1st for the 'Water and Wastewater Metering Study' (tabled) and suggested that Council prepare a proposal to bring to the public meeting to be held on September 7th regarding Water Metering.

The Town Manager advised that the Economic Development Director is putting together an information package for residents on water metering and it was the consensus that a Committee of the Whole meeting be held prior to Sept. 7th to review the information package and prepare a proposal. The Mayor and Town Manager will determine a meeting date.

Note: Council will meet as a Committee of the Whole tonight to review this item.

6. 2016 Livable Cities Forum: Changing Climate, Changing Communities

The Town Manager circulated information (tabled) on the Forum being held in Halifax on September 13th where he will be presenting at this event.

CORRESPONDENCE

(A) Proclamation

Mayor Tucker read and signed the Proclamation declaring the week of September 12-16th as **Sexual Violence Awareness Week** in the Town of PCSP.

NEW BUSINESS

Councillor Collins announced that his granddaughter Jessica Greeley participated in the CBS Games last weekend. She was picked as one of the participants on the Special Olympics Team for Newfoundland and she won 4 medals – one gold, two silver and one bronze. Her picture is in today's Telegram doing the long jump.

Congratulations Jessica from Council and Staff.

ADJOURNMENT

Motion: Will/Hanlon
2016-292 Resolved that this meeting be adjourned at 6:25 pm.
Carried Unanimously

Moses Tucker, Mayor

Judy Squires, Town Clerk

**Appendix A: Tabled Report
August 16th, 2016**

Applications:

- 2) **Civic # 25 Harding Hill**
Accessory Buildings, Dwelling Extension, Backfilling & Second Driveway Access
Zoning: Traditional Community (TC) - Serviced

The Committee recommends that the application for Civic # 25 Harding Hill be granted approval in principle, permitting the construction of two accessory buildings, a dwelling extension, backfilling and a second driveway access.

Administrator recommends that this application be rejected as the proposed dwelling extension does not comply with Schedule C: Traditional Community Condition # 3.1 (Building Size and Appearance - Dwellings) which states that the ground area coverage of a new or expanding dwelling shall be no more than 20 percent larger than the average ground area coverage of all dwellings located within a radius of 60.0 metres of the new or expanding dwelling.

The proposed dwelling extension does not comply with Development Regulation 68 (b) (Line of Vision at Intersections) which states that so as to not obstruct the view of motorists and pedestrians no building or structure shall be permitted on any land that is within 7.0 metres (22.9 feet) of a street intersection;

Plan Policy GLU-8 (Building Setbacks) states that Council shall require building setbacks from streets and roads that are sufficient enough to preserve the road right-of-way allowances specified in this Municipal Plan, and allow for appropriate landscaping and vehicle parking space clear of the road allowance;

The proposed driveway access does not comply with Development Standard 38 (2) (Accesses and Service Streets) which states that no driveway or other entryway to a parcel of land shall be closer than ten (10) metres (32.8 feet) to the street line of any street intersection.

- 3) **Civic # 235-237 Bauline Line Extension**
Accessory Building
Zoning: Residential Low Density (RLD) - Unserviced

The Committee recommends that the application for Civic # 235-237 Bauline Line Extension be granted approval in principle, permitting the construction of an accessory building. 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 (3c) & (4) (Accessory Buildings) and Schedule C: Residential Low Density.

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

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- 4) **Civic # 119-121 Dogberry Hill Road**
Accessory Building
Zoning: Residential Medium Density (RMD) - Unserviced

The Committee recommends that the application for Civic # 119-121 Dogberry Hill Road be granted approval in principle, permitting the construction of an accessory building. 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 (Accessory Buildings) and Schedule C: Residential Medium Density.

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

- 5) **Civic # 21 Country Garden Road**
Accessory Building
Zoning: Residential Medium Density (RMD) - Unserviced

The Committee recommends that the application for Civic # 21 Country Garden Road be granted approval in principle, permitting the construction of an accessory building. 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 (Accessory Buildings) and Schedule C: Residential Medium Density.

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

- 6) **Civic # 18 Franklyn Place**
Accessory Building
Zoning: Residential Medium Density (RMD) - Unserviced

The Committee recommends that the application for Civic # 18 Franklyn Place be granted approval in principle, permitting the construction of an accessory building. 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 (Accessory Buildings) and Schedule C: Residential Medium Density.

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

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- 7) **Civic # 742-744 Indian Meal Line**
Rezoning
Zoning: Mixed Use & Agriculture (MIX & AG) - Unserviced

The Committee recommends that the application to rezone property from Agriculture to Residential at Civic # 742-744 Indian Meal Line be rejected as the application is contrary to the Town's Municipal Plan & Development Regulations, specifically as piped services cannot be realistically expected in this location in the foreseeable future which does not comply with Plan Policy GL-2 (General Layout Policies) and Section 3.4.1 (Residential), and the proposal is contrary to a Motion of Council from November 18th, 2014 (Motion # 2014-386) in which Council will only consider applications for rezoning that will integrate or round-out existing developed areas or addressing local services and amenities.

