



MIRAMICHI PLANNING
DISTRICT COMMISSION
COMMISSION DU DISTRICT
D'AMÉNAGEMENT DE MIRAMICHI

Miramichi Planning District Commission Five Year Operational Plan

Prepared by:
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Director

1.0 INTRODUCTION

1.1 Vision

The Miramichi Planning District is comprised of urban and rural communities. Development in the District is supported by a client focused Planning Commission that provides innovative and efficient Planning and Development Services by a staff dedicated to enhancing the quality of life of residents and to ensure well managed development occurs in the planning district. To this end the operating motto of the Commission can be best described as “**Quality and Flexibility versus Control and Regulate**”.

1.2 Authority of the Miramichi District Planning Commission

The Miramichi Planning District Commission is a body corporate established by a Ministerial Order (New Brunswick Regulation 97-46) under the provisions of the *Community Planning Act* of the Province of New Brunswick. The Commission's mandate is to provide planning and related administrative support to the provincial and the municipal government of Miramichi, Blackville, Neguac and the unincorporated rural area Local Service Districts by providing professional planning service within the geographic area designated as the Miramichi Planning District Commission.

The membership of the commission includes representatives from its member municipalities and unincorporated area, as follows:

City of Miramichi	6 Commissioners
Unincorporated Area (LSDs)	4 Commissioners
Village of Blackville	1 Commissioner
Village of Neguac	1 Commissioner

1.3 Responsibilities of Commission

The mandate of the Miramichi Planning District Commission, as set out in Section 7(2) of the Community Planning Act, is as follows:

1. To advise councils of municipalities in the district with respect to community planning;
2. To exercise quasi-judicial powers with respect to by-laws and regulations effective in the district; and
3. To advise the Province on various planning matters pursuant to the provisions of the Community Planning Act.

In carrying out its mandate, the Commission undertakes:

- **Research:** to collect data and information to help identify the needs of each community and the natural, human and institutional resources necessary to meet those needs.
- **Policy Formulation:** to set goals for the development of each community and to outline a strategy for the implementation of those goals through Municipal and Rural Plans.
- **By-law Formulation:** to translate the goals and policies of municipal and rural plans into operational programs. The main tools used in land use planning are the zoning, subdivision and building by-laws and provincial regulations.
- **Development Approvals:** to certify developments undertaken in the district as conforming to the provisions of the applicable planning by-laws.
- **Subdivision Approval:** to review and coordinate the creation of subdivisions, from the creation of a single parcel of land to a large development containing new streets, infrastructure and land for public purposes, and to assure that such subdivisions are created in conformity with all provincial and municipal legislation.
- **Building Inspection:** to ensure that new developments meet the standards of construction set out in the relevant building by-laws and regulations, including the National Building Code.
- **Administration:** to provide advice and information to government agencies, municipalities and the general public.

1.4 Purpose of the Five-Year Strategic Operating Plan

Under the *Community Planning Act*, a District Planning Commission is required to prepare an estimate of operating expenses for the coming year, provide an audited financial statement for the previous year, and provide an annual report of its activities for the previous year to the Minister and each council in the planning district.

In today's climate the fiscal realities for planning commissions are such that they must determine realistic service delivery targets under tight financial constraints. To this end, it is a recommendation of the Province to require District Planning Commissions to prepare a multi-year operating plan. The overall goals and objectives of the multi-year operational plan are:

- To improve the consistency of service delivery from District Planning Commissions;
- To provide a clearer understanding of a District Planning Commission's clients, financial and human resources, and expectations for service delivery by integrating these with the Commission's financial plan; and
- To ensure that the Planning Commission has the fiscal capacity to achieve its operating plan and meet its service delivery targets.

The operating plan will establish a methodology that allows the Commission to determine its planning priorities for each year, and thus identify the financial and human resources required to implement these planning priorities.

The five-year operating plan will provide background information outlining how planning priorities were determined.

The five -year operating plan will outline an action plan indicating proposed planning work, location and duration, as well as identifying those persons to be directly involved in the activity or implementation.

The five-year operating plan shall be coordinated and consistent with the Commission's five-year budget and reviewed and updated every year.

The Community Planning Section of the Sustainable Planning Branch, Department of Environment is responsible for the review and recommendation to the Minister of District Planning Commission budget estimates, audited financial

statements, annual reports and five-year operating plans on behalf of the Minister. The Community Planning Section shall receive the five-year operating plan at the same time as annual budget is submitted for approval by the Minister.

1.5 Members of the Commission (2007)

Appointed by City of Miramichi	Appointed By Minister	Appointed By Neguac	Appointed By Blackville
William Treadwell, Chairman	Murray Sherrard	Marcel Cyr	Kurt Marks
Harry Hoekman, Vice Chairman	Tom Williston		
Ken Quinn	Richard Smith		
Joe Veriker	Edmond Beattie		
René Smith			
Vacant			

1.6 Staff of the Planning Commission

Administration

Wilson W. Bell, MCIP, RPP, Director
 Angie Hachey, Office Administrator

Planning

Colleen Bawn, Senior Planner
 Jonathan Saunders, Junior Planner

Geographic Information System (mapping)

