CHARLOTTETOWN

PLANNING BOARD AGENDA
NOTICE OF MEETING

Wednesday, October 7th, 2026, at 4:30 pm
Council Chambers, 2nd Floor, City Hall, 199 Queen Street
Live streaming: www.charlottetown.ca/video

1. **Call to Order**
2. **Declaration of Conflicts**
3. **Approval of Agenda** - Approval of Agenda for Wednesday, October 7th, 2026
4. **Adoption of Minutes** – Minutes of Planning Board Meeting on Tuesday, September 1st, 2026
5. **Business arising from Minutes**
6. **Reports:**
   a) **Variances:**

1. 644 University Avenue (PID# 387852)

Stephanie MacDonald, Planner 1

This is a request for a Major Variance to allow for a proposed commercial building (new gas station convenience store and drive-thru building) to project into the rear yard setback by 1.66 metres (5.45 feet) for subject property identified as 644 University Avenue (PID# 387852) within the Highway Commercial (C-2) Zone. A rear yard setback of 7.5 metres (24.6 feet) otherwise applies.

2. 12 Avonlea Drive (PID# 464016)

David Gundrum, RPP, MCIP, Manager of Development Planning

This is a request for a Major Variance to allow for a Garden Suite (68 square metres) to be permitted in the front yard of a corner lot that is within the Single Detached Residential (R-1L) Zone having a lot area of 0.14 hectares (0.34 acres) whereas a minimum lot area of 0.2 hectares (0.5 acres) is otherwise required and a Garden Suite is otherwise only permitted within the rear yard of a property as per Section 5.7 of the Zoning & Development Bylaw.

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b) Rezonings:

1. **St. Martha's Court - Lot 2019-5 (Parent PID# 390740 New assigned PID#1176502)**

   Laurel Palmer, RPP, MCIP, Planner 3 (Senior Planner)

   This is a request to approve a development concept plan for Lot 2019-5 (PID# 390740) on St. Martha's Court in the Comprehensive Development Area (CDA) Zone in order to facilitate future development of the site with three (3) apartment buildings having a combined total of one hundred and eighty-six (186) dwelling units.

2. **151 Kensington Road (PID# 385872)**

   Stephanie MacDonald, Planner 1

   This is a request to proceed to public consultation concerning a proposed rezoning of the subject property from the Low Density Residential Single (R-2S) Zone to the Medium Density Residential Townhouse (R-3T) Zone to allow for an increase in density on the parcel in future.

3. **9 Kirkwood Drive (PID# 370932)**

   David Gundrum, RPP, MCIP, Manager of Development Planning

   This is a request to proceed to public consultation concerning a proposed rezoning of the subject property from the existing Low Density Residential (R-2) Zone to the Mixed Use Corridor (MUC) Zone for the purpose of allowing for veterinary services and uses accessory to veterinary services (i.e. office space).

4. **Unaddressed Property - Summer Street (PID# 368803)**

   David Gundrum, RPP, MCIP, Manager of Development Planning

   This is a request to proceed to public consultation concerning a proposed rezoning of the subject property from the existing Parking (P) Zone to the Medium Density Residential (R-3) Zone for the purpose of facilitating future medium density residential development at this location. A lot consolidation with abutting property to the north identified as 54 Eden Street (PID# 368878) is also proposed and will be considered at a future date pending outcome of the proposed rezoning.

c) Subdivisions & Lot Consolidations:

1. **<u>307-311 Patterson Drive (PID# 676585)</u>**

   David Gundrum, RPP, MCIP, Manager of Development Planning

   This is a request to consolidate two (2) existing parcels in the Business Office Commercial (C-1) Zone to form one new consolidated parcel measuring approximately 1,206 square metres (0.30 acres) in size containing an existing 1-storey commercial building.

2. **<u>375 University Avenue (PID# 368589)</u>**

   David Gundrum, RPP, MCIP, Manager of Development Planning

   This is a request to consolidate five (5) existing parcels under common ownership in the Mixed Use Corridor (MUC) Zone to form one new consolidated parcel measuring approximately 5,517 square metres (1.36 acres) in area containing two (2) existing commercial buildings. The requested consolidation has been proposed to facilitate a future building addition of one of the existing commercial buildings and to eliminate existing internal lot lines causing setback issues.

3. **<u>8 Newland Crescent (PID# 370528)</u>**

   David Gundrum, RPP, MCIP, Manager of Development Planning

   This is a request to sever a portion of lands in the Institutional (I) Zone measuring approximately 511 square metres (0.13 acres) in area belong to property addressed as 30 Dunkirk Street (site of Spring Park Elementary School) and consolidate that parcel with abutting lands to the east belonging to 8 Newland Crescent in the Low Density Residential (R-2) Zone to form one new consolidated parcel measuring approximately 1,607 square metres (0.40 acres) in area containing an existing single-detached dwelling. The requested consolidation has been proposed to facilitate a future building addition for the existing single-detached dwelling at 8 Newland Crescent.

4. **<u>Carraigbrook Avenue and Clonhaven Street – Lot 153A, Lot 154A, Lot 155A (PID#s 1194620, 1194612, 1194638)</u>**

   David Gundrum, RPP, MCIP, Manager of Development Planning

   This is a request to subdivide portions of land identified as Parcel A (307 square metres), Parcel B (299 square metres), Parcel C (0.2 hectares) and Parcel D (340 square metres) and have them appended as lot consolidations to separate lots identified as Lot 154A and Lot 155A with portions donated from Lot 153A to re-configure existing lot lines for three (3) existing parcels of land all within the Apartment Residential (R-4) Zone.

7. **Introduction of New Business**
8. **Adjournment of Meeting**

PLANNING & HERITAGE: PLANNING BOARD MINUTES
TUESDAY, SEPTEMBER 1, 2026, 4:30 PM
COUNCIL CHAMBERS, 2ND FLOOR, CITY HALL, 199 QUEEN STREET
Live streaming at www.charlottetown.ca/video

Present:	**Deputy Mayor Jankov, Chair**	**Dave Essery, RM**
	Councillor Norman Beck	**Bobby Kenny, RM**
	Councillor Julie McCabe	**Paul Connolly, RM**
		Lea MacDonald, RM
		Jacqui Scaman, RM
Also:	**Mike Ruus, Director, Int. Growth**	**Jason Doucette, IO/AA****
	David Gundrum, Mgr, PH	***minute taker*
	Laurel Palmer, PIII, Senior Planner	
Regrets:	**Brad MacConnell, CAO**	
	Mayor Phillip Brown	
	Satyajit Sen, RM	

1. **Call to Order**
   Chair called the meeting to order at 4:37 PM

2. **Declaration of Conflicts**
   Chair Jankov asked if there were any conflicts. There were no conflicts.

3. **Approval of Agenda**
   Moved by Bobby Kenny and seconded by Jacqui Scaman that the agenda for Tuesday, September 1, be approved.

   CARRIED

4. **Adoption of Minutes**
   Moved by Dave Essery and seconded by Councillor McCabe that the minutes of the Planning Board meeting held on Tuesday, August 4, 2026, as circulated, be approved.

   CARRIED

5. **Business arising from Minutes**
   There was no business arising from the minutes.

6. **Reports:**

   a) Variances:

   1. 65 Kensington Road (PID# 277491)
   David Gundrum, Manager of Development Planning

Property Information: Single Detached Residential (R-1L) Zone
Staff Presenter: David Gundrum, Manager of Development Planning
Applicant: Hunter McTague
Reference: Planning Board Meeting Package

Request:

This is a request for a Major Variance to allow for the establishment of a 2-storey detached accessory structure (garage) on the subject property that would contain a Garden Suite, otherwise also called a detached Accessory Dwelling Unit (ADU) on a property having lot area of approximately 0.2 acres (0.08 hectares) whereas a minimum lot area of 0.5 acres (0.2 hectares) is otherwise required for a detached ADU. The applicants are also seeking relief from Zoning requirements for an increased maximum size of 73 square metres (786 square feet) and increased maximum building height of 25 feet (7.62 metres) for the detached accessory structure that would contain an ADU as well as reduced side yard setback of 1.30 metres (4.26 feet) and reduced rear yard setback of 1.90 metres (6.23 feet).

Summary:

Staff stated that the application was for a Major Variance to permit a Garden Suite located above a proposed two-storey detached garage at the rear of the property. Staff noted that relief was requested from five zoning requirements, including minimum lot area, maximum gross floor area, maximum building height, side yard setback, and rear yard setback.

Staff noted that the property is located within the R-1L Zone and currently contains a single detached dwelling and an existing detached garage in the rear yard. It was stated that the property is situated on Kensington Road across from Exhibition Drive and north of Red Shores.

Staff stated that the proposed garage would be constructed partially within the footprint of the existing detached garage and would contain a Garden Suite on the second storey. It was also said that the existing garage would be removed should the application be approved.

Staff noted that notice of the application was circulated to fifteen surrounding property owners within 100 metres of the site. It was stated that no comments or responses were received as a result of the circulation process.

Staff stated that the proposal would provide gentle infill development and increase housing options in the area. Staff also noted that a Development Permit application would still be required should the variance receive approval.

It was stated that although the proposal requires five separate variances, each request must be evaluated individually and cumulatively to determine whether the overall impact is appropriate within the context of the surrounding neighbourhood.

Staff noted that the requested side yard and rear yard setbacks reflect an existing situation, as the proposed building would occupy substantially the same location as the current detached garage. It was stated that the existing setback impact is already established and would not be significantly intensified. Staff also said that neighbouring rear yards do not contain principal structures that would be negatively affected by the reduced setbacks.

With respect to floor area, staff stated that the proposed Garden Suite would exceed the permitted maximum by approximately 4.35 percent. Staff noted that the increase is minor and would not compromise the accessory nature of the dwelling unit in relation to the main residence.

Regarding building height, staff stated that the proposed structure would be 7.62 metres in height compared to the permitted maximum of 4.6 metres. Staff noted that due to the surrounding rear yard conditions and the location of neighbouring properties, potential privacy, shadowing, and overlook impacts would be negligible or non-existent.

Staff further noted that the subject property does not meet the minimum lot size required to permit a Garden Suite as-of-right. However, it was stated that adequate amenity space would remain on the property and that the resulting lot coverage would be approximately 20.5 percent, which is well below coverage levels commonly permitted in comparable urban areas.

In conclusion, staff stated that the cumulative effect of the requested variances would not create undue negative land use impacts on surrounding properties and would remain consistent with the intent of the Zoning and Development Bylaw.

Discussion:

It was asked whether the proposed development would still require variances under the draft Zoning and Development Bylaw.
Staff advised that some of the requested relief, such as lot area and unit size requirements, may no longer be necessary under the proposed bylaw, although other items, including height and setback requirements, could still require review.

Staff stated that the draft bylaw remains under consideration and may be further revised prior to adoption. It was noted that the matter would be discussed further at the upcoming public meeting.

A Board member commented positively on the proposal and asked whether any public correspondence had been received. Staff advised that no letters or submissions had been received.

MOTION:

Moved by Lea MacDonald and seconded by Dave Essery that Planning Board recommend that Council approve the following Major Variance for the subject property identified as 65 Kensington Road (PID# 277491) to allow for the following:

1) **To allow for the establishment of a Garden Suite on a property having lot area of approximately 0.2 acres (0.08 hectares) whereas a minimum lot area of 0.5 acres (0.2 hectares) is otherwise required.**

2) **To allow for an increased maximum gross floor area for a Garden Suite of 73 square metres (786 square feet) whereas a maximum gross floor area of 70 square metres (753.2 square feet) is otherwise permitted.**
3) **To allow for an increased maximum building height of 7.62 metres (25 feet) for a detached accessory structure containing a Garden Suite whereas a maximum building height of 4.6 metres (15.1 feet) is otherwise permitted.**
4) **To allow for a reduced side yard setback of 1.30 metres (4.26 feet) whereas a side yard setback of 1.8 metres (6 feet) is otherwise required for a detached accessory structure containing a Garden Suite; and**

5) **To allow for a reduced rear yard setback of 1.90 metres (6.23 feet) whereas a rear yard setback of 3 metres (9.8 feet) is otherwise required for a detached accessory structure containing a Garden Suite.**

CARRIED
(7-0)

2. **<u>49 Trailview Drive (PID# 1128842)</u>**
   David Gundrum, RPP, MCIP, Manager of Development Planning

Property Information: Single Detached Residential (R-1L) Zone
Staff Presenter: David Gundrum, Manager of Development Planning
Applicant: Mark MacDonald
Reference: Planning Board Meeting Package

<u>Request:</u>

This is a request for a Major Variance to permit the future subdivision of 49 Trailview Drive (PID# 1128842) to create a new buildable lot within the (R-1L) Zone. The Major Variance request proposes to reduce the minimum required lot frontage from 18 metres (59.1 feet) to approximately 7.76 metres (25.45 feet) for the proposed new lot.

<u>Summary:</u>

Staff noted that the subject property is located on the east side of Trailview Drive and contains an existing two-storey single detached dwelling and a detached garage. It was stated that the property has a lot area of approximately 2.54 acres and significantly exceeds the minimum lot size requirements of the zone.

It was also said that the property is situated within an established low-density residential neighbourhood containing large residential lots and nearby City-owned parkland.

Staff stated that the intent of the application is to allow the subdivision of the parent parcel into three new lots identified as Lots 26-1, 26-2, and 26-3. Staff noted that Lots 26-1 and 26-2 would comply with frontage requirements, while proposed Lot 26-3 would not meet the required minimum frontage.

Staff noted that notice of the application was circulated to thirty-four surrounding property owners. It was stated that no written comments were received during the circulation period.

It was stated that the proposed Lot 26-3 would be considered a flag lot under the Zoning and Development Bylaw, as the developable portion of the lot would be located behind another lot and connected to the street by a narrow access strip.

Staff stated that the bylaw provisions relating to flag lots were reviewed. Staff noted that the circumstances typically required to permit a flag lot through a frontage variance do not exist in this case, as there is no pre-existing undersized legal lot and the parcel is not landlocked.

Staff also stated that consideration could still be given under separate bylaw provisions dealing with the creation of a single infill lot that is undersized in lot area or frontage, provided the lot remains compatible with the surrounding neighbourhood and meets average lot size characteristics.

It was stated that although Lot 26-3 would constitute back-lot development, the size and configuration of the lands would provide sufficient separation, buffering, and screening opportunities to minimize impacts on neighbouring properties.

Staff noted that a condition of approval was recommended requiring any future dwelling on Lot 26-3 to have its main entrance and front façade oriented toward the City-owned parkland to the south. It was stated that this measure would help reduce potential overlook and privacy concerns affecting adjacent properties.

In conclusion, staff stated that the proposal satisfies the intent of the applicable infill lot provisions of the bylaw and would create a lot similar in size and character to others in the neighbourhood. Staff further stated that the variance would not create undue negative land-use impacts on surrounding properties.

Discussion:

It was asked whether this was the first time the subject property had been subdivided, given its large size compared to surrounding lots. Staff stated that the property was part of the former Arnold McCrae farm and that previous subdivisions had created surrounding lots, including Tannery Court and the extension of Trailview Drive.

It was noted that the remaining parcel had been retained for family purposes and is now being considered for further subdivision.
It was asked about the proposed lot layout and access locations. Staff confirmed that the existing dwelling would remain and reviewed the proposed driveway access arrangements for the new lots.

It was asked about an existing accessory structure on the property. Staff stated that the building was a former farm structure that has been used as an accessory building. Staff advised that the structure would likely need to be removed if the subdivision proceeds, as it would no longer be accessory to a principal dwelling.

It was asked whether the Board was voting specifically on the creation of a flag lot. Staff clarified that the request before the Board was for a lot frontage variance and that approval of the variance would allow the proposed rear lot to be created.

Staff further advised that the remaining proposed lots meet the applicable frontage and lot area requirements and would not require additional variance approvals.

MOTION:

Moved by Councillor Beck and seconded by Bobby Kenny that Planning Board recommend that Council approve the following Major Variance for the subject property identified as 49 Trailview Drive (PID# 1128842) to allow for the following:

1) **To allow for a reduced minimum lot frontage of 7.76 metres (25.45 feet) for property in the (R-1L) Zone whereas a minimum lot frontage of 18 metres (59.1 feet) is otherwise required.**

Subject to condition that any future dwelling constructed on the proposed new lot (Lot 26-3) based on the preliminary survey plan as submitted must have its main front entryway and main front facades face south towards the abutting City-owned park property identified as PID# 1148600.

CARRIED
(7-0)

b) Rezonings:

1. **St. Martha's Court - Lot 2019-5 (PID# 390740)**
   Laurel Palmer, RPP, MCIP, Planner 3 (Senior Planner)

Property Information: Comprehensive Development Area (CDA) Zone
Staff Presenter: Laurel Palmer, PIII, Senior Planner
Applicant: Nick Jay
Reference: Planning Board Meeting Package

Request:

This is a request to proceed to public consultation concerning a request to consider a development concept plan for Lot 2019-5 (PID# 390740) on St. Martha's Court in the Comprehensive Development Area (CDA) Zone in order to facilitate future development of the site with three (3) apartment buildings having a combined total of one hundred and eighty-six (186) dwelling units.

Summary:

Staff stated that the application requests permission to proceed to public consultation for a development concept plan for Lot 2019-5 on St. Martha's Court. It was said that the proposal would facilitate three apartment buildings containing a total of 186 dwelling units.

Staff stated that the property is located on the south side of St. Martha's Court adjacent to the Confederation Trail. It was noted that the surrounding lands are primarily CDA-zoned properties containing existing and approved multi-unit residential developments.

It was explained that the Zoning and Development Bylaw requires a development concept plan and public consultation process before Council may approve development within the CDA Zone.
Staff stated that the site contains approximately 2.83 acres. It was said that although the proposed density exceeds what would normally be permitted under an R-4 zoning calculation, the CDA Zone allows greater flexibility and does not have the same lot area requirements.

It was noted that earlier phases of the St. Martha's Court development included one townhouse building and three apartment buildings totaling 143 dwelling units. Staff stated that Lot 2019-5 represents the final phase of the overall development area.

Staff stated that the current concept includes three apartment buildings. The site plan drawings were provided showing building placement, site circulation and future connections to the surrounding road network.
Staff stated that the Utility Department advised sufficient servicing capacity exists for the proposal. It was noted that a detailed site servicing plan will still be required before construction begins.

Staff also stated that Public Works reviewed the traffic study and accepted its conclusions. It was said that no road or intersection upgrades are required based on projected traffic volumes and that the originally proposed north-south connector road should be developed.

Staff indicated that the Fire Department requires both the Confederation Trail connection and the north-south connector road to provide a secondary emergency access route.

Staff stated that the application originally received approval to proceed to public consultation in March 2025. It was explained that because the application was already underway prior to adoption of the 2026 Official Plan, the 1998 Official Plan policies continue to apply.

Staff stated that several policies within the Official Plan support higher density residential development, concept planning, housing variety and the introduction of different housing types within existing neighbourhoods.

It was said that housing diversity helps meet the needs of residents at varying life stages and provides housing opportunities within fully serviced areas of the city.

Staff further stated that higher density development can make better use of existing infrastructure and reduce urban sprawl.

Discussion:

There was no discussion or comments.

MOTION:

Moved by Lea MacDonald and seconded by Paul Connolly that Planning Board recommend that Council approve a request to proceed to public consultation for a request to approve a development concept plan for Lot 2019-5 (PID# 390740) on St. Martha's Court in the Comprehensive Development Area (CDA) Zone in order to facilitate future development of the site with two, eighty-two (82) unit apartment buildings with a total density of one hundred sixty-four (164) units.

And to proceed to public consultation for the request to amend Appendix "B" Comprehensive Development Area (CDA) Parcels and Permitted Uses of the Zoning and Development Bylaw.

Subject to the traffic impact assessment for the proposed development.

CARRIED
(7-0)

c) Subdivisions & Lot Consolidations:

1. **176-178 King Street (PID# 336271)**
   David Gundrum, RPP, MCIP, Manager of Development Planning

This is a request to consolidate two (2) parcels in the Downtown Neighbourhood (DN) Zone to facilitate a proposed future lot subdivision that will require further review and consideration with respect to the Heritage Preservation Bylaw due to the presence of an existing Heritage Designation that applies to the subject property. The subject property contains an existing single-detached dwelling that is proposed to be retained and preserved.

Property Information: Downtown Neighbourhood (DN) Zone
Staff Presenter: David Gundrum, Manager of Development Planning
Applicant: Keir Lowther
Reference: Planning Board Meeting Package

Request:

This is a request to proceed to public consultation concerning a request to consider a development concept plan for Lot 2019-5 (PID# 390740) on St. Martha's Court in the Comprehensive Development Area (CDA) Zone in order to facilitate future development of the site with three (3) apartment buildings having a combined total of one hundred and eighty-six (186) dwelling units.

Summary:

It was stated that the subject properties are located on the south side of King Street within the Downtown Neighbourhood (DN) Zone. Staff stated that the surrounding area contains primarily single-detached and semi-detached dwellings, along with several existing vacant lots.

Staff stated that the property is located within the City's historic 500 Lot Area and approximately 105 metres north of Founder's Hall. It was noted that the dwelling at 176 King Street is a designated Heritage Resource and is recognized as a representative example of a circa 1855 cottage.

It was said that lot consolidations and subdivisions are regulated through the Zoning and Development Bylaw. Staff stated that a subdivision of the subject property was approved by City staff in April 2026; however, that approval was issued in error without properly accounting for the restrictions associated with the heritage designation.

Staff stated that the Zoning and Development Bylaw does not remove the requirement to comply with any other municipal bylaw. It was noted that all applicable approvals under the Heritage Preservation Bylaw must still be obtained.

It was explained that the Heritage Preservation Bylaw requires a Heritage Permit before alterations, development or demolition involving a designated heritage resource may occur. Staff stated that subdivision applications involving heritage properties are considered non-substantive Heritage Permit applications and are subject to a separate approval process.

It was said that neither the Heritage Preservation Bylaw nor the Zoning and Development Bylaw requires applications to be submitted in a particular order. Staff stated that although the subdivision was previously approved, the owner must still comply with all heritage-related requirements.

Staff stated that where a designated heritage property is subdivided, both the parent parcel and any newly created parcels would generally retain the heritage designation unless the boundaries of the designation are amended.

It was stated that the property owner intends to construct a new dwelling on the vacant portion of the property. Staff said that approvals are required under both the Zoning and Development Bylaw and the Heritage Preservation Bylaw, with the Heritage Permit required before further development approvals can proceed.

Staff stated that the proposed lot consolidation would allow consideration of removing the heritage designation from the vacant portion of the property while maintaining the designation on the existing heritage dwelling. It was said that this approach would help achieve the owner's development objectives without creating additional restrictions.

It was noted that the existing dwelling contributes to the heritage character of the neighbourhood and that the owner has indicated no intention to alter the building's exterior appearance, scale, massing or character.

Staff stated that pursuing the lot consolidation would allow the Heritage Board to consider whether lifting the designation from the undeveloped portion of the land is appropriate and would ensure future development occurs in accordance with both the Zoning and Development Bylaw and the Heritage Preservation Bylaw.

Staff stated that the Planning and Heritage Department recommends that Planning Board recommend Council approve the consolidation of 176 King Street and 178 King Street into one parcel, subject to the approval of a final pinned survey plan.

Discussion:

It was asked whether, if the heritage designation were removed from the portion of the property proposed for development, a future building would be required to reflect the historic character of the area or if a modern design could be constructed provided it met zoning requirements.

Staff stated that if the heritage designation is removed from the proposed development portion of the property, it would no longer be subject to the Heritage Preservation Bylaw. However, staff noted that there are provisions within the Zoning and Development Bylaw that recognize the sensitivity of development within the 500 Lot Area.
Staff further advised that the concept design submitted by the applicant appears generally compatible with the existing streetscape and is not considered out of character with surrounding development.

Staff stated that the proposed subdivision must still be reviewed and approved by the Heritage Board. It was noted that the Heritage Board has the authority to impose design review requirements to ensure that any future development adjacent to a heritage property is of an appropriate quality and character.

It was further noted that similar approvals have occurred in the past, where modern buildings were permitted but incorporated design elements that were sympathetic to nearby heritage properties.

Staff confirmed that the subdivision application will be required to proceed through the Heritage Board review process and that design considerations can be addressed as part of that review.
It was then moved and seconded to approve staff's recommendation.

MOTION:

Moved by Paul Connolly and seconded by Dave Essery that Planning Board recommend that Council approve the request to consolidate separate properties addressed as 176 King Street and 178 King Street, both under PID# 336271, to form one new parcel subject to the approval of a final pinned survey plan.

CARRIED
(7-0)

d) Other (Agreements):

1. 68 Queen Street (PID#s 336982, 336974, 336909, 336917, 336966, 1172915)
Laurel Palmer, RPP, MCIP, Planner 3 (Senior Planner)

Request:

This is a request to allow for the encroachment of building footings and overhead canopies into the public right-of-way to facilitate the construction of a proposed multi-use residential and commercial building within the 500 Lot Area for properties addressed as 68 Queen Street. If approved, the City will enter into a legal agreement with the property owners to formalize the requested encroachments.

Summary:

Staff stated that the application is requesting approval to allow building footings and overhead canopies to encroach into the Public Right of Way in order to facilitate construction of a proposed mixed-use residential and commercial development at 68 Queen Street.

It was stated that the subject properties are located within the downtown 500 Lot Area and are bounded by Queen, Dorchester and King Streets. Staff stated that the site also shares an interior property line with the Bishop's Palace.

Staff stated that a portion of the lands are located within the Downtown Main Street (DMS) Zone, while the remaining lands are located within the Downtown Mixed Use Neighbourhood (DMUN) Zone. The surrounding area contains a mix of commercial, residential and institutional uses.

It was stated that the applicant submitted detailed site plans identifying the location of the proposed footings and canopies. Staff stated that the footings are proposed to be located approximately nine feet below grade.

Staff stated that both the Public Works Department and the Water and Sewer Department reviewed the proposal. It was said that both departments indicated they have no concerns with

the requested encroachments and confirmed that the proposed footings will not interfere with existing municipal infrastructure.

