**DRAFT**

**Public Meeting of Council**
**Thursday, September 3, 2026, 6:00PM**
**Georgian Ballroom, Rodd Charlottetown Hotel, 75 Kent Street, Charlottetown, PE**
**Also available via Microsoft Teams; and**
**Live streaming at [www.charlottetown.ca/video](www.charlottetown.ca/video)**

**Mayor Phillip Brown Presiding**

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| **Council Members present:** | Deputy Mayor Alanna Jankov<br>Councillor Bob Doiron*<br>Councillor Justin Muttart<br>Councillor Mitchell Tweel | Councillor Julie McCabe<br>Councillor John McAleer<br>Councillor Norman Beck<br>Councillor Trevor MacKinnon |
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| **Staff:** | Brad MacConnell, CAO<br>Michael Ruus, Director, Integrated Growth<br>Richard MacEwen, Director, Community Services<br>Donna Miller-Ayton, Mgr, Policy & Heritage<br>David Gundrum, Mgr, Planning Development* | Laurel Palmer, PIII<br>Sebastian Hall, PIII<br>Bradley Vince, PII & HO<br>Jason Doucette, IO/AA** |
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| **Zoning Development Bylaw Consultants** | Jacob Ritchie, Fathom Studio<br>Ruby Shephard, Fathom Studio | |
| | | |
| **Also present:** | | |
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| **Regrets:** | Councillor Terry Bernard<br>Councillor Kevin Ramsay | |

*Participated via Teams
**Minute Taker

*Meeting reminders were explained before calling the meeting to order. Mayor Brown also acknowledged that the meeting was taking place on the traditional and unceded territory of the Mi'kmaq people.*

*The deadline for submission of written comments is Friday, September 18, 2026, at noon.*

1. **Call to Order**
   Mayor Brown called the meeting to order at 6:07 PM.

2. **Declarations of Conflict of Interest**
   There were no conflicts.

**3. Approval of Agenda**

Moved by Councillor McCaleer and seconded by Deputy Mayor Jankov that the agenda for the Public Meeting on September 3, 2026, be approved.

**CARRIED**

**4. Discussion Items:**

**a) Draft Zoning & Development Bylaw**

*Donna Miller-Ayton, Manager, Policy & Heritage*
*Jacob Ritchie, Fathom Studio*
*Ruby Shephard, Fathom Studio*

**Request**:

To convene a public meeting to provide residents and other interested persons with an opportunity to make representations on the City of Charlottetown's draft Zoning and Development Bylaw, in accordance with section 18 of the *Planning Act*, R.S.P.E.I. 1988, c. P-8.

**Presenters:** Donna Miller-Ayton, Manager Policy & Heritage
Jacob Ritchie, Fathom Studio
**Applicant:** City of Charlottetown
**Reference:** Public Meeting Package

**Summary:**

***Donna Miller-Ayton Opening Remarks:***

It was stated that the purpose of the public meeting was to provide residents and other interested persons with an opportunity to comment on the draft Zoning and Development Bylaw for the City of Charlottetown before it is considered for first reading and adoption by Council pursuant to Section 18 of the Prince Edward Island Planning Act.

It was also stated that legislative notice requirements had been met, with notices of the public meeting published in two editions of *The Guardian* newspaper, on August 22, 2026, and August 29, 2026. Staff also noted that notices were posted on the City's website and social media platforms.

It was reported that as of noon on September 2, 2026, the Planning and Heritage Department received 171 comments from members of the public and 69 comments from developers regarding the draft bylaw. It was noted that formal written submissions received were included in the meeting package.

It was also stated that to support public engagement and discussion on the draft document, Jacob Ritchie of Fathom Studio, the City's Zoning and Development Bylaw consultant, was in attendance to provide an overview of the proposed bylaw and the Manager of Policy and Heritage then invited Mr. Richie to begin his presentation.

***Jacob Ritchie Presentation:***

Jacob Ritchie of Fathom Studio thanked Council, staff, and members of the public for attending and noted that strong public participation helps to improve the quality of planning documents and regulations.

It was said that community feedback is a critical part of the process and would continue to shape the final bylaw and that the presentation would provide an overview of the project, the regulatory framework, key changes from the current Zoning and Development Bylaw, feedback received through public engagement, revisions made to the draft document, and the process moving forward toward adoption.

Mr. Ritchie stated that the draft bylaw is a large and complex document that uses planning and legal terminology, and the purpose of public engagement is to help residents better understand the regulations and provide meaningful feedback.

It was said that although Fathom Studio is based in Dartmouth, Nova Scotia, the project was completed in collaboration with City staff, residents, and Island stakeholders. Mr. Richie noted that the bylaw was developed for Charlottetown and reflects local priorities while also drawing on best practices from other Maritime communities.