Jonathan Saunders, GIS Specialist

Subdivision Control

Juanita McKendrick, Development Officer

Building Inspection Services

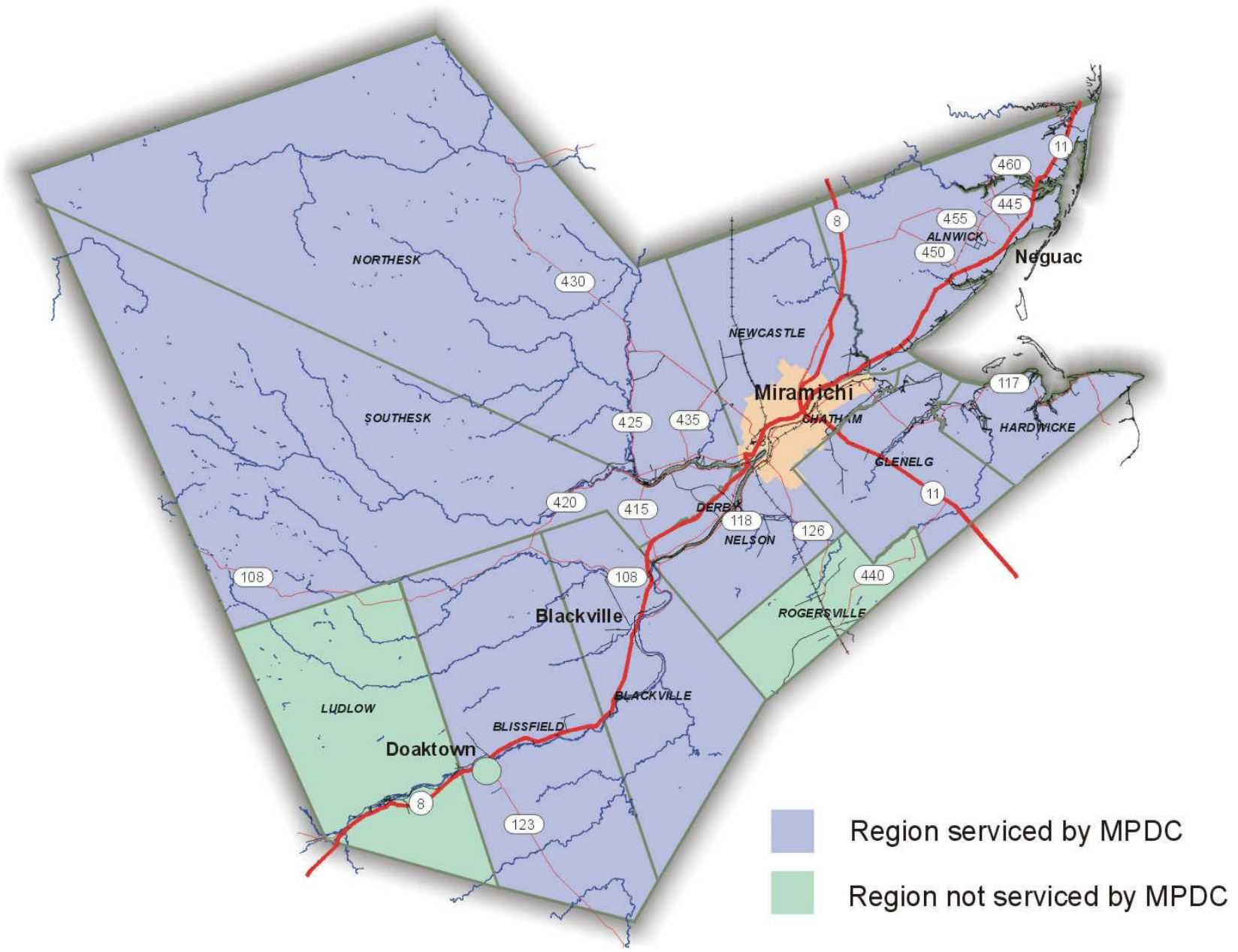
Michael Davis, Building Inspector/ Development Officer
 Mathieu Goguen, Building Inspector

2.0 BACKGROUND

The Miramichi Planning District Commission was established in 1970 and through subsequent amendments the Commission includes the City of Miramichi, Village of Blackville and Village of Neguac and the surrounding unincorporated area. Total land area of 10,450 km² (approximately 10 -15% of the land area of the Province), serving a population of approximately 42,000 people.

2.1 LOCATION

The Miramichi Planning District Commission is located in northeastern New Brunswick and comprises most of the land area of Northumberland County. Map 1 provides a graphical representation of the area served by the MPDC.



2.2 POPULATION

The total population of the district is approximately 42,000 (based on 2006 Statistics Canada data). The main concentration (approximately 43%) of the population is located within the City of Miramichi (18,129). The remainder of the population is found in two small villages (Blackville; 931 and Neguac 1,623) and a large non-incorporated area comprised of 11 parishes and 25 Local Service District. The Miramichi Planning District, like many other rural areas of northern New Brunswick is experience population decline. Between 1996 and 2006 the District population declined by approximately 7.4% (3300 people).

Table 2.1: Population Data, Municipalities served by MPDC

	Miramichi	Blackville	Neguac
Population in 2006	18,129	931	1,623
Population in 2001	18,508	1,015	1,697
2001 to 2006 population change (%)	-2	-8.3	-4.4
Total private dwellings	7,930	388	721
Private dwellings occupied by usual residents	7,342	373	656
Population density per square kilometre	100.8	42.8	60.8
Land area (square km)	179.84	21.73	26.69

Source: Statistics Canada, 2006

The following table indicates the population of the parishes and the municipalities that combine to form the population served by the Miramichi Planning District Commission. Between 1996 and 2006 the District population declined by approximately 7.4% (3396 people).