It was stated that the applicant is also seeking permission for overhead canopies to extend into the Public Right of Way along both Dorchester Street and King Street. Staff stated that Public Works reviewed these requests and indicated support for the proposed encroachments.

Staff stated that the requested footing encroachments would extend into the Public Right of Way along Queen, Dorchester and King Streets, ranging from approximately one inch to two feet eight inches in various locations around the building.

It was said that the proposed canopy along Dorchester Street would extend into the Public Right of Way to a depth of approximately 1.162 metres and a width of approximately 4.451 metres.

It was further stated that the proposed canopy along King Street would extend into the Public Right of Way to a depth of approximately 3.19 metres and a width of approximately 4.757 metres.

Staff stated that the requested encroachments have been reviewed by the relevant departments and that no issues were identified. It was said that the proposed encroachments are not expected to negatively impact City infrastructure or operations.

Staff stated that, based on the departmental review, staff support the requested encroachments for both the building footings and the proposed overhead canopies.

Discussion:

It was asked how encroachments into the public right of way are administered and whether they require annual renewal or maintenance of an insurance policy.

Staff stated that the proposed canopies would be considered permanent encroachments and would require the owner to maintain an insurance policy.

Staff advised that the underground footings would be addressed through an encroachment agreement; however, because the footings are located approximately nine feet below grade, staff did not anticipate that an insurance requirement would be necessary as there is little risk to the public. An insurance policy would be required for the canopies.

MOTION:

Moved by Dave Essery and seconded by Lea MacDonald that Planning Board recommend that Council approve the encroachment of footings and a canopy into the Public Right of Way to facilitate the construction of a proposed multi-use residential and commercial building within the 500 Lot Area in the Downtown Main Street (DMS) Zone being the properties identified as (PID#s 336982, 336974, 336909, 336917, 336966 and 1172915) addressed as 68 Queen Street with the following encroachments:

1) **Encroachment to allow building footings to encroach into the Public Right of Way on King, Dorchester and Queen Streets ranging from 1″ to 2′-8″ in various locations around the building.**
2) **Encroachment to allow an overhead canopy to encroach into the Public Right of Way for a depth of 1.162 meters and a width of 4.451 meters along Dorchester Street.**
3) **Encroachment to allow an overhead canopy to encroach into the Public Right of Way for a depth of 3.19 meters and a width of 4.757 meters along King Street.**

CARRIED
(7-0)

7. **Introduction of New Business**
There was no new business that arose.

8. **Adjournment of Public Session**
Moved by Councillor McCabe and seconded by Paul Connolly that the meeting be adjourned. The meeting was adjourned at 5:39 PM.

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Deputy Mayor Alanna Jankov, Chair

City of Charlottetown Committee Report

Report No:
PLAN-2026-07-OCTOBER-6A-1

Date:
October 7, 2026

Directed to Council through the following Committee:
Planning Board

Reporting Department:
Planning & Heritage

Other Associated Departments:
n/a

Prepared by:
Stephanie MacDonald, Planner 1

Attachments:

A. Air Photo
B. Zoning Map
C. Proposed Site Plan
D. Circulation Letter

Report Title:
Major Variance to allow commercial building to project into rear setback at 644 University Avenue (PID# 387582).

Report Purpose:
Request to approve the proposed major variance to allow for the commercial building to project into the rear yard setback.

Staff Recommendation:
That Planning Board recommends that Council:

APPROVE the proposed Major Variance for the subject property addressed as 644 University Avenue (PID# 387582) to allow for:

The proposed commercial building to project into the rear yard setback by 1.7 m (5.57 ft).

Report Details:

This major variance application was submitted by Coles Associates, on behalf of landowner, Irving Oil Retail Inc., on August 28, 2026. The subject lot is located on an interior lot within the Highway Commercial (C-2) Zone and is surrounded by a wide range of residential, commercial and institutional uses.

The variance request is to allow for a proposed commercial building to project into the rear setback by 1.66 m (5.45 ft) (Attachment C). Section 26.2 of the *Zoning and Development Bylaw* requires commercial buildings within the C-2 Zone to have a minimum setback of 7.5 m (24.6 ft) from the rear property line. The existing structure on the parcel is currently projecting 4.74 m (15.5 ft) into the rear setback, so the subject proposal will bring the new building forward and create a larger separation from the rear setback.

Additionally, the parcel that would be most affected abuts the rear property line and is located at a significantly lower grade and separated by a private road. Staff considered the potential impacts on neighboring parcels and determined that the approval of the proposed variance would not result in negative impacts to the area.

The applicant previously submitted a Building and Development application on June 12, 2025, to redevelop the parcel. The proposed plans are to construct a new commercial building that would accommodate a convenience store and a drive-thru business with two lanes and is subject to the approval of this major variance. The Building and Development permit is currently under review and will be taken to a future meeting to request that Council to set the stacking requirements.

Council or Committee History:
N/A

Financial Implications:
No anticipated financial implications.

Public Engagement and Communication:
Notification of the proposed development and associated Planning Board meeting was circulated on September 18, 2026, to fourteen (14) surrounding property owners within 100 m (328.1 ft) of the subject property (Attachment D). The deadline for affected property owners to submit written comments was 4:00pm on October 2, 2026.

No comments regarding the proposed major variance were received.

Legislative Authority:
Zoning and Development Bylaw
Official Plan
Strategic Plan

Strategic Alignment:
Infrastructure and the Environment
Community-Building and Placemaking

Reviewed By:

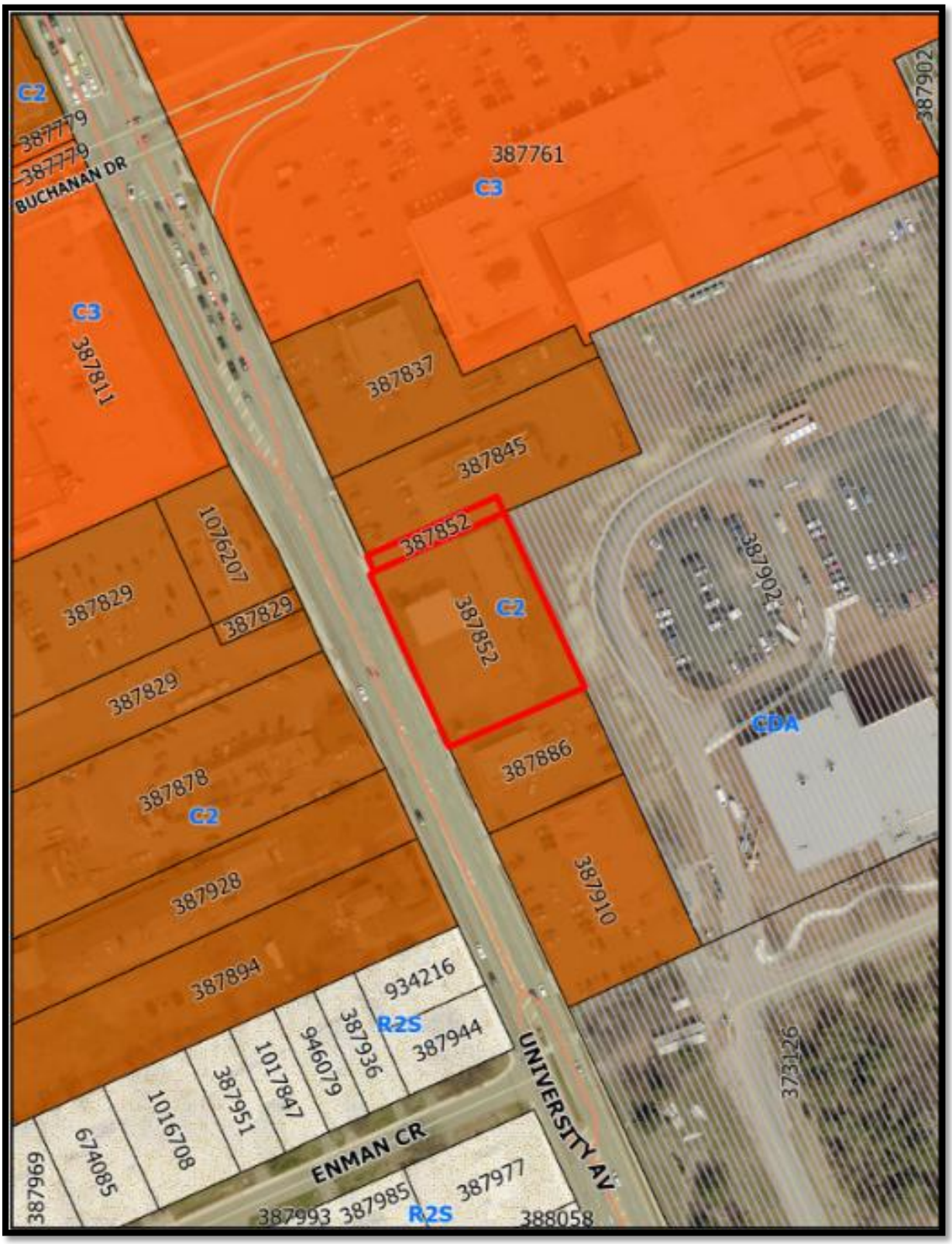
Manager	**Director/CAO**
David Gundrum, RPP, MCIP, 10/02/2026	Michael Ruus, RPP, MCIP, 10/02/2026

Committee Recommendation: (if differing from staff)

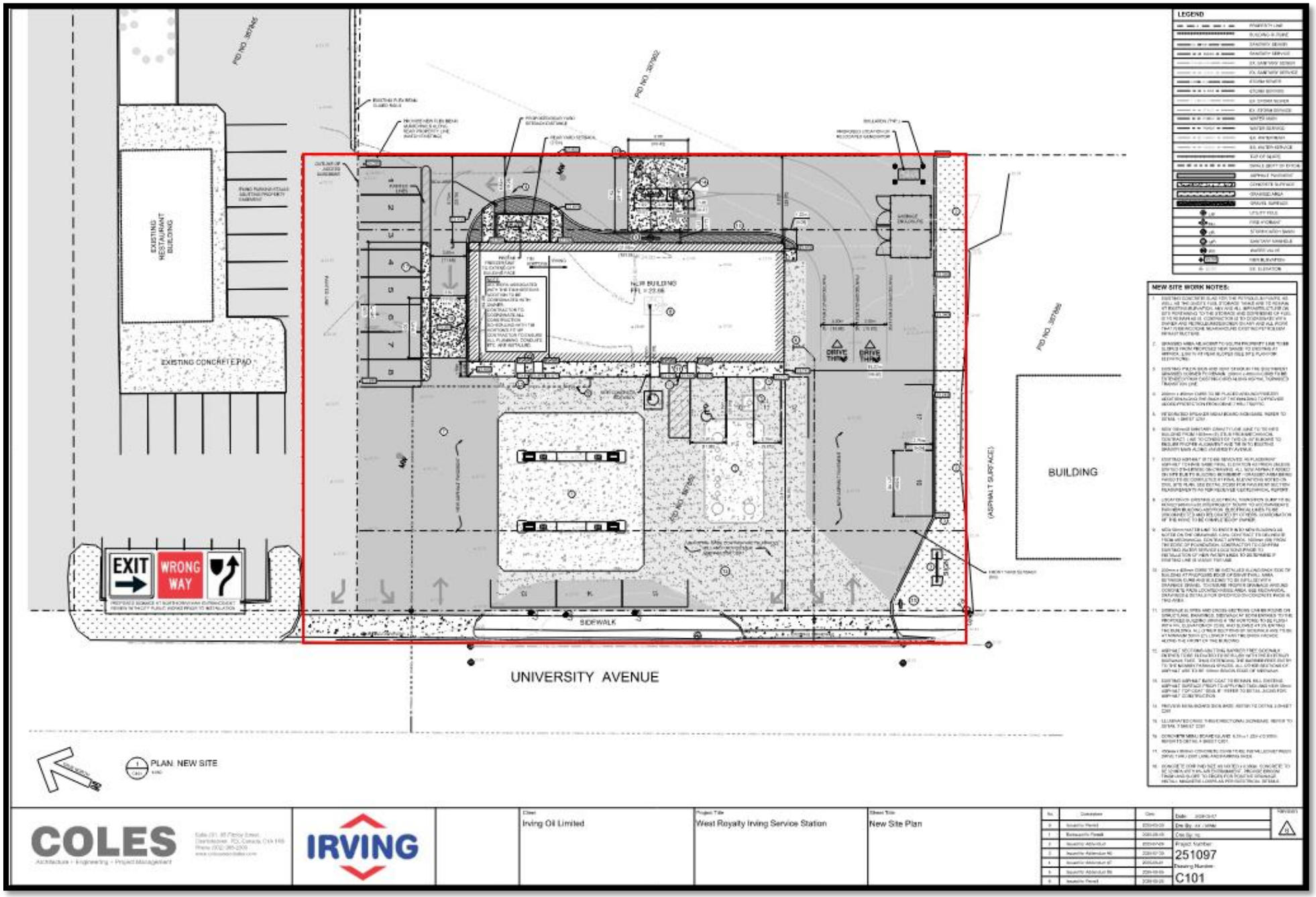
Attachment ‘A’ – Air Photo



Attachment ‘B’ – Zoning Map



Attachment ‘C’ – Proposed Site Plan



t 902.629.4158
f 902.629.4156
e planning@charlottetown.ca
w www.charlottetown.ca

City of Charlottetown
Planning & Heritage Department
70 Kent Street
Charlottetown, PE C1A 1M9

September 18, 2026

RE: 644 University Avenue (PID# 387852)

Dear Property Owner:

The City of Charlottetown's Planning & Heritage Department has received a request for a Major Variance to accommodate the new construction of a proposed Convenience Store and Drive-thru Business located at 644 University Avenue (PID# 387852), a property within the Highway Commercial (C-2) Zone.

Section 26.2 (4) of the *Zoning and Development Bylaw* requires commercial uses within the (C-2) Zone to maintain a minimum rear yard setback of 7.5 m (24.6 ft) otherwise a variance is required. **The applicant is requesting a variance to allow for the proposed commercial building to project into the rear yard setback by 1.66 m (5.45 ft)**

As required by the *Zoning & Development Bylaw*, property owners within 100 metres (328.1 feet) of the subject property must be notified of major variance requests. If you have any objections or comments regarding the major variance, please include the rationale for your objections and submit by email to stmacdonald@charlottetown.ca, no later than **4:00PM on Friday, October 2, 2026.**

Please be advised that any written comments received will become part of the public record.

In accordance with Section 3.9.4 of the *Zoning & Development Bylaw*, the major variance request will be referred to Planning Board to consider the request, along with any comments received and make a recommendation to Council. At Council's discretion, they may approve or refuse the variance. The application will be heard at the Planning Board meeting that has been **rescheduled to 4:30PM on Wednesday, October 7, 2026, in City Council chambers (2nd Floor) located at City Hall (199 Queen Street)**.

If you have any questions or concerns, please contact the Planning & Heritage Department at (902) 629-4158.

Sincerely,

Stephanie MacDonald, BSc
Planner I

Attachments:

1. Air Photo
2. Zoning Map
3. Proposed Site Plan

City of Charlottetown Committee Report

Report No:
PLAN-2026-07-OCTOBER-6A-2
12 Avonlea Drive (PID# 464016)

Date:
October 7, 2026

Directed to Council through the following Committee:
Planning Board

Reporting Department:
Planning and Heritage

Other Associated Departments:

Prepared by:
David Douglas Gundrum, RPP, MCIP

Attachments:

A. Air Photo
B. Zoning Map
C. Site Plan
D. Building Floorplans & Elevations
E. Circulation Letter (September 18, 2026)
F. Public Responses to Circulation

Report Title:

Major Variance for reduced minimum lot area and yard location with respect to the regulations for a proposed new Garden Suite (detached Accessory Dwelling Unit - ADU) that would be located in the front yard of the subject property (corner lot) identified as 12 Avonlea Drive (PID# 464016). The application has been submitted by Chris McCabe who is also one of the property owners.

Report Purpose:

Evaluation of a request for relief via Major Variance to allow for a new Garden Suite (detached ADU) to be established on the subject property that would be located in the front yard. More specifically, the relief being requested through the Major Variance would seek to permit a minimum lot area of 0.14 hectares (0.34 acres) whereas a minimum lot area of 0.2 hectares (0.5 acres) is otherwise required under the Zoning Bylaw to permit a Garden Suite. Additionally, the proposed Garden Suite would be located in the defined front yard of the property being a corner lot whereas a Garden Suite is only permitted within the defined rear yard of any property where permitted as per Section 5.7 of the Zoning & Development Bylaw.

Staff Recommendation:

That Planning Board recommend that Council approve the Major Variance to allow for a reduced minimum lot size of 0.14 hectares (0.34 acres) for a proposed new Garden Suite and also to allow for the Garden Suite to be located within the front yard of the subject property identified as 12 Avonlea Drive (PID# 464016) on condition that it not be located closer to Avonlea Drive than the front wall of the existing single-detached dwelling facing north towards the street.

Report Details:

The Major Variance application was submitted by the property owner, Chris McCabe, on September 3, 2026 to the City of Charlottetown Planning & Heritage Department in pursuit of allowing for the establishment of a new Garden Suite within the front yard of the property identified as 12 Avonlea Drive (PID# 464016).

Development Context:

The subject property is located in a mature residential neighbourhood within East Royalty located approximately 240 metres (787 feet) north of St. Peters Road which is a main arterial road within the City of Charlottetown. It is also located across the street from the Malcolm Darrach Community Centre and approximately 130 metres (426 feet) east of the Elmer MacFadyen Memorial Park. The subject property is a corner residential lot within the Single Detached Residential (R-1L) Zone and is found on a residential block that is entirely zoned (R-1L) as well. Based on immediate land-uses in the surrounding area, the subject property can be accurately described as being located within a developed and mature low-density, primarily single-detached suburban residential neighbourhood.

Analysis:

As per Section 5.7 of the Zoning & Development Bylaw, the minimum required lot size is 0.2 hectares (0.5 acres) for a property to be allowed to have a Garden Suite under the current General Provisions of the Zoning & Development Bylaw and as well, any Garden Suite must be located within the defined rear yard of the property.

As noted, the subject property at 12 Avonlea Drive (PID# 464016) is a corner residential lot having approximately 44 metres (144 feet) of frontage to the north onto Avonlea Drive and approximately 30 metres (98 feet) of frontage to west onto Ingleside Drive (see Attachments A & C).

The applicants are proposing to establish a new Garden Suite unit by introducing a new detached accessory structure (67.6 square metres, 728 square feet) to the property that would be located within the defined front yard of the property to the west of the existing main single-detached dwelling (see Attachments A & C).

When evaluating for land-use impacts it is noted that the principal impact would be primarily with respect to the adjoining or abutting streetscapes to the north and the west rather than other abutting residential properties directly. By definition in the case of a corner lot, the shorter of the two lot lines abutting to the street is considered to be the front lot line while the longer is considered the exterior side lot line or flankage lot line. With respect to 12 Avonlea Drive, the lot line abutting to Ingleside Drive is the shorter of the two and therefore the yard facing west of the house is considered to be the front yard under the Zoning & Development Bylaw.

The existing single-detached dwelling has addressing to the north onto Avonlea Drive with its main entrance and front door also facing in this direction as well as main driveway connecting to the street along this frontage (see Attachment A). Given the existing orientation of the main dwelling, the yard defined as the front yard by the Zoning & Development Bylaw functions on the ground truly as a side yard in this context.

The intent and purpose of the requirement for a Garden Suite to be located within the rear yard is multi-faceted from a land-use impact perspective and is intended to ensure that the additional dwelling unit does not cause undue visual impact to the streetscape and also that it does not supplant or override the defined principal form and character of the main single-detached dwelling with respect to built form as well as sheer physical size and scale. Additionally, the requirement for rear yard location is also intended to preserve privacy of the accessory use (Garden Suite) and to correspondingly ensure that it does not cause privacy impacts to abutting or nearby properties.

With regard to proposed location within the defined front yard, while it is preferred that a Garden Suite be located within the rear yard in order to screen and buffer its appearance towards the street, due to the orientation of the lot and position of the existing single-detached dwelling, what is defined as the rear yard in this case to the east of the house contains an existing above-ground pool and deck located at the end of the existing driveway (see Attachment A). Notwithstanding presence of the existing above-ground pool and deck, if these features were removed, there would still remain a lack of functional space to place the proposed Garden Suite in this area such that it would still meet required yard setbacks as well as separation distance from the existing house. Additionally and again due to the orientation of the existing lot and placement of existing main house, location of the defined rear yard is such that limited buffer would exist to screen any impact among the proposed Garden Suite and the abutting residential properties located at 16 Avonlea Drive and at 5 Ingleside Drive (see Attachment A). Furthermore, placement of a Garden Suite within this yard where it is permitted through Zoning would have potential to cause direct visual and privacy impact upon two abutting rear yard areas of adjacent private property that would otherwise be avoided through the proposed placement within the defined front yard as an alternative.

With respect to proposed placement within the defined front yard, while the Garden Suite would have increased visibility towards the streetscape, it would cause little to no visual or privacy impact to adjoining or abutting properties. With respect to proposed placement at this location, there exists one abutting property to the south at 5 Ingleside Drive however the existing dwelling on that lot is setback a distance of approximately 16 metres (56 feet) from its respective street and therefore would not be within a direct line of sight of the proposed Garden Suite at 12 Avonlea Drive (see Attachments A & C). Additionally, based on plans received, the applicants intend for the front door of the Garden Suite to be inward facing, facing east towards the west-facing side wall of the existing single-detached dwelling at 12 Avonlea Drive which would mean based on building elevation plans received (see Attachment D) that the south-facing wall of the Garden Suite facing towards the abutting property at 5 Ingleside Drive would contain no windows or doors and hence would have no direct view or privacy impact towards what is the defined front yard for 5 Ingleside Drive.

Similarly, the north-facing wall of the Garden Suite facing towards Avonlea Drive would also contain no windows or doors and therefore would be screened to the street in terms of privacy and streetscape appearance, otherwise resembling a non-descript accessory structure.

To ensure that proposed placement of the Garden Suite within the defined front yard under Zoning preserves the principal nature of the existing main single-detached dwelling in terms of form, fit, size and scale, a recommended condition has been included to compel that the Garden Suite not be placed closer to the northern street frontage at Avonlea Drive than the existing main dwelling so-as to avoid creating a visual effect whereby the Garden Suite could override the principal nature of the main dwelling along these attributes.

Notwithstanding proposed placement of the Garden Suite within the defined front yard, it would still otherwise meet the required front yard setback of 6 metres (19.7 feet) that would otherwise apply to a main structure and while the Garden Suite would be considered as an accessory structure here, it is important to bear this indirectly related setback in mind as it would ensure that no impacts to traffic sightlines should occur. It is also noted that the Garden Suite is proposed to be kept free and clear of the defined 6-metre sight triangle as well at the corner of Avonlea Drive and Ingleside Drive where the front lot line and exterior side flankage lot line intersect.

In regard to the required minimum lot area of 0.2 hectares (0.5 acres) otherwise required to permit a Garden Suite under Section 5.7 of the Zoning Bylaw, while the subject property does not meet this threshold, it does represent a larger than average residential lot in the wider neighbourhood having a lot area of 0.14 hectares (0.34 acres) given its position on the corner. Given this context, it can be advised that there exists sufficient lot area not only to

accommodate for 2 separate detached dwelling units on site, but such that ample internal private amenity space is still preserved for both unit and adequate coverage is still provided to satisfy the parking requirements of 1 parking space per dwelling unit in this case. It is noted that the proposed Garden Suite would be within the upper size limit of 70 square metres (753.2 square feet) of Section 5.7 of the Zoning Bylaw notwithstanding the reduced lot size.

On this basis, the proposed variance can be deemed as maintaining the intent and purpose of the Zoning & Development Bylaw as it pertains to accessory residential development within the (R-1L) zone.

Below is a quick summary of the subject application's positive attributes, neutral attributes, and shortcomings:

Positives	Neutral	Shortcomings
▪ The proposed variance would not cause negative visual or privacy impacts to abutting properties due to the limited number of properties abutting within the area of the Garden Suite and orientation of dwelling on that lot. ▪ The proposed Garden Suite would introduce a new infill unit within a suburban area of the City.	▪ A Building and Development Permit will be required with respect to the proposed conversion of the accessory structure to a Garden Suite.	▪ The proposed Garden Suite would not meet the current General Provisions of the Zoning & Development Bylaw as it regards lot size and location on the property.

CONCLUSION:

The Planning & Heritage Department encourages Planning Board to recommend to Council that the following Major Variance for the subject property addressed as 12 Avonlea Drive (PID# 464016) be approved to allow for the establishment of a Garden Suite within a proposed detached accessory structure to:

1. Permit a reduced minimum lot area of 0.14 hectares (0.34 acres); and
2. Permit a Garden Suite to be located in the front yard of a corner lot.

Subject to condition that the Garden Suite not be located closer to Avonlea Drive than the front wall of the existing single-detached dwelling facing north towards the street.

Council or Committee History:

N/A

Financial Implications:

N/A

Public Engagement and Communication:

In accordance with Section 3.9 of the Zoning & Development Bylaw on September 18, 2026, notice of the Major Variance application for 12 Avonlea Drive (PID# 464016) was circulated to thirty-three (33) surrounding property owners within 100 metres (328.1 feet) of the subject property to request written comments on the proposed variance. The deadline to submit written comments was 4:30pm on Friday, October 2, 2026.

One (1) written response was received related to circulation stating opposition to the application (see Attachment F).

