



TOWN OF PORTUGAL COVE-ST. PHILIP'S

October 4, 2016

Regular Public Council Meeting 5:00 p.m.

IN ATTENDANCE:	Mayor	Moses Tucker
	Deputy Mayor	Gavin Will
	Councillors:	Dave Bartlett
		Norm Collins
		Aaron Facey
		Johnny Hanlon
	Acting Town Clerk	Heather Coughlan
	Town Manager / Engineer	Chris Milley
	Director of Financial Operations	Tony Pollard
	Director of Recreation/Community Ser.	Dawn Sharpe
	Director of Public Works	Gail Tucker
	Planning Coordinator	Les Spurrell

Mayor Tucker called the meeting to order and welcomed the gallery of 14 persons in attendance.

APPOINTMENT OF ACTING TOWN CLERK

Motion: Hanlon/Will
2016-344 Resolved that Heather Coughlan be appointed the Acting/Town Clerk for the meeting of October 4, 2016.
Carried Unanimously

ADOPTION OF AGENDA

Motion: Bartlett/Hanlon
2016-345 Resolved that the Agenda dated **October 4, 2016**, be adopted as circulated.
Carried Unanimously

DELEGATIONS/PRESENTATIONS

Public Health Nurse Janet Fox-Ber along with the Squires family joined Council and staff as the Mayor signed the proclamation for World Breastfeeding Week, October 1 – 7th, and took a celebratory photo of the group.

ADOPTION OF MINUTES

Motion: Hanlon/Facey
2016-346 Resolved that the minutes of **September 20, 2016** be adopted as circulated.
Carried Unanimously

BUSINESS ARISING

The Town Manager presented his report:

1. Municipal Enforcement

The CAO of Torbay and I met with representatives of the Commissionaires to talk about their proposal and ability to provide our towns with Municipal Enforcement Services. Of all the meetings and avenues for service we have investigated, this meeting presents the greatest potential and promise for meeting our needs and maximizing utilizing benefits of regional or inter-municipal cooperation. As a result of that meeting we have been able to devise next steps required to provide our respective councils with advice on possible action to take. I plan to bring a full report of the meetings and the initiative at an upcoming Protective Services Committee. I have been updating the Committee after each meeting and now plan to bring a summary of all the meetings with each of the possible service providers.

2. Livable Cities Conference

I took part in a panel discussing our Flood Risk Mapping and climate change and it was well received. I plan to share my presentation materials with Council at the next opportune time.

3. MNL Study Tour

Myself and Deputy Mayor Will are taking part in a study tour that will be hitting four municipalities around the Northeast Avalon to talk about different environmental issues including our new Flood Risk Mapping and how we are implementing it into our planning processes and how this impacts our development decisions.

4. MNL Conference Panel

I was invited to participate on a conference panel on Thursday coming and the topic is on project management for municipal capital works and I am providing a small town CAO perspective as well as a municipal engineer. Also on the panel is Mayor Dan Bobbitt of Paradise, giving the Mayoral point of view, and Dan Noseworthy, CAO of CBS, giving a larger municipality point of view and also from when he was at Municipal Affairs.

Councilor Facey asked if the proposal from the Commissionaires stemmed from an initial meeting the Protective Services Committee had with them more than a year ago. The Town Manager clarified that this meeting was as the result of the recent response from the RNC regarding municipal enforcement services, and that the RNC recommended the Commissionaires and made the contact and arrangements in this regard. Councilor Facey asked for further information and the Town Manager offered to present the Commissionaires original proposal to Council however, further development of the proposal was discussed at the meeting. As part of the report coming to the Protective Services Committee, the Town Manager will highlight all the meetings held with regional service providers and the RNC.

