

A G E N D A

1. Meeting to Order
2. Roll Call
3. Amendments to Agenda
4. Approval of the Agenda
5. Disclosure of Conflict-of-Interest Issues
6. Approval of Minutes
a. December 9, 2025
7. Business Arising from the Minutes
8. Business
a. Amendments to the Municipal Planning Strategy and Land Use By-law to expand the New Minas Growth Centre, facilitate development in the Country Residential (A4) Zone and establish Wellfield Protections for the Town of Wolfville Water Supply
- b. Year End Planning Activity Report
9. Other Business
10. Comments from the Public
11. Date of Next Meeting: February 10, 2026
12. Adjournment

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Accommodations are available for this meeting: please submit your request at
www.countyofkings.ca/accommodationsrequest

Land Acknowledgement

The Municipality of the County of Kings is in Mi'kma'ki, the ancestral, unceded, and current territory of the Mi'kmaq Peoples. The Municipality of the County of Kings is a neighbour to Annapolis Valley First Nation and Glooscap First Nation, as well as a diverse urban and rural Indigenous population. We are all treaty people and commit to upholding the Peace and Friendship Treaties and working towards reconciliation in all areas of the Municipality.

PLANNING ADVISORY COMMITTEE

December 9, 2025

Meeting, Date and Time

A meeting of the Planning Advisory Committee (PAC) was held on Tuesday, December 9, 2025, in Council Chambers at 181 Coldbrook Village Park Drive at 1pm.

Attending

In Attendance:

PAC Members

Councillor Emily Lutz -Chair
Councillor Riley Peckford -Vice Chair
Councillor Doug Gates
Deputy Mayor Everett MacPherson
Erik Deal – Citizen Member
Kate Friars – Citizen Member
Logan Morse – Citizen Member – Arrived at 1:03

Municipal Staff

Trish Javorek – Director, Planning and Inspections
Laura Mosher – Manager, Planning
Haley Hutt – Recording Secretary

Public

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Regrets

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1. Meeting to Order

Councillor Emily Lutz called the meeting to order at 1:01 p.m.

2. Roll Call

Roll call was taken.

3. Election of Chair

Trish Javorek, Director of Planning and Inspections called for nominations for Chair of PAC. Councillor Gates nominated Councillor Lutz who accepted the nomination. The nomination was seconded by Councillor Peckford. There were no other nominations. Councillor Lutz was acclaimed and assumed the role of Chair for the remainder of the meeting.

4. Election of Vice Chair

The Chair called for nominations for Vice Chair. Deputy Mayor MacPherson nominated Councillor Peckford. Councillor Gates seconded the nomination. There were no further nominations and Councillor Peckford was acclaimed as Vice Chair.

5. Amendments to the Agenda

None.

6. Approval of the Agenda

On motion of Councillor Peckford and Mr. Deal, that the agenda for the December 9, 2025, meeting of Planning Advisory Committee be approved as circulated.

The question was called on the motion. **Motion carried.**

7. Disclosure of Conflict-of-Interest	None.
8. Approval of Minutes a. November 12, 2025	On motion of Councillor Peckford and Ms. Friars, that the minutes of the Planning Advisory Committee meeting held on December 9, 2025, be approved as circulated.
	The question was called on the motion. Motion carried.
9. Business Arising from the Minutes	None
10. Business a. Amendments to the Municipal Planning Strategy and Land Use By-law to expand the New Minas Growth Centre, facilitate development in the Country Residential (A4) Zone and establish Wellfield Protections for the Town of Wolfville Water Supply	<p>Questions of Clarification:</p> <p>Councillor Gates asked for clarification on the permitted uses in the well field protection zone. Staff provided clarification.</p> <p>Deputy Mayor MacPherson asked for clarification of the changes being proposed. Staff clarified that a small change in the boundary line for the Growth Centre of New Minas, and changes to the permissions allowed within the Country Residential (A4) Zone.</p> <p>Deputy Mayor MacPherson asked for clarification as to what falls under the County Residential (A4) zone. Staff provided clarity using mapping.</p> <p>Citizen Member Morse asked if this application would include the expansion of the Village boundary. Staff clarified this application does not as that is outside the power of Council and Village boundaries are set by the Nova Scotia Regulatory and Appeals Board.</p> <p>On the motion of Councillor Peckford and Mr. Deal, that the Planning Advisory Committee authorize a Public Participation Meeting in accordance with policy PLAN-09-005 related to amendments to the Municipal Planning Documents related to the expansion of the Growth Centre of New Minas and other amendments associated with the "Growing Greenwich?" Project.</p> <p>The question was called on the motion. Motion carried.</p> <p>Councillor Lutz turned the Chair over to Councillor Peckford and left the meeting at 1:35 p.m.</p>
11. Other Business	None

