



Minutes
Town of Three Rivers
Planning Board Meeting

November 2, 2021, 7:00 pm
Cavendish Farms Wellness Centre

Members Present	Chair Councillor Jane King, Mark Baker, Reg Conohan, Tricia Johnston-Martell (via Zoom), Councillor Cameron MacLean, Derek Nicholson
Regrets	Jackie Bourgeois
Staff Present	Manager of Corporate Services Danielle Herring, Planning & Development Officer Lee Kenebel, Planning Technician Patrick Donahoe, Administrative Assistant Chelsey Leard
Others Present	1 Audio Tech

1. Call to Order

Chair Councillor Jane King called the meeting to order at 7:00 PM. She welcomed Lee Kenebel, the new Planning & Development Officer for the Town.

2. Approval of Agenda

Moved By Councillor Cameron MacLean

Seconded By Mark Baker

THAT the agenda be approved as written.

Motion Carried Unanimously

3. Disclosure of Conflict of Interest

There was none.

4. Adoption of Minutes

4.1 Adoption of October 4, 2021 Planning Board Meeting Minutes

Moved By Reg Conohan

Seconded By Tricia Johnston-Martell

THAT the minutes of the October 4, 2021 Town of Three Rivers Planning Board meeting be adopted as written.

Motion Carried Unanimously

4.2 Adoption of October 21, 2021 Special Planning Board Meeting Minutes

The October 21, 2021, Special Planning Board Meeting minutes require edits and will be moved to adoption at the December meeting.

5. Presentations and Delegations

6. Items to be Addressed

6.1 Rescind Motion Made on May 3, 2021 by Planning Board

Moved By Reg Conohan

Seconded By Councillor Cameron MacLean

TO Rescind the following motion made on May 3, 2021, by Planning Board re: Application for rezoning PIDs 195537, 195511, 195529 & 195552, Annear Drive, Main Street & Donald MacLeod Drive, Montague

“That Planning Board recommend to Council that the Town of Montague Zoning Bylaw 2017 (2016-02) be amended to change the designation of PIDs 195537, 195511, 195529 & 195552 on the Montague Zoning Map from R1 (Residential Single Family) to R2 (Two Family Residential).”

Motion Carried Unanimously

6.2 Application for Rezoning - PIDs 195537, 195511, 195529 & 195552, Annear Drive, Main Street & Donald MacLeod Drive, Montague

Moved By Derek Nicholson

Seconded By Councillor Cameron MacLean

THAT Planning Board recommend to Council that the Town of Montague Zoning Bylaw 2017 (2016-02) be amended to change the designation of PIDs 195537, 195511, 195529 & 195552 on the Montague Zoning Map from R1 (Residential Single Family) to R2 (Two Family Residential).

Motion Carried Unanimously

6.3 Rescind Motion Made on May 3, 2021 by Planning Board

Moved By Reg Conohan

Seconded By Tricia Johnston-Martell

TO rescind the following motion made on May 3, 2021, by Planning Board re: Application for Rezoning PID 890988, Lot 20-1, Kent Street, Georgetown

“That Planning Board recommend to Council that the Town of Georgetown Zoning & Subdivision (Development) Bylaw (2018) be

amended to change the designation of proposed Lot 20-1 on Kent Street (PID 890988) on the Georgetown Zoning Map from R1 (Single Unit Residential) to R3 (Multiple Unit Residential).”

Motion Carried Unanimously

6.4 Application for Rezoning - PID 890988, Lot 20-1 Kent Street, Georgetown

Moved By Councillor Cameron MacLean

Seconded By Mark Baker

THAT Planning Board recommend to Council that the Town of Georgetown Zoning & Subdivision (Development) Bylaw (2018) be amended to change the designation of proposed Lot 20-1 on Kent Street (PID 890988) on the Georgetown Zoning Map from RI (Single Unit Residential) to R3 (Multiple Unit Residential).