Legislative Authority:

Zoning & Development Bylaw
Official Plan

Strategic Alignment:

Infrastructure and the Environment
Community-Building and Placemaking

Submitted By Planner:

David Douglas Gundrum, RPP, MCIP



Manager of Development Planning

Reviewed By:

Manager	**Director/CAO**
N/A	Michael Ruus, RPP, MCIP, 10/02/2026

Committee Recommendation: (if differing from staff)

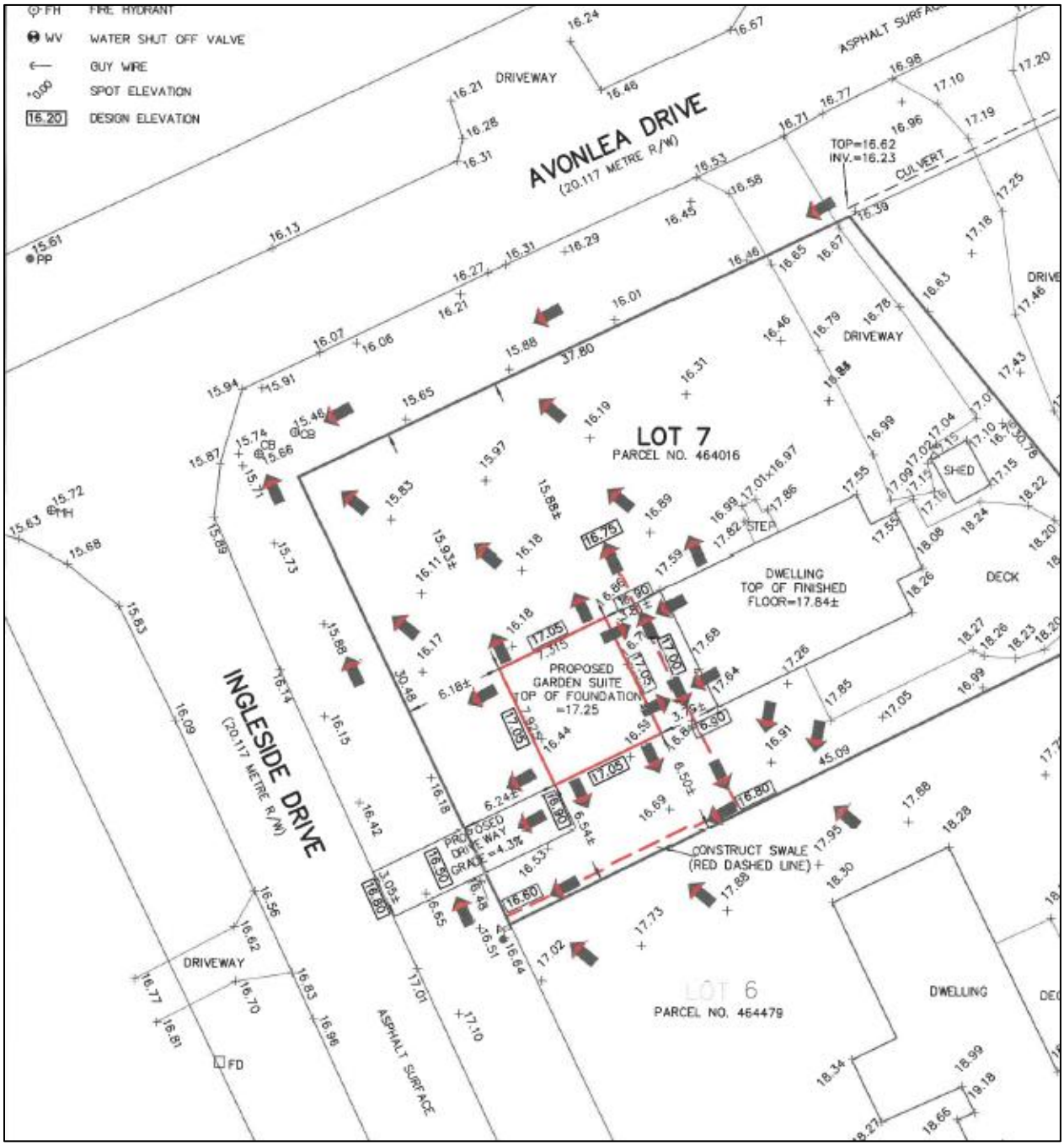
Attachment “A” – Air Photo



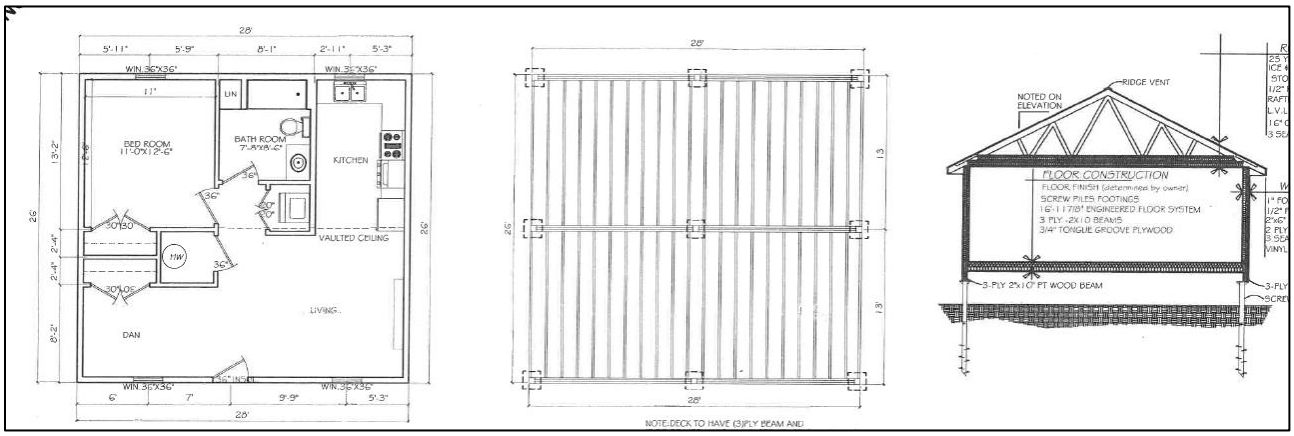
Attachment "B" – Zoning Map

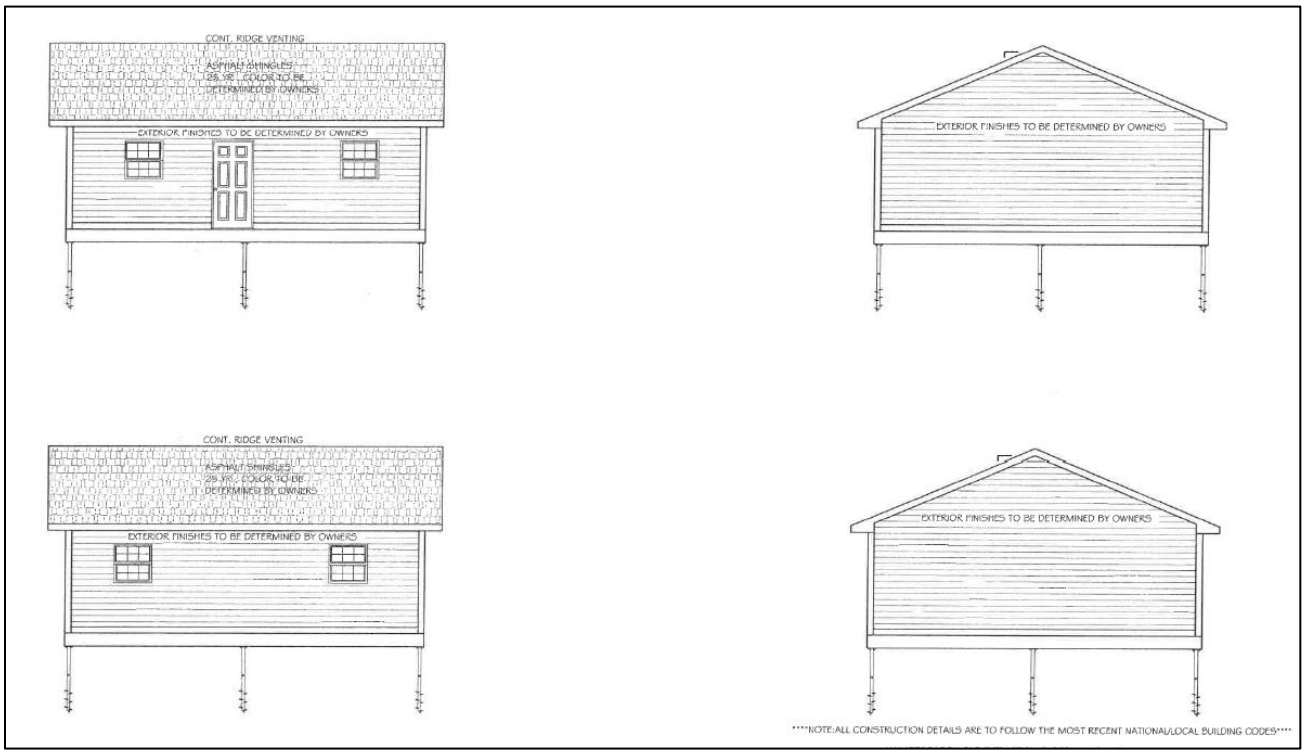


Attachment "C" – Site Plan



Attachment "D" – Building Floorplans & Elevations





Attachment "E" – Circulation Letter (September 18, 2026)

Planning & Heritage Department
City of Charlottetown
70 Kent Street
Charlottetown, PE C1A 1M9

CHARLOTTETOWN

t 902.629.4158
f 902.629.4156
e planning@charlottetown.ca
w www.charlottetown.ca

September 18, 2026

Re: 12 Avonlea Drive (PID# 464016)

Dear Property Owner:

The City of Charlottetown Planning & Heritage Department has received a request for Major Variance to allow for a Garden Suite (detached Accessory Dwelling Unit – ADU measuring 67.6 square metres / 728 square feet) to be established on a property within the Single Detached Residential (R-1L) Zone having an existing lot area of approximately 0.14 hectares (0.35 acres) whereas a minimum lot area of 0.2 hectares (0.5 acres) is otherwise required by the Zoning & Development Bylaw. The Garden Suite is proposed to be placed within the front yard of the corner lot whereas a rear yard location is otherwise required. The Garden Suite is also proposed not to utilize the existing driveway but instead use a proposed second new driveway connecting to Ingleside Drive.

As required by the *Zoning & Development Bylaw*, property owners within 100 metres (328.1 feet) of the subject property, must be notified of Major Variance requests. If you have any objections or comments regarding the Major Variance, please include the rationale for your objections and submit them by email to the reporting Planner at dgundrum@charlottetown.ca no later than **4:00PM on Friday, October 2nd, 2026.**

Please be advised that any written comments will form part of the public record.

In accordance with Section 3.9.4 of the *Zoning & Development Bylaw*, the Major Variance request will be referred to Planning Board to advise on the request, along with any comments received and make a recommendation to Council. At Council's discretion, they may approve or refuse the variance. The application will be heard at the Planning Board meeting scheduled for **4:30PM on Wednesday, October 7th, 2026, in City Council chambers (2nd Floor) located at City Hall (199 Queen Street)**.

If you have any questions in regard to the application, please contact the Planning & Heritage Department at (902) 629-4158.

Sincerely,

David Douglas Gundrum, RPP, MCIP
Manager of Development Planning

Attachment "F" – Public Responses to Circulation

Gundrum, David

From: Darren Gallant [redacted]
Sent: Tuesday, September 29, 2026 9:04 AM
To: Gundrum, David
Subject: Objection to Major Variance Request – 12 Avonlea Drive (PID #464016)

You don't often get email from [redacted] Learn why this is important

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Greetings

I am writing to formally object to the Major Variance application for **12 Avonlea Drive (PID #464016)**, which proposes to establish a Garden Suite/Detached Accessory Dwelling Unit on the property.

I have several concerns with the requested variances and believe the application should be carefully considered in light of the existing zoning requirements and the potential impact on surrounding properties.

1. Significant reduction in required lot area

The property is approximately **0.14 hectares (0.35 acres)**, while the applicable zoning requirement is a minimum lot area of **0.2 hectares (0.5 acres)**. This represents a substantial reduction from the required minimum lot size. I am concerned that approving this variance could undermine the purpose of the minimum lot-area requirement and create a precedent for similar requests on undersized lots.

2. Proposed location in the front yard

The Garden Suite is proposed to be located in the **front yard of a corner lot**, whereas the bylaw otherwise requires an accessory dwelling unit to be located in the rear yard.

The front-yard placement could significantly alter the existing streetscape and the character of the surrounding residential area. Corner lots have additional frontage and visibility from the street, making the placement of a second dwelling in the front portion of the property particularly impactful to neighbouring properties and the appearance of the neighbourhood.

3. Additional driveway and traffic concerns

The proposal also involves constructing a **second driveway connection to Ingleside Drive rather than utilizing the existing driveway**.

I have concerns about the additional driveway increasing vehicle movements and creating potential pedestrian and traffic-safety issues. It would also further change the property's frontage and reduce the amount of continuous landscaped area along the street.

4. Neighbourhood character and cumulative impact

While a Garden Suite may be appropriate in principle, I believe the specific combination of variances being requested is important. This application is not simply requesting permission for an accessory dwelling; it requires exceptions relating to **lot size, location, and driveway access**.

Taken together, these variances would substantially depart from the requirements established for this residential area. I am concerned that approval could establish a precedent for future applications seeking similar exceptions, gradually changing the character and density of the neighbourhood beyond what was contemplated by the existing zoning.

For these reasons, I respectfully request that the Planning Board and City Council **refuse the requested Major Variance** for 12 Avonlea Drive.

I ask that this email be included as part of the public record and that my concerns be provided to the Planning Board and Council as part of their consideration of the application.

Thank you for considering my comments.

Sincerely,

Darren Gallant

[redacted]

City of Charlottetown Committee Report

Report No:
PLAN-2026-07-OCTOBER-6B-1
151 Kensington Road (PID# 385872)

Date:
October 7, 2026

Directed to Council through the following Committee:
Planning Board

Reporting Department:
Planning and Heritage

Other Associated Departments:
N/A

Prepared by:
Stephanie MacDonald, Planner 1

Attachments:
A. Air Photo
B. Zoning Map
C. Existing Site Plan
D. Proposed Site Plan

Report Title:
Request to proceed to public consultation for a rezoning request at 151 Kensington Road (PID# 385872).

Report Purpose:
This is a request to proceed to public consultation regarding a request for a rezoning of the subject property from the Low Density Residential Single (R-2S) Zone to Medium Density Residential Townhouse (R-3T) Zone to allow for an increase in density on the parcel.

Staff Recommendation:
The Planning & Heritage Department encourages Planning Board to recommend to Council to proceed to public consultation for the request to amend Appendix "G" – Zoning Map of the *Zoning and Development Bylaw* from Low Density Residential Single (R-2S) Zone to Medium Density Residential Townhouse (R-3T) Zone for the property located at 151 Kensington Road (PID# 385872).

Report Details:
This application for a rezoning was submitted by the property owner, Cooper Campbell, on August 12, 2026. The subject property is located within the Low Density Residential Single (R-2S) Zone. The applicant is requesting to rezone the parcel to Medium Density Residential Townhouse (R-3T) Zone which will allow for a modest increase in density.

Section 15 of the *Zoning and Development Bylaw* outlines the regulations for the R-2S Zone, a zone allocated to small lots permitting a maximum of two dwelling units per parcel. The subject parcel is approximately 0.57 ac (0.23 ha) in size and would accommodate a denser zone. The proposal to rezone from R-2S to R-3T, wouldcontribute to additional housing within the city and would align with the long-term growth goals outlined in Charlottetown's Official Plan (OP).

The subject parcel is surrounded by residential, commercial and recreational uses (Attachment B), with direct access on to Kensington Road, feeding into to two arterial roads (St. Peter's Road and Trans-Canada Highway). The parcel is designated as 'Neighbourhoods' in the OP's Future Land Use Map, a land use that supports properties located along Kensington Road to be rezoned, allowing for small-scale multi-residential (Section 3.2.5 (j)(i)).

Council or Committee History:
N/A

Financial Implications:
N/A

Public Engagement and Communication:
N/A

Legislative Authority:
Zoning and Development Bylaw
Official Plan
Strategic Plan

Strategic Alignment:
Infrastructure and the Environment
Community-Building and Placemaking

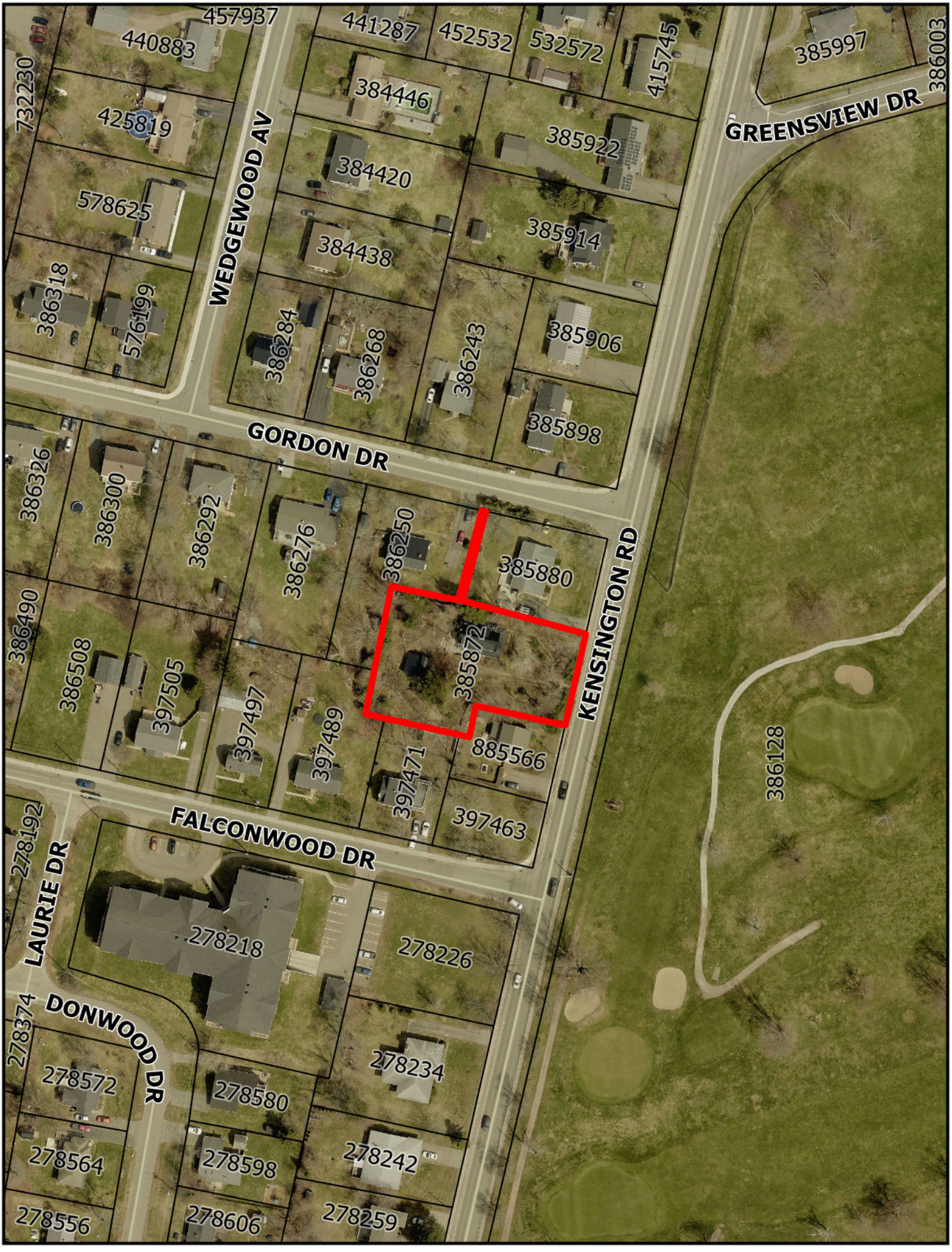
Submitted By Planner:
Stephanie MacDonald,
Planner 1

Reviewed By:

Manager	**Director/CAO**
David Gundrum, RPP, MCIP, 10/02/2026	Michael Ruus, RPP, MCIP, 10/02/2026

Committee Recommendation: (if differing from staff)

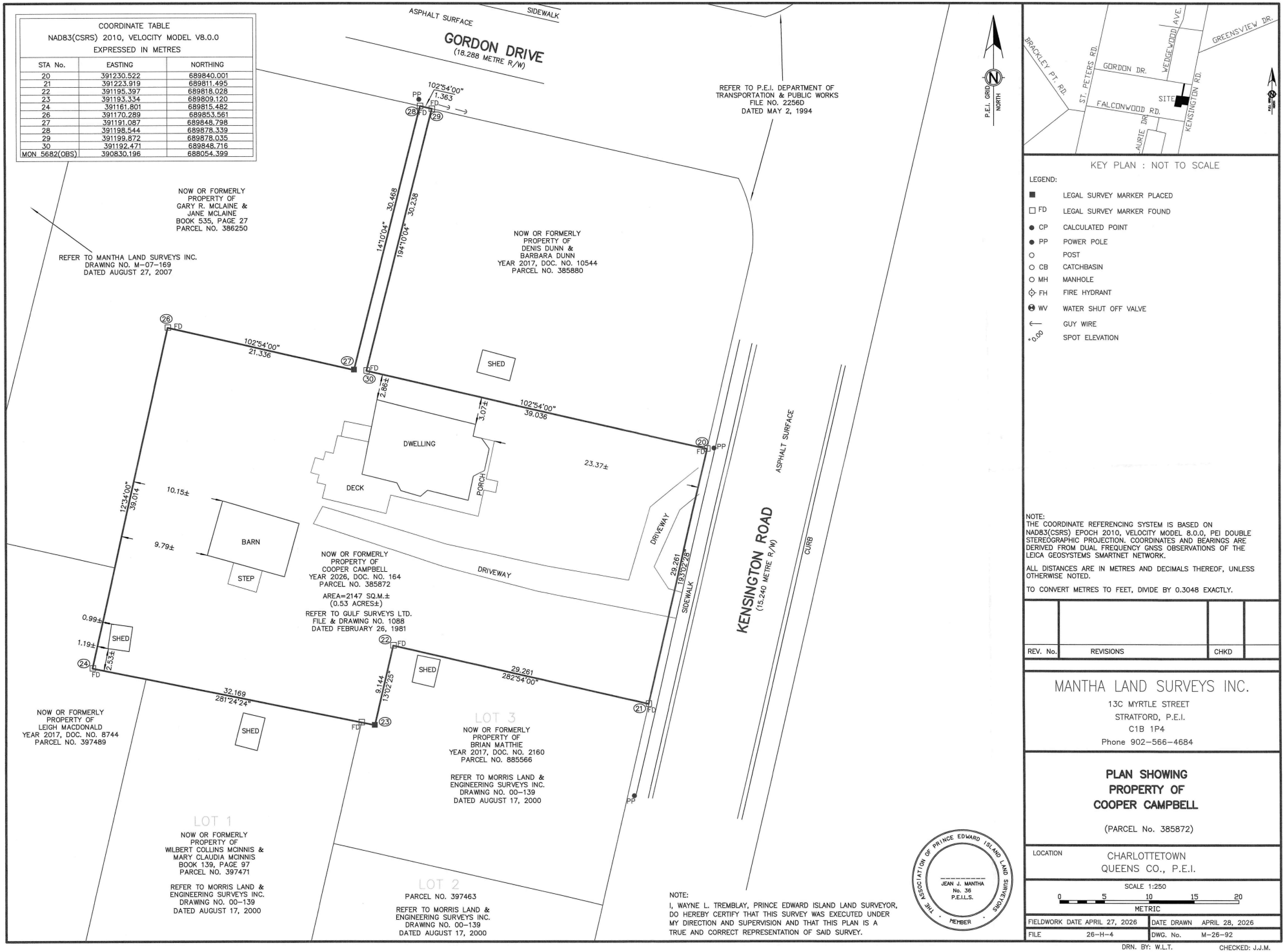
Attachment 'A' - Air Photo



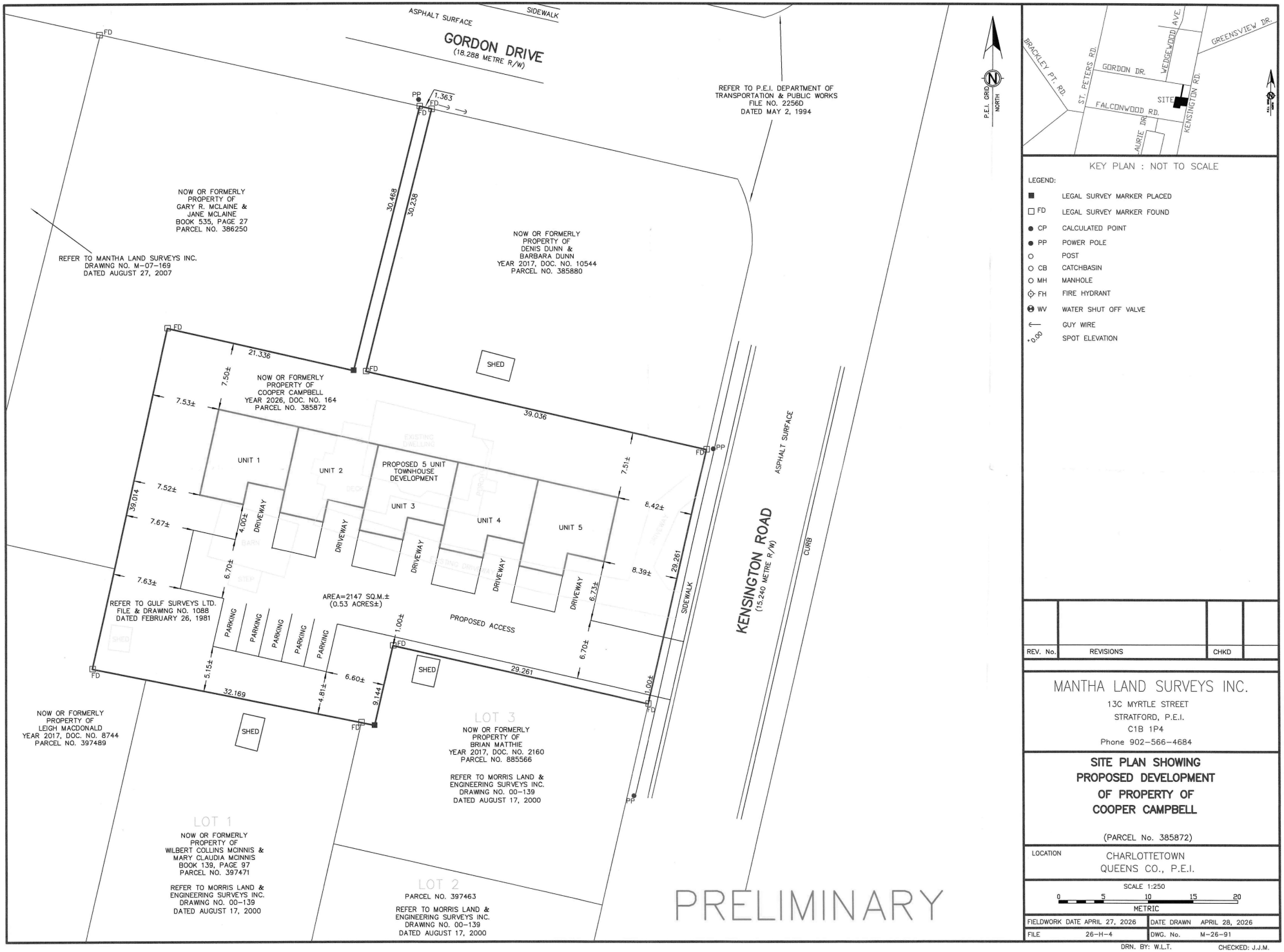
Attachment 'B' - Zoning Map



Attachment 'C' - Existing Site Plan



Attachment 'D' - Proposed Site Plan



KEY PLAN : NOT TO SCALE

LEGEND:

■	LEGAL SURVEY MARKER PLACED
□ FD	LEGAL SURVEY MARKER FOUND
● CP	CALCULATED POINT
● PP	POWER POLE
○	POST
○ CB	CATCHBASIN
○ MH	MANHOLE
⊕ FH	FIRE HYDRANT
WV	WATER SHUT OFF VALVE
⟵	GUY WIRE
+0.00	SPOT ELEVATION

REV. No.	REVISIONS	CHKD

MANTHA LAND SURVEYS INC.
13C MYRTLE STREET
STRATFORD, P.E.I.
C1B 1P4
Phone 902-566-4684

SITE PLAN SHOWING PROPOSED DEVELOPMENT OF PROPERTY OF COOPER CAMPBELL

(PARCEL No. 385872)

LOCATION: CHARLOTTETOWN, QUEENS CO., P.E.I.