12. Comments from the Public None

13. Date of Next Meeting The next meeting of the Planning Advisory Committee is January 13, 2026.

14. Adjournment **There being no further business, on motion of Councillor Gates and Mr. Deal, that the meeting adjourn.**

Approved:
Planning Advisory Committee

DRAFT



TO Planning Advisory Committee

PREPARED BY Laura Mosher

MEETING DATE January 13, 2026

SUBJECT Year End Planning Activity Report

ORIGIN

- Policy 5.3 PLAN-009-003

RECOMMENDATIONS

That Planning Advisory Committee recommends that Municipal Council receive the results of the year end Planning Services review as set out in the report to Planning Advisory Committee dated January 13, 2026.

INTENT

Provide an update to Planning Advisory Committee in accordance the requirements of policy PLAN-09-003.

DISCUSSION

In October 2024, Municipal Council adopted amendments to Policy PLAN-09-003 which require Planning Staff to provide semi-annual updates related to the following:

- Received and Completed Planning Applications
- Status and results of appeals to the Nova Scotia Regulatory and Appeals Board
- Summary of development activity
- Update on ongoing planning projects

Planning Application Summary

Planning Applications Received

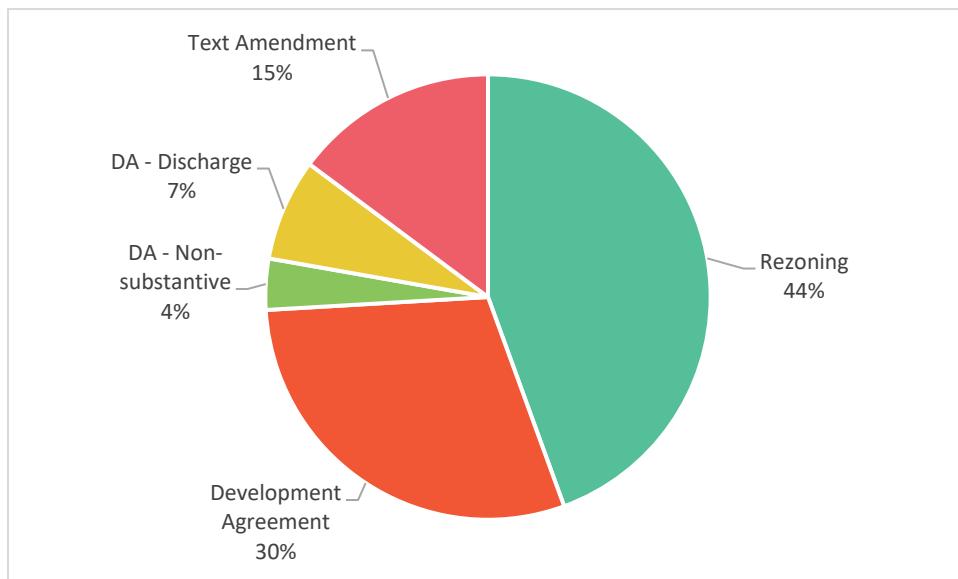
Since the last reporting to Planning Advisory Committee ('PAC') on July 15, 2025, Municipal Planning Staff have received an additional 10 planning applications, bringing the total number of applications received in 2025 to 25 applications. The submitted applications consist of applications to enter into, amend or discharge a development agreement, amendments to the maps and/or text of the Land Use Bylaw and an application for comments related to a telecommunication tower installation. During this time period, Staff did not receive any heritage applications. A breakdown of the applications received is provided in Table 1.

Most of the applications received were for map amendments to the Land Use By-law. Of these, seven were to enable commercial uses, four were for tourism-related uses, two were to enable an industrial use and all others (9) were for residential uses. In terms of the breakdown of the types of uses enabled, residential uses are the most common type of use enabled. Tourism uses continue to be the subject of many applications, meriting its own category as opposed to being included within the commercial category.