Table 2.2: MPDC Population (Municipalities and Parishes)

Parish/Municipality within MPDC	1996	2001	2006
Alnwick	6885	6565	6152
Blackville	2620	2425	2421
Blissfield	675	635	560
Chatham	555	525	502
Derby	1200	1130	1068
Glenelg	1735	1710	1652
Hardwicke	2695	2570	2484
Nelson	995	1020	814
Newcastle	1255	1225	1209
North Esk	2730	2605	2480
South Esk	2180	2080	1964
City of Miramichi	19170	18508	18129
Village of Blackville	960	1010	931
Village of Neguac	1730	1695	1623
Total for Planning District	45385	43703	41989
SOURCE: STATISTICS CANADA, 2006			

2.3 ECONOMY

The economy of the district is closely tied to primary industries such as forestry, mining and fishing. However, the economy is changing as a result of dramatic shifts in the forestry sector. Recent closures and shutdowns of local mills in

the region indicate that the traditional economic base is fragile. However, the region has been able to diversify to a certain extent with the introduction of Knowledge Based Industries being established in the area; increase metal fabrication aimed at the export market which is helping to move away from a reliance on the forestry sector. The City of Miramichi is emerging as the retail hub for northern New Brunswick as new commercial enterprises are attracted to the municipality. The economy can be best described as in a period of transition. As such there is some uncertainty but also some optimism that the region as a whole will continue to survive.

Thus it is with this economic backdrop that community and land use planning will occur over the next five years in the Miramichi Planning District. It presents challenges as planners are trained to manage growth, while the reality is that we will be attempting to manage decline. Despite the fact that assessments throughout the district have increased, there is still a prevailing indication that there is decline in the communities, which manifests itself as a reduction in population.

Table 2.3: Municipal Tax Base, 2006 & 2007

MUNICIPALITY	TOTAL MUNICIPAL TAX BASE 2006	TOTAL MUNICIPAL TAX BASE 2007	INCREASE/ DECREASE	% CHANGE
MIRAMICHI	\$ 1,203,354,700.00	\$ 1,237,090,850.00	\$ 33,736,150.00	2.80%
NEGUAC	\$ 72,818,100.00	\$ 77,174,900.00	\$ 4,356,800.00	5.98%
BLACKVILLE	\$ 37,135,250.00	\$ 37,565,950.00	\$ 430,700.00	1.16%
	\$ 1,313,308,050.00	\$ 1,351,831,700.00	\$ 38,523,650.00	Average of 2.93%

Table 2.4: Local Service Districts Tax Base 2006 & 2007

	2006	2007		
Local Service District	Tax Base	Tax Base	\$\$\$ INCREASE	% INCREASE
Alnwick	\$ 10,588,945.00	\$ 10,716,550.00	\$ 127,605.00	1.21%
Alwick Barryville	\$ 30,532,864.00	\$ 30,968,750.00	\$ 435,886.00	1.43%
Baie Ste. Anne	\$ 44,454,870.00	\$ 45,112,626.00	\$ 657,756.00	1.48%
Black River-Hardwicke	\$ 39,118,003.00	\$ 40,529,950.00	\$ 1,411,947.00	3.61%
Blackville	\$ 43,900,200.00	\$ 45,808,000.00	\$ 1,907,800.00	4.35%
Blissfield	\$ 16,291,717.00	\$ 16,479,555.00	\$ 187,838.00	1.15%
Brantville	\$ 15,462,100.00	\$ 17,107,150.00	\$ 1,645,050.00	10.64%
Chatham	\$ 19,878,774.00	\$ 20,375,250.00	\$ 496,476.00	2.50%
Derby	\$ 26,269,030.00	\$ 27,246,500.00	\$ 977,470.00	3.72%
Escuminac	\$ 9,906,969.00	\$ 9,993,900.00	\$ 86,931.00	0.88%
Fair Isle	\$ 21,046,050.00	\$ 21,400,950.00	\$ 354,900.00	1.69%
Ferry Road - Russellville	\$ 15,257,506.00	\$ 17,068,377.00	\$ 1,810,871.00	11.87%
Glenelg	\$ 26,814,400.00	\$ 27,968,000.00	\$ 1,153,600.00	4.30%
Hardwicke	\$ 3,505,653.00	\$ 3,921,030.00	\$ 415,377.00	11.85%
Haut-Riviere-du-Portage	\$ 14,608,450.00	\$ 14,724,700.00	\$ 116,250.00	0.80%
Nelson	\$ 27,213,350.00	\$ 28,814,150.00	\$ 1,600,800.00	5.88%
Newcastle	\$ 17,894,650.00	\$ 17,987,211.00	\$ 92,561.00	0.52%
North Esk	\$ 60,588,343.00	\$ 61,780,299.00	\$ 1,191,956.00	1.97%
Oak Point-Bartibogue Bridge	\$ 10,476,859.00	\$ 12,407,719.00	\$ 1,930,860.00	18.43%
Portage River-Tracadie Beach	\$ 21,046,850.00	\$ 21,410,700.00	\$ 363,850.00	1.73%
Renous-Quarryville	\$ 71,133,280.00	\$ 74,615,747.00	\$ 3,482,467.00	4.90%
South Esk	\$ 62,572,693.00	\$ 64,136,786.00	\$ 1,564,093.00	2.50%

St. Margarets	\$ 6,194,500.00	\$ 6,291,450.00	\$ 96,950.00	1.57%
Sunny Corner	\$ 40,375,650.00	\$ 41,047,800.00	\$ 672,150.00	1.66%
Tabusintac	\$ 30,816,291.00	\$ 31,942,696.00	\$ 1,126,405.00	3.66%
TOTAL	\$ 685,947,997.00	\$ 709,855,846.00	\$ 23,907,849.00	3.49%

Source: Province of New Brunswick, Municipal Statistics, 2007

2.4 LAND USE AND ENVIRONMENTAL ISSUES

A large portion of the Planning District is Crown land, thus the Commission's involvement is very limited in these areas. Traditionally development has occurred along the rivers and highways in the rural areas. There is a significant portion of the District that is coastal in nature, which introduces the issues of coastal development and protection of this sensitive area. For the most part groundwater through a series of aquifers provides potable water to residents either through communal municipal supplies or individual wells.

