



Subject: *Application by Dr. David Sheehy to enable existing building to be residential*
To: CAO for Planning Advisory Committee, October 19, 2021
Date Prepared: October 12, 2021
Related Motions: PAC21(23) April, C21(138), PAC21(39) July and C21(238)
Prepared by: Rachel Gilbert, Manager of Planning
Approved by: John Woodford, Director of Planning and Development

Summary

The Municipality has received an application from Dr. David Sheehy to enable the Shubenacadie Health Centre to be changed to residential. The property is located in the High Risk Floodplain Zone and the residential use is not permitted in the floodplain zone. Amendments to the Official Community Plan are also proposed to enable new uses to existing non-conforming uses in the High Risk Floodplain (HF) Zone.

Financial Impact Statement

The property at 2858 is assessed at \$109,000. A new use in the building will trigger a reassessment of the valuation for the property. Based on property taxes on similar nearby residential properties there may be an increase in the valuation on the property.

The amendments have the potential to impact other properties and bring about new uses to other existing main buildings. Its unclear at this point whether this would have a financial benefit to the municipality as we don't know how many properties will change uses as a result of these amendments but it will likely have minimal impact as its anticipated there will be limited or no increase in additional costs. The infrastructure is already in place (or already planned) to service any change of uses.

Recommendation

That approval be given to the MPS and LUB amendments and that approval be given to discharge the development agreements on the property at 2858 Highway 2.

Recommended Motion

Planning Advisory Committee recommend that Council:

- *Give second reading and approve the amendments to the MPS and LUB to enable existing buildings in the High Risk Floodplain designation and zone to be used as an alternative use; and*
- *Approval be given to discharge the development agreements on the property at 2858 Highway 2.*

Background

Planning staff received an application from Dr. David Sheehy in March 2021. The applicant has operated the Shubenacadie Health Centre since 1993. The health centre is now closed (November 2020) and the property owner has been looking for another physician to take over the clinic. He has been trying to attract another physician to the clinic to continue on as a medical practice for the last 4-5 years but has been unsuccessful. The applicant has explained that he has had discussions with physician recruiters with the health authority, the local MLA and even the minister of health at that time. The applicant believes that the possibility of the property ever being used as a medical centre is next to nil.

The property was changed to a medical clinic following a development agreement with the municipality in 1993. An amendment was made to the development agreement in 1997 to enable the conversion of a garage into a drug dispensary and the addition of staff parking in the rear yard of the property which required a re-configuration of the plan for the property. These development agreements should be discharged but this can be dealt with at the final staff report stage of the application.

The applicant is requesting that the property be converted back to a single family home. The High Risk Floodplain (HF) Zone does not permit dwellings or any buildings, except for public works structures associated with the provision of piped services. Under the current policies and regulations of the Official Community Plan and also under the approved development agreement, the conversion of the use to a single family home is not permitted.

First reading to the amendments was given on July 28th.

Subject Site

The subject property is located at 2858 Highway 2, Shubenacadie. On the property there is an existing single storey building which has been used as a medical centre and a smaller accessory structure which has been used as a drug dispensary and other ancillary medical centre uses.

The property is 992 sq metres in size and has approximately 29 metres of frontage into Highway 2. To the west of the property is an Anglican Church. The building to the east of the property is an existing residential and commercial building operating as Papa K's Pizza. The building to the rear of the property is an existing residential use.

The High Risk Floodplain (HF) Zone surrounds the property on both sides, the rear and also on the opposite side of Highway 2.





Development Proposal

The purpose of this application is to enable the property owner to convert the building to a single unit dwelling so that he can sell the property. He has been unable to attract a physician to continue with the medical practice.

The property is located in the High Risk Floodplain (HF) Zone where no permanent structures are permitted except for public works structures, associated with the provision of piped services, or unless the structure is accessory to the lawfully existing main use of the property.

