



**Planning Advisory Committee  
June 27, 2023 – 7:00 pm  
Council Chambers  
Minutes**

**Attendees:**

Murray Goodman	Dave Henderson	Luke Johnson
Jamie Mahoney	Mark Reid (Chair)	Chris Rendell
Art Roy	Phil Taber	Councillor Kim Tompkins

**Guests:**

Randy Gilmore	Applicant Lot 21-1 Spruce Lane
James Reid	88 Hilltop, Hampton

**Town Staff:**

Richard Malone	CAO
Arthur McCarthy	PLED Director/Development Officer
Bailey Brogan	Assistant Planner/Development Officer
Marilyn Duplacey	Planning Coordinator

**1. Call to Order.**

Mark Reid, Chair, called the meeting to order at 7:00 pm.

**2. Approval of Agenda**

**Moved by Murray Goodman and seconded by Dave Henderson to accept the agenda as presented. Motion Carried**

**3. Disclosure of Conflict of Interest**

None declared.

**4. Approval of Minutes May 30, 2023**

**Moved by Chris Rendell and seconded by Art Roy that the minutes of May 30, 2023, be approved as presented. Motion Carried**

**5. Building Reports: May 2023**

**Moved by Councillor Kim Tompkins and seconded by Jamie Mahoney to accept the Building Reports as presented. Motion Carried**



## 6. Old Business: Cobblehill Overall Development – Recommendation to Council

Following review and recommendation to Committees of Council, the Cobblehill Development tentative subdivision plan was submitted to Council on June 13, 2023. Council approved Cobblehill Development Phase 1 (DWG: M1-B dated May 15, 2023) proposing to establish a ten (10) lot residential subdivision intended for small lot single unit dwellings and tabled the overall tentative subdivision plan as recommended by Planning Advisory Committee, Leisure Services Advisory Committee and Public Works and Utilities Committee.

**“Moved by Councillor Tompkins and seconded by Deputy Mayor Salgado that Hampton Council table the overall tentative subdivision plan Cobblehill Development Phase 1-2-3-4 (DWG: M1-C dated May 15, 2023) proposing to establish a 109-lot residential subdivision intended for small lot single unit dwellings and request the following:**

- 1) Further information be submitted to the Public Works and Utilities Committee, Leisure Services Committee and the Planning Advisory Committee to address the concerns listed below:
  - a) A secondary access to the overall development for emergency services.
  - b) The use of the utility transmission corridor as LPP and the impacts NB power may have on this space while accessing the area for maintenance/repairs,
  - c) Clarity surrounding what is proposed as LPP as the plan currently presents green spaces and trails but is unclear which are being proposed as LPP, and
  - d) Right-of-way width as it relates to cul-de-sac, roundabouts and one-way street section.”

On June 19, 2023, the developer sent a revised overall development plan Cobblehill Development Phase 1-2-3-4 (DWG: M2-E dated June 19, 2023) in response to the tabled item (attached). The updates to this plan include:

- a) A secondary access to the development has been added from Phaeton Drive.
- b) All shrubs planted will be a minimum of 20 ft away from NB Power utility towers. Paths and greenspaces shown can be moved or removed and reinstalled as required by NB Power Staff and the property owner.
- c) Further clarity has been added to provide separation between Land for Public Purpose and the right-of-way (ROW) for Greenspaces 3-5 (Table 1).
  - i. Trails, greens space and stormwater management facilities have been identified with colouring.
- d) ROW for one-way streets (roundabouts) have a minimum width of 15 m.

The Committee discussed an alternative access over the NB Power easement to the new Multi-purpose Center. Staff advised that the access to the Multi-purpose Center would be considered as a driveway and not a ROW, and as such, not be advisable to develop a third connection to this area at this time. Staff also advised that the Leisure Service Committee recommended an additional active transportation trail from the intersection of Haymarket Lane/Yardley Way to Greenspace G8 is provided for connectivity to the future multipurpose recreation hub. Following discussion, the committee made the following motion:



Moved by Councillor Tompkins and seconded by Dave Henderson that the Planning Advisory Committee recommend that Council approve the tentative subdivision plan Cobblehill Development Phases 1-2-3-4 (DWG: M2-E dated June 19, 2023) proposing to establish a one-hundred and one (101) lot residential subdivision intended for small lot single unit dwellings subject to the following:

- i) A Stormwater Management Plan to meet the requirements in the Town of Hampton Stormwater Management Guidelines,
- ii) An acceptable water study to meet the requirements of the New Brunswick Department of Environment and Local Government,
- iii) Engineering design of municipal infrastructure to meet the requirements of the Town of Hampton Standard Specification,
- iv) Buffering between adjacent commercial properties and the highway as required by the Hampton zoning by-law 216-2021,
- v) The Landowner enters into a Developers Agreement with Council to assure the development of the residential subdivision adheres to the Towns By-Laws, Guidelines, Standards and Policies, and provides the appropriate bonding as determined by the Department Director prior to final approval of the development,
- vi) And request staff forward along comments from the Environment Committee regarding encouraging developing energy efficient homes and LED lights with full cut off.