SCALE 1:250

0 5 10 15 20

METRIC

FIELDWORK DATE APRIL 27, 2026	DATE DRAWN APRIL 28, 2026
FILE 26-H-4	DWG. No. M-26-91

DRN. BY: W.L.T. CHECKED: J.J.M.

City of Charlottetown Committee Report

Report No:
PLAN-2026-07-OCTOBER-6B-1
Lot 2019-5 St. Martha's Court (Parent Parcel PID# 390740 New PID #1176502)

Date:
October 7, 2026

Directed to Council through the following Committee:
Planning Board

Reporting Department:
Planning and Heritage

Other Associated Departments:

Prepared by:
Laurel Palmer, RPP, MCIP

Attachments:

A. Site Plan Concept March 2025
B. Site Plan Concept Revised
C. Building Elevations
D. Traffic Memo CBCL
E. Responses to Notification Letter

Report Title:

This is an application for a request for approval of a development concept plan for Lot 2019-5 (Parent Parcel PID #390740 new PID #1176502) on St. Martha's Court. The developer, for the project, Nick Jay - Evolve Group, is requesting approval to construct three 6-storey – sixty-two (62) unit apartment buildings for a total density of one hundred eighty-sixty (186) units.

The application has been submitted by Nick Jay who is also owner of the property.

Report Purpose:

To evaluate a request for a new development concept plan in the Comprehensive Development Area (CDA) Zone.

Staff Recommendation:

The Planning & Heritage Department recommends for Planning Board to recommend to Council for a request to approve a development concept plan for Lot 2019-5 (Parent Parcel PID# 390740 new assigned PID #1176502) on St. Martha's Court in the Comprehensive Development Area (CDA) Zone in order to facilitate future development of the site with three, apartment buildings with at total density of one hundred eighty-sixty (186) units and to approve the working site drawings as submitted.

And to approve the request to amend Appendix "B" Comprehensive Development Area (CDA) Parcels and Permitted Uses of the Zoning and Development Bylaw.

Report Details:

Request

This is an application for approval of a development concept plan for Lot 2019-5 (Parent PID #390740) on St. Martha's Court. The developer, for the project, Nick Jay - Evolve Group, is requesting approval to construct three 6-storey apartment buildings for a total density of one hundred eighty-sixty (186) units.

This application has been in process since March of 2025.and was originally before the Board on March 4, 2025. At that time, it received approval to proceed to public consultation for two, eighty-two (82) unit, 6 storey apartment buildings for a total density of one hundred sixty-four (164) units on the site. The project recently proceeded to public consultation as a traffic study was required prior to public consultation and the developer amended their application since March of 2025 to 3 apartment buildings with a total density of 186 units. The developer was prepared to provide a traffic study, however, the City was in process of having a traffic study completed for this area of the city. Therefore, traffic counts for this development have been included within the city's study. This application is being processed as an amendment to the original application.

Development Context

The subject property is located on the south side of St Martha's Court adjacent to the Confederation Trail and is located in Phase 3 (future phase) of the Development Concept Plan for St. Martha's Court which was designated in the original concept plan as future development. The subject property is bound to the north and west by the Confederation Trail and additional land zoned CDA owned by St. Dunstan's, to the south by CDA zoned land which is approved for multi-unit development through a concept plan, to the east by CDA zoned land containing multi-unit development and Mount Edward Road further east.

LEGISLATIVE REQUIREMENTS:

Notification

In accordance with Section 3.10.4, of the Zoning & Development By-law on September 15, 2026 notice was sent to fourteen (14) property owners located within 100 meters of the subject property advising them of the request for approval of a development concept plan. The letter advised them of the date, time, and location of the public meeting and solicited their comments, both verbal and written on the rezoning application and variances. The letter also stated the deadline to submit written comments on the application.

Public Feedback

One (1) written response was received to the City's notification letter. The letter was from an adjacent property owner and indicated that the north/south connector did not align with the proposed location of the connector on their property. Staff have sent the site maps to Public Works to confirm if the connector is in the correct location.

The Public Meeting was held on September 24, 2026, in Council Chambers. Planning Staff presented the details of the application. Following the presentation, Colin McQuillian one of the developers from FitzGerald and Snow, gave a brief presentation outlining the building design and site details and was available to answer questions about the proposed development. Residents were then given an opportunity to comment on the application and the proposed development concept plan. There were no residents present that commented on the application. Council asked questions about the traffic study that was commissioned by the City and asked about the requirement for a second means of access. Staff

advised that the traffic study will be included as part of the report to Planning Board and that a second means of access/road connector will be constructed on adjacent lands prior to approval of a building permit being issued for this property.

Analysis:

Charlottetown City Council passed the following resolution at the monthly meeting of Council held on Tuesday, November 13, 2018:

That the request to:

1. *Amend Appendix "A" – Future Land Use Map of the Official Plan from the Low Density Residential designation to the Concept Planning Area designation for a portion of the property located on Mount Edward Road (PID #390740), be approved;*

2. *Amend Appendix "H" – Zoning Map of the Zoning & Development By-law from the Low Density Residential Single (R-2S) Zone to the Comprehensive Development Area (CDA) Zone for a portion of the property located on Mount Edward Road (PID #390740), be approved;*

3. *Amend Appendix "A" – Future Land Use Map of the Official Plan from the Low Density Residential designation to the Concept Planning Area designation for the property located on Mount Edward Road (PID #492405), be approved;*

4. *Amend Appendix "H" – Zoning Map of the Zoning & Development By-law from the Low Density Residential Single (R-2S) Zone to the Comprehensive Development Area (CDA) Zone for the property located on Mount Edward Road (PID #492405), be approved;*

5. *Consolidate the portion of the property located on Mount Edward Road (PID #390740) with the property located on Mount Edward Road (PID #492405), be approved, subject to the receipt of final pinned survey plans; and*

6. *Amend Appendix "G" – Comprehensive Development Area Lands and Uses of the Zoning & Development By-law from allowing a residential building on the street with the back portion vacant to 143 residential dwelling units on 5.05 acres of the property located on Mount Edward Road (PID #390740), be approved, subject to the approval of the Development Concept Plan, Design Review approval, the submission of a traffic study that supports the proposed and future development and the signing of a Development Agreement.*

The Development Concept Plan, which was approved by Council, on November 18, 2018, illustrated the development of 143 residential dwelling units on four of the five vacant properties proposed to be subdivided. The original resolution of Council only addressed the density for Phase I and II of the development and therefore required Phase 3 to proceed through concept plan approval at a future date.

Lot 2019-1: 7-Unit Townhouse Dwelling (Phase I)
Lot 2019-2: 48-Unit Apartment Dwelling (Phase I)
Lot 2019-3: 48-Unit Apartment Dwelling (Phase II)
Lot 2019-4: 40-Unit Apartment Dwelling (Phase II)

Lot 2019-5: To be determined through an additional Development Concept Plan (Phase III)

This request is for approval of a concept plan for Lot 2019-5 which will outline the density, site layout and building form for the site.

Section 44 of the Zoning and Development Bylaw outlines the process for review and approval of development concept plans in the Comprehensive Development Area Zone.

As per Section 44.2.1 of the Zoning & Development By-law, *Development within a CDA Zone shall be subject to the approval by Council of a Development Concept Plan and any attached schedule and the applicable Development Agreement entered.*

As per Section 48.2.2 of the Zoning & Development By-law, *Appendix B of this by-law comprises a list of approved properties in the CDA Zone and their permitted uses.*

As per Section 44.2.8 of the Zoning & Development By-law, *before Council approves or amends a Development Concept Plan in a CDA Zone, a public meeting shall be called in the same manner, mutatis mutandis, as if an amendment to this by-law were being considered.*

The process as outlined in the Zoning and Development Bylaw for adoption of a Development Concept Plan follows the same process as a rezoning application. Once Ministerial approval is granted for a Development Concept Plan, a Development Agreement is entered into by the property owner. The Development Concept Plan forms part of the Development Agreement which is registered on title. The working site and building plans are required to be approved on the recommendation of Planning Board to confirm they are consistent with the Development Concept Plan.
The total acreage for Lot 2019-5 (the site) is 3.17 acres (138,104 sq ft) with a total proposed density of one hundred eighty-sixty (186) units. The total acreage for Phase 1 and 2 containing the first 4 lots of the concept plan for St Martha's Court was 5.05 acres with a proposed density of one hundred and forty-three (143) units. If a density calculation was applied for the R-4 Zone which is the highest density residential zone in the Bylaw the lot area requirement would be 1,507 sq.ft. per unit. This would allow a density of 81 units. The developer is proposing underground parking therefore a 20% density bonus would allow a total of 97 units in the R-4 Zone. However, it should be noted that the CDA Zone is a more innovative zone and follows the principles that is more inline with form based code. Therefore, there is no specific lot area requirement in the CDA zone. Density is approved through concept plan approval subject to Section 44.2.4 of the Bylaw, as follows:

44.2.4 The Council, before approving a Development Concept Plan, shall consider the following:

a. The maintenance of design standards of the proposed Buildings and their acceptability with respect to land uses and the character and scale of existing and proposed Development in the vicinity;

b. The quality of architectural design of all proposed Buildings, their compatibility with the architectural character of adjacent Development

c. The preservation of existing site features of unique quality and the preservation of the natural beauty of the area;

d. The proposed type of ownership;

e. The proposed population density of the area, the adequacy of Landscaped Areas, Building form, Parking, pedestrian walkways, Streets, Municipal Services; and

f. Any other factors as recommended by Planning Board.

The concept plan has been circulated to City departments for comment:

The Utility Department has indicated that the area has sufficient capacity, however they will require a site servicing plan prior to any construction commencing.

Public Works has indicated:

As discussed, we accept the recommendations and conclusions outlined in this CBCL memo. The main two of which being:

- No upgrades to the existing road network or adjacent intersections are required as a result of the expected travel demand for the development based on the information we have, and
- That the original alignment of the north-south connector street should be implemented as opposed to the alternative alignment that was suggested and reviewed in the study. I.e., a connector street running generally north-south should be established between the existing section of St Martha's Ct, and the future extension of Spencer Dr.

At this time, we consider the developer's requirement to submit a traffic study for the proposed development as being satisfied and have no issues with this proceeding to the next stage of review.

The concept plan has been circulated to the Fire Department and the connector across the Confederation Trail and/or the north-south connector to the future extension of Spencer Drive will be required to connect to satisfy a second means of access prior to building permit approval.

This application was first approved to proceed to public consultation in March of 2025. Because this application has been in process prior to approval of the current 2026 Official Plan the Plan policies from the 1998 Official Plan are still applicable to this application.

Staff have examined the policies of the 1998 Official Plan and there are various sections that supports higher density especially in key re-urbanization areas. The Official Plan also supports mixed forms of housing within existing neighbourhoods to allow for housing choices. Housing choices within neighbourhoods are important as they provide housing variety for people at various stages of their lives. Below are excerpts from sections of the Official Plan that supports multi-unit housing within serviced areas and Key re-urbanization areas.

Section 3. DIRECTING PHYSICAL GROWTH

1. Our objective is to contain urban sprawl by introducing a staging strategy for new development, and to ensure that there is concurrency between proposals for new development and the provision of underground municipal services.

- *Our policy shall be to direct urban growth to land that is a logical extension of an existing urban area, or neighbourhood, and will be serviced by municipal water and*

- *Our policy shall be to place each key re-urbanization area identified in subsection 3.6 in a Comprehensive Development Area zoning designation until such time as a detailed concept plan has been prepared and adopted.*

*Section 3.3.1 Our **objective** is to encourage development in fully serviced areas of the City, to promote settlement and neighbourhood policies as mechanisms for directing the location of new housing, and to encourage new residential development near centres of employment.*

*Section 3.3.1 Our **policy** shall be to provide medium density housing styles to meet future housing needs.*

*Section 3.3.2 - Our **objective** is to enhance the range of housing available to residents who have special social, economic or physical needs*

*Section 3.3.2 - Our **policy** shall be to actively work with our partners to address the housing needs of seniors, to expand the range of affordable housing available to them, and to provide it in neighbourhoods preferred by them.*

3.6 CONCEPT PLANS

Charlottetown Mall – Area

The Charlottetown Mall currently is the largest shopping centre in Prince Edward Island, and along with Canadian Tire, Sobeys and now Wal-Mart, is a significant commercial area. These factors, combined with its direct proximity to the City's major arterial routes, have led to the designation of this major retail area as the City's major suburban centre.

As residential development in the neighbourhoods of Sherwood, West Royalty, and Winsloe continues, there will be a requirement for expanded commercial services and institutional facilities to sustain these communities. As a designated suburban centre, higher density residential development may become established here.

The proposal is located within walking distance to bus routes, the Confederation Trail, shopping and amenities. In planning practice when assessing locations that are appropriate for residential uses it is appropriate to locate residential dwellings in locations close to amenities, transit, park land and schools within walkable neighbourhoods. St Martha's Court is in close proximity to all of these uses.

Staff are of the opinion this proposal has merit and meets the objectives and policies of the 1998 Official Plan. The proposal will provide broader housing options for residents of Charlottetown. Therefore, staff are supporting the request for approval of the concept plan subject to the signing of a Development Agreement.

Council or Committee History:
N/A

Financial Implications:
N/A

Public Engagement and Communication:
Notification letters sent on: September 15, 2026
Public meeting held on: September 24, 2026

Conclusion:

From a planning perspective a variety of housing choices is important to allow residents to choose housing that is appropriate to fit their life stages. It is also important to have access to housing within the City in fully serviced, desirable neighbourhoods where residents can access various amenities. In addition, density and housing variety is sustainable, as it allows for better use of services that are already available it decreases urban sprawl which is an outcome of approval of single detached subdivisions.

Planning staff therefore recommend that Planning Board recommend to Council to proceed to public consultation for a request to approve a development concept plan for Lot 2019-5 (PID# 390740) on St. Martha's Court in the Comprehensive Development Area (CDA) Zone in order to facilitate future development of the site with three, multi-unit apartment buildings with at total density of one hundred sixty-four (186) units.

Legislative Authority:

Zoning & Development Bylaw
Official Plan

Strategic Alignment:

Infrastructure and the Environment
Community-Building and Placemaking

Submitted By Planner:

Laurel Palmer, RPP, MCIP



Planner 3 (Senior Planner)

Reviewed By:

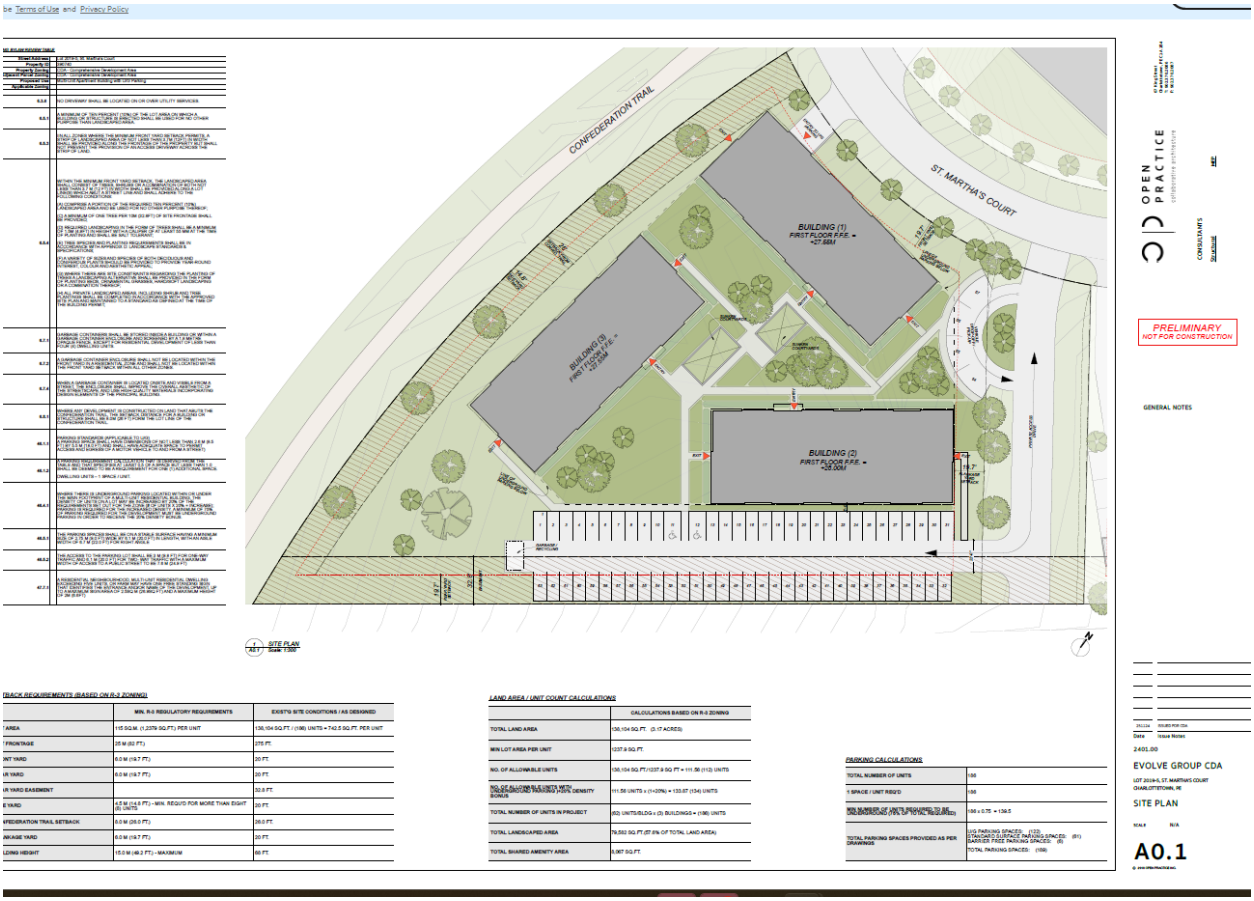
Manager	**Director/CAO**
David Gundrum, RPP, MCIP, 10/06/2026	Michael Ruus, RPP, MCIP, 10/06/2026

Committee Recommendation: (if differing from staff)

Attachment “A” – Site Concept Plan (March 2025)



Attachment “B” – Revised Site Plan



Attachment “C” – Concept Building Elevations

Attachment “D” – Traffic Memo CBCL

Attachment “E” – Response to notification letter:

2019-5 st Martha's court

Summarize

RP

Ryan Pineau <ryanpineau@gmail.com>

To Palmer, Laurel

Reply Reply All Forward

Thu 9/24/2026 5:36 PM

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CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

> Good afternoon Laurel;
>
> We received the notice re; Lot 2019-5 St. Martha's Court, which abuts our properties.
>
> We're going to try and make it to the meeting tonight, but a couple of questions beforehand:
>
> -The road shown on the plan submitted does not appear to align with the road that was approved on our plan. This would negatively impact our existing approved plan. How can the city allow this proposal to go forward with that discrepancy?
>
> -The proposed plan seems to show parking spaces right up to the property line, which is an existing city easement. Are there any restrictions on developing these spaces right to our property line, or on the easement or impacts on setbacks for our development? How does this impact drainage and grading coming off our property?
>
> Thanks,
>
> Ryan & Chris

DRAWING LIST			
SHEET NO.	SHEET TITLE	ISSUE DATE	REV. NO.
G0.0	COVER PAGE & NOTES		
A0.1	SITE PLAN & ZONING ANALYSIS		
A1.0	UNDERGROUND PARKING / COMMON AREA FLOOR PLAN		
A2.1	EXTERIOR ELEVATIONS		
A2.2	EXTERIOR ELEVATIONS		
A2.3	EXTERIOR ELEVATIONS		
A2.4	BUILDING SECTION		
A2.5	RENDERINGS		
A2.6	RENDERINGS		

PRELIMINARY BUILDING CODE ANALYSIS

NBC 2020

MAJOR OCCUPANCY (NBC 3.2.2)		
USE	OCCUPANCY	CONSTRUCTION
APARTMENT UNITS	(3.2.2.51.) GROUP 'C', RESIDENTIAL UP TO 6-STOREYS, SPRINKLERED	NON-COMBUSTIBLE

GENERAL		
BUILDING AREA	10,647 FT²	
GROSS FLOOR AREA	U/G PARKING	58,000 FT²
	FLOORS 1-6	62,870 FT²
NO. OF STOREYS	(6) STOREYS + UNDERGROUND PARKING	
NO. OF UNITS	(186)	
AUTOMATIC SPRINKLER SYSTEM (3.2.5.12.)	YES	
STANDPIPE REQUIRED (3.2.5.8.)	YES	
MIN. CORRIDOR WIDTH (3.3.1.9.(1))	1,100mm (3'-7 1/4")	
MAX. DEAD-END CORRIDOR LENGTH (3.3.1.9.(5))	6m (19'-8 1/4")	
SUITE SOUND PROTECTION (5.8.1.1.)	MIN. ASTC 47	

FIRE RATING OF ASSEMBLIES			
PARTITIONS		RATING	NBC 2020 REFERENCE
PUBLIC CORRIDOR		45 min.	3.3.1.4.
APARTMENT SUITE DEMISING		1HR	3.3.4.2.(1)
STAIRWELL	U/G PARKING LEVEL	1.5 HR	3.4.4.1.
	FLOORS 1 - 6	1HR	3.4.4.1.
JANITORS ROOM		1HR	3.3.1.22.
MECHANICAL ROOM		1HR	3.6.2.1.
ELECTRICAL ROOM		1HR	3.6.2.1.
AMENITY SPACE / PARKING SEPARATION		1.5 HR	3.3.5.6.
ELEVATOR HOISTWAY	U/G PARKING LEVEL	1.5 HR	TABLE 3.5.3.1.
	FLOORS 1 - 4	1HR	TABLE 3.5.3.1.
FLOORS	FIRST FLOOR SLAB	1.5 HR	3.3.5.6.
	FLOORS 2 - 4	1HR	3.2.2.51.
ROOF		1 HR	3.2.2.51.



KEYPLAN (N.T.S.)