The existing use of the property was enabled through a development agreement in 1993 and 1997. A change to residential, which is not permitted in the zone, from the existing use is not enabled under the existing policies and regulations of the official community plan. The applicant is requesting a change to the MPS and LUB to enable him to change the property over from medical centre to residential use.



Policy Analysis

Staff have requested comments from internal departments and external agencies. A detailed table of the evaluative criteria from the enabling policies and corresponding comments from staff and reviewing agencies have been attached to this final report. Staff want to highlight that there is no right of appeal for amendments to the Municipal Planning Strategy.

The Municipal Government Act (MGA) and the Land Use Bylaw set out the regulations regarding non-conforming uses. The MGA enables a municipal planning strategy (MPS) to provide for a relaxation of the restrictions contained in the MGA respecting non-conforming uses and structures. Section 242 (f) of the MGA sets out that the MPS can allow for the change in use of a non-conforming use of land or a non-conforming use in a structure, to another non-conforming use.

Regulations to limit development in a high-risk floodplain are intended to protect property owners but also to enable the lands to function as an area where flood waters can flow freely which helps to protect other areas from flooding. Once uses or buildings are no longer in use in the floodplain there is an opportunity to remove the use and potentially the building from the area. This does however have an impact on existing property owners and creates a potential hardship for those people. Non-conforming uses sometimes remove themselves by being discontinued for a continuous period of 2 years.

This application will consider whether the opportunity to remove a non-conforming use from the floodplain is in the best interest of the municipality or whether Council wishes to see policies and regulations to enable a new use in the existing building. If Council determine that it is not in the best interest of the municipality to enable a new non-conforming use in the existing building this does not remove the rights of the property owner to continue the use of the building as a medical clinic, provided that the use does not discontinue for a continuous period of 2 years.

The non-conforming uses in a HF Zone are different to other zones with non-conforming uses, as there is no opportunity to use the building to any other uses, as all buildings and use of buildings are prohibited unless it's for public works structures related to the provision of piped services. This is not the case with non-conforming uses in other zones as those buildings can be used for uses which are permitted in the current zone. This is therefore an extra hardship on property owners in the HF Zone that is not the same on other non-conforming property owners.

If Council support the reuse of the building with a new non-conforming use, new policies and regulations need to be developed. In this case, staff have drafted new policies and regulations to enable a single unit residential use in buildings located in the HF Zone as-of-right through a permit, provided the existing non-conforming use has not been discontinued for 2 years or more. This policy would not permit new main buildings to be constructed in the HF Zone but merely enable the use to change to residential in an existing building where it is not already residential. For other uses staff suggest these be considered through a development agreement.

Staff have reviewed how many properties with existing buildings on them are located in the HF Zone and there are 110 properties. Some properties have multiple buildings including accessory buildings and these additional buildings have not been counted. The number shown is the number of properties with at least one building located on it. There are 19 properties outside of Shubenacadie with at least one building located in the HF Zone. Staff have reviewed assessment information and 15 of the properties are assessed as commercial, and staff have grouped 7 properties as other, which includes fire hall, churches, barns and community halls. This means that 88 properties are residential.

The draft regulations to enable a change to residential as-of-right would only apply to the 22 properties throughout the whole of the HF zoned area of the municipality which are currently not in residential use. Staff also suggest that where a non-conforming use is to be changed to a non-conforming single unit residential any basement shall not be used as a habitable space. This is best practice in terms of protecting property owners from hazards caused from having a basement in area at high risk from flooding. There are existing regulations for the Moderate Risk Floodplain Zone which is at a lesser risk of flooding that prohibit basements in new buildings.

Discharge Development Agreements

The existing development agreements on the property enable the medical practice use. To enable the property owner to change the use to residential the development agreements will have to be discharged. Once discharged this will make the use on the property a non-conforming use. The property owner has agreed to discharge the agreements and understands the implications of this.

Wastewater Capacity

The department of Infrastructure and Operations have provided comments regarding the wastewater capacity in Shubenacadie. There is no capacity above that which has been allocated. This situation will be rectified once the new wastewater treatment plant is constructed. Any proposals to amend planning policies and land use bylaw regulations cannot result in an increase in wastewater flow until the new plant is 'brought on line'.

