

Region of Queens Municipality

Planning Advisory Committee

December 1, 2025 6:00 p.m.

Agenda

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Approval of Minutes – September 25, 2025**
- 4. Interim Review of Municipal Planning Strategy and Land Use Bylaw**
- 5. Other**
- 6. Next Meeting – January 5, 2026**
- 7. Adjournment**

**Planning Advisory Committee
September 25, 2025 - 6:00 p.m.**

Minutes

Present: Deputy Mayor Maddie Charlton, Chair
Mayor Scott Christian
Councillor Wanda Carver
Councillor Stewart Jenkins
Stephanie Miller Vincent
Jonathan Bower
Mary White
Pamela Brennan
Mike MacLeod, Director of Land Use

Regrets: Deanna Armstrong

1. Call to Order -

The meeting was called to order at 6:02 p.m.

2. Approval of Agenda –

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

Motion Carried Unanimously

3. Approval of Minutes

It was MOVED by **Councillor Jenkins** and SECONDED by **Stephanie Miller Vincent** that the Minutes of September 4, 2025 be approved as circulated.

Motion Carried Unanimously

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

Mike MacLeod provided a brief overview of the draft amendments to section 17.2 of the Land Use Bylaw, based on discussions at the September 4, 2025 PAC meeting.

Mayor Christian acknowledged his appreciation for all the work that the Committee does and has done respecting this application, as it has been considerable. Mayor Christian then proceeded to review a brief that he had prepared respecting inclusion of a 6 meter minimum depth requirement for commercial space. He has reviewed the “What We Heard Report” from the public consultations and reviewed previous PAC minutes to gain a better understanding of the issues. He felt that the current regulations lack flexibility, which contributes to the high vacancy in the downtown area. Establishing sound regulations can help to foster revitalization of Liverpool’s downtown. He felt that establishing functional commercial space through the greatest degree of flexibility was key. Mayor Christian felt that a minimum depth of 6 meters for commercial space does not provide this flexibility. He suggested a 3 meters minimum depth, as well as a minimum square footage of 300 square feet, for commercial space.

Councillor Jenkins advised that he had conversations with some commercial developers. He felt that establishing a minimum depth of 3.66 m for commercial uses and a minimum floor area of 300 – 350 square feet would be reasonable. He also made the suggestion that the commercial space not be occupied by the property owner or property manager.

Jonathan Bower noted that he was supportive of what was being proposed for 194 Main Street, however, he did express some concern that the proposed amendments appear to be focused on the applicant's property as opposed to the overall revitalization of the downtown area.

Mary White expressed some concern respecting enabling such small size for commercial uses. She has conducted a bit of research and was not able to find very many examples of other jurisdictions, outside larger urban areas, that allow for such small minimum commercial floor areas.

Pam Brennan noted that she was supportive of establishing a minimum depth of 3 meters for commercial space. Felt that it would help maintain commercial character while still allowing for residential flexibility.

Stephanie Miller Vincent felt that creating a vibrant Main Street with “occupied” permanent commercial space should be a priority. The decisions that we make today will impact development going into the future and she wants to do it right.

Discussion ensued respecting the potential impacts of short-term rentals in the downtown core, by allowing increased residential development in this area. Mike MacLeod acknowledged some of the concerns expressed; however, felt that this was part of a broader discussion around short-term rentals and not part of the current application.

The Committee discussed what revisions ought to be made to the draft amendments. Committee felt that the draft amendments should be changed to reflect:

- a minimum horizontal depth of 3.66 meters for the ground floor commercial use(s);
- establishing a minimum floor area for ground floor commercial uses of 300 square meters; and
- establishing that the ground floor commercial uses fronting on Main Street not be occupied by the building owner or manager.

It was Moved by **Councillor Jenkins** and Seconded by **Mary White**

That Council of the Region of Queens Municipality give notice of its intention to amend the Land Use Bylaw to change the site plan approval provisions for dwellings in commercial buildings to allow for greater ground floor area to be utilized for residential uses, as identified in Appendix B of Staff Report;

And That a Public Hearing be held on November 12, 2025 in the Council Chambers of the Municipal Building, 249 White Point Road in Liverpool, NS, at 9:00 a.m.

Motion Carried – 6 For and 1 Opposed

5. Other **N / A**

6. Next Meeting

November 3, 2025 is the next meeting scheduled.

7. Adjournment

There being no further business, the meeting was adjourned at 7:50 p.m.

Date

Municipal Planning Strategy and Land Use Bylaw Review -

Items to look at for potential amendments:



General House Keeping Review Items –

1. Section 6.5.2 of LUB – Coastal Elevation – to include “Inland Rural (R5) Zone.
2. Section 6.27.3 (c)(iii) of LUB should reference **R5**.
3. Section 7.3.2 of LUB should reference PID# 701548**36**.
4. Definition for Grouped Dwellings – Look at re-wording for clarity.
5. Zoning Map for the Brooklyn area – text amendment. Zone reflects Mixed Use (CM), but should be General Commercial (**CG**).

Interim Review Items –

6. Accessory buildings not permitted in the front yard of properties in the Urban Serviced Residential Zones and Hamlet Zones.
7. RV Parking site requirements (S. 7.13) – look at 7.13.3 (g) respecting on-site sewage disposal systems. Department of Environment does not comment on these systems.
8. Policy 5-65 of MPS – accommodations and campgrounds in Lakeshore Residential (SR) Zone by DA. Why just SR Zone? (From discussion at PAC).
9. Setback requirements for wind turbine generators, as per amendments to Minimum Planning Requirements Regulations.
10. Commercial uses in residential zones.
11. Short-term rentals – more comprehensive regulations
12. Keeping of livestock in residential and rural zones.
13. Light pollution mitigation and dark sky considerations.
14. Additional coastal protection measures and climate resilient land use regulations.
15. Minimum property standards.