Motion Carried Unanimously

6.5 Application for Sign Variance - PID 198986, 505 Main Street, Montague

Moved By Derek Nicholson

Seconded By Reg Conohan

THAT Planning Board recommends to Council to approve the double drive thru, the variance and, the development for the additional three signs for McDonald's Restaurant, located at 505 Main Street, Montague, PIO #198986. The signage approval is for a 2'-4 3/4"x 6'-9 7/8" pre-sale sign, a 19'- 4 1/4" x 10'-11 1/4" height restriction sign and a 4'-9 9/16" x 6' 9 7/8" digital menu board sign.

Motion Carried Unanimously

6.6 Application for Severance - PID 165605, Brudenell Point Road, Brudenell

Moved By Councillor Cameron MacLean

Seconded By Mark Baker

THAT Planning Board recommend to Council that the proposed severance of a 4.8-acre lot from a 70.5-acre lot PID#165605, Brudenell Point Rd be approved on the following conditions.

Conditions:

1. All transactions involving the transfer of money or land in conjunction with the subdivision have been made to the satisfaction of Council.
2. The subdivision has been surveyed and the survey plan has been certified by a Prince Edward Island Land Surveyor & the planning department has received 6 copies.

3. Approval obtained from appropriate provincial departments.
4. Furnish evidence that an on-site sewage disposal system permit has been obtained and meets the requirements, according to the PEI Sewage Disposal Regulations in the Environmental Protection Act, prior to the issuance of a subdivision permit.
5. An entranceway permit recognized by the Department of Transportation, Infrastructure and Energy.

Motion Carried Unanimously

6.7 Application for Development - 10 Unit Family & Senior Social Housing, PID 890988, Lot 20-1 Kent Street, Georgetown

Moved By Tricia Johnston-Martell

Seconded By Councillor Cameron MacLean

THAT Planning Board recommend to Council to approve the application for development of a 10 Unit Family and Senior Housing on the land at Plot 20-1, PID 890988, Kent Street, Georgetown. The floor area of the building as detailed covers 1129 square metres (12152.45 sq/ft.). It will be 62.8 m. (206 ft.) by 18.6 m. (61 ft.) and is 8.61 m. (28.25 ft.) in height at its tallest point. The recommendation for approval is subject to the following conditions:

1. That Planning Board recommends to Council to approve the erection of 10 Unit Family and Senior Social Housing subject to the proposed rezoning of parcel 890988 on Kent Street in Georgetown from R1 to R3 under the Town of Georgetown Development Bylaw 2018.
2. That Planning Board recommends to Council to approve the lot frontage variance of 4.5% subject to the notification procedures of Part 16 of the Town of Georgetown Development Bylaw 2018.
3. That Planning Board recommend to Council that water and sewer infrastructure connections be undertaken at the applicant's expense in accordance with the servicing requirements of Part 9.6 of the Town of Georgetown Development Bylaw 2018.

Motion Carried Unanimously

7. Other

7.1 Policies & Procedures

It was decided that going forward all Planning Board meetings would be recorded via a voice recording device. There were questions about liability coverage and if Planning Board was covered, Danielle is going to look into and forward the board any information. There was discussion about the number of items on a Planning Board Agenda and how to decide when it's considered full.

7.2 Official Plan/Fotenn Update

Manager of Corporate Services Danielle Herring provided an update, the first draft of the Official Plan should be available by the first of next week for the Planning Board to review. There is going to be a public consultation with Fotenn on Monday, November 29th. This will be the final public engagement session and once it's completed Council and Planning Board will be able to make recommendations. The Zoning Bylaws should be available by end of next week.

7.3 Monthly Meetings for 2022

Starting in January 2022 the Planning Board meetings will be held on the 4th Thursday of the month. After the Monday, December 6th meeting, the next scheduled meeting will be Thursday, January 27th. If necessary, a Special Planning board meeting may be held between the December & January meetings.

8. Adjournment

The meeting was adjourned at 7:52 PM.

Moved By Mark Baker

THAT the meeting be adjourned.

Motion Carried Unanimously

Jane King

Chair Councillor Jane King