I&O have suggested that if Council approves the amendments that there will have to be an analysis completed to determine whether the change in use will result in additional wastewater flow for each new change of use in Shubenacadie. Any proposal that results in additional flows should not be issued a permit until we have sufficient capacity to treat the additional wastewater generated. The new wastewater treatment plant for Shubenacadie will be completed by March 2023.

Staff in the planning & development department and I&O department will create an internal process to ensure the analysis is completed before any permits are issued. Any change of use to non single unit residential resulting from the proposed amendments will be considered through a development agreement and wastewater capacity can be reviewed through that application and confirmed before a permit is issued.

Statement of Provincial Interest Regarding Flood Risk Areas

The Nova Scotia Statement of Provincial Interest Regarding Flood Risk Areas should be considered and new policies and regulations relating to flood risk areas need to be reasonably consistent with this document. This document does not allow for residential institutions such as hospitals, senior citizen homes, homes for special care and similar facilities where flooding could post a significant threat to the safety of residents if evacuation became necessary, and any use associated with the warehousing or the production of hazardous materials. Staff consider that the amendments proposed below are reasonably consistent with the statement of provincial interest.

Draft Policies and Regulations

Policy EN15.2 has been drafted to enable the change to a non-conforming residential use and EN15.3 has been drafted to enable Council to consider a development agreement for the re-use of existing non-conforming uses with another appropriate use. An amendment is also required to section IM31 of the MPS as part (e) of this section sets out that Council shall not permit any change in use from one non-conforming use to another. Corresponding amendments to the LUB are also proposed. These regulations would not only apply to the application property but all other properties in the HF Zone.

Municipal Planning Strategy

EN15.1 High Risk Floodplain (HF) Zone shall be restricted to the future development of passive and seasonal recreational uses, conservation related uses, and agricultural grazing, pasture uses, and building construction specifically related to the provision of Municipal services.

EN15.2 Pursuant to the Municipal Government Act, in relation to non-conforming uses, Council shall permit a change from an existing non-conforming use, in an existing main building, in the High Risk Floodplain (HF) Zone to a non-conforming single unit residential use. Any existing basements shall not form part of the habitable living space.

EN15.3 Council shall consider a change from an existing non-conforming use, in an existing main building, in the High Risk Floodplain (HF) Zone, to a different non-conforming land use by development agreement, subject to the criteria of the implementing policies and the requirements below.

- a) The existing non-conforming use shall not have been discontinued for a continuous period of 2 years.*
- b) Uses which are restricted in the Moderate Risk Floodplain (MF) Overlay Zone will not be considered.*
- c) A use shall be compatible with the local area uses.*
- d) Any existing basements shall only be used for storage, mechanical equipment or some other type of non-habitable space.*
- e) The main structure containing the non-conforming use, may be extended, enlarged, or altered up to 25% of its original gross floor area.*

IM31 (e) Further to this policy, *unless otherwise enabled in this Municipal Planning Strategy*, Council shall not permit any change in the use from one non-conforming use to another. Council may require that any rebuilding of a non-conforming structure after destruction or damage be done in accordance with the Land Use Bylaw. In considering site plans pursuant to this policy, Council shall give consideration to any steps taken to move the development towards compliance with the Land Use Bylaw.

Land Use Bylaw

10.2.6 Where there is a non-conforming use in a structure in the HF Zone, the non-conforming use may change to a single unit residential use. The existing non-conforming use may not change to the single unit residential use if the original non-conforming use had discontinued for a continuous period of 2 years. Any existing basements shall not form part of the habitable living space.