3.0 MANDATE OF THE COMMISSION

In accordance with the Community Planning Act, the Planning District Commission, District Planning Director and Development Officer, and Planning and Development Staff administer the planning and development process for its member communities. The following section provides an overview of the Planning Commission Services and provides statistics from previous development activity to assist with determining on-going Planning Commission services and work plan priorities.

The mandate of the Planning Commission as set out in *the New Brunswick Community Planning Act* is:

3.1 Advise Councils on community planning issues and concerns.

- On issues of zoning and planning amendments the Commission's role is one of recommending on the proposed amendments and by-laws based on planning principles, issues and concerns.
- Planning Staff is responsible for the research and development of the by-laws and amendments in consultation with Councils and the Commission.

3.2 Carry out powers and responsibilities given under the Planning Act.

The Commission and Members are given the sole responsibility to approve:

temporary uses;
variances;
similar and compatible uses;
legal non-conforming status and related issues; and
uses subject to conditions.

Planning staff exercise a number of approval powers as part of the day-to-day activities that are delegated to the Commission through the *Community Planning Act* and include approval of:

subdivision plans;
building permits; and
site plans.

Other responsibilities may be delegated to the Commission as may be negotiated between Councils, Province and the Commission.

3.3 Advise the Province on various planning matters.

Commission members interact with the Province regarding unincorporated areas (Local Service Districts) in the same manner as they do in Municipalities. This includes approval of variances and providing recommendations on regulations and amendments, proposed provincial land use policies and directions.

Planning staff offers professional services to the Province relating to planning issues at a provincial level and within the unincorporated areas located in the Planning District.

Simply put, Council/Minister develops the vision, establishes the policy and regulations and the Commission administers and recommends based on the Council's/Minister's Vision, Plan, and By-laws and Regulations.

It should be noted that the Community Planning Act is the planning legislation in the Province of New Brunswick, which specifies what a Commission, Municipality, or Council is permitted to do within the planning related By-laws and Regulations.

3.4 Planning Services

The Commission provides ongoing professional planning services to local government, municipal and provincial agencies and departments, consultants and the public regarding community planning and sustainable development. This is done in order to better manage land and resources for the future development and well being of the community. Typically, the person on the street is familiar with only a few of the functions undertaken by planning commissions. While most people know that we issue building permits and do inspections, they do not necessarily know why. They are not aware of other planning commission functions that are less in the public eye, but nonetheless are essential to ensure development occurs in a way that is orderly, efficient, safe for people, and safe for the environment. The following is a list of some of the services provided by the Miramichi Planning District Commission.

- Interpreting provincial legislation, policies and regulations, Municipal Development Plan policies, Zoning By-laws and Subdivision By-laws;
- Providing a leadership and coordination role in the 5 year review of Municipal Plans, Rural Plans, and Zoning By-laws, as well as updating of Subdivision By-laws and Building By-laws;
- Administering the rezoning process and amendments to planning by-laws;
- Facilitate inter-municipal planning initiatives;
- Assessing client needs, conducting research studies, coordinating input and preparing planning documents such as land use development plans, zoning by-laws and concept plans using knowledge of planning theory, practice and legislation;

- Providing Economic Development assistance, serving as a point of contact for land inquiries, and providing assistance to land development and site selection consultants;
- Review municipal real estate / land disposition transactions;
- Providing professional planning advice and recommendations on major land use development initiatives;
- Providing advice on how to deal with environmental matters such as Watercourse Alteration Permits and Environmental Impacts Assessments;
- Providing information to decision-makers and the general public on effective community planning and sustainable development practices;
- Assisting Municipal Councils with conducting Public Presentations and Public Hearings;
- Conducting effective presentations at conferences, seminars and community meetings;
- Acting as a liaison between the Province and unincorporated area resident / interest groups on planning matters;
- Documenting approvals and exemptions (e.g. for property deed transfers);
- Providing assistance to developers and municipal government on urban / plan design for subdivisions, industrial parks, recreation parks, etc.;
- Providing civic addressing assistance;
- Assisting clients with the preparation of the terms of reference for consulting services, requests for proposals and consultant selection;
- Providing assistance to municipalities with the enforcement of by-laws (subdivision, building and zoning);
- Participation in specific community development and regional studies, such as transportation, riverfront strategies and economic development;
- Development of land use plans (municipal plans, rural plans);
- Administration/enforcement of by-laws (subdivision, building and zoning);
- Processing of development and building permit applications;
- Championing of regional development issues;
- Subdivision approvals;
- Development control services and long range planning;
- Building inspections;
- Geographic Information Services (mapping and property data base management) ;
- Consultation and coordination of development reviews and approvals with government departments and other agencies (e.g. Departments of Environment, Health, Transportation; municipal councils; Service New Brunswick, watershed groups);

- Public education through presentation to various groups (real estates agents, high school classes) and published public notices/information;
- Design assistance services – subdivisions, industrial parks, recreation parks, suggestions to developers, etc.;
- Location planning for regional facilities;
- Assistance to developers in site selection;
- Networking with industry, business and other community stakeholders;
- Facilitation of special studies – e.g. redevelopments, wellfield studies, coordination of development approvals, signage, heritage;
- Participation on EIA technical review committees;
- Participation on Protected Natural Area committees; and
- Development and environmental research and studies

Many of these services are in addition to the statutory functions defined for planning commissions in the Community Planning Act, but contribute significantly to achieving more orderly and sustainable development. The district planning commission deliver these services professionally, consistently, transparently, and at reasonable cost. The Commission is able to mobilize professional and technical capabilities that would be extremely difficult and very expensive for each municipality or for the provincial government to provide comparable planning services.