VIEW FROM CONFEDERATION TRAIL

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GENERAL NOTES

Date	Issue Notes
251124	ISSUED FOR CDA

2401.00

EVOLVE GROUP CDA

LOT 2019-5, ST. MARTHA'S COURT
CHARLOTTETOWN, PE

COVER PAGE

SCALE N/A

G0.0

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ZONING BYLAW REVIEW TABLE

Street Address	Lot 2019-5, St. Martha's Court
Property ID	390740
Property Zoning	CDA - Comprehensive Development Area
Adjacent Parcel Zoning	CDA - Comprehensive Development Area
Proposed Use	Multi-Unit Apartment Building with U/G Parking
Applicable Zoning	
6.3.6	NO DRIVEWAY SHALL BE LOCATED ON OR OVER UTILITY SERVICES.
6.5.1	A MINIMUM OF TEN PERCENT (10%) OF THE LOT AREA ON WHICH A BUILDING OR STRUCTURE IS ERECTED SHALL BE USED FOR NO OTHER PURPOSE THAN LANDSCAPED AREA.
6.5.3	IIN ALL ZONES WHERE THE MINIMUM FRONT YARD SETBACK PERMITS, A STRIP OF LANDSCAPED AREA OF NOT LESS THAN 3.7M (12FT) IN WIDTH SHALL BE PROVIDED ALONG THE FRONTAGE OF THE PROPERTY BUT SHALL NOT PREVENT THE PROVISION OF AN ACCESS DRIVEWAY ACROSS THE STRIP OF LAND.
6.5.4	WITHIN THE MINIMUM FRONT YARD SETBACK, THE LANDSCAPED AREA SHALL CONSIST OF TREES, SHRUBS OR A COMBINATION OF BOTH NOT LESS THAN 3.7 M (12 FT) IN WIDTH SHALL BE PROVIDED ALONG A LOT LINE(S) WHICH ABUT A STREET LINE AND SHALL ADHERE TO THE FOLLOWING CONDITIONS: (A) COMPRISE A PORTION OF THE REQUIRED TEN PERCENT (10%) LANDSCAPED AREA AND BE USED FOR NO OTHER PURPOSE THEREOF; (C) A MINIMUM OF ONE TREE PER 10M (32.8FT) OF SITE FRONTAGE SHALL BE PROVIDED; (D) REQUIRED LANDSCAPING IN THE FORM OF TREES SHALL BE A MINIMUM OF 1.5M (4.9FT) IN HEIGHT WITH A CALIPER OF AT LEAST 55 MM AT THE TIME OF PLANTING AND SHALL BE SALT TOLERANT; (E) TREE SPECIES AND PLANTING REQUIREMENTS SHALL BE IN ACCORDANCE WITH APPENDIX D: LANDSCAPE STANDARDS & SPECIFICATIONS; (F) A VARIETY OF SIZES AND SPECIES OF BOTH DECIDUOUS AND CONIFEROUS PLANTS SHOULD BE PROVIDED TO PROVIDE YEAR-ROUND INTEREST, COLOUR AND AESTHETIC APPEAL; (G) WHERE THERE ARE SITE CONSTRAINTS REGARDING THE PLANTING OF TREES A LANDSCAPING ALTERNATIVE SHALL BE PROVIDED IN THE FORM OF PLANTING BEDS, ORNAMENTAL GRASSES, HARD/SOFT LANDSCAPING OR A COMBINATION THEREOF; (H) ALL PRIVATE LANDSCAPED AREAS, INCLUDING SHRUB AND TREE PLANTINGS SHALL BE COMPLETED IN ACCORDANCE WITH THE APPROVED SITE PLAN AND MAINTAINED TO A STANDARD AS DEFINED AT THE TIME OF THE BUILDING PERMIT;
6.7.1	GARBAGE CONTAINERS SHALL BE STORED INSIDE A BUILDING OR WITHIN A GARBAGE CONTAINER ENCLOSURE AND SCREENED BY A 1.8 METRE OPAQUE FENCE, EXCEPT FOR RESIDENTIAL DEVELOPMENT OF LESS THAN FOUR (4) DWELLING UNITS.
6.7.2	A GARBAGE CONTAINER ENCLOSURE SHALL NOT BE LOCATED WITHIN THE FRONT YARD IN A RESIDENTIAL ZONE AND SHALL NOT BE LOCATED WITHIN THE FRONT YARD SETBACK WITHIN ALL OTHER ZONES.
6.7.4	WHEN A GARBAGE CONTAINER IS LOCATED ONSITE AND VISIBLE FROM A STREET, THE ENCLOSURE SHALL IMPROVE THE OVERALL AESTHETIC OF THE STREETSCAPE, AND USE HIGH QUALITY MATERIALS INCORPORATING DESIGN ELEMENTS OF THE PRINCIPAL BUILDING.
6.8.1	WHERE ANY DEVELOPMENT IS CONSTRUCTED ON LAND THAT ABUTS THE CONFEDERATION TRAIL, THE SETBACK DISTANCE FOR A BUILDING OR STRUCTURE SHALL BE 8.0M (26 FT) FORM THE LOT LINE OF THE CONFEDERATION TRAIL.
46.1.1	PARKING STANDARDS (APPLICABLE TO U/G) A PARKING SPACE SHALL HAVE DIMENSIONS OF NOT LESS THAN 2.6 M (8.5 FT) BY 5.5 M (18.0 FT) AND SHALL HAVE ADEQUATE SPACE TO PERMIT ACCESS AND EGRESS OF A MOTOR VEHICLE TO AND FROM A STREET)
46.1.3	A PARKING REQUIREMENT CALCULATION THAT IS DERIVED FROM THE TABLE AND THAT SPECIFIES AT LEAST 0.5 OF A SPACE BUT LESS THAN 1.0 SHALL BE DEEMED TO BE A REQUIREMENT FOR ONE (1) ADDITIONAL SPACE. DWELLING UNITS – 1 SPACE / UNIT.
46.4.1	WHERE THERE IS UNDERGROUND PARKING LOCATED WITHIN OR UNDER THE MAIN FOOTPRINT OF A MULTI-UNIT RESIDENTIAL BUILDING, THE DENSITY OF UNITS ON A LOT MAY BE INCREASED BY 20% OF THE REQUIREMENTS SET OUT FOR THE ZONE (# OF UNITS X 20% = INCREASE); PARKING IS REQUIRED FOR THE INCREASED DENSITY A MINIMUM OF 75% OF PARKING REQUIRED FOR THE DEVELOPMENT MUST BE UNDERGROUND PARKING IN ORDER TO RECEIVE THE 20% DENSITY BONUS.
46.5.1	THE PARKING SPACES SHALL BE ON A STABLE SURFACE HAVING A MINIMUM SIZE OF 2.75 M (9.0 FT) WIDE BY 6.1 M (20.0 FT) IN LENGTH, WITH AN AISLE WIDTH OF 6.7 M (22.0 FT) FOR RIGHT ANGLE
46.5.2	THE ACCESS TO THE PARKING LOT SHALL BE 3 M (9.8 FT) FOR ONE-WAY TRAFFIC AND 6.1 M (20.0 FT) FOR TWO- WAY TRAFFIC WITH A MAXIMUM WIDTH OF ACCESS TO A PUBLIC STREET TO BE 7.6 M (24.9 FT)
47.7.1	A RESIDENTIAL NEIGHBOURHOOD, MULTI-UNIT RESIDENTIAL DWELLING EXCEEDING FIVE UNITS, OR FARM MAY HAVE ONE FREE STANDING SIGN THAT IDENTIFIES THE ENTRANCE AND/OR NAME OF THE DEVELOPMENT, UP TO A MAXIMUM SIGN AREA OF 2.5SQ M (26.9SQ FT) AND A MAXIMUM HEIGHT OF 2M (6.6FT)



1 / A0.1 *SITE PLAN*
Scale: 1:300

SETBACK REQUIREMENTS (BASED ON R-3 ZONING)

	MIN. R-3 REGULATORY REQUIREMENTS	EXIST'G SITE CONDITIONS / AS DESIGNED
LOT AREA	115 SQ.M. (1,2379 SQ.FT.) PER UNIT	138,104 SQ.FT. / (186) UNITS = 742.5 SQ.FT. PER UNIT
LOT FRONTAGE	25 M (82 FT.)	275 FT.
FRONT YARD	6.0 M (19.7 FT.)	20 FT.
REAR YARD	6.0 M (19.7 FT.)	20 FT.
REAR YARD EASEMENT		32.8 FT.
SIDE YARD	4.5 M (14.8 FT.) - MIN. REQU'D FOR MORE THAN EIGHT (8) UNITS	20 FT.
CONFEDERATION TRAIL SETBACK	8.0 M (26.0 FT.)	26.0 FT.
FLANKAGE YARD	6.0 M (19.7 FT.)	20 FT.
BUILDING HEIGHT	15.0 M (49.2 FT.) - MAXIMUM	68 FT.

LAND AREA / UNIT COUNT CALCULATIONS

	CALCULATIONS BASED ON R-3 ZONING
TOTAL LAND AREA	138,104 SQ.FT. (3.17 ACRES)
MIN LOT AREA PER UNIT	1237.9 SQ.FT.
NO. OF ALLOWABLE UNITS	138,104 SQ.FT./1237.9 SQ FT = 111.56 (112) UNITS
NO. OF ALLOWABLE UNITS WITH UNDERGROUND PARKING)+20% DENSITY BONUS	111.56 UNITS x (1+20%) = 133.87 (134) UNITS
TOTAL NUMBER OF UNITS IN PROJECT	(62) UNITS/BLDG x (3) BUILDINGS = (186) UNITS
TOTAL LANDSCAPED AREA	79,582 SQ.FT.(57.6% OF TOTAL LAND AREA)
TOTAL SHARED AMENITY AREA	8,067 SQ.FT.

PARKING CALCULATIONS

TOTAL NUMBER OF UNITS	186
1 SPACE / UNIT REQ'D	186
MIN NUMBER OF UNITS REQUIRED TO BE UNDERGROUND (75% OF TOTAL REQUIRED)	186 x 0.75 = 139.5
TOTAL PARKING SPACES PROVIDED AS PER DRAWINGS	U/G PARKING SPACES: (122) STANDARD SURFACE PARKING SPACES: (61) BARRIER FREE PARKING SPACES: (6) TOTAL PARKING SPACES: (189)

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Date	Issue Notes
251124	ISSUED FOR CDA

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EVOLVE GROUP CDA

LOT 2019-5, ST. MARTHA'S COURT
CHARLOTTETOWN, PE

SITE PLAN

SCALE N/A

A0.1

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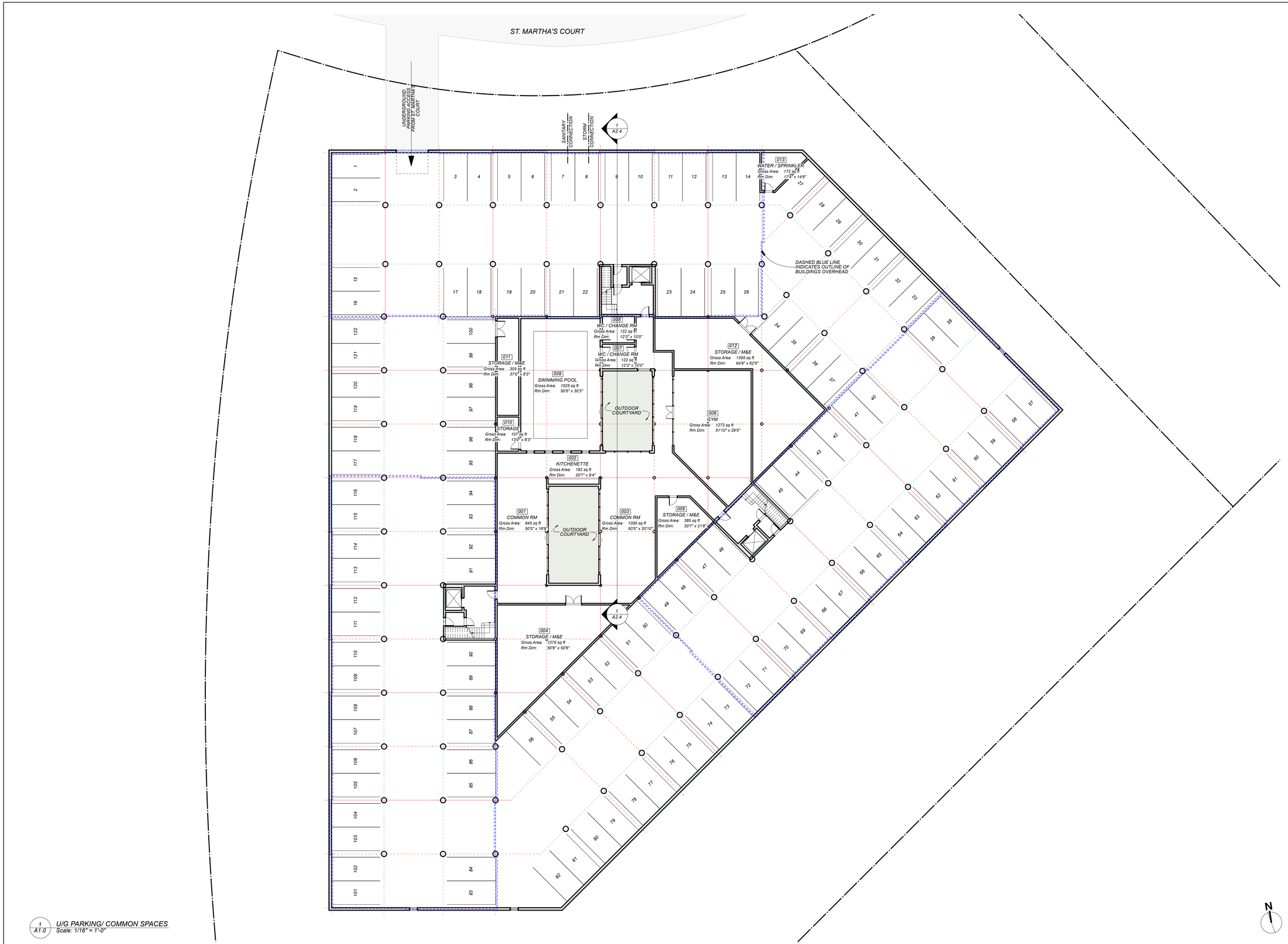

1 / A1.0 U/G PARKING/ COMMON SPACES
Scale: 1/16" = 1'-0"

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GENERAL NOTES

Date	Issue Notes
251124	ISSUED FOR CDA

2401.00

EVOLVE GROUP CDA

LOT 2019-5, ST. MARTHA'S COURT
CHARLOTTETOWN, PE

UNDERGROUND PARKING / COMMON SPACES

SCALE AS NOTED

A1.0

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1 / A2.1 NORTH ELEVATION
Scale: 1/8" = 1'-0"

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GENERAL NOTES

MATERIALS

MAT.-'1':	CEMENT BOARD SHINGLES
MAT.-'2':	COMPOSITE PANEL
MAT.-'3':	CEMENT BOARD
MAT.-'4':	MASONRY VENEER

Date	Issue Notes
251124	ISSUED FOR CDA

2401.00

EVOLVE GROUP CDA

LOT 2019-5, ST. MARTHA'S COURT
CHARLOTTETOWN, PE

EXTERIOR ELEVATIONS

SCALE AS NOTED

A2.1

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2 A2.2 *WEST ELEVATION*
Scale: 1/8" = 1'-0"



1 A2.2 *EAST ELEVATION*
Scale: 1/8" = 1'-0"

67 King Street
Charlottetown PE C1A 1B4
T: 902.370.2086
F: 902.370.2087

OPEN PRACTICE
collaborative architecture

CONSULTANTS

MEP

Structural

PRELIMINARY
NOT FOR CONSTRUCTION

GENERAL NOTES

MATERIALS

MAT.-'1':	*CEMENT BOARD SHINGLES*
MAT.-'2':	*COMPOSITE PANEL*
MAT.-'3':	*CEMENT BOARD*
MAT.-'4':	*MASONRY VENEER*

Date	Issue Notes
251124	ISSUED FOR CDA

2401.00

EVOLVE GROUP CDA

LOT 2019-5, ST. MARTHA'S COURT
CHARLOTTETOWN, PE

EXTERIOR ELEVATIONS

SCALE AS NOTED

A2.2

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1 / A2.3 SOUTH ELEVATION
Scale: 1/8" = 1'-0"

6 King Street
Charlottetown PE C1A 1B4
T: 902.370.2096
F: 902.370.2087

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collaborative architecture

CONSULTANTS
MEP
Structural

PRELIMINARY
NOT FOR CONSTRUCTION

GENERAL NOTES

MATERIALS

MAT.-'1':	CEMENT BOARD SHINGLES
MAT.-'2':	COMPOSITE PANEL
MAT.-'3':	CEMENT BOARD
MAT.-'4':	MASONRY VENEER

Date	Issue Notes
251124	ISSUED FOR CDA

2401.00

EVOLVE GROUP CDA

LOT 2019-5, ST. MARTHA'S COURT
CHARLOTTETOWN, PE

EXTERIOR ELEVATIONS

SCALE AS NOTED

A2.3

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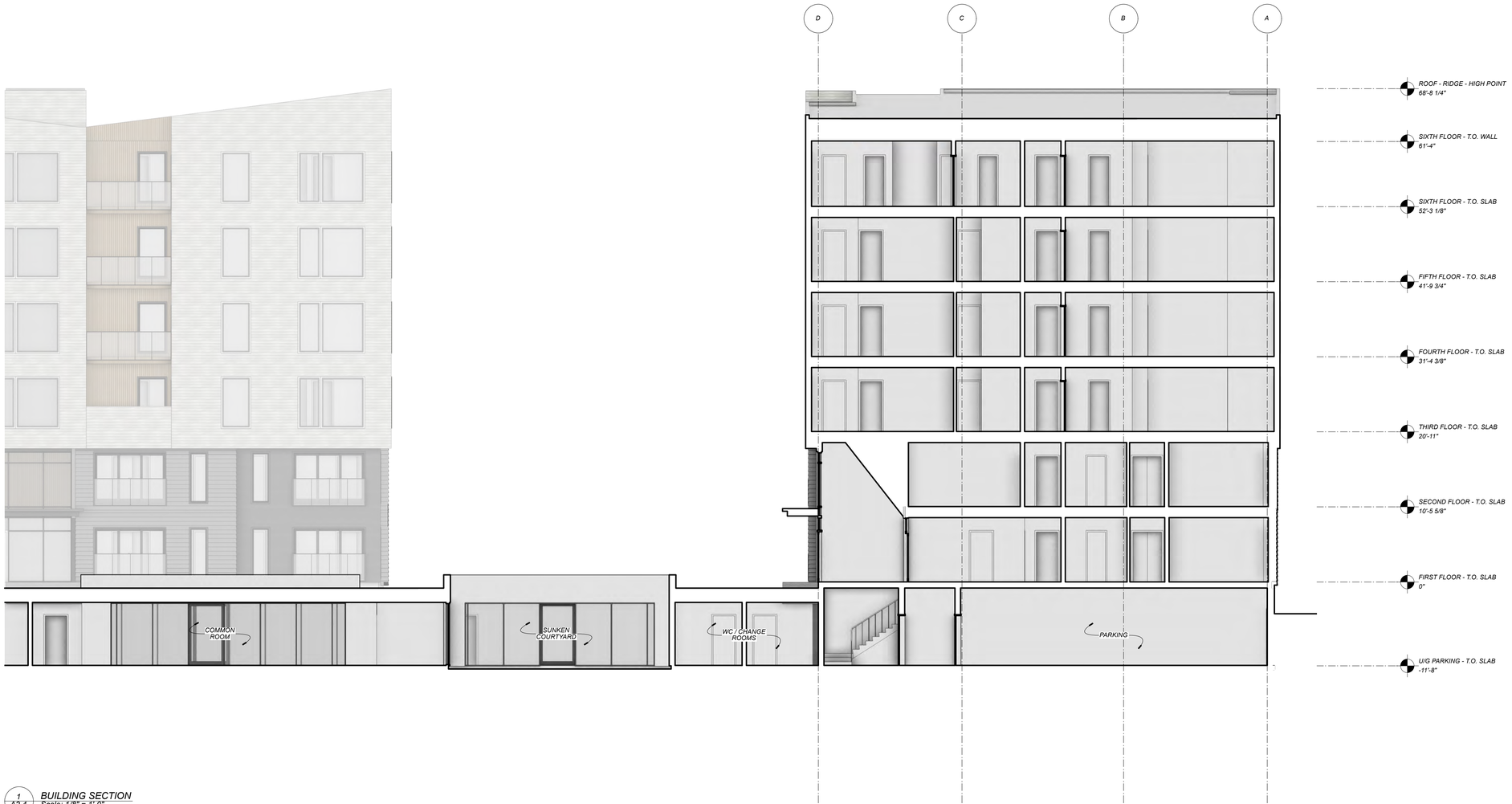

1 / A2.4 BUILDING SECTION
Scale: 1/8" = 1'-0"

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Charlottetown PE C1A 1B4
T: 902.370.2096
F: 902.370.2087

CONSULTANTS

MEP

Structural

PRELIMINARY
NOT FOR CONSTRUCTION

GENERAL NOTES

Date	Issue Notes
251124	ISSUED FOR CDA

2401.00

EVOLVE GROUP CDA

LOT 2019-5, ST. MARTHA'S COURT
CHARLOTTETOWN, PE

BUILDING SECTION

SCALE AS NOTED

A2.4

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67 King Street
Charlottetown PE C1A 1B4
T: 902.370.2096
F: 902.370.2087

CONSULTANTS

Structural

MEP

PRELIMINARY
NOT FOR CONSTRUCTION

GENERAL NOTES

Date	Issue Notes
251124	ISSUED FOR CDA

2401.00

EVOLVE GROUP CDA

LOT 2019-5, ST. MARTHA'S COURT
CHARLOTTETOWN, PE

RENDERINGS

SCALE N.T.S.

A2.5

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67 King Street
Charlottetown PE C1A 1B4
T: 902.370.2086
F: 902.370.2087

OPEN PRACTICE
collaborative architecture

CONSULTANTS

Structural

MEP

PRELIMINARY
NOT FOR CONSTRUCTION

GENERAL NOTES

Date	Issue Notes
251124	ISSUED FOR CDA

2401.00

EVOLVE GROUP CDA

LOT 2019-5, ST. MARTHA'S COURT
CHARLOTTETOWN, PE

RENDERINGS

SCALE N.T.S.

A2.6

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Memo

Project Name:	West Royalty Traffic Analyses Update	Project No.:	252654.00
Date:	June 30, 2026		
Subject:	Review of St. Martha's Court Connection Options		
To:	Riley Taweel, P.Eng. – City of Charlottetown		
From:	Utkarsh Patel, P.Eng.; Mark MacDonald, P.Eng.		
Copies to:	Ylber Gnashi, P.Eng.; Emanuel Nicolescu, MCIP, LPP		

Project Background

CBCL Limited (CBCL) was retained by the City of Charlottetown to update a microsimulation study completed in 2020 in response to renewed development interest in the West Royalty area.

The 2020 model framework in the traffic engineering microsimulation platform, VISSIM, formed the basis of this update. To incorporate revised land-use assumptions, updated development phasing, and planned network improvements provided by the City, the study area was expanded to include additional key intersections. The updated model covers the area bounded by Sherwood Road to the north, North River Road and Beach Grove Road to the south, Mount Edward Road from Oak Drive to Sherwood Road to the east, and the Perimeter Highway including the Upton Road and Maypoint roundabouts to the west.

The roadway geometry, traffic controls, signal timings, and operational characteristics were coded in VISSIM to reflect 2026 conditions and calibrated using recent traffic counts collected between late 2025 and early 2026. Industry-standard calibration methods, including regression analysis and GEH statistics, were applied to achieve consistency between modelled and observed data. The model was further refined using Dynamic User Equilibrium assignment and validated against Google Maps travel time data. Detailed calibration and validation results are documented in the full report and are available upon request, subject to City approval.

The study evaluated operational performance (LOS, v/c ratios, delays, and queues) under the following scenarios:

- 2026 Existing Conditions
- 2031 Build Conditions with planned developments
- 2041 Build Conditions with planned developments

This memo summarizes the evaluation of two potential north-south road connection options in the vicinity of a residential development on St. Martha's Court proposed by Jay Capital. The first option is a direct connection from the Spencer Drive Extension to St. Martha's Court. The second option instead connects Spencer Drive Extension to St. Dunstan Street. **Figure 1** illustrates both options. For the purposes of this memo, these options are referred to as the **St. Martha's Court**

Connection and the **St. Dunstan Street Connection**, respectively. This terminology is used throughout the following sections for consistency and ease of reference.



Figure 1: North-South Connection from Spencer Drive Extension to St. Martha's Court (Top) and Alternate Connection to St. Dunstan Street (Bottom)

Key Performance Indicators

Key performance indicators (KPIs) include vehicle speed, density, volume, queue lengths (average and maximum), and vehicle delay expressed as Level of Service (LOS) as shown in **Table 1**. LOS is the primary measure of intersection performance, based on average motorist delay for each movement. Higher delays increase travel time, fuel use, and driver discomfort. LOS ranges from A

(near free-flow conditions) to F (unacceptable delay exceeding capacity) and reflects overall traffic flow, speed, comfort, and convenience. Signalized intersections have higher delay thresholds than unsignalized ones, as drivers are generally more tolerant of delays at signals. In this study, LOS D was considered the minimum acceptable standard during peak periods. The following key intersections are considered in this memo due to their close proximity to the proposed Jay Capital development.

- Malpeque Road & Perimeter Highway
- Malpeque Road / University Avenue & Capital Drive / Spencer Drive
- Malpeque Road & Saint Dunstan Street
- Mount Edward Road & Perimeter Highway
- Mount Edward Road & St. Martha's Court / Fern Garden Drive
- Mount Edward Road & Spencer Drive Extension
- Spencer Drive & Babineau Avenue

Table 1: Level of Service (LOS) Criteria for Signalized and Unsignalized Intersections

Level Of Service (LOS)	Average Delay per vehicle (Seconds)	
	Signalized	Unsignalized
A	<10	<10
B	>10 and <20	>10 and <15
C	>20 and <35	>15 and <25
D	>35 and <55	>25 and <35
E	>55 and <80	>35 and <50
F	>80	>50

2026 Existing Conditions Analysis

The analysis results for the 2026 Existing Conditions scenario are summarized below:

- The PM peak period recorded the highest overall traffic volumes, with more than 1,500 westbound vehicles per hour on the Perimeter Highway. Traffic patterns varied by time period. The AM peak was mainly influenced by inbound commuter traffic, while the PM peak reflected a stronger influence from inbound commercial traffic in addition to outbound commuter trips. On Saturday, traffic was primarily driven by concentrated shopping-related trips, resulting in different travel patterns across the network.
- Major corridors generally operated at near free-flow speeds (~50 km/h or higher) across all periods, with delays largely confined to intersections and commercial areas.
- Operational performance of the key Intersections:
  - **Malpeque Road & Perimeter Highway:** High delays with LOS E observed during PM and Saturday peak hours for northbound movements.
  - **Mount Edward Road & Perimeter Highway:** No noticeable operational performance disruption.

- **Malpeque Road / University Avenue & Capital Drive / Spencer Drive:** Highest average queueing (≤15 vehicles southbound) noted during AM peak hour and consistently notable southbound delays during AM, PM, and Saturday (LOS E–F).

- Despite peak demands, the network generally performs adequately without widespread congestion or gridlocks, with issues remaining localized and primarily operational in nature.