The Administrator recommended that this application be rejected.

- 8) **Civic # 841 Thorburn Road**
Backfilling\Landscaping
Zoning: Protected Watershed (PW) - Unserviced

The Committee recommends that the application for backfilling\landscaping of an area measuring 418 m² (0.1 ac) on property measuring 2,450 m² (0.6 ac) for the purpose of residential property development be rejected as the current property is the subject of Stop Work Order in relation to building and development activity without permits. In addition, the application is non-compliant with Development Regulations 19 (2) (Deferment of Application) which states that applications properly submitted in accordance with these Regulations which have not been determined by Council and on which a decision has not been communicated to the applicant within eight weeks of the receipt thereof by Council, and on which consideration has not been deferred in accordance with Regulation 19(1), shall be deemed to be refused.

Administrator recommends that this application be rejected.

- 9) **Civic # 22-28 Belbins Road**
Subdivide Land, Demolish Accessory Building & Construct 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 subdivision of property, demolition of accessory building and construction of dwelling.

The Administrator recommended that this application be rejected as it is contrary to Schedule C: Traditional Community Condition # 3.1 (Dwellings) which states that the ground area coverage of a new or expanding dwelling shall be no more than 20 percent larger than the average area coverage of all dwellings located within a radius of 60.0 metres of the new or expanding dwelling.

Correspondence:

**11) Civic # 599-601 Indian Meal Line
Municipal Recommendation Form for Crown Land
Zoning: Agriculture (AG) - Unserviced**

The Committee recommends that the Municipal Recommendation Form for Crown Land at Civic # 599-601 Indian Meal Line (back land adjacent to Torbay Municipality Boundary for the purpose of residential subdivision development within the Town of Torbay be refused as the land is zoned for Agriculture use.

12) Civic # 6 Willow Bend Close - Sidewalk for Willow Bend Close

The Planning Department is in receipt of a petition from residents of Willow Bend Close regarding the requirement of sidewalk within the cul-de-sac.

The Committee recommends that the petition from residents of Willow Bend Close to reconsider development of a sidewalk within the cul-de-sac be refused and that the sidewalk be installed as per the subdivision's engineering drawing.

The Committee references the Town's Policy which states that Council shall require new local roads and redevelopment of existing local roads to include provision for one pedestrian walkway.

Permits Issued:

13) There were thirty (30) permits issued from July 29th to August 11th, 2016.

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	16-298	07/29/2016	1461	Thorburn Road	Occupancy
2	16-299	07/29/2016	20-22	Bauline Line Extension	Replace Patio/Decks
3	16-300	07/29/2016	36	Ursula Crescent	Culvert
4	16-301	07/29/2016	7	Willow Bend Close	Single Dwelling
5	16-302	08/01/2016	33-35	Skinners Road	Accessory Building
6	16-303	08/01/2016	56	Dans Road	Single Dwelling

7	16-304	08/01/2016	419	Dogberry Hill Road	Single Dwelling
8	16-305	08/01/2016	419	Dogberry Hill Road	Connection to Water & Sewer
9	16-306	08/02/2016	22	Blagdon Hill	Occupancy
10	16-307	08/02/2016	7	Stockton Place	Gazebo & Patio/Deck
11	16-308	08/02/2016	12	Summer Cove	Occupancy
12	16-309	08/02/2016	5	North Point Road	Connection to Water & Sewer
13	16-310	08/05/2016	1532	Thorburn Road	Single Dwelling
14	16-311	08/05/2016	787-793	St. Thomas Line	Dwelling Repairs
15	16-312	08/05/2016	1553-1555	Thorburn Road	Dwelling Extension
16	16-313	08/05/2016	54	Dans Road	Retaining Wall
17	16-314	08/05/2016	258-260	Witch Hazel Road	Occupancy
18	16-315	08/08/2016	1436-1438	Portugal Cove Road	Demolition
19	16-316	08/08/2016	12-14	Brookside Place	Patio/Deck
20	16-317	08/08/2016	13	Sparta Place	Occupancy
21	16-318	08/08/2016	15-17	Joyce Crescent	Dwelling Repairs
22	16-319	08/09/2016	238-240	Old Broad Cove Road	Dwelling Repairs
23	16-320	08/09/2016	1525	Portugal Cove Road	Connection to Water
24	16-321	08/09/2016	36-38	Beachy Cove Road	Shoreline Stabilization
25	16-322	08/09/2016	40	Beachy Cove Road	Shoreline Stabilization
26	16-323	08/10/2016	65-67	Windsor Heights	Accessory Building
27	16-324	08/10/2016	12	Kittiwake Place	Accessory Building
28	16-325	08/10/2016	893-897	Thorburn Road	Subdivide Property
29	16-326	08/11/2016	12	Willow Bend Close	Site Preparation
30	16-327	08/11/2016	18-20	Parrott Place	Patio/Deck