3.4.1 Zoning Applications, Development Review & Approval

- The Planning Commission staff coordinates the review process and prepares reports and recommendations for the Planning District Commission on rezoning, variance, terms and conditions, temporary use permits and compatible use applications;
- Planning Commission staff participates in municipal technical reviews for major development proposals;
- Development Officers prepare zoning confirmation letters as required;
- Planning staff administers the approval of complex applications in accordance with legislative requirements, planning by-laws and provincial regulations.

3.4.2 Community Development / Municipal Government Initiatives

The Planning Commission assists with the facilitation of community development / strategic planning initiatives that enhance the viability and sustainable development of communities by providing planning support for projects that reflect local and regional needs.

3.4.3 Technical Advisory Role on Environmental Matters

Planning Commission staff plays an active role the Provincial Environmental Impact Assessment (EIA) Technical Review Committee process by providing land use planning comments and advice. Planning staff review EIA Proposals involving municipal water supply systems, municipal sewage lagoon and wastewater treatment systems, industrial projects, wind farm development, power lines, trails for snowmobile and off-road vehicles and other proposed development.

3.5 Plans in Effect

The Miramichi Planning Commission is responsible for the administration of one Municipal Development Plan for the City of Miramichi and two Rural Plans for the Village of Blackville and the Village of Neguac. As identified in the work plan, these planning documents will be reviewed and updated within the next five years.

3.6 Current Planning Activity 1997 - 2006

The following tables provide an overview of current planning activity that has occurred in the Miramichi Planning District.

Table 3a: Commission Activity within the City of Miramichi

	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Plan Amendments	1	3	3	1	1	2	2	1	1	5
Zoning Amendments	4	9	10	3	2	2	3	3	1	7
Signage	8	9	6	10	10	4	3	2	4	3
Variances	33	9	18	19	14	17	15	11	12	17
Access Approvals	9	2	7	8	7	2	4	5	2	1
Other, including similar uses, temporary uses and special items	9	7	2	10	3	6	4	5	3	3
TOTAL	64	39	46	53	37	33	31	22	23	36

Table 3b: Commission Activity within the Unincorporated Area

	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Variances	17	19	19	18	17	16	22	26	19	15
Access Approvals	8	49	42	34	27	25	26	25	17	16
Other, including similar uses, temporary uses and special items	1	0	0	0	1	0	1	10 (incl. 8 flag lots)	13 (incl. 13 flag lots)	5 (incl. 5 flag lots)
TOTAL	26	68	61	52	45	41	49	61	49	36

Table 3c: Number of Building Permits Issued – City of Miramichi

	2000	2001	2002	2003	2004	2005	2006
Single Unit Dwellings & Mini Homes	62	41	52	57	47	50	42
Other Improvements (Residential)	77	85	102	108	91	105	141
Commercial	47	40	59	59	56	79	70
Institutional	5	6	10	11	8	6	12
Industrial	15	7	4	7	10	9	8
Total	206	179	227	242	212	249	274

Table 3d: Value of Building Permits Issued – City of Miramichi

	2000	2001	2002	2003	2004	2005	2006
Residential	5,768,273	3,444,004	5,214,095	5,622,790	4,723,116	5,607,875	6,090,527
Commercial	6,404,517	5,658,842	4,505,472	4,655,836	4,868,550	6,836,800	6,209,118
Institutional	357,700	1,749,197	6,080,980	983,796	1,046,000	1,754,200	628,450
Industrial	2,478,994	1,999,420	99,569	679,650	705,000	306,000	1,197,100
Signs	-	-	-	-	180,620	125,623	148,850
Total	\$15,009,484	\$12,851,463	\$15,900,116	\$11,942,072	\$11,523,286	\$14,630,498	\$14,274,045

Table 3e: City of Miramichi Building Permit Activity 2000 – 2006

<u>Type of Permits</u>	<u>Number of Permits</u>							<u>Value of Permits (\$)</u>						
	2000	2001	2002	2003	2004	2005	2006	2000	2001	2002	2003	2004	2005	2006
RESIDENTIAL														
Single Unit Dwellings	32	24	33	38	28	36	31	2,560,470	1,987,000	3,318,000	3,959,000	2,914,039	3,883,200	4,226,000
Multiple Unit Dwellings	1		0	0	1	1	1	1,400,000				124,900	110,000	200,000
Mini/Mobile Homes	29	17	19	19	19	14	12	1,248,500	660,000	791,000	675,500	820,583	538,000	616,000
Other Improvements	77	85	102	108	85	105	141	559,303	797,004.00	1,105,095	988,290	863,594	1,076,675	1,048,527
COMMERCIAL														
Signs	10	10	16	26	33	42	30	57,700	50,442	130,775	101,136	180,620	125,623	148,850
New Construction	7	8	9	11	11	8	9	2,403,982	1,982,000	1,892,500	2,533,000	4,316,650	5,459,900	4,840,700
Renovations	30	22	7	22	17	29	31	3,942,835	3,626,400	2,482,197	2,021,700	551,900	1,376,900	1,368,418
INDUSTRIAL														
New Construction	8	1	1	3	4	4	3	1,984,482	50,000	62,000	522,500	845,000	1,189,700	1,150,000
Renovations	7	6	3	4	4	5	5	494,512	1,949,420	68,000	157,150	201,000	564,500	47,100
INSTITUTIONAL														
New Construction		2	3	4	5	2	0		46,971	5,303,450	718,000	451,000	116,000	0
Renovations	5	4	7	7	5	4	12	357,700	1,702,226	747,099	265,796	254,000	190,000	628,450
TOTALS:	206	179	227	242	212	250	274	\$15,009,484	\$12,851,463	\$15,900,116	\$11,942,072	\$11,523,286	\$14,630,498	\$14,274,045