Future Build Scenarios

The future build scenarios included projected travel demand for 2031 and 2041 with various planned roadway network improvements, including roadway widening, geometric intersection changes, and optimized signal timing to better accommodate future traffic conditions; please refer to the main report for details on these planned improvements. Travel demand was developed based on information on planned residential and commercial developments provided by City, with trips estimated using Institute of Transportation Engineers (ITE) Trip Generation rates and reduced by 10% to account for internal capture and non-motorized modes. These trips were distributed according to observed 2026 travel patterns, while background traffic growth was also applied (5% for 2031 and 10% for 2041 for commercial areas; 3% and 6%, respectively for gateway flows) to account for regional growth outside the study area. Together, these inputs captured the combined effects of new development and background growth to evaluate future network performance.

2031 Build Conditions Analysis

CBCL's study area for this assignment covers a broad network; however, this memo focuses on the key intersections surrounding the Jay Capital development for the AM, PM, and Saturday peak hour analyses as discussed above. The summary of findings for the 2031 Build scenarios is provided below:

St. Martha's Court Connection

- Operational performance of the key Intersections:
  - **Malpeque Road & Perimeter Highway (DLT):** Queue lengths remained consistently low across all periods (generally ≤6 vehicles). Despite this, most left-turn movements operated at LOS E throughout, reflecting delays associated with the two-stage DLT operation and signal coordination rather than capacity or storage limitations.
  - **Mount Edward Road & Perimeter Highway:** Performance deteriorated from AM, PM to Saturday peak hours. The AM peak hour showed moderate queues (6–9 vehicles) with LOS E for westbound left-turns. The PM peak had higher delays (up to ~91 seconds, LOS F) with similar queue lengths, and Saturday exhibited undesirable conditions, with average queues reaching ~25 vehicles and operating at LOS E–F, driven by heavy commercial trips.
  - **Malpeque Road & Saint Dunstan Street:** Average queues remained generally low across all periods; however, northbound left-turn experienced high delays (~60 seconds, LOS E) during the Saturday peak hour.

- **Malpeque Road / University Avenue & Capital Drive / Spencer Drive:** Standing average queues were minimal in AM, increased slightly to ~5 vehicles in PM, and fewer than 7 vehicles on Saturday. Overall, the intersection operated at LOS D or better for all movements across all peak hours, indicating acceptable performance.
- **Spencer Drive & Babineau Avenue:** Exhibited negligible queueing and delays in all peak hours, with LOS C or better, indicating efficient operation under 2031 Build conditions.
- **Spencer Drive Extension & North-South SDU Road Connection:** Performed well with negligible queues and LOS B or better across AM, PM, and Saturday peak hours.
- **Mount Edward Road & Spencer Drive Extension:** Maintained good operational performance across all periods, with negligible queues and delays, demonstrating sufficient capacity.
- **Mount Edward Road & St. Martha's Court / Fern Garden Drive:** No notable queues were observed during any peak hours, and the intersection operated at LOS C or better for all movements, indicating no congestion issues.

St. Dunstan Street Connection

The alternate St. Dunstan Street Connection yielded the following summary:

- Average queue lengths at the above intersections remained identical across the AM, PM, and Saturday peak hours, showing no notable differences compared to the St. Martha's Court Connection scenario.
- The level of service (LOS) at all the intersections surrounding Jay Capital Property remained unchanged and continued to operate at acceptable levels during all analyzed peak hours.

2041 Build Conditions Analysis

For the 2041 build scenario, developments that were expected to be partially completed by 2031 were assumed to be fully built out, and additional background traffic growth was incorporated to reflect long-term regional growth. However, since most known developments are expected to be completed by 2031, the incremental increase in trips for 2041 was relatively modest, resulting in no significant changes in overall roadway network performance compared to the 2031 scenario. The following section outlines the impacts of the 2041 traffic volumes on the key intersections.

St. Martha's Court Connection

- Operational performance of the key Intersections:
  - **Malpeque Road & Perimeter Highway (DLT):** The queue length increases were insignificant compared to the 2031 Build Condition. Also, the LOS remained similar, except for the westbound left-turn which deteriorated from LOS D to E for the PM and Saturday peak hours.
  - **Mount Edward Road & Perimeter Highway:** The only observed change was for the Saturday peak hour, where both the average queue length increased and the LOS deteriorated to E for the westbound movements.

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- **Malpeque Road & Saint Dunstan Street:** Marginal increase was observed in some left turn movements, resulting in LOS E, however the average queue lengths remained low and did not indicate any concerning congestion.
- **Malpeque Road / University Avenue & Capital Drive / Spencer Drive:** Average queue lengths remained unchanged, while the LOS for the westbound through movement deteriorated to LOS E during the Saturday peak hour. No notable changes were observed during the AM and PM peak hours.
- **Spencer Drive & Babineau Avenue:** The westbound left turn movement had significant increase in delay and operated at LOS E.
- **Spencer Drive Extension & North-South SDU Road Connection:** No noticeable impacts were observed at this intersection, and operations remained unchanged.
- **Mount Edward Road & Spencer Drive Extension:** Continued to operate without notable delays or congestion.
- **Mount Edward Road & St. Martha's Court / Fern Garden Drive:** This intersection continued to function effectively with no significant changes observed.

St. Dunstan Street Connection

The alternate St. Dunstan Street Connection yielded the following summary:

- No noticeable changes in queueing or delays were observed at the surrounding intersections, as overall LOS remained unchanged compared to the alternate connection from Spencer Drive Extension to Saint Dunstan Street.

Traffic Signal Warrant Analysis

CBCL conducted traffic signal warrant analyses for the intersection of Mount Edward Road & St. Martha's Court / Fern Garden Drive under the 2041 build conditions for both connection options. The analyses indicated that a traffic signal is not warranted for either option at this time. The warrant scores for the two connection options were similar, with the St. Marthas Court option scoring 87 and the alternate (St. Dunstan Street) option scoring 79. The lower score for the alternate option is likely due to lower traffic St. Martha's Court volumes because of the lack of a connection between St. Martha's and Spencer Drive. With less traffic using St. Martha's Court under the St. Dunstan connection option, overall demand is lower, resulting in a lower warrant score. Although the St. Martha's Court connection option produced a higher score, the difference is not significant, and both options are expected to operate acceptably under the forecast conditions. As a result, signal installation is not recommended as part of the 2041 build conditions; however, future monitoring should be considered if the future traffic volumes and/or surrounding land uses don't follow the current projections.

Conclusion and Recommendations

As discussed in the preceding sections, both the St. Martha's Court Connection and the St. Dunstan Street Connection were evaluated under the 2031 and 2041 build conditions based on projected traffic operations, network performance, and traffic signal warrant results. The analysis indicates that both options are expected to operate at acceptable levels and that neither option would warrant traffic signal installation under the 2041 build conditions. Since the operational differences between the two options are limited, the preferred option is primarily identified based on geometry, constructability, implementation considerations, and overall network connectivity.

The St. Martha's Court Connection option is the preferred option compared to the St. Dunstan Street Connection for the following reasons:

- The shorter and more direct connection between Spencer Drive Extension and St. Martha's Court minimizes travel distance and simplifies routing, supporting more efficient local circulation without impacting network performance.
- The direct connection requires less new roadway to be built, resulting in lower construction costs. The alternate St. Dunstan Street connection alignment would be roughly four (4) times longer (380m vs 85m) than the direct north-south connection.
- The longer St. Dunstan Street connection does not provide measurable improvements in traffic operations or intersection performance compared to the shorter St. Martha's Court connection.
- The St. Dunstan Street option would require a new Confederation Trail crossing which would require approval from the Province. Two new adjacent crossings are already being planned (the extensions to both Spencer Drive and St. Martha's Court) and each of these will introduce new potential conflicts between vehicles and trail users. Therefore, another new crossing between the other two would further disrupt trail use and may face strong opposition from pedestrians and cyclists that use the Trail. It may also not receive approval from the Province.
- From a planning and implementation perspective, the preferred option appears to be the most practical and cost-effective solution, subject to detailed design and stakeholder review.

City of Charlottetown Committee Report

Report No:
PLAN-2026-07-OCTOBER-6B-3
9 Kirkwood Drive (PID# 370932)

Date:
October 7, 2026

Directed to Council through the following Committee:
Planning Board

Attachments:
A. Air Photo

Reporting Department:
Planning and Heritage

Other Associated Departments:
N/A

Prepared by:
David Gundrum, RPP, MCIP

Report Title:

Request for public consultation related to rezoning of property identified as 9 Kirkwood Drive (PID# 370932). The application has been made by CVC Realty Inc. who are also the owners of the subject property.

Report Purpose:

Request to rezone subject property from the Low Density Residential (R-2) Zone to the Mixed Use Corridor (MUC) Zone for the purpose of allow for veterinary services and accessory office use on the property in future. Request at this point is to proceed to public consultation.

Staff Recommendation:

The Planning and Heritage Department encourages Planning Board to recommend to Council that the following rezoning request for the subject property identified as 9 Kirkwood Drive (PID# 370932) proceed to public consultation:

1) To rezone the subject property identified as 9 Kirkwood Drive (PID# 370932) from the Low Density Residential Single (R-2) Zone to Mixed Use Corridor (MUC) Zone to allow for veterinary services and accessory office use on the property in future.

Report Details:

Development Context:

The subject property is currently developed with an existing single-detached dwelling in the (R-2) Zone within an established mature neighbourhood and is located approximately 75 metres (246 feet) west of the University Avenue commercial business corridor. The surrounding area is developed with a mix of uses including similar single-detached dwellings along the north side of Kirkwood Drive within adjacent and abutting lots to the subject property. Immediately across the road is located the Charlottetown Police Services station within the Institutional (I) Zone and adjacent and abutting to that is the Kirkwood Mews commercial plaza found within the (MUC) Zone located at 393 University Avenue (see Attachment A).

The lands immediately adjacent to the east of the subject property are within the (MUC) Zone and contain the Charlottetown Veterinary Clinic at 5 Kirkwood Drive which is owned by the same owners as the subject property at 9 Kirkwood Drive (see Attachment A).

LEGISLATIVE REQUIREMENTS:

Notification:

Should the rezoning application be approved to proceed to the public consultation phase, the Planning & Heritage Department will provide public notice of the scheduled Public Meeting in accordance with Section 3.10.4 of the Zoning & Development Bylaw.

ANALYSIS:

As per Section 3.10.3 of the Zoning & Development Bylaw, before rezoning any parcel of land, Council shall conduct a Public Meeting to receive the views and opinions of the public and the applicant. Council may, for reasons that are in the best interests of the City, reject a proposed rezoning without public notice and without referral to a Public Meeting, but if an application goes to a Public Meeting, then Council shall determine the disposition of the application and the applicant may not be allowed to withdraw the application after the Public Meeting.

Planning staff are of the opinion that the project has merit with sufficient information provided to date by the applicant to allow for consideration of the proposed rezoning via the Public Meeting process with Council.

CONCLUSION:

The Planning & Heritage Department encourages Planning Board to recommend to Council to approve the request to proceed to public consultation to consider a Zoning Bylaw Amendment (Rezoning) to rezone the subject property identified as 9 Kirkwood Drive (PID# 370932) from the Low Density Residential Single (R-2) Zone to the Mixed Use Corridor (MUC) Zone to allow for veterinary services and accessory office use on the property in future.

Council or Committee History:

N/A

Financial Implications:

N/A

Public Engagement and Communication:
None to date.

Legislative Authority:
Zoning & Development Bylaw
Official Plan

Strategic Alignment:
Infrastructure and the Environment
Community-Building and Placemaking

Submitted By Planner:
David Douglas Gundrum, RPP, MCIP
Manager of Development Planning

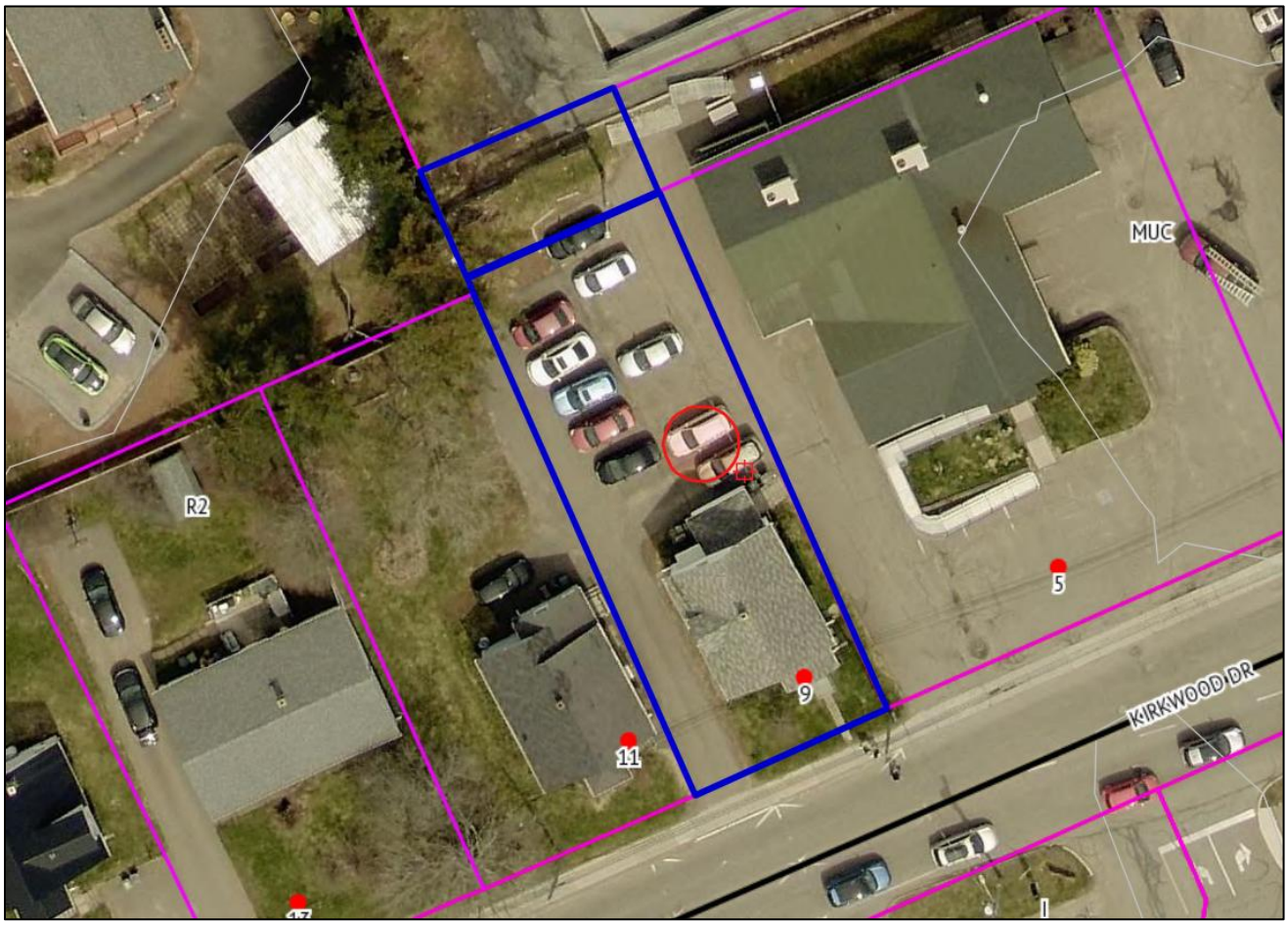


Reviewed By:

Manager	**Director/CAO**
n/a	Michael Ruus, RPP, MCIP, 10/06/2026

Committee Recommendation: (if differing from staff)

Attachment A: Air Photo



City of Charlottetown Committee Report

Report No:
PLAN-2026-07-OCTOBER-6B-4
Unaddressed Property – Summer Street (PID# 368803)

Date:
October 7, 2026

Directed to Council through the following Committee:
Planning Board

Attachments:
A. Air Photo

Reporting Department:
Planning and Heritage

Other Associated Departments:
N/A

Prepared by:
David Gundrum, RPP, MCIP

Report Title:

Request for public consultation related to rezoning of unaddressed property identified as Summer Street (PID# 368803). The application has been made by Claude Ayoub on behalf of Ayoub Holdings Ltd.

Report Purpose:

Request to rezone subject property from the Parking (P) Zone to the Medium Density Residential (R-3) Zone for the purpose of facilitating future medium density residential development. Request at this point is to proceed to public consultation.

Staff Recommendation:

The Planning and Heritage Department encourages Planning Board to recommend to Council that the following rezoning request for the unaddressed subject property identified as Summer Street (PID# 368803) proceed to public consultation:

1) To rezone the subject property identified as PID# 368803 from the Parking (P) Zone to the Medium Density Residential (R-3) Zone to allow for future medium density residential development on the property in future.

Report Details:

Development Context:

The subject property is currently vacant and is developed as a parking area containing no buildings or structures. It is located within a mature residential neighbourhood containing a mix of low and medium density residential development. Located immediately and abutting to the west is a commercial property within the (MUC) Zone containing a pizzeria (Dino's Pizza) which is under common ownership as the subject property. Subject property is located approximately 45 metres (147 feet) east of the main University Avenue commercial corridor (see Attachment A).

LEGISLATIVE REQUIREMENTS:

Notification:

Should the rezoning application be approved to proceed to the public consultation phase, the Planning & Heritage Department will provide public notice of the scheduled Public Meeting in accordance with Section 3.10.4 of the Zoning & Development Bylaw.

ANALYSIS:

As per Section 3.10.3 of the Zoning & Development Bylaw, before rezoning any parcel of land, Council shall conduct a Public Meeting to receive the views and opinions of the public and the applicant. Council may, for reasons that are in the best interests of the City, reject a proposed rezoning without public notice and without referral to a Public Meeting, but if an application goes to a Public Meeting, then Council shall determine the disposition of the application and the applicant may not be allowed to withdraw the application after the Public Meeting.

Planning staff are of the opinion that the project has merit with sufficient information provided to date by the applicant to allow for consideration of the proposed rezoning via the Public Meeting process with Council.

CONCLUSION:

The Planning & Heritage Department encourages Planning Board to recommend to Council to approve the request to proceed to public consultation to consider a Zoning Bylaw Amendment (Rezoning) to rezone the subject property identified as PID# 368803 from the Parking (P) Zone to the Medium Density Residential (R-3) Zone to allow for future medium density residential development on the property in future.

Council or Committee History:
N/A

Financial Implications:
N/A

Public Engagement and Communication:
None to date.

Legislative Authority:
Zoning & Development Bylaw
Official Plan

Strategic Alignment:
Infrastructure and the Environment
Community-Building and Placemaking

Submitted By Planner:
David Douglas Gundrum, RPP, MCIP
Manager of Development Planning

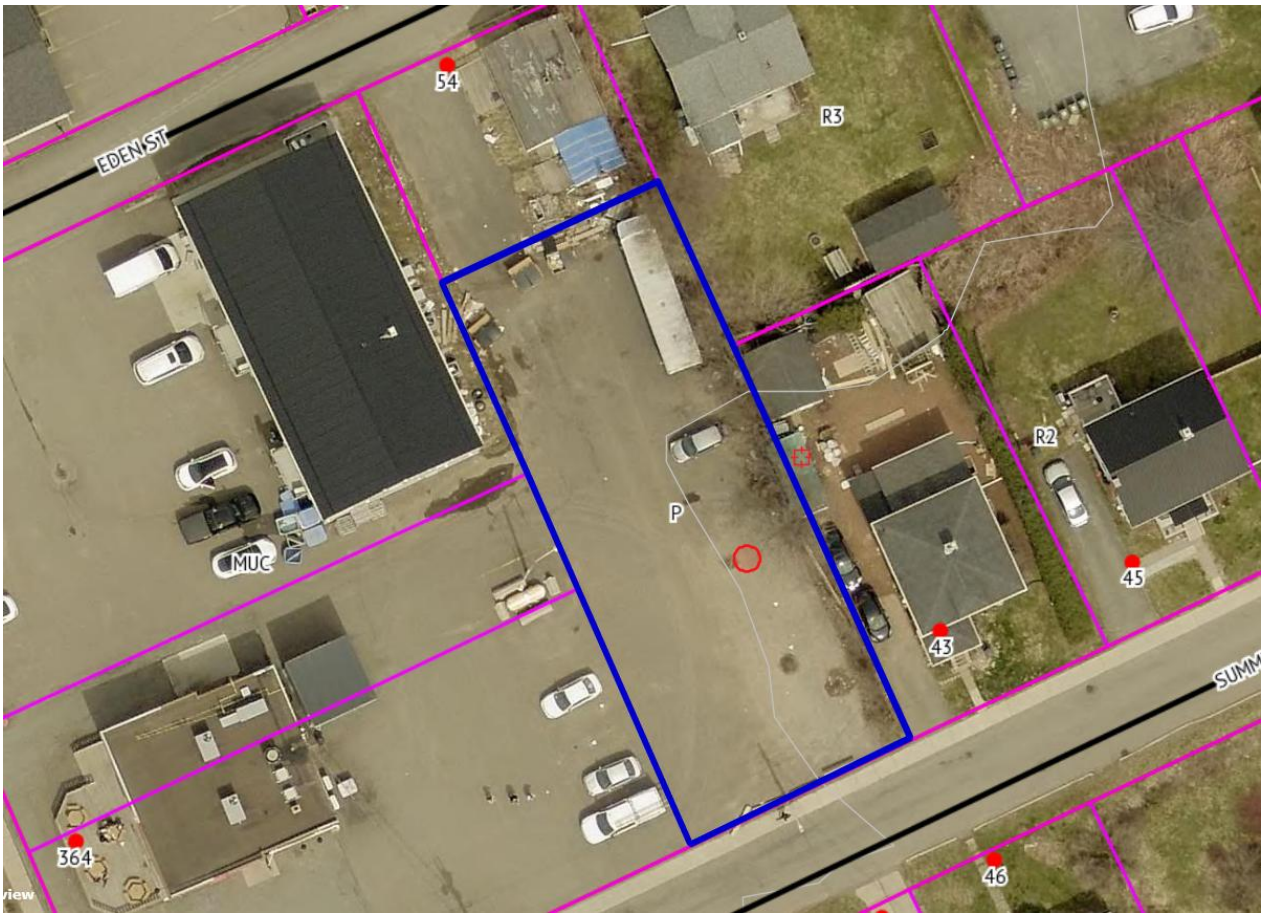


Reviewed By:

Manager	**Director/CAO**
n/a	Michael Ruus, RPP, MCIP, 10/06/2026

Committee Recommendation: (if differing from staff)

Attachment A: Air Photo



City of Charlottetown Committee Report

Report No:
PLAN-2026-07-OCTOBER-6C-1
(307-311 Patterson Drive – PID# 676585)

Date:
October 7, 2026

Directed to Council through the following Committee:
Planning Board

Reporting Department:
Planning and Heritage

Other Associated Departments:

Prepared by:
David Douglas Gundrum, RPP, MCIP

Attachments:

A. Air Photo
B. Zoning Map
C. Survey Plan

Report Title:

Consolidation of abutting lots identified as 307 and 311 Patterson Drive (PID# 676585). Application has been submitted by Dr. Krishna Thakur on behalf of the Hindu Society of PEI.

Report Purpose:

Request to consolidate two (2) existing abutting lots in the Business Office Commercial (C-1) Zone identified as 307 and 311 Patterson Drive (PID# 676585) for legal and technical purposes related to a recent rezoning and desire to convert the existing 1-storey building on the property to a private community centre. All lots subject to the proposed consolidation are under common ownership.

Staff Recommendation:

The Planning & Heritage Department encourages Planning Board to recommend to Council to allow for the request consolidate two (2) abutting lots identified as 307 and 311 Patterson Drive (PID# 676585) to form one new parcel being 1,206 square metres in area subject to a final pinned survey plan.

Report Details:

Development Context:

The subject property is an interior commercial lot that is developed with an existing 1-storey neighbourhood commercial building (convenience store) being 172 square metres (1,851 square feet) in size. The property was subject to a recent rezoning to the (C-1) Zone that was approved by City Council on July 14, 2026 to harmonize zoning across the two parcels now subject to the proposed lot consolidation.

The property is bounded to the east by residential property also in the (R-2) Zone containing an existing single-detached dwelling (303 Patterson Drive) and to the north by residential property in the (R-3) Zone containing a set of sixteen (16) townhouses arranged in 3 separate physical blocks (3 to 35 Westridge Crescent). Bounding also to the north are City-owned lands containing a City community park in the Open Space (OS) Zone and to the south the property fronts onto Patterson Drive (see Attachments A & B).

LEGISLATIVE REQUIREMENTS:

As per Section 48.3.4.a) of the Zoning & Development By-law, only lot consolidations where properties are found within either the R-1 or R-2 zones can be directly approved by the Development Officer. All other forms of lot consolidation by default therefore require consideration by and recommendation to Planning Board and Council. In the case of lands zoned as R-3 and R-4, a written notice is required to be sent to all property owners located within 100 metres (328 feet) of the subject properties. In this case, a written notification letter was not required as the subject properties are within the (C-1) Zone.

Analysis:

This is an application to consolidate two (2) abutting almost equally sized lots identified as 307 and 311 Patterson Drive (PID# 676585) to form one new parcel subject to a final pinned survey plan. Both properties in question are within the Business Office Commercial (C-1) Zone and are developed with portions of a single-storey building (172 square metres) in size which historically functioned as a neighbourhood convenience store. The total combined size of the consolidated lots would be approximately 1,206 square metres where the combined lot would have approximately 36.57 metres (120 feet) of frontage along the north side of Patterson Drive (see Attachment C).

The owners of the subject properties have made request for the lot consolidation in order to eliminate an internal lot line which would pose future setback issues for future land uses. An intent of the current owners is to convert the existing single-storey building on the property to serve as a private community centre.

The Official Plan has various policies which promote the expansion of affordable or attainable housing supply throughout the City. Among these policies, Section 3.3 (Housing Needs and Variety) of the Official Plan states that one of the fundamental aims of good community management is to ensure that there is an adequate supply and variety of affordable housing for all sectors of the population.