COMMITTEE REPORTS

Planning & Development Report of September 27, 2016 – presented by Councillor Collins

1. 1624-1626 Portugal Cove Road – Driveway Culvert

A. Motion: Collins/Will
2016-347 Resolved that Motion # 2016-329, permitting the construction of an accessory building at Civic # 34-38 Patricia Drive be rescinded as that Motion was made in error.
Carried Unanimously

B. Motion: Collins/Bartlett
2016-348 Resolved that the application to replace an existing driveway culvert at Civic # 1624-1626 Portugal Cove Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

2. 62-92 Kings Hill Road – Single Dwelling

Motion: Collins/Will
2016-349 Resolved that the application to construct a single dwelling at Civic # 62-92 Kings Hill Road be rejected as this application was rejected by the City of St. John's and as per Appendix A: Tabled Report.
Carried Unanimously

3. 1487-1499 Thorburn Road – Single Dwelling

Motion: Collins/Bartlett
2016-350 Resolved that the application to construct a single dwelling at Civic # 1487-1499 Thorburn Road be rejected as per Appendix A: Tabled Report.
Carried For: Bartlett/Collins/Facey/Tucker
Against: Hanlon/Will

After discussion by Council (with input from staff in response to questions from Councillors), it was pointed out that:

- This property may be in the flood plain as per the report (Flood Risk Mapping project) done by the Dept. of Environment.
- Areas of waterway buffer and minimum set back from front property boundary results in a negative developable area on this site
- Residential development is not permitted in such circumstances and conditional approval in principal is not permissible
- Dept. of Environment will not review this type of application unless the Town first gives an approval in principal

The Mayor requested this item be further reviewed by the Planning & Development Committee for recommendation on existing development.

4. 508-510 Old Broad Cove Road – Subdivide Property & Single Dwelling

Motion: Collins/Will
2016-351 Resolved that the application to subdivide property & construct a single dwelling at Civic # 508-510 Old Broad Cove Road be rejected as per Appendix A: Tabled Report.
Carried Unanimously

5. 8-22 Little Powers Pond Road – Accessory Building

Motion: Collins/Bartlett
2016-352 Resolved that the application to construct an accessory building at Civic # 8-22 Little Powers Pond Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

6. 923-931 St. Thomas Line – Accessory Building

Motion: Collins/Will
2016-353 Resolved that the application to construct an accessory building at Civic # 923-931 St. Thomas Line be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

7. 28-36 Dogberry Hill Road Extension - Business

Motion: Collins/Bartlett
2016-354 Resolved that the application to establish a child care business as a home occupation at Civic # 28-36 Dogberry Hill Road Extension be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

8. 551-553 & 555-559 Old Broad Cove Road – Reconfigure Property Boundary

A. Motion: Collins/Hanlon
2016-355 Resolved that Motion # 2015-334, permitting the demolition and construction of a single dwelling at Civic # 555-559 Old Broad Cove Road be rescinded.
Carried Unanimously

B. Motion: Collins/Hanlon
2016-356 Resolved that the application to reconfigure the property boundary between two properties at Civic # 551-553 Old Broad Cove Road and Civic # 555-559 Old Broad Cove Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

C. Motion: Collins/Will
2016-357 Resolved that the application to demolish a single dwelling and construct a single dwelling at Civic # 555-559 Old Broad Cove Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

9. 907A Indian Meal Line – Single Dwelling

Motion: Collins/Bartlett
2016-358 Resolved that the application to construct a single dwelling at Civic # 907A Indian Meal Line be rejected as per Appendix A: Tabled Report.
Carried Unanimously

10. 215-217 Old Broad Cove Road – Single Dwelling

Motion: Collins/Facey
2016-359 Resolved that the application to construct a single dwelling at Civic # 215-217 Old Broad Cove Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

11. 887-893 Indian Meal Line – Accessory Building

Motion: Collins/Bartlett
2016-360 Resolved that the application to construct an accessory building at Civic # 887-893 Indian Meal Line be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

12. 214-216A Bauline Line Extension – Subdivide Property

Motion: Collins/Facey
2016-361 Resolved that the application to subdivide property at Civic # 214-216A Bauline Line Extension be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

13. Municipal Recommendation Form for Crown Land – 709-719B Indian Meal Line

Motion: Collins/Will
2016-362 Resolved that Council approve the Municipal Recommendation Form for Crown land at Civic # 709-719B Indian Meal Line for the purpose of agriculture.
Carried Unanimously