Table 3f: Number of Building Permits Issued - Unincorporated Areas

	2000	2001	2002	2003	2004	2005	2006
Single Unit Dwellings & Mini Homes	166	110	115	109	121	141	72
Other Improvements (Residential)	80	87	63	78	119	87	85
Commercial	14	20	19	12	8	14	9
Institutional	0	2	4	0	2	4	1
Industrial	1	1	0	1	0	4	0
Total	261	220	201	200	250	250	167

Table 3g: Value of Building Permits Issued - Unincorporated Areas

	2000	2001	2002	2003	2004	2005	2006
Residential	10,002,331	7,957,015	8,847,249	8,849,251	9,771,415	8,790,024	7,089,970.00
Commercial	1,600,100	2,608,700	513,200	791,000	521,000	1,285,600	514,000
Institutional	100,000	54,500	171,000	0	0	47,725	50,000
Industrial	0	80,000	0	62,000	244,575	206,400	0
Total	\$11,702,431	\$10,700,215	\$9,531,449	\$9,704,254	\$10,536,990	\$10,329,749	\$7,653,970.00

Table 3h: Unincorporated Area Building Permit Activity 2000 – 2006

	2000	2001	2002	2003	2004	2005	2006	2000	2001	2002	2003	2004	2005	2006
<u>RESIDENTIAL</u>														
Single Unit Dwellings	68	38	66	59	61	59	46	4,592,005	3,366,200	6,101,349	5,598,500	5,674,660	3,889,800	3,968,000
Multiple Unit Dwellings														
Mini/Mobile Homes	74	53	30	35	34	43	26	2,161,218	1,778,750	971,500	1,020,196	\$1,413,330	1,690,400	942,200
Cottages	25	19	19	15	26	39	25	856,512	1,484,000	678,500	600,650	\$1,370,900	1,211,300	1,223,560
Other Improvements	80	87	63	78	119	87	60	2,392,597	1,328,065	1,095,900	1,242,900	1,312,525	1,998,524	956,210
<u>COMMERCIAL</u>														
New Construction	14	20	19	12	8	14	9	1,600,100	2,608,700	513,200	791,000	521,000	1,285,600	514,000
<u>INDUSTRIAL</u>														
New Construction	1	1		1		4		100,000	80,000		62,000		47,725	
<u>INSTITUTIONAL</u>														
New Construction		2	4		2	4	1		54,500	171,000		244,575	206,400	50,000
TOTALS:	261	220	201	200	250	250	167	11,702,431	10,700,215	9,531,449	9,315,246	10,536,990	10,329,749	7,653,970

Table 3i: Development Activity Comparison, City of Miramichi vs. Unincorporated Area

Development Activity 2000-2006	<i>City</i>	<i>Unincorporated</i>
Single Unit Dwellings Constructed	222	397
Annual Average number of Single Unit Dwellings Constructed	31.7	56.7
Mini – homes located	129	295
Annual Average Number of Mini-homes located	18.4	42.1
Total Value of All Construction	\$ 96,130,964	\$ 69,770,050
Annual Average Value of All Construction	\$ 13,732,994	\$ 9,967,150

Subdivision Activity

The Planning Commission oversees and grants the approval for the subdivision of land. Plans of subdivision only come before the Commission if they are to create public roads, land for public purposes, require variances to size of lot, or are going to create lots that do not front on a public road. The following tables and figures present the location of plans approved and number of lots created for both the City and Unincorporated areas.

Table 3j: Subdivision of Land

	2000	2001	2002	2003	2004	2005	2006
City of Miramichi	37	36	38	41	32	22	31
Unincorporated Areas	105	127	102	104	111	100	91
Total	142	163	140	145	143	122	122

Table 3k: Total Lots Created

	2000	2001	2002	2003	2004	2005	2006
City of Miramichi	58	66	56	61	55	35	41
Unincorporated Areas	171	148	146	125	152	152	118
Total	229	214	202	186	207	187	159

4.0 Methodology and Analysis of Planning Priorities

The planning priorities of the Miramichi Planning District Commission are articulated in the content of this five-year operating plan. Priorities are driven by the need to update the planning documents (Municipal and Rural Plans and implementation by-laws) of the Commissions funding partners.

4.1 Development of Methodology

Factors that contribute to the management of the priorities and the implementation of action, such as the review of planning documents are generally based on the following criteria:

- Development pressure in a given area of the district measured by permit activity and subdivision activity (lot creation).
- Introduction of provincial land use policies that may necessitate a review or introduction of a planning project.
- Environmental issues, such as the protection of potable water supplies, are given priority status when determining priorities.
- Consultation with citizens within the district and the resulting identification of pressing issues, may influence the priorities of the Commission.
- Opportunities to influence and assist in the economic development of the District and the communities located within the district.
- Population changes in the local communities are a factor relied upon to assess planning priorities. With a generally aging and declining population, we have to be mindful of “who” we are planning for.