**Motion Carried**

**7. New Business: Lot 21 Spruce Lane, Damascus NB**

- 1) Conditional Use**
- 2) Variance – lot size**

The application is for a conditional use for a “tourist establishment” to establish the development of three cabins off Spruce Lane in Damascus (Ward 1). A tourist establishment is listed as a conditional use in the Mixed Use Zone under the *Hampton Parish Planning Area Rural Plan* (Rural Plan), and is subject to terms and conditions that may be set by the Planning Advisory Committee.

One variance for lot size would be required to operate this establishment as proposed. More information on the proposed variance is listed in Table 1.

*Table 1: Proposed variance for Lot 21-1, Spruce Lane, Damascus.*

<b>Development Standard</b>	<b>Proposed</b>	<b>Development Standard</b>	<b>Variance</b>
Lot size	4050 m <sup>2</sup>	8094 m <sup>2</sup>	<b>4044 m<sup>2</sup> (50%)</b>



The applicant presented to the Committee and stated that the development is intended for overnight accommodations and that the size was determined based on sewage disposal requirements from Public Health. The Committee inquired about utilities, and Mr. Gilmore stated these will be provided by an alternative energy source (solar panels). The Committee thanked Mr. Gilmore for his presentation and asked that he leave the room while the Committee discussed the file, to which he agreed.

Some committee members expressed concerns regarding the consideration for letters received from property owners within 100 m of the applicant's property. Other members of the Committee supported the staff report, and the suggested terms and conditions adequately addressed the concerns outlined in the letters from neighbours.

The committee requested that Mr. Gilmore rejoin the meeting. Following the discussion, the committee made the following motion:

**Moved by Councillor Tompkins and seconded by Phil Taber that the Planning Advisory Committee approve the requested conditional use of tourist establishment, for the property identified as PID 30347561, located at lot 21-1 Spruce Lane, Damascus, subject to the following terms and conditions:**

- **OSSD Permit is obtained from the Department of Justice and Public Safety.**
- **The conditions of Schedule 'A' in the applicant's Request for an Exemption Pursuant to Subsection 14.1(1) of the Clean Water Act are fulfilled.**
- **When abutting a residential dwelling, a 1.8-metre-tall opaque fence shall be required, unless an adequate treed buffer is maintained to reasonably shield the use from view. The width of the treed buffer is to be determined by the Development Officer.**

**Councillor Kim Tompkins, Luke Johnson, Chris Rendell, Mark Reid, Phil Taber, David Henderson and Art Roy voted in favour of the motion. Murray Goodman and Jamie Mahoney voted against the motion.**

**Motion Carried**

**Moved by Phil Taber and seconded by Luke Johnson to approve the requested variance of 4044 m<sup>2</sup> (50%) from the permitted lot size for a tourist establishment, for the property identified as PID 30347561, located at Lot 21-1 Spruce Lane, Damascus**

**Councillor Kim Tompkins, Luke Johnson, Chris Rendell, Mark Reid, Phil Taber, David Henderson and Art Roy voted in favour of the motion. Murray Goodman and Jamie Mahoney voted against the motion.**

**Motion Carried**

Following the vote, the Committee discussed whether letters in opposition should be read into the minutes in the future to ensure that they are given consideration in the meeting. The Committee also



suggested that staff visit the property in question during the investigation to determine on-the-ground conditions. Staff stated that they would review the Procedural By-law to determine how letters are addressed in the meeting, and that they could complete site visits in the future since they may be less familiar with Wards 1 and 3.

- 8. **Other:** No other business
- 9. **Next Meeting** Scheduled for July 25, 2023

10. **Adjournment.**

**Moved by Chris Rendell that the meeting be adjourned at 8:36 pm.**

**Motion Carried**

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**Mark Reid - Chairperson**

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**Marilyn Duplacey  
Planning Coordinator**