14. Municipal Recommendation Form for Crown Land – 773 Indian Meal Line

Motion: Collins/Facey
2016-363 Resolved that Council approve the Municipal Recommendation Form for Crown land at Civic # 773 Indian Meal Line for the purpose of commercial activity (personal tractor storage).
Carried Unanimously

15. 49-53 & 55-63 Jera Street – Refinement to Schedule E: Environmental Protection Overlay

- Motion: Collins/Facey
2016-364 Resolved that the request to refine an area identified as a wetland at Civics # 49-53 & 55-63 Jera Street be approved as per Appendix A: Tabled Report.
Carried Unanimously

16. Parking of School Buses off Thorburn Road

- A. Motion: Collins/Will
2016-365 Resolved that Council issue a Removal Order for commercial vehicles located at Civic # 1494-1496 Thorburn Road. If this Removal Order is not complied with during the time frame specified within the Order, Council will avail of the services of the Town’s Solicitor to perform work required in relation to the Removal Order.
Carried Unanimously

Councilor Hanlon asked for clarification on the time frame specified in the removal order, 30 days was confirmed by the Planning Coordinator as the standard time frame on all removal orders.

- B. Motion: Collins/Will
2016-366 Resolved that Motion # 2015-304, issuing a Removal Order for existing objects, vehicles and trailers which are in a wrecked, discarded and abandoned condition, all existing general household and construction-related debris, refuse, litter and garbage, and an existing tandem truck which is not associated with an existing commercial operation at Civic # 1487A Thorburn Road be rescinded.
Carried Unanimously

- C. Motion: Collins/Will
2016-367 Resolved that Motion # 2015-432, availing of the services of the Town’s Solicitor to perform work required in relation to a Removal Order at Civic # 1487A Thorburn Road be rescinded.
Carried For: Bartlett/Collins/Facey/Tucker/Will
Against: Hanlon

Councilor Hanlon asked for clarification on the boundary lines for this civic address. The Planning Coordinator confirmed the boundary lines are based on town files and the assessment roll. The Planning Dept. will run recheck on the exact lines prior to moving forward.

- D. Motion: Collins/Will
2016-368 Resolved that Council issue a Removal Order for commercial vehicles and existing objects, vehicles and trailers which are in a wrecked, discarded and abandoned condition, all existing general household and construction-related debris, refuse, litter and garbage located at Civic # 1487A Thorburn Road. If the Removal Order is not complied with during the time frame specified within the Order, Council will avail of the services of the Town’s Solicitor to perform work required in relation to the Removal Order.
Carried For: Bartlett/Collins/Facey/Tucker/Will
Against: Hanlon

17. **There were twenty-six (26) permits issued from September 9th to September 22nd, 2016 as per Appendix A: Tabled Report.**

Recreation & Community Services Committee Report for September 27, 2016 – presented by Councillor Facey

1. **Vigilant Management**

As a follow up to Motion #2016-334, the Recreation Committee met with Vigilant Management to discuss steps for the RFQ. Vigilant will prepare pre design estimates for both options; expansion of soccer field and expansion to include football field. The quotes from Vigilant will be a valid representation of market pricing. As a member of Grand Concourse Authority, we will obtain a quote from them as a comparison. This estimate will be for all civil work that must be completed before Turf Master's requirements. We will also obtain an updated quote from Turf Master for both options. Once all the numbers are collected, it will be brought back to committee for review prior to making contracting decisions.

2. **Community Grants**

After reviewing the Community Grant Application, the committee would like to put forward the following recommendation:

Motion: Facey/Bartlett
2016-369 Resolved that the Town donate \$200.00 to the Feildians U18 Boys Soccer Team for travel to the National Club Soccer Championships in Vaughan, Ontario to represent Newfoundland and Labrador, October 5th - 10th. Members of this team whom are local residents are Matthew McCarthy, Jordan Pitcher, and Kyle Williams.
Carried Unanimously

Councilor Facey also noted that tomorrow, Wednesday October 5th, is World Cerebral Palsy Day and to show your support of this international campaign by wearing green.

