



# Village of New Maryland

**PLANNING ADVISORY COMMITTEE**  
**Regular Meeting – 06 May, 2024**  
**Council Chamber - 584 New Maryland Highway**  
**7:00 p.m.**  
**AGENDA**

1. **Call to Order:**
2. **Approval of the Agenda:**
3. **Disclosure of Interest:**
4. **Approval of the Minutes:**
  - (i) Regular Meeting – 08 April 2024
5. **Business Arising from the Minutes:**
  - (i) Zoning By-law Amendment 04-01-2024 - Proposed 10-Unit Apartment Building - 7 Atkinson Lane
6. **Old Business:** None
7. **Reports:**
  - (i) Building Permit Report – April 2024
8. **New Business:** None
9. **Time and Date of Next Meeting:**
  - (i) 03 June 2024 @ 7:00 p.m. at Council Chamber
10. **Adjournment**



**Agenda Item No. 2 – Approval of the Agenda:** To address a procedural matter, staff would request that Agenda Item 5(i) be discussed and voted on prior to Agenda Item 4, and therefore would ask the Committee motion to approve the agenda accordingly.

**Agenda Item No. 5 (i) – Zoning By-law Amendment 04-01-2024 – Proposed 10-Unit Apartment Building – 7 Atkinson Lane:** Following discussion of the matter at the April 8<sup>th</sup> meeting, staff neglected to prompt the Committee for a formal motion and vote on the amended list of PAC recommendations to be forwarded to Council. To limit the perception of any procedural irregularity, staff would request the Committee motion to adopt the recommendations to Council as specifically outlined in the following excerpt from the attached April minutes:

*“With respect to proposed Zoning By-law Amendment 04-01-2024, PAC recommends further consideration of matters such as: the merits of relocation of the fire hydrant on Atkinson Lane; the proposed location of a service room within the building; whether relocation of proposed Lot 24-1 would allow for site development flexibility; the appropriateness of five driveways for a development considered as an apartment building; the need for, and the effectiveness of, a no parking zone on Atkinson Lane, and whether school bus stops on Kerry Lane or Atkinson Lane would be impacted. The Committee further recommended that the following also be considered in Council’s review of the requested re-zoning and development proposal:*

- a) Any such approval of the re-zoning of the property to a Residential Main Street Zone Four (R-4) be subject to a Section 59 Agreement with particular emphasis on site services, storm water management and landscape buffering requirements with the use of deciduous and coniferous plantings which are to be shown on a landscaping plan to the satisfaction of the Development Officer;*
- b) The applicant be required to consult with the New Brunswick Department of Transportation and Infrastructure (NB DTI) and provide a copy of their written response with regard to the proposed driveway access to New Maryland Highway;*
- c) The applicant be required to submit a qualified consultant’s report/traffic study that comments on, and provides solutions to, risks the proposed driveways may pose to traffic dynamics and traffic safety on New Maryland Highway and Atkinson Lane;*
- d) The site be developed substantially in accordance with the conceptual site plan, to the satisfaction of Council and the Development Officer;*
- e) Additional parking stalls to be added to the rear parking lot for the convenience of tenants and visitors;*
- f) A minimum of 1 (one) barrier-free parking stall to be provided as per the Zoning By-law;*
- g) The building exterior designs and finishes shall be in accordance with the Village Zoning By-law for the New Maryland Highway Central Corridor Overlay Zone;*
- h) Firefighting and fire protection requirements shall be to the satisfaction of Village Council, Fire Chief and Village Engineer;*
- i) Municipal water and sanitary sewer capacity be allocated and held available for the development for a period of 2 (two) years upon any enactment of the requested amendment and subject to registration of a Section 59 Zoning Agreement; and,*
- j) All construction shall be in accordance with all applicable Village by-laws & policies.”*

**Agenda Item No. 4 – Approval of the Minutes:** The attached draft minutes have been shared with Council for consideration in their further review of the re-zoning request and development proposal for 7 Atkinson Lane. Having addressed the procedural matter noted above, and subject to formal adoption of the attached April meeting minutes, the Committee’s recommendations to Council will be ratified in advance of the public hearing scheduled for May 8<sup>th</sup>.

