

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

Council Chambers, May 4, 2026 @ 4 p.m.

Present:	Chair – Deputy Mayor	Fred Earle
	Councillor	Amanda Dowden
	Councillor	Peter Snow
	Mayor	Sam Slade
	CAO	Cathy Somers
	Dir Operations Public Works	Ian Farrell
	EDTO	Kerri Abbott
	EA	Janice Green
Absent:	MEO	Matt Burke

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1. Business arising from previous minutes
 - 6 Burnt Head Road - deferred from last meeting
Staff is checking with the planner to inquire on the section in the new plan as it relates to providing municipal approval per discretionary powers of Council.
 - 33B O’Driscoll’s Lane – email from planner
Staff reached out to the planner for input on the situation. Staff reviewed the email from the planner. The application to subdivide cannot be approved per the plan. The planner referenced a provision that could allow subdivision in cases like this but it would mean an amendment to the current regulations. He indicated he hasn’t seen it in Newfoundland Regulations but Nova Scotia has several municipalities using it. The committee felt Council could consider this amendment since there are other older sections of town that might encourage housing and development as well. The committee recommends to proceed with the amendment. CAO to contact the planner to obtain estimate for a proposed amendment to address this matter.
142-148 Highroad South Development – Awaiting information to finalize development. The committee recommends to follow up with a formal letter as a reminder.
 - 22 Willoughby Drive, staff to check with lawyer on agreement

- Land on Irishtown Road
It was reported the individual interested in the land would be sending in an application. Deferred
- Signage – no new developments
Staff is moving forward on this initiative. This item to be removed from the list.
- 7 Cole's Lane, ditch on property -The applicant is proposing to install a ditch on the property. It was reported provincial approval from Water Resources would be required. Staff to also check the flood risk mapping document. This was communicated to the applicant as well.

2. MEO Report

The MEO was not present at the meeting; no report.

3. EDTO Report

- a) Council and Staff will prepare the breakfast for the business community.
- b) The EDTO reviewed two reports on shrinking businesses. These reports will be shared with committee.
- c) 151 Water Street approval. It was noted the business owner is anxious to obtain the permit to operate. The Fire Department did an inspection and identified a couple of non critical items to be addressed, however they cannot complete the final inspection until all contents are in place. The final inspection is required to issue the permit. The committee was satisfied to approve issuance of the permit provided the fire department is in agreement. Staff to reach out to the fire department.
The committee felt there is still some concern as it relates to the required inspection form and conversation with businesses. The committee recommend for CAO to reach out to the Fire Department to further discuss.

4. Development Applications

- a) 100A Valley Road, application to rezone from rural to residential rural to complete extension to dwelling. The committee will recommend the application to rezone the property from rural to residential rural subject to

receiving the required fee. CAO to contact planner for recommendation and pricing to complete required amendment.

5. Correspondence

- a) Department of Industry, Energy and Technology, Mineral Lands Division. The province have forwarded a lease application to operate a quarry within the town boundary. The Town has not received an application to date. Staff to confirm the location and the zoning. Deferred pending receipt of application and further review of the location and zoning.

6. New Business

- a) Update Permits received to date
The updated list was placed in Dropbox for committee review. Staff is working through the permit applications.
- b) 67-73 Earle's Lane – 15 Residential units, correspondence sent to applicant
The applicant had reached out to council on the matter. It was understood there is a dispute over property ownership. It was reported ownership dispute can be resolved through the legal process. The committee recommends to forward written correspondence to the applicant to determine if it is the intention to resolve the dispute.
- c) Cul de sac policy – sidewalks
The committee had some discussion on the towns requirements for sidewalks on new cul de sac developments. A neighbouring town recently eliminated the sidewalk requirement for cul de sac in the town. Staff to check current regulations.

7. Action Items

8. 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, Liquidation Retail/ Music Studio. Service NL approval received. Waiting on Fire Department Inspection
- Crowdy Street / Bunker Hill Home Based Business no permit
- 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
- 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. The committee recommends staff review the application with the applicant to determine if this is a permitted use. Further review required.
- 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. Provincial approval received. Waiting on federal approval

Other Ongoing items

- Storyboard installation, location to be investigated
- Strategic Plan action items. Committee recommended to review the strategic plan
- Permit processing fee subdivisions

4. Adjournment 5:106 pm