He noted that the City's Official Plan establishes the long-term vision for growth, while the Zoning and Development Bylaw implements that vision through detailed regulations governing land use, building heights, setbacks, parking requirements, and development standards.

It was stated that the project began following adoption of the City's updated Official Plan and included background analysis, community consultation, internal departmental review, and multiple rounds of drafting and revisions. Staff indicated that extensive input from City departments helps to improve the functionality and administration of the proposed bylaw.

Mr. Ritchie explained that the Official Plan emphasizes growth management, clear land use structures, climate resiliency, housing diversity, and sustainable development. It was noted that the new bylaw primarily implements the growth strategy, land use framework, and expanded housing opportunities identified in the Official Plan.

It was also stated that the project is connected to the federal Housing Accelerator Fund, through which Charlottetown committed to a number of housing-related initiatives, including implementation of the new bylaw, support for accessory dwelling units (ADUs), reduced parking requirements, higher density development in selected areas, incentives for missing-middle housing, density bonusing, and the removal of exclusionary zoning practices.

Staff stated that one of the major objectives of the new bylaw is modernization, noting that the current bylaw has remained largely unchanged since 1999. It was observed that Charlottetown's population has increased significantly since that time and that updated regulations are needed to respond to current growth and housing demands.

It was said that the draft bylaw simplifies the zoning structure, reducing the number of zones from 77 to 18. He indicated this approach will create greater consistency, reduce complexity, and improve understanding for residents, developers, and City staff.

Mr. Richie noted that revised development approval pathways are intended to provide greater certainty and predictability. It was stated that more decisions would be administered through staff-driven approval processes, while Council would continue to be involved in major developments requiring development agreements or involving potentially contentious land uses.

He also explained that the variance process has been significantly revised. Rather than allowing broad discretionary variances, new limits would generally restrict variances to a defined percentage of the applicable requirement, creating more consistency and predictability in development outcomes.

It was also stated that new built form regulations have been introduced to address the design and appearance of larger buildings and noted that requirements relating to setbacks, step-backs, street wall heights, and upper-floor massing are intended to reduce the impact of taller buildings on surrounding properties and public spaces.

Mr. Ritchie explained that the bylaw proposes expanded housing opportunities, including permitting up to four dwelling units as-of-right on certain residential properties where lot size and development standards can accommodate additional units. It was emphasized that not all residential properties would qualify and that development would remain subject to setback, size, and site-specific requirements.

It was said that accessory dwelling units, including detached backyard suites and attached units within existing homes, are proposed throughout many residential areas and was noted that detached ADUs would be limited in size, height, and bedroom count, while requirements have been established to maintain neighbourhood compatibility.

He also indicated that future growth nodes and growth corridors have been identified in strategic locations, particularly around major intersections and commercial areas. It was noted that increased building heights and density are being encouraged in these locations to accommodate future population growth and housing demand while minimizing impacts on established residential neighbourhoods.

It was stated that parking reform is an important component of the draft bylaw. Mr. Richie explained that mandatory parking minimums have been reduced or removed in some areas, with the expectation that developers will continue to provide parking based on market demand while reducing unnecessary construction costs and supporting transit use.

He noted that environmental protection measures have been strengthened through the introduction of an environmental constraints framework and flood risk regulations. It was explained that updated provincial environmental data was used to establish requirements related to wetlands, waterways, coastal flooding, and minimum elevations for residential construction in vulnerable areas.

It was said that significant public feedback received through earlier consultation phases resulted in a number of changes to the draft, including revisions to conservation policies, creation of a new Urban Expansion Zone, refinements to ADU regulations, updates to flood risk standards, corrections to maps and definitions, and various technical improvements throughout the document.

Mr. Richie stated that feedback from residents, developers, staff, and elected officials contributed to strengthening the draft bylaw. It was noted that while support was expressed for additional housing options, several topics generated significant discussion, including four units as-of-right, accessory dwelling units, parking reforms, environmental protection, and residential density.

He then concluded that comments received during the public meeting would be reviewed and considered as further refinements are made to the document. It was explained that a revised draft would return to the Planning Board for consideration and recommendation before being brought back to Council for future readings and potential adoption of the new Zoning and Development Bylaw.

**Comments:**

Daniel Mullen, Matt Pelletier, Ole Hammerlund, Madeline Biso, Rob MacBain, Janice Wright, Brian Gillis, Kim Devine, Malcom Lodge, Len MacLaren, Jen Du, Ian Scott, Jake Bartlett, Chris Oatway, Andrea Battison, Jason Ross (non-resident of Charlottetown) and Frank MacEachern raised specific concerns and support for the initiative.