**Agenda Item No. 7 (i) - Reports – Building Permit Report – April 2024:**

<b>Monthly Building Permit Summary</b>	<b>April 2024</b>	<b>April 2023</b>
Total Permits	14	11
Estimated Value of Construction	\$1,117,623	\$539,300.00
Fees Collected	\$8,380.25	\$4,072.75

The Year-to-date totals ending the month of April 2024 are as follows:

<b>Building Permit Summary YTD</b>	<b>YTD Ending April 2024</b>	<b>YTD Ending April 2023</b>
Total Permits	23	17
Estimated Value of Construction	\$1,654,623.00	\$713,100.00
Fees Collected	\$12,468.00	\$5,454.25

The building permit totals for April generally illustrate the typical trend for the level and type of construction activity during what is traditionally the start to the construction season. The nature of the projects (windows, siding, sheds, decks, and general renovations) is typical of past seasonal trends. Worth noting are the two permits issued for a new home construction in the Centennial Gardens Subdivision on Boxwood Lane, which contributed to a surge in the year-to-date totals as compared to April 2023.

**Village of New Maryland  
PLANNING ADVISORY COMMITTEE  
Minutes of Regular Meeting  
Council Chambers – 584 New Maryland Hwy.  
08 April 2024**

**Present:** Sam McEwan, Vice-Chair  
Mike Pauley  
Gillian Ash Richard  
Robin Chaplin  
Tim Scammell, Councillor

**Also Present:** Rob Pero, Building Inspector / Development Officer  
Ron Stewart

**Regrets:** Julie Clarke, Chair  
Audrey Harper, Administrative Assistant / Recording Secretary

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**1. Call to Order:**

Vice-Chair Sam McEwan called the regular meeting of the Planning Advisory Committee (PAC) to order at 7:01 p.m.

**2. Approval of the Agenda:**

**MOVED BY** Gillian Ash Richard and **seconded by** Robin Chaplin to approve the agenda as distributed. **MOTION CARRIED.**

**3. Disclosure of Interest: None.**

**4. Approval of the Minutes:**

**(i) Regular Meeting – 08 January 2024:**

**MOVED BY** Councillor Tim Scammell and **seconded by** Mike Pauley to approve the minutes of the January 8<sup>th</sup>, 2024 meeting. **MOTION CARRIED.**

**5. Business Arising from the Minutes:**

**(i) Notice of Decision – Zoning By-law Amendment 03-01-2023 – 196 Phillips Drive:**

Rob Pero advised the Committee that a Notice of Decision was sent informing the Applicant of Council's approval of the requested zoning by-law amendment. Advancement of the project is expected to commence once the Village's new water treatment plant is operational and expanded water capacity is available in 2025.

**6. Old Business: None**

**7. Reports:**

**(i) Building Permit Report – January 2024:**

Monthly Building Permit Summary	January 2024	January 2023
Total Permits	2	2
Estimated Value of Construction	\$73,000.00	\$40,000.00
Fees Collected	\$569.25	\$330.00

The Year-to-Date totals ending the month of January 2024 were as follows:

Building Permit Summary YTD	YTD Ending January 2024	YTD Ending January 2023
Total Permits	2	2
Estimated Value of Construction	\$73,000.00	\$40,000.00
Fees Collected	\$569.25	\$330.00

**(ii) Building Permit Report – February 2024:**

Monthly Building Permit Summary	February 2024	February 2023
Total Permits	3	2
Estimated Value of Construction	\$75,000.00	\$76,800.00
Fees Collected	\$603.75	\$598.25

The Year-to-Date totals ending the month of February 2024 were as follows:

Building Permit Summary YTD	YTD Ending February 2024	YTD Ending February 2023
Total Permits	5	4
Estimated Value of Construction	\$148,000.00	\$116,800.00
Fees Collected	\$1,173.00	\$928.25

**(ii) Building Permit Report – March 2024:**

Monthly Building Permit Summary	March 2024	March 2023
Total Permits	4	2
Estimated Value of Construction	\$389,000.00	\$57,000.00
Fees Collected	\$2,914.75	\$453.25

