

**Region of Queens Municipality
Planning Advisory Committee Meeting
Thursday, August 7, 2025
6:00 p.m.**

Minutes

Present: Deputy Mayor Maddie Charlton, Chair
Councillor Stewart Jenkins
Councillor Wanda Carver
Stephanie Miller Vincent
Jonathan Bowers
Mary White
Willa Thorpe, CAO
Mike MacLeod, Director of Land Use
Angela Green, Municipal Clerk

Regrets: Deanna Armstrong
Pamela Brennan

1.0 Call to Order

Deputy Mayor Charlton called the meeting to order at 6:01 p.m.

2.0 Approval of Agenda

It was moved by Councillor Jenkins and seconded by Mary White that the agenda be approved as presented.

MOTION CARRIED unanimously.

3.0 Approval of Minutes

It was moved by Councillor Carver and seconded by Mary White that the Minutes of July 7, 2025, be approved as circulated.

MOTION CARRIED unanimously.

4.0 Amendments to the Land Use Bylaw – Site Plan Criteria for Dwellings in Commercial Buildings

Director MacLeod was called to give background on his staff report and key items relating to the new application at 127 Main Street.

The applicants wish to renovate the existing vacant commercial space to create 2 commercial units, with the remainder of the building utilized for 14 residential units, indoor parking and storage units for the tenants.

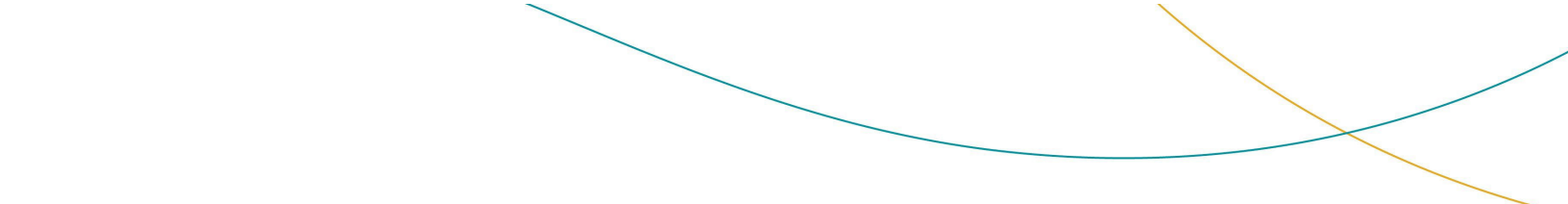
The site plan approval criteria limits the amount of residential space to a maximum of 50 percent of the ground floor area of the commercial building. While the applicant recognizes that there is community concern respecting the loss of viable commercial space, particularly along Main Street, given the significant size of the building on PID 70026364, this creates some challenges for the property owner. They have expressed concern about the ability to rent significant commercial space in the building, as required by current regulations. The property owner proposes maintaining commercial frontage on Main Street, but would like to utilize the remainder of the building for residential purposes.

To consider a proposal for residential development in a commercial building that exceeds 50 percent of the ground floor area, amendments to the Land Use Bylaw will be required. It should be noted that any approved amendments to the Bylaw would apply, not only to the applicant's property, but also to all other properties where dwellings can be considered in commercial buildings through site plan approval.

Murray Tate and Eric Fry gave a presentation on their revised development proposal. They outlined that the full investment in the property would be \$6,500,000. They feel that the revised proposal will meet the needs of both parties, Region of Queens Municipality and themselves.

Mr. Fry explained that including any amount of commercial space in their plans creates challenges for their financing, as the banks see it as too high a risk with the current commercial vacancy rates in Liverpool's Downtown. Also mentioned was that the exterior design could not be finalized until they know what is happening inside.

The committee members expressed that the new application is essentially the same as the previously rejected one, just with large windows in the front of the building, and that the main concerns of the PAC and Council were



not addressed. There was concern about the precedent this would set for the future of the Downtown Core area, and that this application did not address the concerns of the committee.

It was agreed that there is need for a review of the 50% commercial space requirement in the Land Use Bylaw, specifically in these large locations. The desire for a thoughtful discussion is there, but developers should not drive change to policy or bylaws.

It was moved by Mary White and seconded by Councillor Jenkins that the PAC recommend the following to Council:

THAT Council rejects the proposed amendment to the Land Use Bylaw at 194 Main Street and directs staff to return to the Planning Advisory Committee to explore additional options for adjustments to the residential requirements within the commercial zone in the Land Use Bylaw.

MOTION CARRIED with 5 for and 1 against.

5.0 Other

There was no other business to discuss.

6.0 Next Meeting

September 8, 2025, is the next meeting scheduled.

7.0 Adjournment

The meeting was adjourned at 8:37 p.m.