



Planning Advisory Committee Meeting Minutes

March 25, 2025 - 7:00 pm

Attendees:

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

Guests:

Brett Norrad – Applicant, 405 William Bell Drive

Staff:

Bailey Brogan	Assistant Planner/Development Officer
Arthur McCarthur, P.Eng	PLED Director/Development Officer

1. Call to Order

The meeting was called to order by the Chair, Mark Reid, at 7:07 pm.

2. Approval of Agenda

Moved by Phil Taber and seconded by Councillor Tompkins to approve the agenda.

Motion Carried

3. Disclosure of Conflict of Interest - none declared.

4. Approval of Minutes: February 2025

Moved by Councillor Tompkins and seconded by Jamie Mahoney to approve the minutes of the February 25, 2025 meeting

Motion Carried

5. Building Reports: February 2025

Moved by Jamie Mahoney and seconded by Dave Henderson to accept the February 25, 2025 building reports.

Motion Carried

6. New Business: Conditional Use and Variance – 405 William Bell Dr., Hampton NB

The application is to develop a recycling facility on a vacant lot located at 405 William Bell Drive. A recycling facility is defined in the Zoning By-law as “a building which is used for the deposit and handling of waste paper, rags, tires, bottles or other materials which are to be delivered wholesale to other off-site operations for further processing or salvage, but does not include salvage yards.” A recycling facility is listed as a conditional use in the General Commercial Zone under the Hampton Zoning By-Law (HAM-2023-16) and is subject to terms and conditions that may be set by the Planning Advisory Committee. The proposed building will front on to William Bell Drive and requires a variance under the Hampton Zoning By-Law Section 7.3.6 which states that a recycling facility shall not front onto William Bell Drive or Main Street.

The Committee discussed the goals for William Bell Drive laid out in the Municipal Plan and that this area is intended to have large scale commercial businesses and services. The Committee also noted that the Municipal Plan does not



highlight recycling facility as being a use to avoid, and that the use is currently existing on William Bell Drive. The Committee discussed the proposed variance from Section 7.3.6 and staff provided further context to the definition of “fronting” which would be defined as “facing” William Bell Drive. Since the recycling facility drop-off is proposed to be at the rear of the building, the Committee made the following motions:

1. **Moved by Councillor Tompkins and seconded by Dave Henderson that the Planning Advisory Committee approve the requested variance from the Hampton Zoning By-law to permit a recycling facility to front on to William Bell Drive for the property identified as PID 30299580, located at 405 William Bell Drive as the use is already existing on William Bell Drive and beneficial to the development of the property, with the following conditions:**
 - a. **The office is constructed fronting William Bell Drive;**
 - b. **An updated elevation drawing of the front of the building is submitted that excludes the commercial garage-style door fronting William Bell Drive and is approved by the Development Officer.**

**In Favour: Dave Henderson, Luke Johnson, Councillor Tompkins, Art Roy, Chris Rendell, Mark Reid, Jamie Mahoney
Contrary Minded: Phil Taber**

Motion Carried

2. **Moved by Mark Reid and seconded by Art Roy that the Planning Advisory Committee approve the requested conditional use of recycling facility in the General Commercial Zone for the property identified as PID 30299580, located at 405 William Bell Drive, subject to the following terms and conditions:**
 - a. **A servicing plan is approved by the Director of Public Works and Utilities and the Development Officer;**
 - b. **A stormwater management plan is submitted to include plans for drainage, sediment and erosion control, lot grading and landscaping and is approved by the Development Officer;**
 - c. **Any outdoor storage of materials (including garbage and recycling containers) be screened from view and approved by the Development Officer;**
 - d. **Exterior lighting meets the provisions of Section 4.18.3 of the Hampton Zoning By-law;**
 - e. **Shipping containers do not contain hazardous or dangerous goods as per Section 4.3.7 of the Zoning By-law;**
 - f. **A vegetative buffer is maintained at the rear property line;**
 - g. **The development conforms with requirements in the Hampton Building By-law (HAM-2024-19) and Signage By-law (165-05).**

Motion Carried

7. Next Meeting Regular Meeting: Scheduled for April 29, 2025

8. Adjournment

Moved by Phil Taber to adjourn the meeting at 8:09 pm.