

**ECONOMIC DEVELOPMENT, PLANNING AND LAND USE
DEVELOPMENT COMMITTEE MINUTES
Town of Carbonear**

Council Chambers, December 18, 2025 @ 4 p.m.

Present:	Chair – Deputy Mayor	Fred Earle
	Councillor	Amanda Dowden
	Councillor	Peter Snow
	CAO	Cynthia Davis
	Dir of Oper & PW	Ian Farrell
	EA	Janice Green
Absent:	EDTO	Kerri Abbott

1. Delegation
The delegation did not attend.
2. MEO Report
The report was reviewed. There are no recommendations at this time.
3. EDTO Report
The EDTO was not in attendance.
4. Development Applications
 - a) 193 Water Street, expand existing business
The applicant is proposing to expand her existing business to an adjacent building to provide a spa service. This use is permitted within the Heritage Zone. The committee recommends approval of the application conditional upon receipt of approval from Service NL, other applicable government departments and agencies and compliance with the Carbonear Municipal Plan and Development Regulations.
5. Correspondence
 - a) Department of Environment and Climate Change, Re: Crown Land Referral
This application was only just received and limited review has been completed. Further review will be completed but it appears that the right of way to be acquired may impact access to other land. If additional time is required to process the application, the department will be contacted for an extension to the 30-day response time.
6. New Business
 - a) Bus Shelters
A committee member received an inquiry from a resident regarding bus shelters for school bus stops. It was noted that bus shelters are typically found in larger towns with public transportation systems and are not provided on all streets to every bus stop. This could mean hundreds of shelters to be provided with continued maintenance. It was further noted that buses are generally on time

and that most children do not wait long periods for the bus. Schools are typically closed when weather conditions are exceptionally poor.

b) Entrance signage

A councillor suggested that the town should install new and more modern entrance signage. This matter will be discussed further with the EDTO to inquire about potential funding initiatives. Designs would typically have to be completed with drawings for construction and installation. This could be considered for the 2027 budget once additional research has been completed.

c) Abandoned residence

It was noted there are several properties that are currently vacant within the town. The committee recommends the MEO compile a list of vacant residences including photos for further discussion. The CAO noted that the fact that a property is vacant does not give the council the authority to action. A property has to be in a dilapidated condition.

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

- 120 Columbus Drive, business operating now permit. An application was dropped off at the front counter, however the permit processing fee was not paid at that time. The committee recommends to proceed to the next step which is a reminder letter the town is proceeding to court for non-compliance to the order. It was reported the EDTO reached out to the applicant as well as a reminder a music studio is also operating without a permit.
- Business operating 11 Industrial Crescent without a permit. An application was received; however, the proposed business is discretionary for the zone. The applicant has not yet paid the fee for discretionary. Staff will make another attempt to reach out to the applicant before proceeding to the next step.
- 4 Across the Doors, CBN Electrical, discretionary notice distributed
- 46 Powell Drive, Hair Salon, pending Service NL approval
- 141 Valley Road, Balloon business, discretionary notice distributed
- 27 London Road, garage, discretionary notice fee not paid. Email sent as reminder to pay discretionary notice.
- 15 Powell Drive, relocate business, correspondence sent requesting intention
- Merchant Drive subdivision, approval in principle provided
- Line Road, request for electrical service, application to dig septic test holes, deferred for further investigation
- 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 – Recommend to issue permit. Proposed signage to be reviewed.
- Fox Farm Road, hay farm, 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. This application has been forwarded to lawyer.
- 183 Water Street – Oceanside deck. Provincial approval received. Waiting on federal approval

Other Ongoing items

- Storyboard installation, location to be investigated
- Waterfront Property
- Strategic Plan action items
- Permit processing fee subdivisions

8. Adjournment 5:10 pm