4.2 Assessment of Planning Needs

Determination of the planning needs within the district is closely tied to the economic and environmental components of the communities. The following would be considered as key components of any evaluation in determining the planning needs within the district over the next five years:

- Changes in population. The district is generally in a position of declining population. Effective planning to manage this decline is a challenge as most of the skills of professional planners and the mindset of commission members is to manage growth.
- Changes in the economic structure of the district.
- Changes in the social makeup (i.e., citizens working out of province but maintaining residence in the district) of the communities.
- Introduction of provincial land use policies will be used as indicators in the assessment of planning needs.
- Environmental factors that affect quality of life, such as protection of water supplies and preservation of the environment are critical factors in the on-going assessment of planning needs.

4.3 Identification of Planning Priorities

The identification of planning priorities is closely tied to the needs within the planning district. Given the economic climate of the District, identification of priorities will be based on improving the economic well being of the communities within the District. To this end the operating motto of the Commission can be best described as “**Quality and Flexibility versus Control and Regulate**”. In an area of the Province that is suffering economically, planning priorities must be to encourage growth and development but also balance this against the need to respect the environment and natural attributes of the region.

5.0 FIVE-YEAR OPERATING PLAN

5.1 Planning Services Work Plan for Municipalities and Rural Unincorporated Areas

Five year Review of Municipal Plan, Zoning By-law and Rural Plan By-laws	Planned Start Date	2008	2009	2010	2011	2012
City of Miramichi		X				
Village of Blackville			X			
Village of Neguac				X		
Upper Miramichi – Rural Plan *					X	
Rural Area Plan – Non-incorporated Area					X	
* If Upper Miramichi Rural Community is formed and MPDC provides Planning Services.						

5.2 Planning Services Work Plan for Municipalities and Rural Unincorporated Areas

Review of Building By-laws	Planned Start Date	2008	2009	2010	2011	2012
City of Miramichi		X				
Village of Blackville			X			
Village of Neguac				X		

5.3 Planning Services Work Plan for Municipalities and Rural Unincorporated Areas

Review of Subdivision By-laws	Planned Start Date	2008	2009	2010	2011	2012
City of Miramichi		X				
Village of Blackville			X			
Village of Neguac				X		

City of Miramichi Planning Advisory Services	Staff Work is done on a Periodic and Ongoing Basis
Property Management Committee	
City Management Committee	
Provide assistance with preparing Conditional Zoning Agreements and Subdivision Agreements	
Municipal Development Plan Review	
Coordination of Developers Assistance Committee	

Village of Blackville Planning Advisory Services	Staff Work is done on a Periodic and Ongoing Basis
Rural Plan Review Committee	
Responding to Zoning and Development Enquiries	
Subdivision Approvals	
Enforcement of Rural Plan and zoning provisions	
Building Inspection	

Village of Neguac Planning Advisory Services	Staff Work is done on a Periodic and Ongoing Basis
Responding to Zoning and Development Enquiries	
Subdivision Approvals	
Enforcement of Rural Plan and zoning provisions	
Building Inspection	

Rural Area Planning Advisory Services	Planning Staff Work is done on a Periodic and Ongoing Basis
Technical Review Committee for Environmental Impact Assessment (EIA) Reviews	
Examining feasibility of adopting basic rural zoning provisions for non-incorporated area	
Coordinate Provincial Review on Subdivision Applications	
Participation on Local Advisory Committee for Protected Natural Area (PNA) for Kennedy Lakes	

Regional Collaboration, Annual Reports, Development Activity Reports, Regional Projects, Studies, Ongoing Activities	Planned Start Date	2008	2009	2010	2011	2012
Liaison with other regional authorities such as Miramichi Airport Commission, Enterprise Miramichi, Northumberland Solid Waste Commission, CBDC		X	X	X	X	X
Population, Demographic, Socio-Economic Studies, Profiles & Forecasting utilizing 2006 Statistics Canada			X	X		
Monthly Development Activity Reports / Annual Reports		X	X	X	X	X
Background Studies for Municipal Development Plans, Rural Plans, and Zoning By-laws.		X	X	X	X	X
In conjunction with the City of Miramichi, examine feasibility of establishing a By-law Compliance Officer position.			X			
In conjunction with involved regional offices of Health, Environment, Transportation and other involved departments and agencies host a One-Day seminar for local developers/contractors and members of the public to present the development approval process and obtain feedback on improvements to the delivery of services.		X		X		X
Continue to coordinate Developer's Assistance Committee comprised of MPDC Staff, City Staff, relevant provincial government agencies and departments. Function of the DAC is to assist developers in the approval process and to facilitate quality development projects. In conjunction with the City, continue to participate in Developers and Retailer Recruitment committee.		X	X	X	X	X

5.4 Provincial Guidelines for Delivery of Planning Services and MPDC Administrative Issues	Planned Start Date	2008	2009	2010	2011	2012
Adopt after review by the MPDC proposed Guidelines developed by DOE and NB Association of Planning Commissions		X	X	X	X	X
Once the <i>Community Planning Act</i> amendments are completed, the MPDC will implement a protocol for Development Officer approved dimensional variances		X				