It was noted that Councilor Johnny Hanlon was not present at this Committee meeting and his name was listed on the report in error.

Public Works Committee Report for September 28, 2016 - presented by Councillor Bartlett

1. **Loader Rental Tender: PCSP-2016-003**

Two (2) tender bids were received for the rental of two loaders for on a term of five months, from December 1 to April 30, for a three year period (2016 – 2019). Nortrax Canada was the lowest qualified bidder.

Motion: Bartlett/Collins
2016-370 Resolved that the Loader Rental Tender, PCSP-2016-003 be awarded to Nortrax Canada at a cost of \$6,500 +HST per month for the 544K and \$8,500 +HST per month for the 624K as outlined in the tender package.
Carried Unanimously

2. Winter Sand Tender: PCSP-2016-004

Two (2) tender bids were received for the supply of winter sand for snow clearing operations for the three year period 2016-2019.

Motion: Bartlett/Facey
2016-371 Resolved that the three-year (2016-2019) Winter Sand Tender, PCSP-2016-004 be awarded to Weirs Construction at a cost of \$18.50/tonne +HST as outlined in the tender package.
Carried Unanimously

3. Asphalt Repair Dans Road Tender: PCSP-2016-005

Four (4) tender bids were received for the Asphalt Repair Dans Road tender. Pyramid Construction was the lowest qualified bidder.

Motion: Bartlett/Will
2016-372 Resolved that the Asphalt Repair Dans Road Tender, PCSP-2016-006 be awarded to Pyramid Construction at a cost of \$31,260 +HST as outlined in the tender package.
Carried Unanimously

Councilor Facey asked if this repair work was as a result of deteriorating road condition or water, the Director of Public Works confirmed it was due to erosion of asphalt.

4. Quote – Lift Station Maintenance

A quote was received for the cleaning of the lift station at St. Philip's beach. This is part of the Water and Wastewater Division's preventative maintenance work for 2016.

Motion: Bartlett/Facey
2016-373 Resolved that the quote from Pardy's for lift station maintenance at a cost of \$5,741.11 +HST and, the unit cost of disposal for septic (\$0.105/litre) and grease (\$1.00/litre), be approved.
Carried Unanimously

Mayor Tucker asked if we know how many litres of each product to be disposed, the Director of Public Works clarified that the exact number will be determined once they begin the work. Councilor Bartlett noted it would take approximately 10 hours to complete.

5. Discussion Items

School Sidewalk – Information was received from the province to suggest that there will be a gap where the sidewalk ends on the school property and where the sidewalk being proposed by the Town (on Thorburn Road) will begin. This is a concern that is being addressed by the Town

to the province, however, it is unclear at this time as to whether the province will reinstate the portion of sidewalk on its property to ensure full connectivity.

Mayor Tucker inquired as to whether the full connectivity takes in all of the 1.6 km zone around the school, Councillor Bartlett noted that the town was in discussion to determine full connectivity and more information will be presented at a future Committee of the Whole meeting.

Economic Development, Marketing & Communications Report for September 29, 2016 – presented by Councillor Facey

1. Maggie’s Place Charter and Town Centre Update

The Committee reviewed the charter for the Maggie’s Place Development Plan. There was also an update on the Town Centre project.

Motion: Facey/Bartlett
2016-374 Resolved that Council approve the adoption of the ‘Maggie’s Place Development Charter’ and that the Mayor and Town Manager sign the document on behalf of the Town.
Carried Unanimously

Protective Services Committee Report for September 27, 2016 – presented by Councillor Hanlon

1. FES Updates

- The Annual Firefighters Ball was held on Saturday Sept. 24th and was a terrific success.
- The Co-chiefs are preparing a written overview of the property fire inspection initiative proposal.
- The Department is still waiting to hear from NL 911 Bureau Inc. on the civic numbering initiative.

