

A meeting of the Planning Services Public Advisory Panel (PSPAP) was held at the Town Hall on Monday, September 26, 2016, starting at 7:50 p.m.

PRESENT

Chairing the meeting, Deputy Mayor Dan Smith; Councillor Darren Boates; Citizens-at-large Colin Crowell, and Mike Hazelwood; Chief Administrative Officer, Rachel Turner; Planner and Development Officer, Chris Millier; and Recording Secretary, Sandi Millett-Campbell.

Regrets: Mayor Calvin Eddy, Tom Spinney and Reinhold Griff.

Also in attendance were: Steve Dow, Orchard Queen Motel and RV Park; and one (1) citizen.

1. CALL TO ORDER

Chair Smith called the meeting to order at 7:50 p.m.

2. APPROVAL OF THE AGENDA

160926.01: It was moved and seconded to approve the agenda as circulated. Motion carried.

3. APPROVAL OF THE MINUTES

160926.02: It was moved and seconded, that the minutes of the Planning Services Public Advisory Panel of September 12, 2016, be approved as circulated. Motion carried.

4. REQUEST FOR LUB AMENDMENT – ORCHARD QUEEN MOTEL & RV PARK

Planner Millier advised that the Town had received a revision to the current application from Orchard Queen Motel & RV Park to amend the Middleton Land Use Bylaw (LUB). The application seeks zoning changes to allow expansion of the RV Park onto the adjacent land at 421 Main Street (PID 05080049). The existing dwelling and residential use at 421 Main Street will remain and the rear of the property will be consolidated with the RV Park property and new RV sites would be developed.

Council has directed the Planning Services Public Advisory Panel (PSPAP) to process the request as an amendment to the Land Use Bylaw (rezoning) pursuant to Policy I5.

Planner Millier reviewed the revised site plan and proposed amendment to the LUB including:

- Residential use is not permitted in the Highway Commercial (HC) zone;
- The Town needs to protect the current easement on the properties to respect the intention of the easement for the Town.
- Advise the Town to investigate with the legal and engineering departments on the easement.
- Rezoning is not appropriate for the revised application dated September 20, 2016. The application should go through the Municipal Planning Strategy (MPS) amendment and including the boundaries between a Residential zone and Highway Commercial zone.
- Two options for the revised application: roll into the current MPS review or get Council's approval to start an MPS amendment.

Steve Dow, owner of the Orchard Queen Motel and RV Park stated:

- Submitted a revised site plan and the access to the new sites will be from the existing RV Park and will be a fourteen (14) foot roadway;
- they are looking to install ten (10) new RV sites;

160926.03 It was moved and seconded that the Planning Services Public Advisory Panel, on recommendation of the Planner, agreed to recommend to Council that the current revised application dated September 20, 2016 roll into the current Municipal Planning Strategy review and refer Council to deal with the potential encroachment of the current easement at 421 Main Street (PID 05080049). Motion Carried.

Steve Dow, Orchard Queen Motel and RV Park and one (1) citizen left the meeting at 8:32 p.m.

5. **PUBLIC CONSULTATION PROCESS**

Planner Millier will prepare the proposed changes to the MPS / LUB document that basically summarizes the proposed changes for the public consultation. The public consultation will include a small presentation/overview of the changes with breakout session organized by sections where the public can choose what sections they have the most interest in. The meetings can be over a couple of nights, days, Saturdays, and posted on the website with the opportunity for comment.

6. **PART 4.5 – NON-CONFORMING USES**

Planner Millier reviewed the report with the non-conforming uses and variances that is available to use through the Municipal Government Act (MGA). By including sections of the MGA in the Town's plan it will give the Development Officer the flexibility to allow for the variance or non-conforming uses if deemed appropriate by the Development Officer. The Committee agreed to include section 235 (2) and 242 (1) with the exception of 242 (1) (f).

7. **REVIEW: MPS SECTOR/LAND USE POLICIES (GENERAL PROVISIONS & DEFINITIONS)**

Discussion on the MPS sector and LUB policies and definitions was deferred to the next meeting.

8. **NEXT MEETING**

The next meeting will be either Tuesday, October 18, 2016 or Monday, October 24, 2016 at 7 p.m. and include a review of General Provisions for All Zones (Land Use Bylaw – Parts 5, 6, 7) and Definitions (Land Use Bylaw - Part 2).

9. **ADJOURNMENT**

160926.04: It was moved and seconded to adjourn the meeting at 9:09 p.m. Motion carried.


CHAIR


RECORDING SECRETARY