3.18 *Unless otherwise permitted in this Land Use Bylaw*, all non-conforming uses and structures, as provided for in the Municipal Government Act, shall be subject to the following requirements:

Citizen Engagement

Planning staff have complied with Policies of the Municipal Planning Strategy when processing this application. An advertisement outlining the application and indicating that it had been received and is under review by staff was placed in the *Chronicle Herald*. A Public Information Meeting (PIM) is required for all amendments to the Municipal Planning Strategy unless they are housekeeping in nature. The public information meeting was held on July 6, 2021 by Zoom.

There were no questions from members of the public regarding the amendments at the PIM and the applicant did not make a presentation.

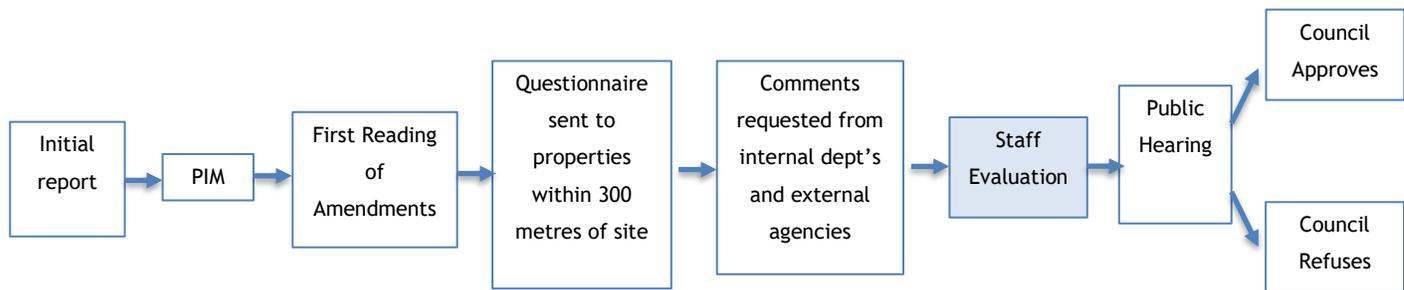
Following first reading, questionnaires were mailed to property owners within 300 metres of the Sheehy property. In addition to the questionnaires staff have used social media to encourage any comments from the wider community on the amendments to the MPS and LUB. This is not normal practice with planning applications but as the amendments affect properties further than those near the application site it will enable and encourage the wider community to comment.

Questionnaires have been returned from 11 property owners. There were no objections received from these property owners. One property owner commented that with the NS government seeking to bring in new doctors to Nova Scotia that Dr. Sheehy might be able to find someone to take over the medical centre - the

amendments does not prohibit Dr. Sheehy from selling the medical practice it would simply enable him to convert to residential should he choose to. One property owner does not want to see multi-unit residential in the area - if a multi-unit residential use is proposed in an existing building, as a result of these amendments, this new use will have to be considered through a development agreement and will not be as-of-right. No comments have been received from the additional social media posting.

Conclusion

Planning staff have completed their review of the application by Dr. David Sheehy to enable the existing medical centre to be used as a residential property. To enable the applicant to use the building for residential this requires amendments to the Municipal Planning Strategy and Land Use Bylaw. The proposed amendments go further than just enabling the residential use and looks to address other potential uses in the HF Zone by enabling development agreements.



Recommendation

That approval be given to the MPS and LUB amendments and that approval be given to discharge the development agreements on the property at 2858 Highway 2.