2. Enforcement – Response from RNC

The Royal Newfoundland Constabulary is not interested in providing municipal enforcement services to the region and suggested the Commissionaires as a possible resource. A meeting was held with the Commissionaires to discuss municipal enforcement in further detail with the focus on both municipalities, Portugal Cove-St. Philip’s and Torbay, as a region. Staff are investigating our options and summarizing next steps.

3. Loop Drive Traffic Feedback

All feedback received from the survey of residents in the Loop Drive area is being compiled for Council’s review. The Committee discussed a number of possible solutions. A letter will be sent to the Minister containing the feedback we have received and a request for further action. The Mayor will follow up with the Minister at the upcoming MNL Conference. An article containing a summary of the feedback is being produced for the next edition of the Tickle newsletter.

Councilor Hanlon noted that there are two issues with this item, traffic control at the lower end of Loop Drive and the lack of support from the Dept. of Transportation Works. There are commitments we have made in relation to the traffic direction on Loop Drive. Deputy Mayor Will noted the town received 19 responses out of a possible 91 households and of that 19, 12 would like to see two way traffic on Loop Drive. Mayor Tucker offered some possible mitigation solutions as well.

4. Civic Numbering

The Planning Department has produced an outline to be used in the development of regulations.

The Town Manager noted set of standards produced were intended for a policy however it was determined that they should be in the form of regulations. He also clarified that NL911's initiative was more to do with numbering and ours was more to do with signage location.

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

1. Accounts for Payment

Motion: Will/Facey

2016-375 Resolved that Council pay regular accounts in the amount of \$35,970.41 and capital accounts in the amount of \$183,482.49 for a total of \$219,452.90.

Carried Unanimously

2. Water/Sewer Tax Account Issue

The Town Manager informed committee of a request from a resident/developer for relief from paying water and sewer taxes on vacant lots which have not been sold. As the charges have been applied in accordance with the legislative provisions of the Municipalities Act (Section 130) to property that is 'connected or is capable of being serviced', the Town Manager will respond to the resident and advise accordingly.

3. Level of Service Review

Committee discussed various aspects of a 'draft' Level of Service Review project charter, which, as part of the Strategic Plan, will define expectations and set goals for the Town for developing service level standards. Committee felt that internal staff should play a greater role in this process to reduce consultant fees for this Review. It was also determined that this is not just a review but also a 'plan' and as such the name should be expanded to reflect those expectations.

The Town Manager will reconsider the wording for the project charter to reflect committee's concerns and bring it back to a future meeting for Council's consideration.

4. 163 Witch Hazel Road

Motion: Will/Facey
2016-376 Resolved that Town submit an application to Crown Lands for the parcel of land at 163 Witch Hazel Road.
Carried Unanimously

5. Carry Forward Items

Committee reviewed the list of ongoing items which included:

- Letter to the Minister(s) regarding Watershed issues,
- Water and Sewer Regulations review,
- FCM Affordable Housing Initiative

Updates will be provided at the next Committee meeting on the above items.

CORRESPONDENCE

- (a) **CUPW**
Information regarding phase 2 of the Canada Post Review.
- (b) **Lions Club 40th Anniversary Celebration**
Invitation to the Lions Club 40th Anniversary celebration in Portugal Cove-St. Philip's on Saturday November 12th at the Royal Canadian Legion Branch 10.

NEW/GENERAL/ UNFINISHED

New business item as presented by Councillor Hanlon:

Unapproved Driveway at 1757 Portugal Cove Road

Members of the Protective Service Committee met with a resident some months ago with regards to the unapproved driveway and line of sight issues caused by the unauthorized driveway constructed at 1757 Portugal Cove Road. Correspondence was sent to the Dept. of Transportation Works with no response to date. This property is now up for sale and Councillor Hanlon is requesting documentation of the unauthorized driveway existing at this civic address, therefore:

Motion: Hanlon/Will
2016-377 Resolved that Council document on the property file of 1757 Portugal Cove Road that there is an unapproved driveway constructed at the front of the property without permission from the Town.
Carried Unanimously

The Mayor noted that the unapproved driveway can also be placed on record with the Registry of Deeds.