Below is a quick summary of the subject application's positive attributes, neutral attributes, and shortcomings:

Positives	Neutral	Shortcomings
▪ The proposed lot consolidation has potential to enable creation of a new neighbourhood community use within a mature neighbourhood.	Any future development will require a Building & Development Permit.	The proposal requires approval from Council in order to move forward.

CONCLUSION:

This is a well-established neighbourhood in a mature area of the city where the subject property has otherwise served as a neighbourhood-oriented commercial property (convenience store) for many years. As noted, the proposed lot consolidation and elimination of an existing internal lot line on the site will unlock further development potential to promote a new community use in this area as proposed.

Given that the proposed lot consolidation is being put forth in order to eliminate an internal lot line that would otherwise invoke unnecessary yard setback issues for what is otherwise a common site, the application can therefore be deemed as legal or technical in nature to achieve these stated aims.

It is the opinion of Planning staff that this proposal has merit and meets the intent and purpose of the Zoning that now applies to the site. Therefore, staff are recommending that Planning Board recommend to Council to approve the proposed lot consolidation for the properties identified as 307-311 Patterson Drive (PID# 676585).

Council or Committee History:
N/A

Financial Implications:
N/A

Public Engagement and Communication:
None to date.

Legislative Authority:
Zoning & Development Bylaw
Official Plan

Strategic Alignment:

Submitted By Planner:
David Douglas Gundrum, RPP, MCIP
Manager of Development Planning

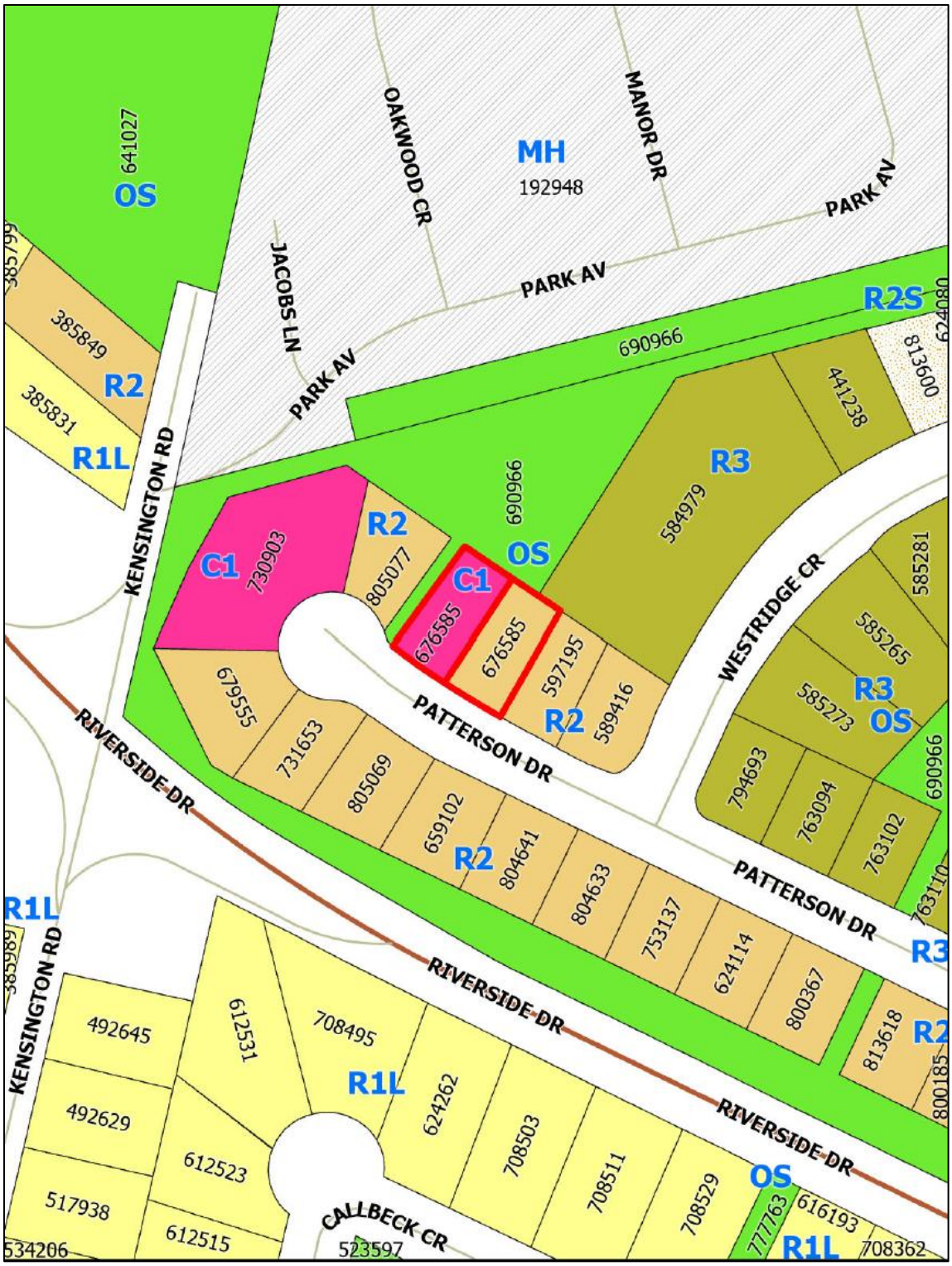


Reviewed By:	
Manager	**Director/CAO** Michael Ruus, RPP, MCIP, 10/02/2026
Committee Recommendation: (if differing from staff)	

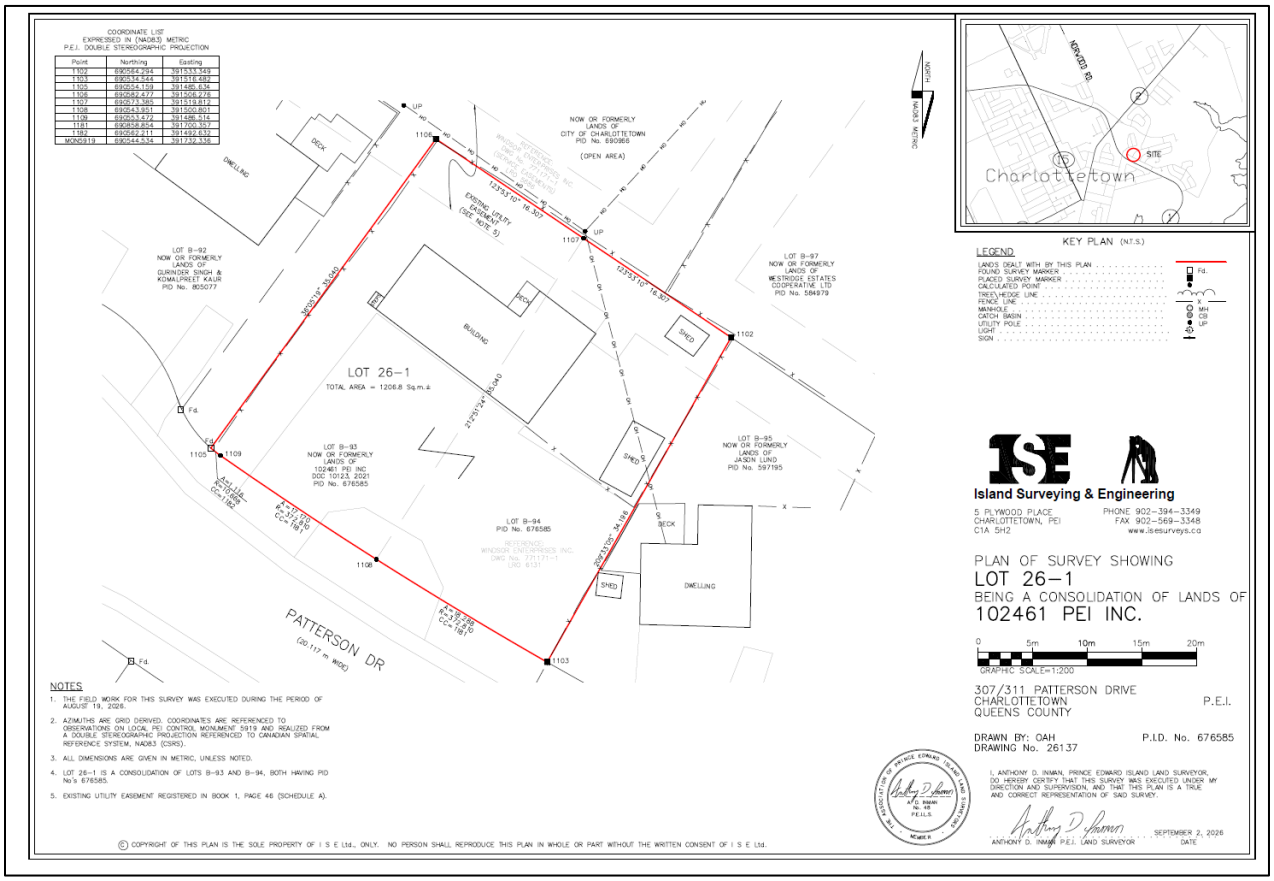
Attachment “A” – Air Photo:



Attachment "B" – Zoning Map:



Attachment "C" – Survey Plan:



City of Charlottetown Committee Report

Report No:
PLAN-2026-07-OCTOBER-6C-2
(375 University Avenue – PID# 368589)

Date:
October 7, 2026

Directed to Council through the following Committee:
Planning Board

Reporting Department:
Planning and Heritage

Other Associated Departments:

Prepared by:
David Douglas Gundrum, RPP, MCIP

Attachments:

A. Air Photo
B. Survey Plan

Report Title:

Consolidation of five (5) consecutively abutting lots identified as 375 University Avenue (PID# 638589). Application has been submitted by Fitzgerald & Snow on behalf of owner Ryan Ladner.

Report Purpose:

Request to consolidate five (5) existing abutting lots in the Mixed Use Corridor (MUC) Zone identified as 375 University Avenue (PID# 368589) for legal and technical purposes related to a proposed future building expansion. All lots subject to the proposed consolidation are under common ownership.

Staff Recommendation:

The Planning & Heritage Department encourages Planning Board to recommend to Council to allow for the request consolidate five (5) consecutive abutting lots identified as 375 University Avenue (PID# 368589) to form one new parcel being 0.55 hectares (1.36 acres) in area subject to a final pinned survey plan.

Report Details:

Development Context:

The subject property consists of four (4) interior and one (1) corner commercial lot that are collectively developed with an existing 1-storey commercial plaza measuring 850 square metres (9,149 square feet) located on the west side of the site and an existing 2-storey commercial building measuring 905 square metres (9,741 square feet) located on the east side of the site. The main surface parking area is located in between the intervening buildings (see Attachment A).

The property is bounded to the east by University Avenue being a major arterial road, is bounded to the south by Eden Street which is a local road, is bounded to the west by an existing commercial car wash also in the (MUC) Zone and is bounded to the north by vacant, undeveloped commercial property also in the (MUC) Zone (see Attachment A).

LEGISLATIVE REQUIREMENTS:

As per Section 48.3.4.a) of the Zoning & Development By-law, only lot consolidations where properties are found within either the R-1 or R-2 zones can be directly approved by the Development Officer. All other forms of lot consolidation by default therefore require consideration by and recommendation to Planning Board and Council. In the case of lands zoned as R-3 and R-4, a written notice is required to be sent to all property owners located within 100 metres (328 feet) of the subject properties. In this case, a written notification letter was not required as the subject properties are within the (MUC) Zone.

Analysis:

This is an application to consolidate five (5) consecutively abutting lots in the (MUC) Zone identified as 375 University Avenue (PID# 368589) to form one new parcel subject to a final pinned survey plan.

The owners of the subject properties have made request for the lot consolidation in order to eliminate internal lot lines across the site that would pose future setback issues for future land uses. An intent of the current owners is to build a physical addition to the existing 2-storey commercial building (Source for Sports) on the subject property

The Official Plan has various policies which promote the expansion and growth of established commercial businesses throughout the City. It is noted that a portion of the proposed combined site where the future building addition is intended to proceed is within the Corridor designation of the Official Plan intent of which in part is to promote medium and larger-scale commercial destinations to support day-to-day life for Charlottetown residents.

Below is a quick summary of the subject application's positive attributes, neutral attributes, and shortcomings:

Positives	Neutral	Shortcomings
▪ The proposed lot consolidation has potential to enable enhancement and growth of existing established businesses within Charlottetown that have directly served the public for a number of years.	Any future development will require a Building & Development Permit.	The proposal requires approval from Council in order to move forward.

CONCLUSION:

This is a well-established commercial corridor of the city where the subject property has otherwise served as a multi-use commercial property for many years housing a variety of businesses. As noted, the proposed lot consolidation and elimination of existing internal lot lines on the site will unlock further development potential to promote expansion and growth of existing business uses and optimize the combined site in the long-term.

Given that the proposed lot consolidation is being put forth in order to eliminate an internal lot line that would otherwise invoke unnecessary yard setback issues for what is otherwise a common site, the application can therefore be deemed as legal or technical in nature to achieve these stated aims.

It is the opinion of Planning staff that this proposal has merit and meets the intent and purpose of the Zoning that now applies to the site. Therefore, staff are recommending that Planning Board recommend to Council to approve the proposed lot consolidation for the five (5) parcels collectively identified as 375 University Avenue (PID# 676585).

Council or Committee History:
N/A

Financial Implications:
N/A

Public Engagement and Communication:
None to date.

Legislative Authority:
Zoning & Development Bylaw
Official Plan

Strategic Alignment:

Submitted By Planner:
David Douglas Gundrum, RPP, MCIP
Manager of Development Planning

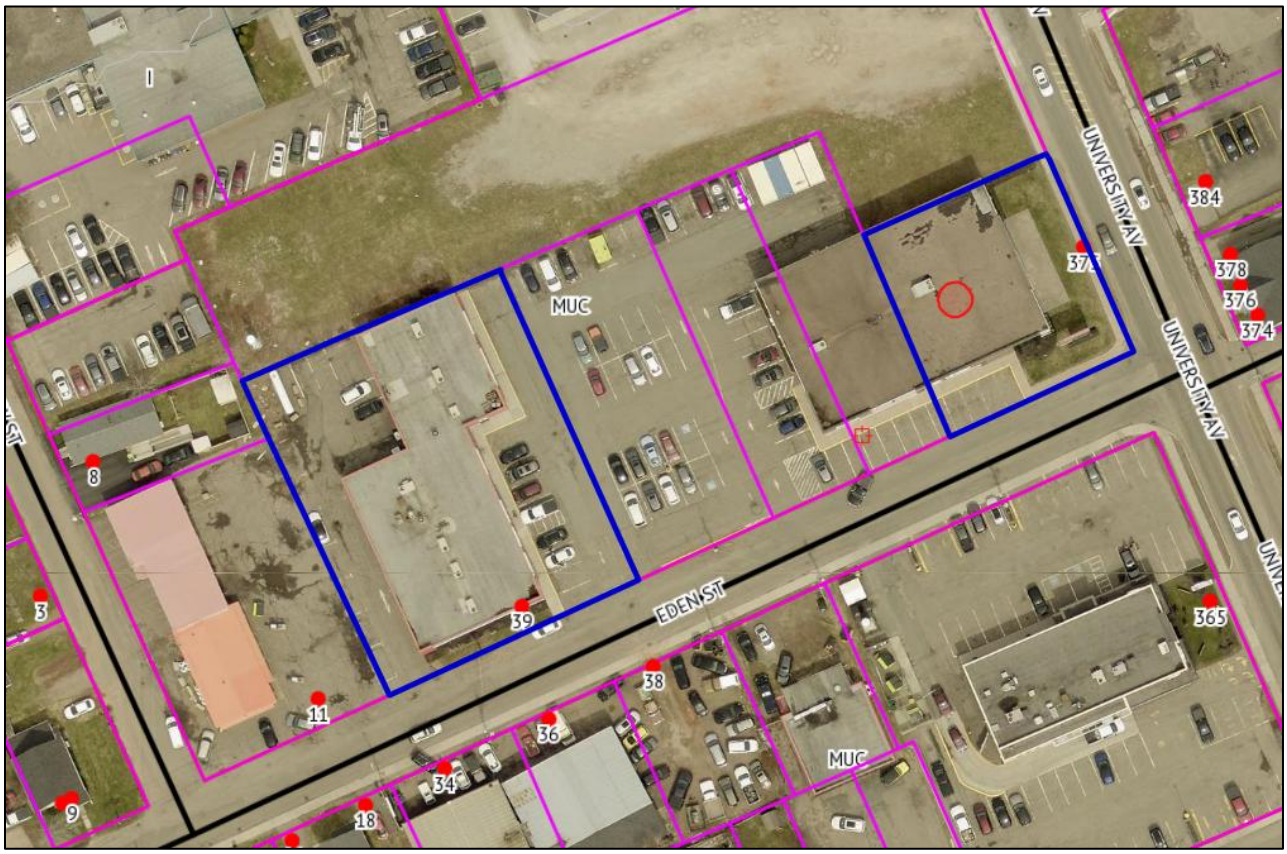


Reviewed By:

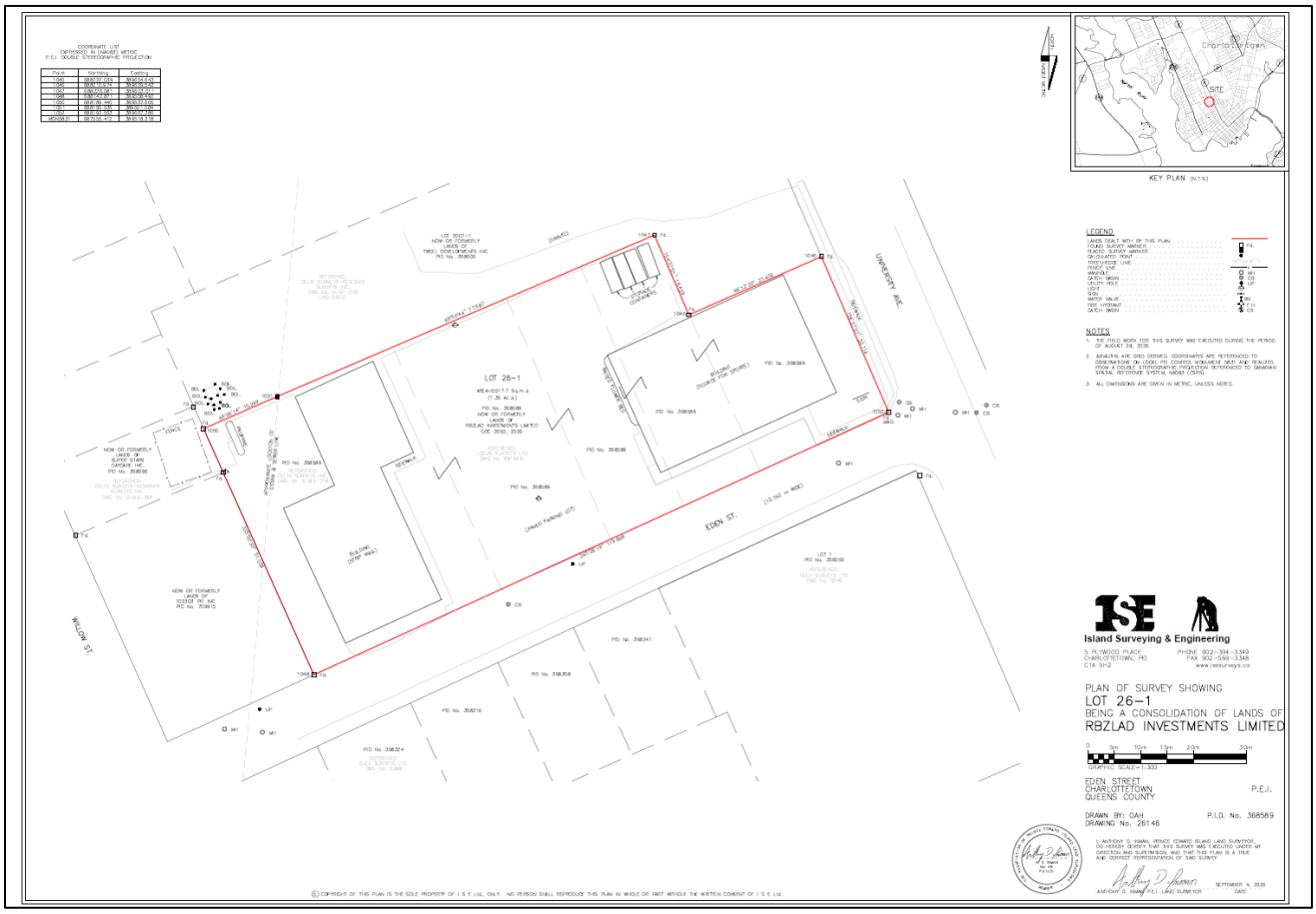
Manager	**Director/CAO** Michael Ruus, RPP, MCIP, 10/02/2026

Committee Recommendation: (if differing from staff)

Attachment “A” – Air Photo:



Attachment "B" – Survey Plan:



City of Charlottetown Committee Report

Report No:
PLAN-2026-07-OCTOBER-6C-3
(8 Newland Crescent – PID# 370528)

Date:
October 7, 2026

Directed to Council through the following Committee:
Planning Board

Reporting Department:
Planning and Heritage

Other Associated Departments:

Prepared by:
David Douglas Gundrum, RPP, MCIP

Attachments:

A. Air Photo
B. Survey Plan

Report Title:

Consolidation of an approximate 0.05 hectare (0.13 acre) portion of property belonging to property identified as 30 Dunkirk Street (PID# 370833) within the Institutional (I) Zone with an abutting residential property identified as 8 Newland Crescent (PID# 370528) being within the Low Density Residential (R-2) Zone. The application has been submitted by Mr. Jim Daw who is also one of the property owners.

Report Purpose:

Request to consolidate an approximate 0.05 hectare (0.13 acre) portion of property belonging to property identified as 30 Dunkirk Street (PID# 370833) within the Institutional (I) Zone with an abutting residential property identified as 8 Newland Crescent (PID# 370528) within the Low Density Residential (R-2) Zone for legal and technical purposes related to a proposed future building addition for an existing single-detached dwelling located at 8 Newland Crescent.

Staff Recommendation:

The Planning & Heritage Department encourages Planning Board to recommend to Council to allow for the request to sever a 0.05 hectare (0.13 acre) portion of property belonging to 30 Dunkirk Street (PID# 370833) within the Institutional (I) Zone and consolidate it with abutting property identified as 8 Newland Crescent (PID# 370528) within the Low Density Residential (R-2) Zone to form a new parcel having a lot area of approximately 0.16 hectares (0.40 acres), subject to a final pinned survey plan.

Report Details:

Development Context:

The subject property consists of an interior residential lot that is developed with an existing 2-storey single-detached dwelling having a gross footprint of approximately 125 square metres (1,345 square feet).

The property is bounded to the north, east and south by residential properties also within the (R-2) Zone also containing single-detached dwellings and is bounded to the west by lands in the Institutional (I) Zone being the site of Spring Park Elementary School from which lands are proposed to be severed from and added to the subject property as the proposed lot consolidation (see Attachment A).

LEGISLATIVE REQUIREMENTS:

As per Section 48.3.4.a) of the Zoning & Development By-law, only lot consolidations where properties are found within either the R-1 or R-2 zones can be directly approved by the Development Officer. All other forms of lot consolidation by default therefore require consideration by and recommendation to Planning Board and Council. In the case of lands zoned as R-3 and R-4, a written notice is required to be sent to all property owners located within 100 metres (328 feet) of the subject properties. In this case, a written notification letter was not required as the subject properties are within the (I) Zone and the (R-2) Zone.

Analysis:

This is an application to sever approximately 0.05 hectares (0.13 acres) of property belonging to property identified as 30 Dunkirk Street (PID# 370833) within the Institutional (I) Zone and have that land added to the subject property located at 8 Newland Crescent (PID# 370528) within the Low Density Residential (R-2) Zone to facilitate a proposed future building addition for the existing single-detached dwelling located at 8 Newland Crescent, subject to a final pinned survey plan.

The owners of the subject property have made request for the lot consolidation in order to extend the rear yard across the site further to that west that would otherwise pose a setback issue for the proposed future house addition. An intent of the current owners is to build a rear physical addition to the existing 2-storey single-detached dwelling on the subject property that would project into the rear yard.

The Official Plan has various policies which promote the expansion and growth of established residential uses throughout the City. It is noted that the subject property is within the Neighbourhoods designation of the Official Plan, an objective of which is to embrace the predominately low-density residential character of these areas.

Given that the proposed lot consolidation would allow for the future enhancement and expansion of an existing single-detached dwelling without impact to neighbouring or abutting properties, it therefore would make the proposal consistent with the intent and purpose of the noted Official Plan objective for low-density neighbourhoods.

Below is a quick summary of the subject application's positive attributes, neutral attributes, and shortcomings:

Positives	Neutral	Shortcomings
▪ The proposed lot consolidation will allow for enhancement and expansion of an existing single-detached dwelling without impact to neighbouring or abutting properties.	Any future development will require a Building & Development Permit.	The proposal requires approval from Council in order to move forward.

CONCLUSION:

The subject property is found within a mature low-density residential neighbourhood and has been developed with the existing single-detached dwelling for many years. As noted, the proposed lot consolidation and expansion of the rear yard area on the site will unlock further development potential to promote expansion and enhancement of the existing single-detached dwelling on this property.

Given that the proposed lot consolidation is being put forth in order to move an internal lot line further west that would otherwise invoke rear yard setback issues for the proposed future physical site development (i.e. house addition), the application can therefore be deemed as legal or technical in nature to achieve these stated aims to allow for development that would be in general conformity with the intent and purpose of the (R-2) Zone.

It is the opinion of Planning staff that this proposal has merit and meets the intent and purpose of the Zoning and the Official Plan that applies to the site. Therefore, staff are recommending that Planning Board recommend to Council to approve the proposed lot consolidation for the property identified as 8 Newland Crescent (PID# 370528).

Council or Committee History:
N/A

Financial Implications:
N/A

Public Engagement and Communication:
None to date.