Appendix A - Policy Analysis

Appendix E - Policy Analysis

Policy	Comments
MPS Amendment Criteria	
IM11 Council shall consider text amendments to this Strategy when:	
a) A need arises to change policy.	The applicant has submitted the request for the amendments to the MPS and LUB because he wants to sell his property but is unable to sell it as a medical centre building. The amendments enable a change in use for all existing main buildings in the High Risk Floodplain. Under current regulations and policies of the official community plan a change of use to any other use is not possible.
b) New information is identified or studies have been undertaken which necessitate or recommend and amendment to this strategy.	Not applicable to the proposal.
c) A provincial policy change requires a change in this Strategy.	Not applicable to the proposal.
d) The boundaries of the planning area are altered.	Not applicable to the proposal.
e) Housekeeping amendments are not warranted.	Not applicable to the proposal.
Land Use Bylaw Amendment Criteria	
IM13 It shall be the policy of Council to consider amendments to the Land Use Bylaw provided the amendment is consistent with the intent of the Municipal Planning Strategy.	The concurrent amendments to the MPS will make the amendments to the Land Use Bylaw consistent with the policies of the MPS.
IM14 It shall be the policy of Council to consider an application for amendment to the Land Use Bylaw only if the application has identified a proposed use for the property. Council shall give consideration to both the proposed use and to the impact of other uses permitted in the requested zone.	The applicant has made the request for these amendments to enable an existing current vacant building be used as a single unit residential. The proposed use is in an area with existing residential uses. Staff suggest that the use is compatible with the local area.
IM15 It shall be the policy of Council to consider an application for amendment to the Land Use Bylaw only if the site meets all of the lot size and zone standards for the zone sought.	There are no setback or lot size requirements in the High Risk Floodplain zone.

<p>IM16 Council shall consider the Land Use Bylaw Amendments within the applicable Generalized Future Land Use designation as subject to the policies of this Strategy</p>	<p>The zoning and designation will remain as High Risk Floodplain and no changes are proposed to the LUB map or GFLUM map.</p>
<p>IM17 Council shall, in considering amendments to the Land Use Bylaw, in addition to all other criteria as set out in the policies of this Strategy, have regard for the following matters:</p>	
<p>a) Whether the proposed development is in conformance with the intent of this Strategy and with the requirements of all other Municipal Bylaws and regulations as applicable matters.</p>	<p>The concurrent amendments to the MPS will make the amendments to the Land Use Bylaw consistent with the policies of the MPS.</p>
<p>b) Whether Planning Staff have initiated a review of this Strategy, or any of the Official Community Plan documents.</p>	<p>This application resulted in a review of existing policies and regulations of the Official Community Plan.</p>
<p>IM18 Council shall consider if the proposal is premature or inappropriate by reason of:</p>	
<p>a) The financial capability of the Municipality to absorb any costs relating to the development.</p>	<p>The amendments have the potential to impact other properties and bring about new uses to other existing main buildings. Its unclear at this point whether this would have a financial benefit to the municipality as we don't know how many properties will change uses as a result of these amendments but it will likely have minimal impact as its anticipated there will be limited or no increase in additional costs. The infrastructure is already in place (or already planned) to service any change of uses.</p>
<p>b) The adequacy of municipally approved water and wastewater services or if services are not provided, the adequacy of physical site conditions for private on-site septic and water system. Council shall consider comments from the Municipal Infrastructure and Operations Department or Nova Scotia Environment as applicable.</p>	<p>There is no capacity for any increase in wastewater. Staff will initiate an internal process to review any new as-of-right changes to single unit residential as a result of these amendments and if an increase in wastewater is anticipated the permit will be withheld. Any new development agreements resulting from these amendments will also review the wastewater capacity. This review will be in place until the new wastewater treatment plant is constructed which will be completed by March 2023.</p>
<p>c) The adequacy and proximity of school, recreation, and any other community facilities. Council shall consider comments from Municipal departments and the appropriate School Board as applicable.</p>	<p>The Regional Centre for Education review school enrolments on an annual basis. Staff suggest that the amendments will have limited impact on school capacity.</p>

