

**TOWN OF NORMAN WELLS  
TOWN PLANNING AND LAND USE COMMITTEE  
Regular Scheduled Meeting for Thursday, March 25, 2021  
Council Chambers @ 8:00 pm**

**MEETING MINUTES**

<b>Present:</b>	David Wever	Councillor–Chairperson
	Jean-Paul Bernard	Councillor-Alternate Chairperson
	Carol Lorentz	Member
	Cindy Collier	Member
	Dee Opperman	Member

**Regret:**

<b>Administration:</b>	Johannie Lapierre	Development Officer
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**1. Call to Order –7:15 PM**

**2. Declaration of Conflict of Interest**

None.

**3. Review and Adoption of Agenda**

**‘Be is resolved that the agenda of the Town Planning and Land Use committee meeting dated March 25th is hereby adopted.’**

**Moved: Member Collier**

**Seconded: Member Lorentz**

**Adopted**

**4. Delegation**

a) Felize Candia, member of the Economic Development committee - Landmarks, areas and trails identification for a tourism product

**Tabled**

**5. Review and Adoption of Minutes**

None.

**6. Old Business:**

a) Zoning by-law review

The Chairperson provides an update on the by-law renewal project: Council commented on the draft by-law presented to them and voted first reading. There will be a Public Hearing for both the Community Plan and the Zoning by-law. The Development Officer details the adjustments made to the Zoning by-law according to Council’s feedback and lists the outstanding items to discuss with the committee.

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Member Lorentz inquires on the reasons why the number of dwelling units on a land is not based on the lot size. The addition of secondary suites in the by-law will offer a possibility of more dwelling units on the same land. There is a limit no matter the lot size to keep a certain order and uniformity in the developments in a zone (e.g. number of necessary parking areas) while offering a variety of opportunities.

The committee discussed on the process if a property is currently not in compliance. Some work was done on the Non conforming building and use section in the draft by-law to clarify what can be grandfathered or not. If a possible non-compliance comes to the Town's attention, investigation will occur to verify compliance with the by-law in place and with any previous by-law. Discussions will take place with the owner to get the property in compliance in the case that grandfathering doesn't apply.

Some necessary corrections were noted:

Section 1.3 1): replace land by lane;

Section 1.7 1): replace Arctic Airports Division by Department of Infrastructure, Airports Division;

Section 5.22 2): replace Department of Transportation (DOT) Airports Division by Department of Infrastructure, Airports Division;

Section 6.6: replace table 6-2 by table 6-3.

The Development Officer explains that the fees and forms could take part of another by-law. Any reference to these schedules will be removed in that case.

The committee agrees with the added regulations about a cannabis store and asks if the 100 meters buffer is an established territorial or federal law. The Development Officer will refer the question to the consultants. In the optic of respecting the buffer with the current cannabis store, the committee suggests the playground located in front of the store to be rezoned as Commercial. If the Town plans to move the playground, the committee proposes the emplacement between the recreation facilities and Arctic Energy Alliance building after some beautification work.

The committee discusses of the possibility to rezone 2-3 Country residential properties currently used by businesses into Service commercial properties. After evaluating the pros and cons (lands availability, business promotion, location of other similar businesses, noise and traffic) and thinking of the future of the community, the committee would prefer to keep the lots as Country residential. An in-depth analysis would be done if the Town receives a rezoning application.

The proposed locations for tiny homes are confirmed.

In order to simplify and unify the application process, section 4.12 of the draft by-law will be modified to explain that a property owner who wishes to install a sea-can for less than 2 months shall apply for a temporary permit. Any person planning to place a sea-can for more than 2 months shall apply for a regular development permit.

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The committee inquires if a particular property where sea-cans were installed is in the compliance with the current Zoning by-law. The Development Officer replies that the Town identified that property, is in communication with the owner and that progress is being made to reach compliance.

The committee confirms the definition of "Foundation", as well as the possibility to request engineering approval or environmental assessment as a condition to issue a development permit.

**7. New Business:**

a) New chain off area identification

The Chairperson reports on a discussion that occurred at the last Council meeting, explaining that the actual chain off area at the end of the runway is not convenient because the trucking companies face a direct wind. The committee reinstates the necessity to avoid chains on Mackenzie Drive. When possible, the trucks could directly access the businesses they support. Some also go the S.R.P. There are some areas on the service road beside the Quarry road where trees provide more shelter. It is suggested to adjust the signage to allow the whole service road as a chain off area.

**8. Open Forum**

Member Opperman inquires on a property which might not comply with the current by-law. After investigation, a permit was issued but the use was not correctly identified and is not allowed in that specific zone. The building recently installed is considered in a poor shape and an eyesore for the neighbourhood. Here are the possible actions to pursue on this file:

- a) Verify with the owner if the development is considered completed;
- b) Investigate if the permit issue was followed;
- c) Use the Property standards by-law.

The Chairperson expresses the need for a discussion about signs in a next meeting. Some take part of a current funding application, but more are required. It would make a big difference in town. The committee will email their ideas to the Development Officer. Member Opperman notes that the information on the sign in front of the Town Office is outdated.

**9. Adjournment-9:19PM.**