5.5 Building Inspection Work Plan	Planned Start Date	2008	2009	2010	2011	2012
Review and update the Building Valuation System using RS Means		X	X	X	X	X
Review and update Municipal Building By-laws and Fee Schedule within Villages			X	X		
Prepare Monthly and Annual Building Permit Reports		X	X	X	X	X
As part of a Succession Planning Initiative - Prepare a Building Inspection Procedure Manual for issuing permits, conducting inspections, and reports					X	
Continue with training of Inspection Staff as available by NBBOA and others		X	X	X	X	X

5.6 Geographic Information System (GIS) Mapping Work Plan	Planned Start Date	2008	2009	2010	2011	2012
Five Year Review of City of Miramichi Municipal Development Plan						
- New Generalized Future Land Use Map Schedule		X				
- New Future Roads Schedule		X				
- New Linear Parks and Trails Schedule		X				
- Background Maps		X				
- New Zoning Map		X				
Five Year Review of Blackville Rural Plan						
-Background Maps			X			
-New Zoning Map			X			
Five Year Review of Neguac Rural Plan By-law						
- Background Maps				X		
- New Zoning Map				X		
Continue with the updating of the Existing Land Use Map using building permit data for new construction and demolitions. This task will be beneficial for the update of the Municipal Plan, Zoning By-law and Rural Plans.		X	X	X	X	X

5.7 Geographic Information System (GIS) Mapping Work Plan	<p style="text-align: center;">Work Done on an Annual, Periodic and Ongoing Basis</p>
Update Property Base Map / Parcel Mapping	
Update Street and Road Network	
Update Subdivision Maps	
Update Zoning Maps	
Update Section 39 Agreements	
Prepare Monthly Location Maps and radius Notices for Commission	
Residential Land Supply Studies	
Commercial Land Supply Studies	
Industrial Land Supply Studies	
Prepare Numerous Plan Review / Development Review Maps	
Update Provincial Datasets	
Preparing daily Presentation Maps	
Preparing daily Presentation Maps	
<p>In conjunction with the Department of Environment, establish the OpenCities GIS portal to access on-line and current property information. Staff will have access to this information source on their computer desktops which will aid in the evaluation of development proposals that may involve environmentally sensitive areas, wetlands, well fields...</p>	

5.8 Information Technology / Information System Work Plan	Planned Start Date	2008	2009	2010	2011	2012
Web Site Maintenance		X	X	X	X	X
Translate Website material, ensure that the content is available in both Official languages		X	X			
Purchase Statistics Canada – 2006 Census Data, through PC Census, cost shared with Enterprise Miramichi and CBDC.			X			

5.9 Accountability, Communication and Public Relations Work Plan	
Send our clients, Monthly Development Activity / Building Permit Reports	Work Done on an Annual, Periodic and Ongoing Basis
Maintain Good Working Relations with Municipalities	
Maintain Good Media Relations	
Liaison with external economic development agencies, real estate, utility companies and industry groups	
Maintain Website to communicate role of Commission in the development of the District	
Public Presentations to Community and Business Organizations	
Annual Report	

5.10 Administration and Management	Planned Start Date	2008	2009	2010	2011	2012
Examine feasibility of hiring a junior planner to assist in Plan reviews and development control. MPDC will review available employment funding programs from various provincial and federal sources.			X			
Update Planning Commission Filing System		X				
Develop a File Retention Strategy		X				
Dispose of old files and plans as per Retention Strategy			X			
Facilitate Strategic Planning for updating the Five Year Strategic Operations Plan and Annual Work plans.	Done Annually before Budget	X	X	X	X	X
Preparation of Annual Financial Report		X	X	X	X	X
Work with funding partners to examine funding arrangements so as to sustain service delivery at a reasonable and predictable cost.		X				
Preparation of Annual Budget		X	X	X	X	X
Preparation of Annual Report		X	X	X	X	X
Staff Language Training		X	X	X	X	X
Update Planning Commission Policies and Procedures			X		X	
Complete Employee Performance Evaluations		X	X	X	X	X
Prepare an Annual Staff Training Plan		X	X	X	X	X

6.0 BUDGET

6.1 Five-Year Proposed Budget Contributions* for the Delivery of Services

MPDC Contribution	2008	2009	2010	2011	2012
City of Miramichi	\$165,204.00	\$170,160.00	\$175,264.00	\$180,522.00	\$185,938.00
Village of Neguac	\$11,314.00	\$11,653.00	\$12,003.00	\$12,363.00	\$12,734.00
Village of Blackville	\$5,410.00	\$5,572.00	\$5,739.00	\$5,911.00	\$6,089.00
Local Service Districts	\$158,232.00	\$162,978.00	\$167,868.00	\$172,904.00	\$178,091.00
DELG Grant	\$71,250.00	\$71,250.00	\$71,250.00	\$71,250.00	\$71,250.00
Administrative Fees	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00
	\$481,410.00	\$491,613.00	\$502,124.00	\$512,950.00	\$524,102.00

*The figures presented here are estimates only and are subject to change.

The Commission's annual budget is projected to increase by a minimum of 3 % annually. The actual amount may change based on assessment levels, special planning projects and other external factors. The amount shown is indication of the total contribution by the partners; the amount can be a combination of taxation and administrative fees, such as revenue from building permit fees which can be allocated to contribute to the overall cost of providing planning, development control and building inspection services by the Miramichi Planning District Commission.

Prior to the 2009 Budget, the MPDC will explore the financial implications of hiring a Junior Planner to participate in plan reviews and assist in the evaluation of development applications. Federal and Provincial employment programs will be examined so as to reduce the financial impact on the funding partners.