



Town of Amherst  
Planning Advisory Committee Meeting  
Agenda

Date: **Monday, November 7, 2022**  
Time: **4:30 pm**  
Location: **Council Chambers, Town Hall**

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	Pages
1. Call to Order	
1.1. Approval of Agenda	
1.2. Approval of Minutes - September 6, 2022	1 - 2
2. Introduction of new Land Use Planner / GIS Coordinator	
3. Dangerous and Unsightly Premises Update	3 - 4
4. MPS Review	
5. Adjournment	

**Town of Amherst  
Planning Advisory Committee  
Minutes**

**Date:** September 6, 2022  
**Time:** 4:30 pm  
**Location:** Council Chambers, Town Hall

**Members Present** Deputy Mayor Sheila Christie  
Councillor Hal Davidson  
Councillor Leon Landry (via Zoom)  
Citizen Representative Ronald Wilson  
Citizen Representative Larry Pardy  
Citizen Representative Creighton McCarthy

**Staff Present** Jason MacDonald, Chief Administrative Officer  
Andrew Fisher, Director of Planning & Strategic Initiatives  
Emily Wainwright, Dangerous/Unsightly Premises Administrator  
Natalie LeBlanc, Deputy Clerk

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**1. Call to Order**

The Chair called the meeting to order.

Councillor Landry left the meeting due to technical difficulties.

**1.1 Approval of Agenda**

**Moved By: Deputy Mayor Christie**

**Seconded By: Citizen McCarthy**

**That the agenda be approved as amended to include item 2.1 Dangerous and Unsightly Premises Demolitions Update.**

**Motion Carried**

**1.2 Approval of Minutes - June 6, 2022**

**Moved By: Citizen McCarthy**

**Seconded By: Deputy Mayor Christie**

**That the minutes of the June 6, 2022 meeting of the Planning Advisory Committee be approved as circulated.**

**Motion Carried**

**2. 112 Cordova Street Recommendation**

**Moved By: Councillor Davidson**

**Seconded By: Deputy Mayor Christie**

**That the Planning Advisory Committee order that the accessory buildings be relocated so they no longer violate minimum yard setbacks required between property lines and accessory buildings under the Land Use Bylaw, P-2, and require the accessory buildings to be weathertight and no longer unsightly within 30 days of this meeting. Failure by the property owner to do the work will result in the Town ordering demolition of both accessory buildings within 60 days of this meeting. If the owner fails to complete the demolitions, this will result in the Town completing the demolitions and sending all contents of the building to an appropriate solid waste facility, with all costs charged to the property owner's tax account.**

**Motion Carried**

3. **Flemming / Paradise Avenue Rezoning Application Recommendation**

Deputy Mayor Christie declared a conflict of interest due to her relatives living in the immediate area.

**Moved By: Citizen Pardy**

**Seconded By: Councillor Davidson**

**That the Planning Advisory Committee recommend that Council amend the Land Use Bylaw Schedule 'A' Zoning Map by changing the zoning of a portion of PID 25001926 located at Flemming Street and Paradise Avenue from Low Density Residential to General Residential.**

**Motion Carried**

4. **Mosher / Brown Street DA Recommendation**

Mr. Fisher reviewed his presentation addressing the concerns expressed by residents at the public participation opportunity.

Deputy Mayor Christie asked if this development will cause a significant increase in traffic congestion in this area. Mr. Fisher replied it would not.

Mr. McCarthy asked if the proposed development would be affordable housing units? Mr. Fisher replied he believes they will be “market value rentals” and not “affordable housing units.” He also asked who the developer is, Mr. Fisher responded that it is Nova View Developments Ltd.

The Chair asked about the developer’s construction schedule. Mr. Fisher replied that there is no set schedule. He also asked if the developer will need to meet any requirements before building permits are issued. Mr. Fisher replied that a drainage and storm water management plan would be required, and that they would be required to install base gravel along Gallagher extension prior to occupancy. Mr. Wilson stated that providing a complete drainage plan would be prudent prior to any development.

Mr. Pardy spoke to the extensive concerns expressed by the residents at the public participation opportunity, and asked if there will be another opportunity for public participation. Mr. Fisher replied that if Council gives first reading, a Public Hearing will be scheduled.

Councillor Davidson asked if a 3-way stop will be erected at Gallagher and Willow. Mr. Fisher advised that the traffic study did not recommend it; however, the installation of a cross walk was recommended. He added that there is always the option to add them if the need arises. Councillor Davidson would like to see this considered. Deputy Mayor Christie asked if this would need to be determined by Chief Pike as Traffic Authority to which Mr. Fisher replied yes.

**Moved By: Deputy Mayor Christie**

**Seconded By: Councillor Davidson**

**That the Planning Advisory Committee recommend that Council enter into the Development Agreement for Lot 21-2R as drafted.**

**Motion Carried**

5. **Adjournment**

**Moved by Councillor Davidson to adjourn the meeting.**

**Motion Carried**



TO: Planning Advisory Committee

FROM: Emily Wainwright, Dangerous & Unsightly Premises Administrator

DATE: November 7, 2022

RE: Dangerous and Unsightly – Demolitions Update

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Over the course of the last 8 months, the Planning Advisory Committee placed demolition orders on 4 buildings and a compliance order on 1 property. An update on each is as follows:

112 Cordova Street (PID 25015843) – Order to Conform to LUB by October 6, 2022

The PAC has ordered the two accessory buildings located at this property to conform to the Land Use Bylaw minimum set backs for accessory buildings, and that both buildings be weather tight and no longer unsightly by October 6, 2022. An inspection on October 6, 2022 showed that the sheds had been made weathertight, no longer unsightly, and are now in compliance with the Land Use Bylaw. The file was closed on October 11, 2022

2 Pearl Place (PID 25025966) – Demolition by September 4, 2022

Since the last PAC meeting, there has been no progress made by the owner, and no demolition permit received by the Town. The property is currently with the Procurement Coordinator to be procured. **Last inspection: November 1, 2022.**

14-16 Cornwall Street (PIDs 25016197 & 25016213) – Demolition by September 30, 2022

Since the last PAC meeting, there has been no progress made by the owner, and no demolition permit received by the Town. I was called to the property by APD on October 18, 2022 as officers received a complaint that there had been individual(s) inside. APD had cleared the building and no one was present. Public Works boarded up an open window and resecured the door. The property is currently with the Procurement Coordinator to be procured. **Last inspection: November 1, 2022.**

52 Hickman Street (PID 25021973) – Demolition by November 10, 2022

The PAC has ordered demolition to be completed by the owner by November 10, 2022. A demolition permit was applied for on November 9, 2021. The property is currently with the Procurement Coordinator to ensure we secure a contractor as soon as possible in case the owner does not complete the demolition. The property sold on September 29, 2022. The new owner, Ralph Matheson, has been in discussion with Baxter Construction regarding demolition, but no date has been scheduled. **Last inspection: November 1, 2022.**





1 McCully Street (PID 25024563) – Demolition by October 31, 2022

Since the last PAC meeting, there has been no progress made by the owner, and no demolition permit received by the Town. Weekly inspections of the property continue as we had a contractor install temporary fencing on May 19, 2022. Since May, there has been three incidents where the fencing was removed and individuals had accessed the building (June 8<sup>th</sup>, August 23<sup>rd</sup>, and October 24<sup>th</sup>). Police reports were filed in all instances and the fencing re-secured. Noticeable damage was done to the front of the building due to Hurricane Fiona.

**Last inspection: November 1, 2022.**

