

**Planning Advisory Committee  
September 4, 2025 - 6:00 p.m.**

**Minutes**

**Present:** Deputy Mayor Maddie Charlton, Chair  
Mayor Scott Christian  
Councillor Wanda Carver  
Councillor Stewart Jenkins  
Stephanie Miller Vincent  
Deanna Armstrong  
Jonathan Bower  
Mary White  
Pamela Brennan

Mike MacLeod, Director of Land Use

**1. Call to Order -**

The meeting was called to order at 6:04 p.m.

**2. Approval of Agenda –**

It was MOVED by **Councillor Jenkins** and SECONDED by **Mary White** that the Agenda be approved as circulated.

**Motion Carried Unanimously**

**3. Approval of Minutes**

It was MOVED by **Pamela Brennan** and SECONDED by **Wanda Carver** that the Minutes of August 7, 2025 be approved as circulated.

**Motion Carried Unanimously**

#### **4. Multiple Unit Dwellings in Downtown Commercial (CD) Zone**

Deputy Mayor Charlton provided an overview of previous Committee discussion respecting application to amend planning documents to allow for increased residential development on the ground floor in the CD Zone. She also distributed examples of regulations from other municipal jurisdictions which aim to revitalize underutilized commercial space.

Mike MacLeod provided an overview of land use bylaw provisions from other municipal units in Nova Scotia, which address residential uses in downtown commercial areas.

Discussion then focused on the need for flexible regulations which would help to revitalize Liverpool's downtown commercial core area. The current Bylaw regulations require maintaining at least 50% commercial space on the ground floor. Committee discussed potential for a tiered system based on building size, establishing a minimum commercial frontage depth, encouraging establishment of micro-businesses and allowing mixed-use developments.

The Committee felt strongly that maintaining commercial frontage on the street was important to maintain the commercial character of the downtown. The Committee also felt that establishing a minimum depth for commercial space would be appropriate. The majority of Committee members were supportive of maintaining commercial frontage across the entire width of the building façade and establishing a minimum depth of 6 metres for commercial space.

Mayor Christian noted that downtown revitalization was important and that the Region needs to be creative in how it approaches future development. He was in favor of the concept of micro businesses and felt that regulations should be as flexible as possible to create conditions for a vibrant downtown and that is attractive to commercial developers. He felt that a depth of 6 meters for commercial space was too much.

Staff was requested to prepare draft amendments to the site plan approval criteria for dwellings in commercial buildings and bring back to next PAC meeting for discussion.

**5. Other                    N / A**

**6. Next Meeting**

October 6, 2025 is the next meeting scheduled.

**7. Adjournment**

There being no further business, the meeting was adjourned at 8:06 p.m.

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Date