Table 1: Application by Type

Application Type	January-June	July-December	Total Received
Land Use By-law Map Amendment	7	5	12 (44%)
Development Agreement	4	4	8 (30%)
Land Use By-law Text Amendment	3	1	4 (15%)
Development Agreement – Amendment	1	0	1 (4%)
Development Agreement – Discharge	1	1	2 (7%)

Figure 1: Application by Type, Year End



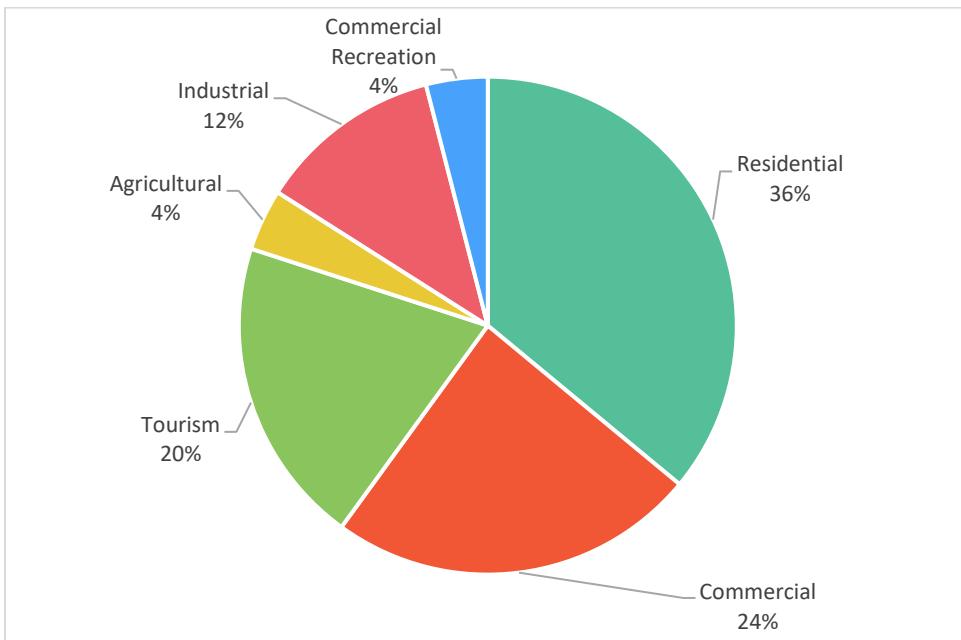
A total of eight applications were received for development agreement, half of which (4) were for tourism-related uses. Of the other three applications, one was for a non-tourism commercial use, one for a high impact commercial recreation use and one for residential uses.

Table 2 – Application Breakdown by Use, Year End

Use Enabled	January – June	July - December	Total Received
Residential	7	2	9 (38%)
Commercial	5	2	7 (29%)
Tourism	1	3	4 (17%)
Agricultural	0	1	1 (4%)
Industrial	1	1	2 (8%)
Commercial Recreation	1	0	1 (4%)



Figure 2 – Application Breakdown by Use, Year End



There was a total of four applications to amend the text of the Land Use By-law. Of these, two were residential in nature, one was commercial, and one was related to an agricultural-related industry. Finally, there were two applications to discharge development agreements, both of which were no longer necessary due to more flexible zoning regulations.

Planning Applications Completed

Over the past year, a total of 21 applications were completed. Table 3 below, indicates the type of application and the use that was enabled through the application or whether the application was refused. Most applications were related to residential uses with commercial and tourism uses making up the difference.

Table 3: Planning Applications Completed

File	Application Type	Use Enabled
20-17	Development Agreement	Residential
24-09	Rezoning	Residential
24-14	LUB Text Amendment	Tourism
24-06	Rezoning	Residential
24-10	Rezoning	Residential
24-16	Rezoning	Residential
24-19	Rezoning	Commercial
24-12	Rezoning	Residential
24-20	DA Amendment	Residential
23-16	Rezoning	Residential
24-15	Development Agreement	Tourism



24-21	Rezoning, Text Amendment, DA discharge	Institutional
24-18	Rezoning	Residential – application refused
25-05	Rezoning	Residential
25-03	Development Agreement	Commercial
25-09	Text Amendment	Residential
25-13	Development Agreement Amendments	Tourism
25-01	Text Amendment	Commercial
25-02	Rezoning	Residential
25-15	Rezoning	Residential
24-11	Development Agreement	Tourism – application refused

Most applications were approved, however, two were refused. One of these was for a tourism use and the other a residential use.

Status of Appeals to the Nova Scotia Regulatory and Appeals Board

The number of appeals filed with the Nova Scotia Regulatory and Appeals Board ('Board') has decreased over the last year. Over the course of 2025, the Municipality received three appeals, of which only one proceeded to a hearing, being the appeal of file 24-09 from Bentley Built Homes. This appeal was dismissed, upholding Council's approval of the rezoning. Of the other two appeals, one was dismissed prior to a hearing and the other was withdrawn by the appellant.