ADJOURNMENT

Motion: Facey/Will
2016-378 Resolved that this meeting be adjourned at 6:26pm.
Carried Unanimously

Moses Tucker, Mayor

Heather Coughlan, Acting Town Clerk

Attached: Appendix A: Tabled Report

Appendix A: Tabled Report

September 27th, 2016

Applications:

Item # 1:

Civic # 1624-1626 Portugal Cove Road

Driveway Culvert

Zoning: Mixed Use (MIX) – Serviced

- B. The Committee recommends that the application for Civic # 1624-1626 Portugal Cove Road be granted approval in principle, permitting the replacement of an existing driveway culvert. Approval in principle is subject to approval from the Department of Environment and Climate Change and the Department of Transportation and 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 Schedule E: Environmental Protection Overlay.**

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

Item # 2:

Civic # 62-92 Kings Hill Road

Single Dwelling

Zoning: Protected Watershed (PW) – Unserviced

The Committee recommends that the application to construct a single dwelling at Civic # 62-92 Kings Hill Road be rejected as it does not comply with the Town’s Municipal Plan & Development Regulations, specifically Plan Policy PW-6 (Protected Watershed Policies), Development Regulation 103 (Uses Not Permitted), Schedule C: Protected Watershed, and the application was rejected by the City of St. John’s.

The Administrator recommended that this application be rejected.

Item # 3:

Civic # 1487-1499 Thorburn Road

Single Dwelling

Zoning: Traditional Community (TC) – Serviced

The Committee recommends that the application to construct a single dwelling at Civic # 1487-1499 Thorburn Road be rejected as it does not comply with the Town’s Municipal Plan & Development Regulations, specifically Schedule C: Traditional Community.

The Administrator recommended that this application be rejected.

Item # 4

Civic # 508-510 Old Broad Cove Road Subdivide Property & Single Dwelling
Zoning: Residential Medium Density (RMD) - Semi-Serviced

The Committee recommends that the application to subdivide property and construct a single dwelling at Civic # 508-510 Old Broad Cove Road be rejected as it does not comply with the Town's Municipal Plan & Development Regulations, specifically Plan Policy GLU-9 (Access to Public Streets and Roads), Development Regulation 46 (1) (Lot Area), Development Regulation 47 (Lot Frontage), Schedule C: General Provision # 12 (Environmental Protection), and Schedule C: Residential Medium Density.

The Administrator recommended that this application be rejected.

Item # 5:

Civic # 8-22 Little Powers Pond Road
Accessory Building
Zoning: Residential Medium Density & Protected Watershed (RMD & PW) - Unserviced

The Committee recommends that the application for Civic # 8-22 Little Powers Pond 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 Schedule C: Residential Medium Density.

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

Item # 6:

Civic # 923-931 St. Thomas Line
Accessory Building
Zoning: Traditional Community (TC) - Serviced

The Committee recommends that the application for Civic # 923-931 St. Thomas Line 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 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 and the proposed building will be located within the steep slope area.

Item # 7:

Civic # 28-36 Dogberry Hill Road Extension
Business
Zoning: Residential Medium Density (RMD) - Unserviced

The Committee recommends that the application for Civic # 28-36 Dogberry Hill Road Extension be granted approval in principle, permitting the establishment of a child care business as a 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 # 8:

Civics # 551-553 & 555-559 Old Broad Cove Road

Reconfigure Property Boundary

Zoning: Residential Medium Density (RMD) - Unserviced

- B. The Committee recommends that the application for Civics # 551-553 & 555-559 Old Broad Cove Road be granted approval in principle, permitting the reconfiguration of the property boundary between the two properties.**

The Administrator recommended that this application be rejected as it does not comply with Development Regulation 49 (3g) (Non-Conforming Use) as the development will be expanded and will not result in a property which conforms to the development standards for Residential Medium Density (side yard).