<p>d) The potential for significantly reducing the continuation of agricultural land uses.</p>	<p>The proposed amendments affect existing main buildings in the High Risk Floodplain and therefore will have no impact on agricultural land uses.</p>
<p>e) The adequacy of existing or proposed road networks in, adjacent to, or leading to the development and ability of the proposed development to satisfy applicable stopping sight distances. Council shall consider comments from the appropriate Municipal Engineer and/or Nova Scotia Transportation and Infrastructure Renewal.</p>	<p>The amendments do not result in the need for any new roads as it relates to existing main buildings.</p> <p>NS TAT (now PW) were consulted and have confirmed they have no objection to the amendments.</p> <p>Any development agreement applications resulting from the amendments may require consultation with NS PW and therefore any site specific proposals will look at access requirements.</p>
<p>f) The potential for the contamination of watercourses or the creation of erosion or sedimentation. Council shall consider comments from relevant Provincial Departments as applicable.</p>	<p>The proposed amendments relate to existing main buildings and therefore will have no impact or increase in sedimentation or erosion. Any property owners will still have to comply with NS regulations regarding sedimentation and erosion control.</p>
<p>g) Creating a leap frog, scattered, or ribbon development pattern as opposed to compact and orderly development.</p>	<p>The proposed change will not create a leap frog, scattered or ribbon development pattern.</p>
<p>IM19 Council shall consider if the proposed development is shown on a professionally drawn site plan as being in compliance with the applicable sections of the Subdivision Bylaw, with the following matters of the Land Use Bylaw:</p>	<p>A professionally drawn site plan has not been provided but is not needed to consider this application.</p>
<p>a) Type of use.</p>	<p>The regulations will enable single unit residential as-of-right and all other uses through a development agreement.</p>
<p>b) Number of buildings.</p>	<p>The amendments relate to existing main buildings.</p>
<p>c) Yard setbacks.</p>	<p>The amendments relate to existing main buildings. There are no setback requirements in the High Risk Floodplain zone.</p>
<p>d) Height, bulk, stepback requirements, and lot coverage of any proposed structures.</p>	<p>The amendments relate to existing main buildings.</p>
<p>e) External appearance of any structures where design standards are in effect.</p>	<p>The amendments relate to existing main buildings.</p>
<p>f) Street layout and design.</p>	<p>The amendments relate to existing main buildings.</p>
	<p>The amendments relate to existing main buildings.</p>

g) Access to and egress from the site, parking.	
h) Open storage and outdoor display.	All LUB regulations will have to be met.
i) Signage.	All LUB regulations will have to be met.
j) Similar matters of planning concern.	All LUB regulations will have to be met.
IM20 Council shall consider the suitability of the proposed site in terms of the environmental features of the site, particularly susceptibility to flooding and other nuisance factors, and where applicable, comments from relevant Provincial Departments concerning the suitability of the site for development.	The amendments proposed relate to existing main buildings in the High Risk Floodplain. The properties have been identified as being at risk from flooding. The amendments will seek to limit such things as habitable space in basements.
IM21 Council shall consider the provision of buffering, screening, and access control to minimize potential incompatibility with adjacent and nearby land uses, rail lines and traffic arteries.	The amendments relate to existing main buildings. Any uses which are not changing to as-of-right single unit residential will be considered through a development agreement. Buffering, screening, compatibility with existing uses will be considered through any DA's.
IM22 Council shall consider the extent to which the proposed development, where applicable, provides for efficient pedestrian circulation and integrates pedestrian walkways and sidewalks within adjacent developments.	The amendments relate to existing main buildings. Any uses which are not changing to as-of-right single unit residential will be considered through a development agreement. Pedestrian circulation, walkways, sidewalks will be considered through the DA review process.
IM23 Council shall consider the proposed development is shown to manage stormwater on-site in a manner which does not negatively impact on other properties.	Not applicable.
IM24 Council shall consider massing, and compatibility of the proposed development's external appearance with adjacent buildings by means of design features, roof type, exterior cladding materials, and overall architectural style that is reasonably consistent with the style and character of the community or compliments the character of the community.	No new buildings are proposed.
IM25 Council shall consider the following matters in Growth Management Areas and other areas where applicable to determine if the proposed development contributes	