Table 4 – Appeals in 2025

File #	Applicant and address	Proposal	Appeal Result
21-25	Julie Skaling – 5734 Highway 358, Scots Bay	Development agreement to permit the development of a campground	Allowed – January 17, 2025
22-07	Michael Napier – vacant land on Belcher Road, Port Williams	Comprehensive neighbourhood development agreement to permit a residential development	Dismissed – July 9, 2024 Court of Appeal: Dismissed - February 6, 2025
24-09	Bentley Built Homes – Brooklyn Street Rezoning, North Kentville	Multi-unit residential development	Dismissed – August 15, 2025
24-14	Tracey Gerhardt – Text amendment	Permitting Bed and Breakfasts in more location	Dismissed – May 15, 2025



File #	Applicant and address	Proposal	Appeal Result
24-11	Vincent Den Hartog – Development Agreement, Greenfield Road	Tourist Commercial use consisting of 8 cabins	Appealed November 20, 2025, Appeal withdrawn December 17, 2025.

Development Summary and Housing Accelerator Fund

With regard to development activity, residential permits continue to represent the majority of development permits issued, consistent with previous years. There has been a slight slowdown in the issuance of permits compared to the previous four years. This may be due to volatility and uncertainty in the market due to the ongoing threat of tariffs on building materials such as lumber and steel.

Table 5 – Permit Data

	2020	2021	2022	2023	2024	2025
Residential (Jan to June)	311	371	380	373	341	311
Residential (July – Dec)	405	389	390	325	319	330
Residential Total	716	760	770	698	660	641
Non-Residential (Jan – June)	67	119	101	89	103	81
Non-Residential (July – Dec)	84	85	81	72	71	87
Non-Residential Total	151	204	182	161	174	168
Grand Total	867	964	952	859	834	809

In 2024, MOK was awarded nearly \$6 million from the federal government's Housing Accelerator Fund (HAF), as managed by the Canadian Mortgage and Housing Corporation (CMHC). As part of the award, the MOK is required to meet targets related to residential permits issued and targets related to the built form of the housing constructed through this program. Over the course of the three year program, MOK is required to issue at least 796 residential permits. A total of 361 permits are required to be related to the development of Missing Middle Housing units. These units are defined as those residential units contained within a dwelling having two or more residential units in a built-form that does not exceed four storeys.



Table 6 – housing Accelerator Fund Progress

Unit Type	Required	Year 1	Year 2 (to end of December)	Total Completed	% Completed
Total Units	796	271	370	641	81%
Missing Middle	361	174	282	456	126%

The Municipality has met its requirements for missing middle units and is ahead of schedule for meeting the overall target for residential units.

Planning Projects

Planning Staff currently have two planning projects in the approval process, one underway and one that has been authorized by Council but has not yet been initiated.

The first project that is nearly complete has explored the application of urban zoning in a portion of Greenwich as directed by Council on May 21, 2024. The project kicked off with a first round of engagement in May 2025 and a second round in June of 2025 seeking feedback from the public. The third round of engagement occurred in September 2025 and presented the proposed approach to amendments to the public. The proposed amendments were presented to Planning Advisory Committee at their meeting in December 2025, when a Public Participation Meeting was authorized. Following this, Planning Advisory Committee will make a recommendation to Council or request more information or changes to the proposed amendments. Following Council's review through First Reading, a Public Hearing and Second Reading, the documents as adopted will be sent to the Ministry of Municipal Affairs for review and approval.

The second project nearing conclusion is the adoption of a new Subdivision By-law. The in force Subdivision By-law (By-law 60), was originally adopted in 1997. PAC gave a positive recommendation to Council in June 2025 with Council due to give First Reading to the replacement By-law at their September 2025 meeting. Council gave the application First Reading at their meeting in September 2025. A Public Hearing was held in December 2025 and Council ultimately adopted both the Subdivision By-law as well as the Municipal Service Systems Specifications Manual. The By-law is now under review by the provincial Ministry of Municipal Affairs for approval.

Staff's ongoing project is investigating amendments to the Municipal Planning Strategy and Land Use By-law to permit a second dwelling on lots in rural areas. Staff held a Public Information Meeting in October 2025. The application is currently under review and will be brought before Planning Advisory Committee early in 2026.

Staff have been authorized by Council to conduct a housing review that consists of reviewing the existing residential zones, their permissions and where they have been applied. This project is currently in the planning stage and Staff expect to commence community engagement early in 2026.

Council has also directed Staff to prepare a report investigating the impacts on the Agricultural (A1) Zone of increasing the infill distance used for determining eligibility for the construction of non-farm dwellings. Currently the infill distance is 300 feet between two houses or a house and a road that existing prior to the adoption of the



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Municipal Planning documents in 2019. Staff are investigating the impacts associated with increasing the distance from 300 feet to 500 feet.