- C. The Committee recommends that the application for Civic # 555-559 Old Broad Cove Road be granted approval in principle, permitting the demolition and construction of a single dwelling. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government.**

Item # 9:

Civic # 907A Indian Meal Line

Single Dwelling

Zoning: Residential Low Density & Mixed Use (RLD & MIX) - Unserviced

The Committee recommends that the application to construct a single dwelling at Civic # 907A Indian Meal Line be rejected as it does not comply with the Town's Municipal Plan & Development Regulations, specifically Plan Policy GL-6 (General Layout Policies), Development Regulation 47 (Lot Frontage), and Schedule C: Mixed Use.

The Administrator recommended that this application be rejected.

Item # 10:

Civic # 215-217 Old Broad Cove Road

Single Dwelling

Zoning: Mixed Use (MIX) - Semi-Serviced

The Committee recommends that the application for Civic # 215-217 Old Broad Cove Road be granted approval in principle, permitting the construction of a single dwelling. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Schedule C: Mixed Use and Schedule E: Environmental Protection Overlay.

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

Item # 11:
Civic # 887-893 Indian Meal Line
Accessory Building
Zoning: Mixed Use (MIX) - Unserviced

The Committee recommends that the application for Civic # 887-893 Indian Meal Line 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: Mixed Use.

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

Item # 12:
Civics # 214-216A Bauline Line Extension
Subdivide Property
Zoning: Residential Low Density (RLD) - Unserviced

The Committee recommends that the application for Civic # 214-216A Bauline Line Extension be granted approval in principle, permitting the subdivision of property.

The Administrator recommended that this application be rejected as it does not comply with the Town’s Municipal Plan & Development Regulations as the proposed parcel will not have any frontage on a publically maintained street which does not comply with Plan Policy GL-6 (General Layout Policies), Plan Policy GLU-9 (Access to Public Streets and Roads), and Schedule C: General Provision # 12 (c) (Environmental Protection).

Correspondence:

Item # 15:
Civics # 49-53 & 55-63 Jera Street -Refinement to Schedule E: Environmental Protection Overlay

The Committee recommends that the refinement to a wetland area identified on the Environmental Protection Map within Schedule E: Environmental Protection Overlay at Civics # 49-53 & 55-63 Jera Street 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.

Permits Issued:

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	16-385	09/09/2016	235-237	Bauline Line Extension	Dwelling Extension
2	16-386	09/09/2016	20	Megan Ridge Drive	Site Preparation
3	16-387	06/12/2016	34-38	Patricia Drive	Accessory Building
4	16-388	09/12/2016	1395	Thorburn Road	Accessory Building
5	16-389	09/13/2016	28	Country Garden Road	Accessory Building

6	16-390	09/14/2016	10	Oceans Edge	Occupancy
7	16-391	09/14/2016	96-98	Round Pond Road	Test Holes
8	16-392	09/14/2016	35	Peggy Deane Drive	Site Preparation
9	16-393	09/14/2016	58B	Kings Hill Road	Accessory Building
10	16-394	09/14/2016	58B	Kings Hill Road	Demolition
11	16-395	09/14/2016	156-158	Tolt Road	Water Connection
12	16-396	09/14/2016	31	Beachy Cove Road	Accessory Building
13	16-397	09/14/2016	7-9	Anglican Cemetery Road Ext.	Site Preparation
14	16-398	09/15/2016	103-107	Round Pond Road	Single Dwelling
15	16-399	09/16/2016	10	Willow Bend Close	Accessory Building
16	16-400	09/16/2016	20-30	Coadys Road	Business
17	16-401	09/19/2016	8-10	Summerwood Place	Property Development
18	16-402	09/19/2016	8	Eileen Place	Occupancy
19	16-403	09/20/2016	5	Princeton Place	Accessory Building
20	16-404	09/21/2016	17	Matthew Place	Dwelling Extension
21	16-405	09/21/2016	1	Sparta Place	Single Dwelling
22	16-406	09/21/2016	55-59	Windsor Heights	Single Dwelling
23	16-407	09/21/2016	24	Megan Ridge Drive	Occupancy
24	16-408	09/21/2016	7	Oak Terrace	Occupancy
25	16-409	09/21/2016	11	Blue Sky Drive	Business
26	16-410	09/22/2016	39-41	Windsor Heights	Dwelling Repairs