Several residents expressed concerns regarding the proposed four units as-of-right provisions and accessory dwelling unit (ADU) policies. Concerns focused on the potential impact on established neighbourhood character, increased residential density in traditionally low-density areas, loss of green space, reduced backyard space, additional parking pressures, increased traffic, and the possibility of single-family neighbourhoods gradually transitioning into more intensive forms of development.

Several speakers questioned the effectiveness of the proposed owner-occupancy requirements associated with accessory dwelling units. Concerns were raised regarding how these provisions would be monitored and enforced over time, particularly if properties were sold after development occurred. Several residents questioned whether the requirements could realistically prevent investment properties or short-term rental operations from becoming more common in residential neighbourhoods.

Parking and transportation were among the most frequently discussed issues. Residents expressed concern that reducing or eliminating parking minimums could increase on-street parking demand, worsen congestion, create conflicts in established neighbourhoods, and place additional pressure on areas already experiencing parking shortages. Some speakers questioned whether transit services and active transportation infrastructure are currently sufficient to support the level of density contemplated by the draft bylaw.

Staff heard concerns regarding infrastructure capacity, including water supply, stormwater management, wastewater servicing, drainage systems, roadway capacity, emergency services, and overall municipal infrastructure. Several residents suggested that infrastructure planning

should be addressed before significant increases in density occur and questioned whether existing systems are capable of supporting future population growth.

It was stated that stormwater management and runoff were identified as important considerations. Residents noted concerns about increased impervious surfaces resulting from more buildings, parking areas, and development activity. Suggestions were made that future development should be required to manage stormwater on-site and prevent impacts on neighbouring properties and municipal infrastructure.

A number of speakers expressed concerns regarding neighbourhood compatibility and design standards. Residents questioned whether additional units and accessory buildings would fit appropriately within existing communities and emphasized the importance of maintaining the scale, appearance, landscaping, and character of established residential areas.

Concerns were raised regarding the proposed Growth Corridor zoning areas. Several residents questioned the range of permitted uses within these zones and expressed concern that commercial, industrial, transportation, warehousing, entertainment, or other non-residential uses could become established adjacent to existing homes. It was suggested that some Growth Corridor areas may be better suited for residential-focused density rather than a broad mix of uses.

Residents expressed concerns regarding public participation and decision-making processes. Some speakers felt that moving more approvals to administrative and as-of-right processes could reduce opportunities for community input, public consultation, and Council oversight. Questions were raised about whether residents would continue to have meaningful opportunities to provide feedback on development proposals affecting their neighbourhoods.

Several speakers advocated for stronger public notification measures, including larger development signage, more accessible mapping, clearer property-specific information, enhanced visualization tools, and additional neighbourhood-level consultation opportunities to help residents better understand proposed changes.

Several residents emphasized the importance of preserving the character of the 500 Lot Area and historic downtown neighbourhoods. Concerns were expressed regarding building heights, density, heritage protection, view corridors, demolition of historic structures, and the potential loss of the architectural character that contributes to Charlottetown's identity and tourism appeal. Speakers encouraged stronger protections for heritage resources and historic streetscapes.

It was also stated that waterfront development generated considerable discussion. Several residents argued that the waterfront is a unique public asset and suggested that future development proposals should continue to require public consultation and Council review. Concerns were expressed that as-of-right development on the waterfront may reduce public accountability and community involvement in decisions affecting the area.

Residents noted concerns about short-term rentals and their relationship to the proposed bylaw. Questions were raised regarding enforcement, monitoring, and whether accessory dwelling units intended to address housing needs could instead be used for tourism accommodations, thereby reducing their contribution to the long-term rental supply.

Several speakers questioned whether the proposed regulations appropriately balance housing growth with neighbourhood protection. While acknowledging the need for additional housing options, residents expressed varying views on the most suitable locations for density, with many suggesting that higher-density development should be concentrated in growth nodes, commercial areas, underutilized properties, and redevelopment sites rather than within established residential neighbourhoods.

Concerns were voiced regarding the City's Housing Accelerator Fund commitments and the influence of federal funding on local planning decisions. Some residents felt the proposed changes were being driven by funding requirements rather than community priorities, while others argued that maintaining compliance with federal commitments is important to support future housing initiatives and funding opportunities.

A recurring theme throughout the meeting was the need to balance housing affordability, growth, heritage preservation, neighbourhood stability, infrastructure capacity, environmental protection, and public involvement. Residents generally acknowledged the need for additional housing but expressed differing views on how that growth should occur and what safeguards should be included within the final bylaw.

## 5. New Business

There was no new business that arose.

## 6. Adjournment of Public Session

Moved by Councillor McAleer and seconded by Councillor Muttart that the Public Meeting adjourned.

The meeting concluded at 8:20 PM.