

**ECONOMIC DEVELOPMENT, PLANNING AND LAND USE
DEVELOPMENT COMMITTEE MINUTES**

Town of Carbonear

Council Chambers, Monday, August 11, 2025 @ 3:45 pm

Present: Councillor	Chris O'Grady
Councillor	Peter Snow
CAO	Cynthia Davis
EDTO	Kerri Abbott
EA	Janice Green
Absent: Councillor	Danielle Doyle
Dir of Oper & PW	Ian Farrell

1. Business Arising from previous minutes Business arising from previous minutes
 - Municipal Plan and Development Regulations - The next step is to provide notice of the adoption and date set for the public hearing. The hearing is scheduled for September 3. *A draft motion will be prepared.*
 - Occupancy Permit – policy to be drafted. This item will be moved to ongoing items.
 - 149 Water Street, siding installed without permit – An order to remove approved.
 - 164 Water Street – permit issued to replace vinyl siding with wooden siding. Staff will investigate if the work has been completed.
 - 15 Powell Drive, relocate business – A review has identified that a service station is a discretionary use in the commercial general zone. Further investigation is required to determine whether the propane dispensary is considered hazardous industry rather than a service station and permitted in a commercial general zone. *Staff will inform committee prior to the regular council meeting so a recommendation can be made at the regular council meeting and the appropriate motion prepared.*
 - 58 Southside Lower Road, fence – A report was prepared for discussion on an option for changes to the street classifications as there are minor collectors that connect local roads in neighbourhoods that do not require the same street reservation as major collector roads. The same can be considered for arterials. If this is approved, Southside Lower Road will be classified as a minor collector with a 15 m reservation. *The committee will recommend approval of the updated street classifications.* The report will be placed in Dropbox for council information. The report will also be forwarded along to the planner to incorporate into the new plan, if approved. *A draft motion will be prepared.*
 - Line Road, request for electrical service, application to dig septic test holes Deferred for further investigation.
 - Subdivision Merchant Drive – The developers have requested a letter of support from Council or approval in principle to start the process for a residential development off Merchant Drive. The committee recommends providing a conditional approval in principle with the conditions being

included in the motion of approval. *A draft motion will be prepared.*

2. MEO Report
No report at this time.
3. EDTO Report
 - Still working on processing new business applications and providing assistance with making application to Service NL.
 - Planning fall sessions for business owners regarding social media promotions and AI integration for businesses.
4. Development Applications
 - a) 70 Water Street, replace boards on existing deck
The deck is not in compliance with the minimum side yard requirement even though the property owner indicated that the deck was constructed in 2009 and should have been constructed in accordance with the minimum side yard requirement of 1.5 m. *At this time, the applicant is replacing deck boards only. The committee will recommend approval of the application to replace boards on the existing deck.* A draft motion will be prepared.
 - b) 9 Drakes Hill, replace existing wheelchair ramp
This will not be in compliance with the minimum building line setback requirement but is required to access the dwelling. *The application to construct the wheelchair ramp is being recommended under Section 10, Discretionary Powers of Authority.* A draft motion will be prepared.
 - c) 69 London Road, to complete ground work at the rear of the property
The work is being completed to stop ATV's from crossing private property where there is no right of way or easement. *The committee will recommend approval of the application to complete ground work at the rear of the property.* A draft motion will be prepared.
 - d) Camp McCarthy - Complete an extension to the building to construct washrooms. *The committee will recommend approval of the application conditional upon receipt of approval from Service NL and other applicable government departments and agencies.* A draft motion will be prepared.
 - e) 11 Canada Place, new dwelling
This application is being deferred pending approval of the draft Municipal Plan and Development Regulations, 2025 as the applicant requires a smaller rear yard.
 - f) 25 Park Avenue, new dwelling
This application is being deferred for further discussion with the applicant on the building line setback which is currently behind the adjacent properties impacting the privacy of the existing dwellings.
 - g) Flings Long Pond, replacement of an existing cabin with a new cabin and change the use of the existing cabin to a shed/boathouse
The committee will recommend approval to construct a new cabin and change use of the existing cabin to a shed/boathouse conditional upon receipt of approval from the Water Resources and other applicable government

departments and agencies; an inspection by town personnel confirming the former cabin has been converted to a shed/boathouse prior to approval of NL Power to connect power to the new cabin. If the existing cabin is not altered to change the use to a shed/boathouse satisfactory to council, the applicant will be ordered to remove the cabin that previously existed. A draft motion will be prepared.

5. Correspondence

- a) Request for rezoning land in the vicinity of Forest Road / Gunners Pond area. It was reported this request will be provided to the planner and the commissioner for the public hearing.

6. New Business

- a) Permit Processing Fee for Subdivisions
There is no separate fee in the current fee structure. The fee structure states all other fees are \$15. This will be reviewed in the preparation of the 2026 tax structure and schedule of fees.
- b) 16 Furey's Lane – New Fence
This is located in the street reservation and cannot be recommended for approval in the location proposed.
- c) 29 Crowdy Street - Business operating without a permit
The property owner was written and informed that a permit is required. The owner advised the business is operating from a location in Bay Roberts. It is understood that the business is also using the space at 29 Crowdy Street for business storage; therefore, business tax will be applicable for the that location. This will be referred to the Municipal Assessment Agency.
- d) Request to Purchase Property – Irishtown Road
It appears that a portion of the property to the rear may be able to be subdivided for sale but this will be confirmed by Town staff. Further investigation is required to determine if this sale will be approved by the Minister in accordance with legislation and also an appraisal to identify fair market value will also be required.

7. Ongoing Items

These are items that may not require discussion every meeting but are to be kept on the agenda so they are not overlooked.

Applications still pending

- Home Décor, TC Square Mall, Referrals sent, pending government approvals
- 56-58 Lemarchant Street, renovations to business, approval in principle provided. Deferred pending government approvals
- 48 Powell Drive, Hair Salon, Government Services received – Permit issued but waiting review of signage proposed.
- 223 Water Street, place amour stone along the shoreline, pending government approvals

- Fox Farm Road, hay farm, pending government approvals
- Liquidation centre retail, TC Square Mall, Referral sent, pending government approvals
- Take out and event space, 195 Water Street, Referral sent, pending government approvals.
- Hair Salon and Spa, 195 Water Street, Referral sent, pending government approvals
- 198 Water Street , fence and gate, Heritage Area, Director to follow up with applicant.
- 167 Forest Road, Home Based Business application, AI Automation Agency, pending new plan. Applicant advised application on file pending new plan
- 3 Mutreyville Street, shed. Placed on file until new plan
- 141 Water Street, new business, contracting warehouse. On file pending new plan
- 67-73 Earle's Lane – 15 Residential units, correspondence sent to applicant
- 203-211 Water Street – Floating dock, wharf - Waiting on plan review and Government approval
- 203-211 Water Street, business operations ongoing, being forwarded to lawyer
- 183 Water Street – Oceanside deck – waiting on plan review and governmental approvals
- 62 Powell Drive, Office space –waiting Service NL approval
- Waterfront Property
- Strategic Plan action items

8. Adjournment 5:10 pm