<p>to a favourable community form, and the proposed development's ability to:</p>	
<p>a) Provide for efficient pedestrian movement into, out of, and within the development, especially between commercial and residential neighbourhoods, as well as the ability for pedestrian routes to link with existing sidewalks, active transportation routes and walking trails on abutting lands to provide for a cohesive network of same.</p>	<p>The amendments relate to existing main buildings. Any uses which are not changing to as-of-right single unit residential will be considered through a development agreement. Pedestrian circulation, walkways, sidewalks will be considered through the DA review process.</p>
<p>b) Council shall consider, where appropriate, the impact of the development on the comfort and design of proposed streets and existing street users. This shall include whether the proposed development is human scaled, is easily accessible to active transportation users, and if it promotes visual variety and interest for active transportation users.</p>	<p>The amendments relate to existing main buildings. Any uses which are not changing to as-of-right single unit residential will be considered through a development agreement. Some of these items will be considered through the DA review process.</p>

Appendix B - Map showing existing buildings in the HF Zone in Shubenacadie.



Appendix C - Proposed Amendments.

Amendment Sheet

The Municipality of East Hants
Official Community Plan
Municipal Planning Strategy

MPS Section C9 - Environment

Add Policies EN15.2 and EN15.3.

EN15.2 Pursuant to the Municipal Government Act, in relation to non-conforming uses, Council shall permit a change from an existing non-conforming use, in an existing main building, in the High Risk Floodplain (HF) Zone to a non-conforming single unit residential use. Any existing basements shall not form part of the habitable living space.

EN15.3 Council shall consider a change from an existing non-conforming use, in an existing main building, in the High Risk Floodplain (HF) Zone, to a different non-conforming land use by development agreement, subject to the criteria of the implementing policies and the requirements below.

- a) The existing non-conforming use shall not have been discontinued for a continuous period of 2 years.*
- b) Uses which are restricted in the Moderate Risk Floodplain (MF) Overlay Zone will not be considered.*
- c) A use shall be compatible with the local area uses.*
- d) Any existing basements shall only be used for storage, mechanical equipment or some other type of non-habitable space.*
- e) The main structure containing the non-conforming use, may be extended, enlarged, or altered up to 25% of its original gross floor area.*

Amendment Sheet

The Municipality of East Hants
Official Community Plan
Municipal Planning Strategy

MPS Part E - Realizing the Plan

Amend Policy IM31 (e).

- IM31 (e) Further to this policy, *unless otherwise enabled in this Municipal Planning Strategy*, Council shall not permit any change in the use from one non-conforming use to another. Council may require that any rebuilding of a non-conforming structure after destruction or damage be done in accordance with the Land Use Bylaw. In considering site plans pursuant to this policy, Council shall give consideration to any steps taken to move the development towards compliance with the Land Use Bylaw.

Amendment Sheet

The Municipality of East Hants
Official Community Plan
Land Use Bylaw

LUB Part 3 - General Provisions

Amend regulation 3.18 - non conforming uses and structures.

- 3.18 *Unless otherwise permitted in this Land Use Bylaw*, all non-conforming uses and structures, as provided for in the Municipal Government Act, shall be subject to the following requirements:

Amendment Sheet

The Municipality of East Hants
Official Community Plan
Land Use Bylaw

LUB Part 10 - Environmental Zones

Add regulation 10.2.6 - non-conforming use.

10.2.6 Non-Conforming Uses

Where there is a non-conforming use in a structure in the HF Zone, the non-conforming use may change to a single unit residential use. The existing non-conforming use may not change to the single unit residential use if the original non-conforming use had discontinued for a continuous period of 2 years. Any existing basements shall not form part of the habitable living space.

Appendix D - Public Information Meeting Notes

Digital Public Information Meeting - Dr. David Sheehy

(July 6, 2021)

Staff:

Ms. Rachel Gilbert, Manager of Planning
Mr. John Woodford, Director of Planning & Development
Ms. Jody MacArthur, Communications Coordinator
Ms. Sheralee Mitchell-MacEwan, Assistant Municipal Clerk

Applicant:

Dr. Sheehy

Call to Order:

Mr. John Woodford, Director of Planning & Development

Presentation:

Staff Presentation: Ms. Rachel Gilbert, Manager of Planning

Applicant:

- No presentation or comments made by applicant

Public:

- No comments or questions from the public