The Year-to-Date totals ending the month of March 2024 were as follows:

Building Permit Summary YTD	YTD Ending March 2024	YTD Ending March 2023
Total Permits	9	6
Estimated Value of Construction	\$537,000.00	\$173,800.00
Fees Collected	\$4,087.75	\$1,381.50

Rob Pero noted that building permit totals for the first quarter of the year illustrated the seasonal trend for the typical level of construction activity over the winter months. The nature of the projects (windows, siding, and general renovations) were typical of past seasonal trends. Worth noting was the permit issued for a new home construction in the Centennial Gardens Subdivision on Boxwood Lane, which contributed to increased year-to-date totals as compared to March 2023.

**8. New Business:**

**(i) Zoning By-law Amendment 04-01-2024 – Proposed 10-Unit Apartment Building – 7 Atkinson Lane:**

Rob Pero discussed with the Committee that on March 20<sup>th</sup>, 2024 Council adopted a resolution to formally request PAC's review and recommendations on the application to re-zone 7 Atkinson Lane from a Residential Zone Two (R-2) to a Residential Main Street Zone Four (R-4) to enable the future development of a 2 (two)-storey, 10 (ten)-unit apartment building.

Per Village policy, property owners within 100-metres of the subject site were provided written notice of the scheduled PAC meeting and the May 8<sup>th</sup> Public Hearing, details of the re-zoning application, and were advised of the opportunity to submit comments in person, or in writing, for PAC's consideration. Three residents submitted written comments, one of which was also in attendance at the meeting. Although they were encouraged to attend, there was no representation at the meeting on the part of the applicants.

Concerns about the proposed driveway accesses, and the potential impacts the development could pose to traffic dynamics and safety in the general area were the dominant themes expressed in the communications received from the public. The attending resident expressed concern for multiple opportunities for traffic conflicts due to the street and intersection geometry and vehicle speeds on New Maryland Highway, and provided accounts of existing traffic challenges he has observed as a long-standing resident of Baker Brook Court.

Much discussion ensued on various topics, and it was also noted that the preliminary building plans did not yet fully reflect the basement units as being separate from their respective 2-story units.

With respect to proposed Zoning By-law Amendment 04-01-2024, PAC recommended further consideration of matters such as: the merits of relocation of the fire hydrant on Atkinson Lane; the proposed location of a service room within the building; whether relocation of proposed Lot 24-1 would allow for site development flexibility; the appropriateness of five driveways for a development considered as an apartment building; the need for, and the effectiveness of, a no parking zone on Atkinson Lane, and whether school bus stops on Kerry Lane or Atkinson Lane would be impacted. The Committee further recommended that the following also be considered in Council's review of the requested re-zoning and development proposal:

- a) Any such approval of the re-zoning of the property to a Residential Main Street Zone Four (R-4) be subject to a Section 59 Agreement with particular emphasis on site services, storm water management and landscape buffering requirements with the use of deciduous and coniferous plantings which are to be shown on a landscaping plan to the satisfaction of the Development Officer;
- b) The applicant be required to consult with the New Brunswick Department of Transportation and Infrastructure (NB DTI) and provide a copy of their written response with regard to the proposed driveway access to New Maryland Highway;
- c) The applicant be required to submit a qualified consultant's report/traffic study that comments on, and provides solutions to, risks the proposed driveways may pose to traffic dynamics and traffic safety on New Maryland Highway and Atkinson Lane;
- d) The site be developed substantially in accordance with the conceptual site plan, to the satisfaction of Council and the Development Officer;
- e) Additional parking stalls to be added to the rear parking lot for the convenience of tenants and visitors;
- f) A minimum of 1 (one) barrier-free parking stall to be provided as per the Zoning By-law;
- g) The building exterior designs and finishes shall be in accordance with the Village Zoning By-law for the New Maryland Highway Central Corridor Overlay Zone;
- h) Firefighting and fire protection requirements shall be to the satisfaction of Village Council, Fire Chief and Village Engineer;
- i) Municipal water and sanitary sewer capacity be allocated and held available for the development for a period of 2 (two) years upon any enactment of the requested amendment and subject to registration of a Section 59 Zoning Agreement; and,
- j) All construction shall be in accordance with all applicable Village by-laws & policies.

(ii) **Appointment of PAC Members:**

Rob Pero discussed that the terms of office for PAC members Gillian Ash-Richard, and Councillor Tim Scammell are scheduled to expire in June 2024.

In accordance with the Village's Procedural By-law No. 50, when a vacancy opportunity arises, or when the term of membership of a current committee member is due for renewal, notification shall be posted via the Daily Gleaner and social media advertising of the opportunity for membership on PAC. Residents interested in a membership role, including a current member whose term is about to expire, must submit an application form for Council's consideration.

Rob Pero advised that public notice would soon be posted to advertise the PAC membership opportunity.

**8. Time and Date of Next Meeting:**

06 May 2024 @ 7:00 p.m. at Council Chambers.

**10. Adjournment:**

**MOVED BY Mike Pauley to adjourn the meeting at 8:43 p.m. MOTION CARRIED**

Respectfully submitted,

Rob Pero  
Building Inspector / Development Officer

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Building Inspector / Development Officer

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Sam McEwan  
Vice-Chairperson



## Village of New Maryland - BUILDING AND DEVELOPMENT PERMITS – April 2024

PERMIT #	DATE	BUILDING LOCATION	DESCRIPTION OF WORK	OWNER AND/OR CONTRACTOR	ESTIMATED COST	PERMIT FEE
24010	April 2, 2024	126 Timothy Drive PID 75071621	Replace 4 windows	Targett's Windows & Doors	\$6,506.00	\$70.75
24011	April 2, 2024	106 Phillips Drive PID 75064436	Install a 10'x16' storage shed	Bill Christensen	\$5,000.00	\$50.00
24012	April 5, 2024	9 Gravenstein Street PID 75248021	Replace 11 windows	Jeffrey Munn	\$14,300.00	\$128.75
24013	April 15, 2024	41 Nicholson Crescent PID 75073494	Replace 5 windows and siding	Eric Howatt	\$10,000.00	\$92.50
24014	April 15, 2024	104 Heritage Avenue PID 75066514	Create bedroom in basement	Mark Small	\$32,000.00	\$252.00
24015	April 15, 2024	28 McFarlane Street PID 75243089	Replace existing deck	Shawn Furlong	\$12,000.00	\$107.00
24016	April 15, 2024	39 Melrose Avenue PID 75389734	Construct a 22'x31'6" detached garage	Dave Trask	\$50,000.00	\$382.50
24017	April 19, 2024	41 Boxwood Lane PID 75556811	Construct a two-storey single family dwelling with attached garage	Bowers Construction	\$650,000.00	\$4,732.50
24018	April 19, 2024	37 Boxwood Lane PID 75545459	Construct a one-storey single family dwelling with attached garage	Brookhaven Group Ltd.	\$300,000.00	\$2,195.00
24019	April 24, 2014	215 Bradshaw Drive PID 75079608	Replace 3 basement windows	Dorothy Webster	\$3,896.00	\$49.00
24020	April 26, 2024	78 Atkinson Lane PID 75317933	Construct a 10'x16' deck	Distinctive Homes	\$12,621.00	\$114.25
24021	April 26, 2024	429 New Maryland Hwy. Unit 201 PID 75270553	Renovate interior space (Unit 201) change of occupancy to daycare	Bowers Construction	\$10,000.00	\$92.50
24022	April 29, 2024	3 Bradley Avenue PID 75073825	Replace existing shed with new 10'x14' shed (Development Permit)	Stephen Pardy	\$6,000.00	\$50.00

## Village of New Maryland - BUILDING AND DEVELOPMENT PERMITS – April 2024

PERMIT #	DATE	BUILDING LOCATION	DESCRIPTION OF WORK	OWNER AND/OR CONTRACTOR	ESTIMATED COST	PERMIT FEE
24023	April 30, 2024	44 Woodlawn Lane	Replace existing deck	Callum Flynn	\$5,300.00	\$63.50
<b>Totals</b>				<b>April (14 permits)</b>	<b>\$1,117,623.00</b>	<b>\$8,380.25</b>