Legislative Authority:
Zoning & Development Bylaw
Official Plan

Strategic Alignment:

Submitted By Planner:
David Douglas Gundrum, RPP, MCIP
Manager of Development Planning

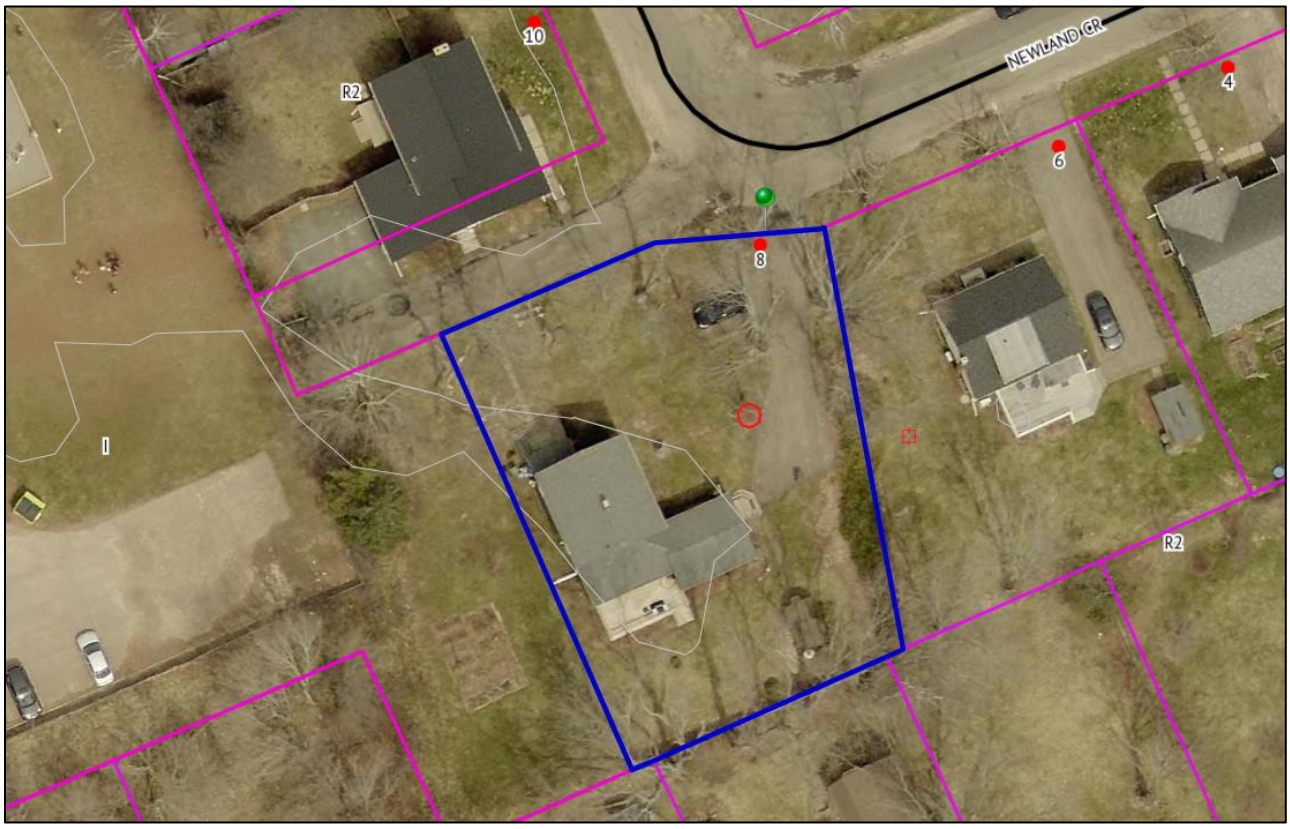


Reviewed By:

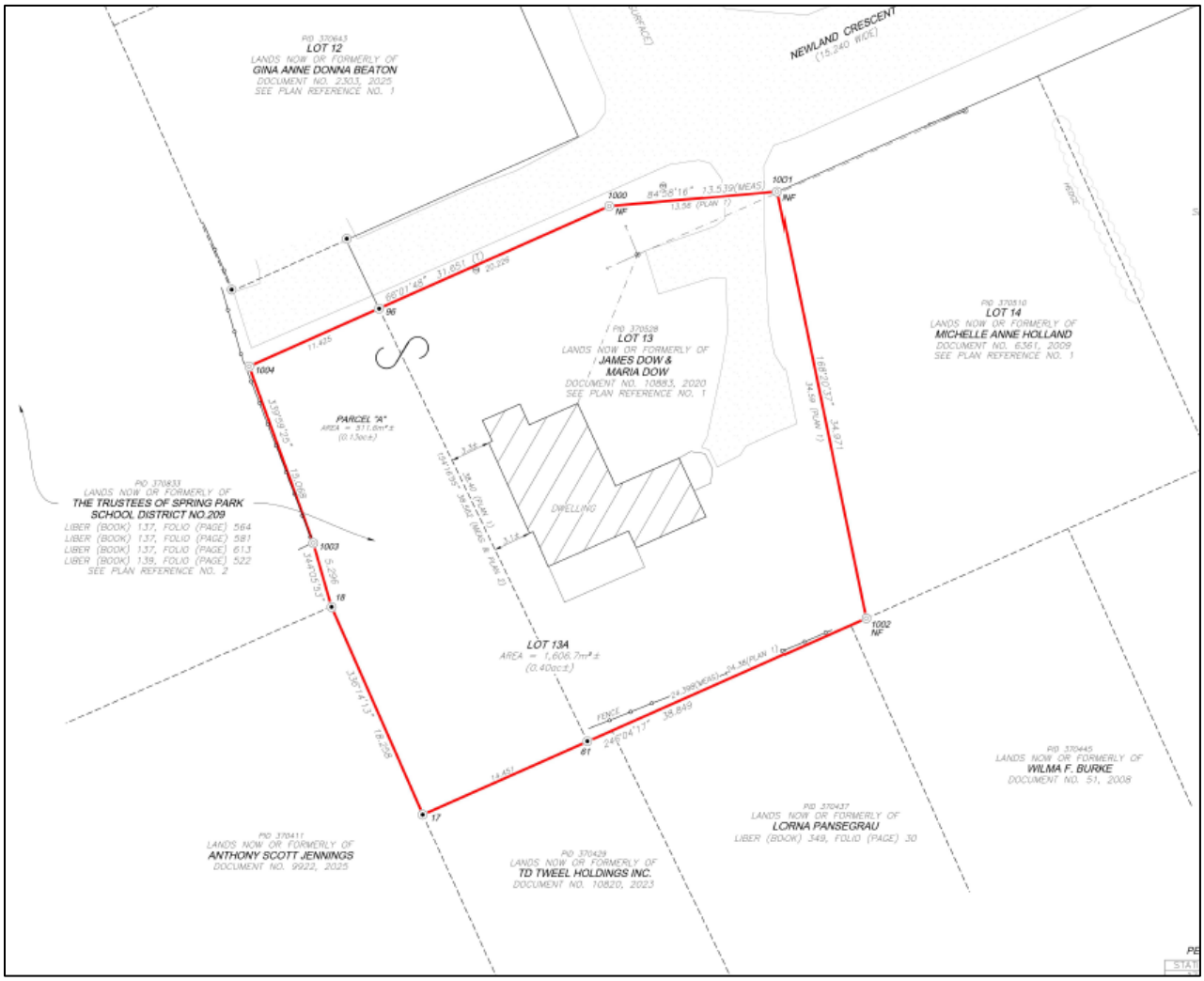
Manager	**Director/CAO** Michael Ruus, RPP, MCIP, 10/02/2026

Committee Recommendation: (if differing from staff)

Attachment “A” – Air Photo:



Attachment “B” – Survey Plan:



City of Charlottetown Committee Report

Report No:
PLAN-2026-07-OCTOBER-6C-4
(Carraigbrook Avenue and Clonhaven Street – PID#s 1194620, 1194612, 1194638)

Date:
October 7, 2026

Directed to Council through the following Committee:
Planning Board

Reporting Department:
Planning and Heritage

Other Associated Departments:

Prepared by:
David Douglas Gundrum, RPP, MCIP

Attachments:

A. Air Photos (Lots 153A, 154A, 155A)
B. Zoning Maps (Lots 153A, 154A, 155A)
C. Survey Plan
D. Circulation Letter (September 18, 2026)
E. Comments Received

Report Title:
Consolidation of four (4) separate parcels of land with existing lots having frontage onto Clonhaven Street and Carraigbrook Avenue. Application has been submitted by Ashish Goel on behalf of owner 103580 PEI Inc.

Report Purpose:
Request to sever and consolidate two (2) new parcels of land with lands identified as Lot 154A and request to sever and consolidate two (2) new parcels of land with lands identified as Lot 155A for legal and technical purposes related to the future development of Lot 153A, Lot 154A and Lot 155A with apartment dwellings. All lots subject to the proposed consolidation are under common ownership and all are within the Apartment Residential (R-4) Zone.

Staff Recommendation:
The Planning & Heritage Department encourages Planning Board to recommend to Council to allow for the request to sever and consolidate Parcel A (307.2 square metres) and Parcel D (340.9 square metres) with property identified as Lot 154A and to also sever and consolidate Parcel B (299.1 square metres) and Parcel D (0.2 hectares) with property identified as Lot 155A, subject to a final pinned survey plan.

Report Details:

Development Context:

The subject properties are identified as Lot 153A, being a corner lot in the (R-4) Zone, Lot 154A also a corner lot in the (R-4) Zone and Lot 155A being an interior lot in the (R-4) Zone. Lot 153A has a current lot area of 0.67 hectares (1.66 acres) with frontage along Malpeque Road to the east and Clonhaven Street to the north. Lot 154A has a current lot area of 0.7 hectares (1.67 acres) with lot frontage to the north along Clonhaven Street and to the west along Carraigbrook Avenue. Lot 155A has a current lot area of 0.9 hectares (2.24 acres) with lot frontage to the west along Carraigbrook Avenue (see Attachment A).

The proposal at this time is to sever and create four (4) separate parcels of land identified as Parcels A, B, C and D whereby Parcels A and D will be appended to Lot 154A for the purpose of expanding that lot through lot consolidation. Similarly, Parcels B and C will be appended to Lot 155A for the purpose as well of expanding that lot through lot consolidation.

All three (3) lots (Lot 153A, Lot 154A and Lot 155A) are either currently vacant or under active development for new apartment development. All lots are within the (R-4) Zone.

All three (3) lots were subject to applications for Major Variance that were previously approved by City Council on May 12, 2026 to allow for an increased density of up to 64 apartment units on each of the three lots. The proposed lot consolidations are intended to be executed for legal and technical purposes and would not affect the proposed densities as envisioned and approved through the existing Major Variance applications. The reconfiguration of existing lot boundaries through the proposed lot consolidations are intended to be executed as it concerns future presence of proposed drainage easements (see Attachment C).

LEGISLATIVE REQUIREMENTS:

As per Section 48.3.4.a) of the Zoning & Development By-law, only lot consolidations where properties are found within either the R-1 or R-2 zones can be directly approved by the Development Officer. All other forms of lot consolidation by default therefore require consideration by and recommendation to Planning Board and Council. In the case of lands zoned as R-3 and R-4, a written notice is required to be sent to all property owners located within 100 metres (328 feet) of the subject properties. In this case, a written notification letter was sent to thirty-three (33) property owners on Friday, September 18, 2026 to solicit comments and feedback. No comments or feedback were received in response to the letter.

Analysis:

This is an application to sever and consolidate parcels of land identified as Parcel A (307.2 square metres) and Parcel D (340.9 square metres) with neighbouring Lot 154A (lot area of 0.7 hectares or 1.67 acres) for legal and technical reasons related to future presence of drainage easements and associated private stormwater infrastructure. Similarly, it is proposed to sever and consolidate parcels of land identified as Parcel B (299.1 square metres) and Parcel C (0.2 hectares or 0.4 acres) with neighbouring Lot 155A (lot area of 0.9 hectares or 2.24 acres) also for same legal and technical reasons.

Below is a quick summary of the subject application's positive attributes, neutral attributes, and shortcomings:

Positives	Neutral	Shortcomings
▪ The proposed lot consolidations will contribute to enabling creation of higher density residential apartment uses in future.	Any future development will require a Building & Development Permit.	The proposal requires approval from Council in order to move forward.

CONCLUSION:

This is a newly developing area of the city where the subject properties have recently been established to allow for higher density apartment development under the regulations and provisions of the (R-4) Zone in the near future. As noted, the proposed lot consolidations and reconfiguration of existing internal lot lines among the sites will ensure an orderly form of development still consistent with the intent of the Major Variances that were passed for these properties by Council in May 2026.

Given that the proposed lot consolidations are being put forth in order to reconfigure internal lot lines that would otherwise invoke unnecessary legal and technical issues in future as it regards proposed easements and on-site private drainage infrastructure, the application can therefore be deemed as legal or technical in nature to achieve these stated aims.

It is the opinion of Planning staff that the overall proposal has merit and meets the intent and purpose of the Zoning that now applies to the site. Therefore, staff are recommending that Planning Board recommend to Council to approve the proposed lot subdivisions and lot consolidations for the properties identified as Lot 153A, Lot 154A and Lot 155A (PID#s 1194620, 1194612, 1194638).

Council or Committee History:
N/A

Financial Implications:
N/A

Public Engagement and Communication:
None to date.

Legislative Authority:
Zoning & Development Bylaw
Official Plan

Strategic Alignment:

Submitted By Planner:
David Douglas Gundrum, RPP, MCIP
Manager of Development Planning



Reviewed By:

Manager	**Director/CAO** Michael Ruus, RPP, MCIP, 10/06/2026

Committee Recommendation: (if differing from staff)

Attachment “A” – Air Photos (Lot 153A, Lot 154A, Lot 155A):

Lot 153A



Lot 154A

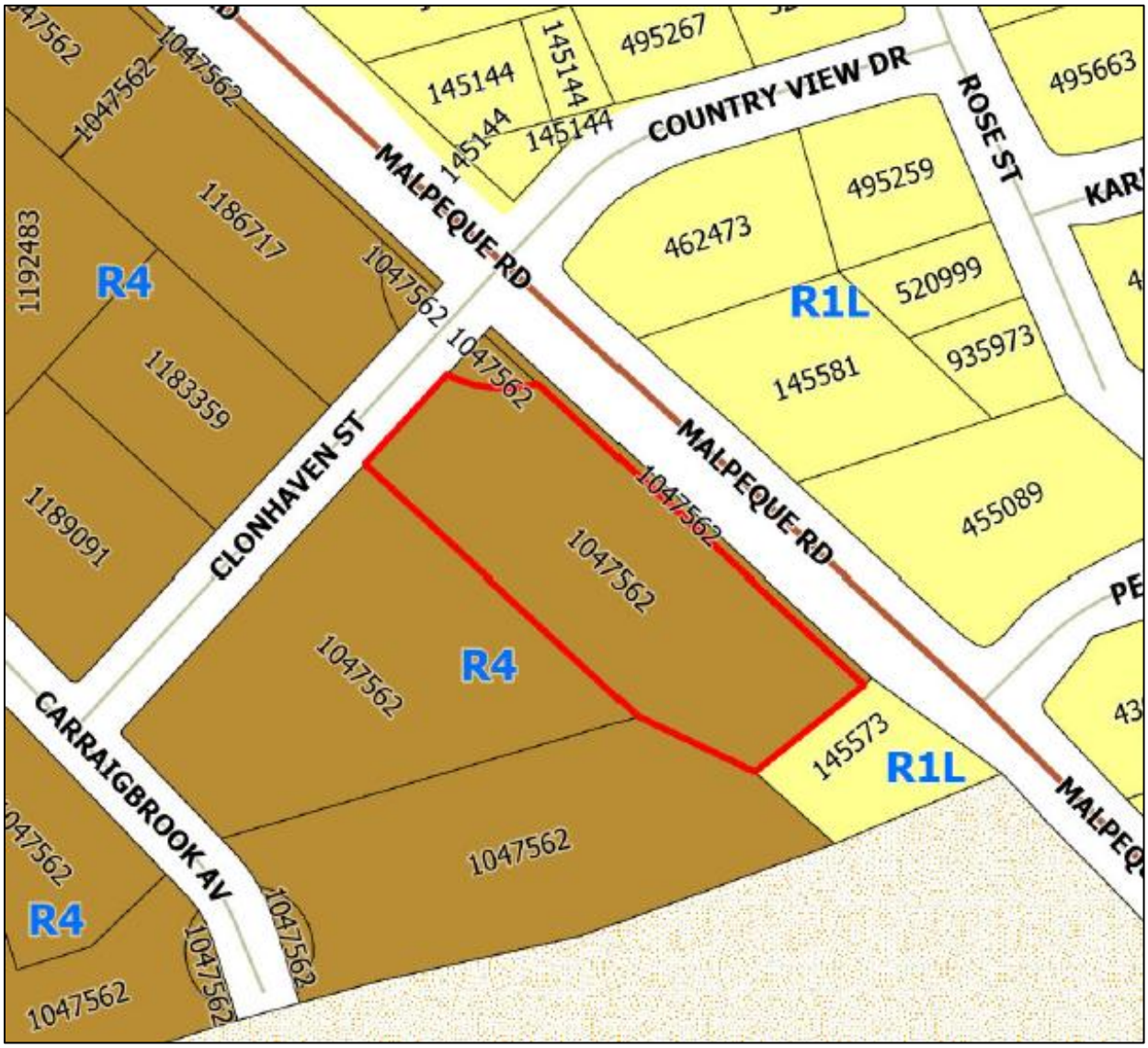

MALPEQUE RD
MALPEQUE RD
CLONHAVEN ST
CARRAIGBROOK AV
1192483
1186717
1047562
1183359
1189091
1047562
1047562
1047562
1047562
1047562
1047562
1047562
462473
495259
145581
145573

Lot 155A

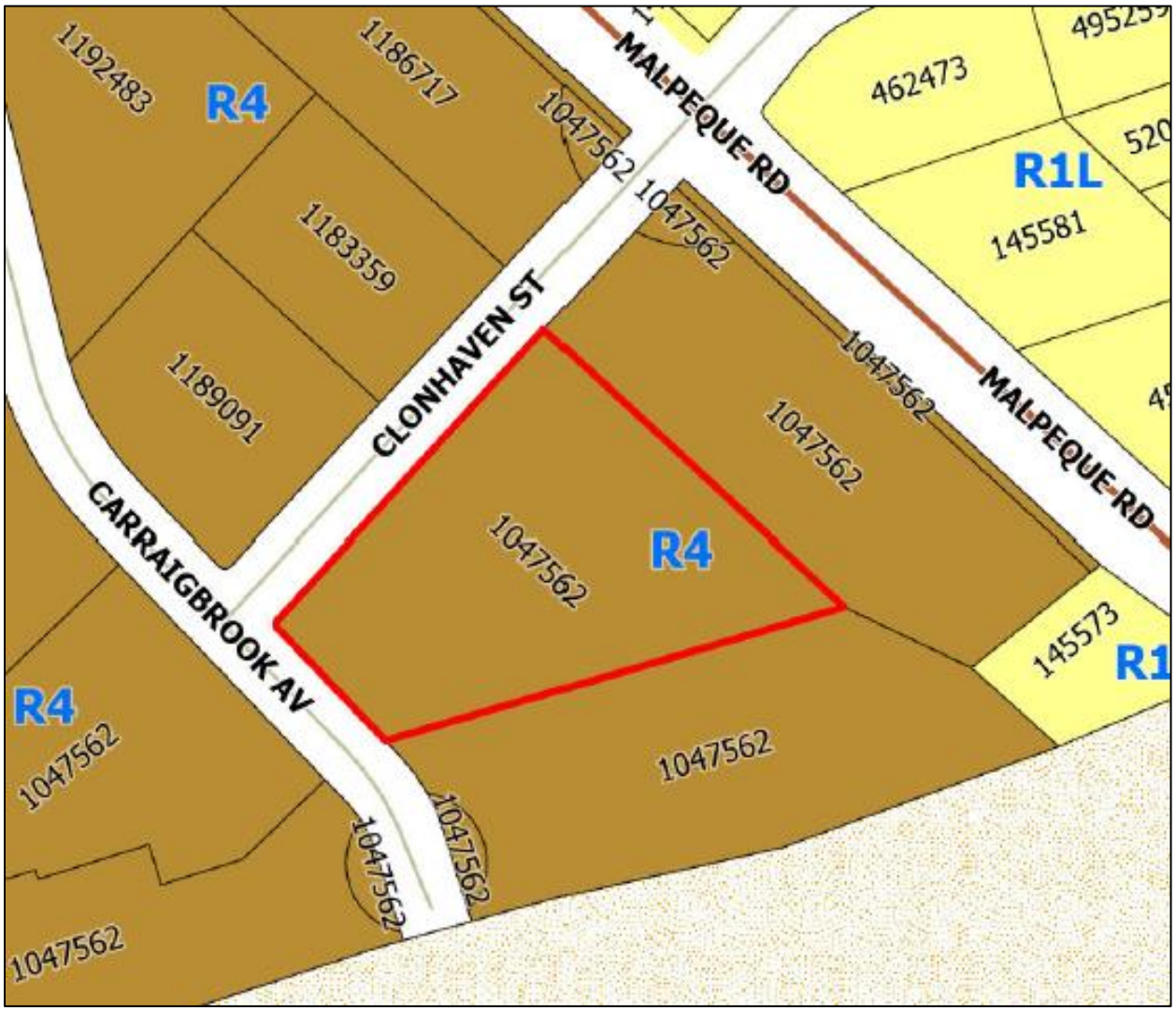

1183359
1189091
CLONHAVEN ST
MALPEQUE RD
1047562
1455813
1455733
ARRAIGBROOK AV

Attachment “B” – Zoning Map (Lot 153A, Lot 154A, Lot 155A):

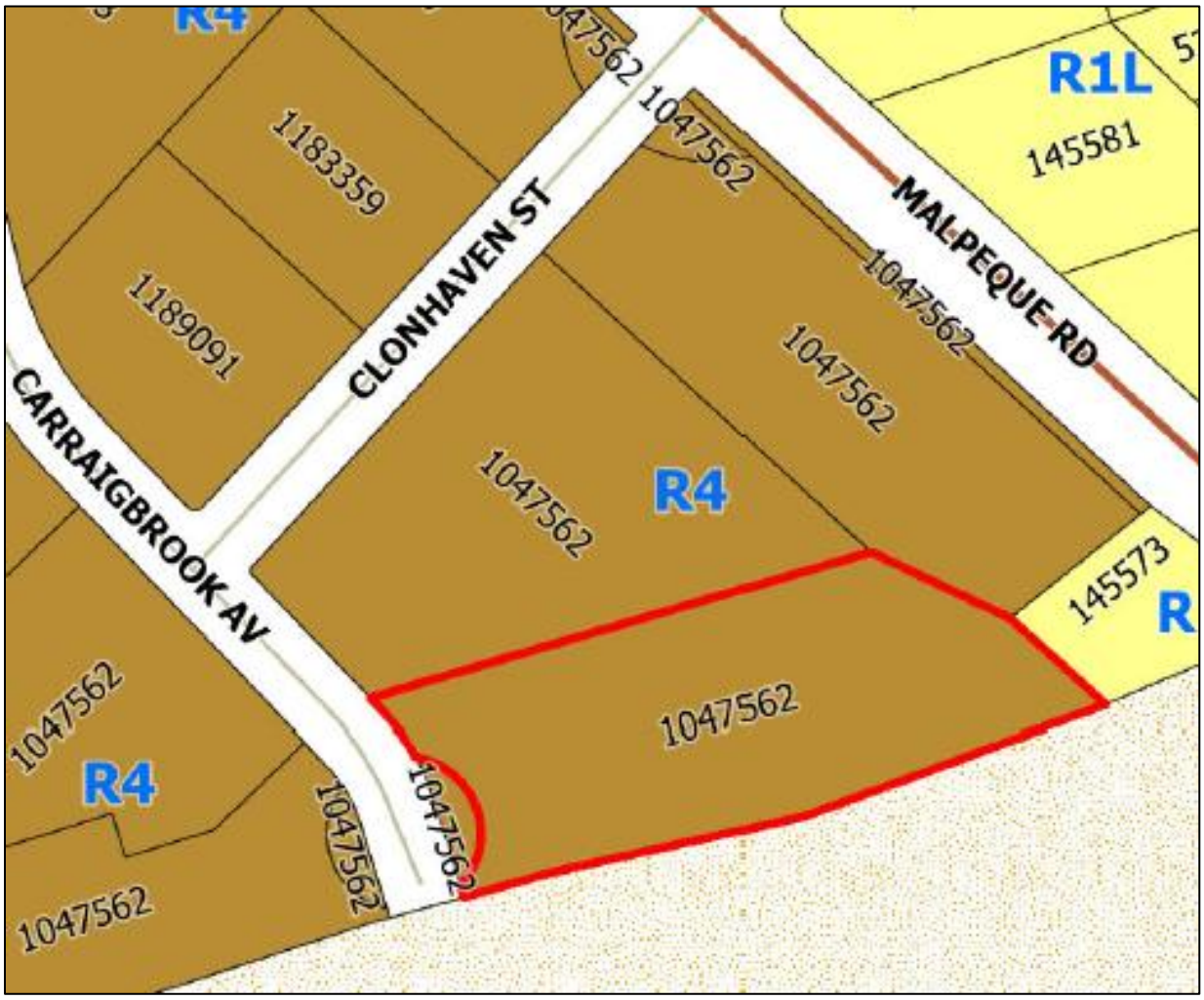
Lot 153A



Lot 154A


1192483
R4
1186717
1047562
MALPEQUE RD
462473
R1L
145581
1183359
1047562
CLONHAVEN ST
1189091
1047562
MALPEQUE RD
1047562
R4
CARRAIGBROOK AV
145573
R1
R4
1047562
1047562
1047562
1047562
1047562

Lot 155A


R4
1047562
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R1L
145581
1183359
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1189091
1047562
1047562
CARRAIGBROOK AV
R4
1047562
145573
R
1047562
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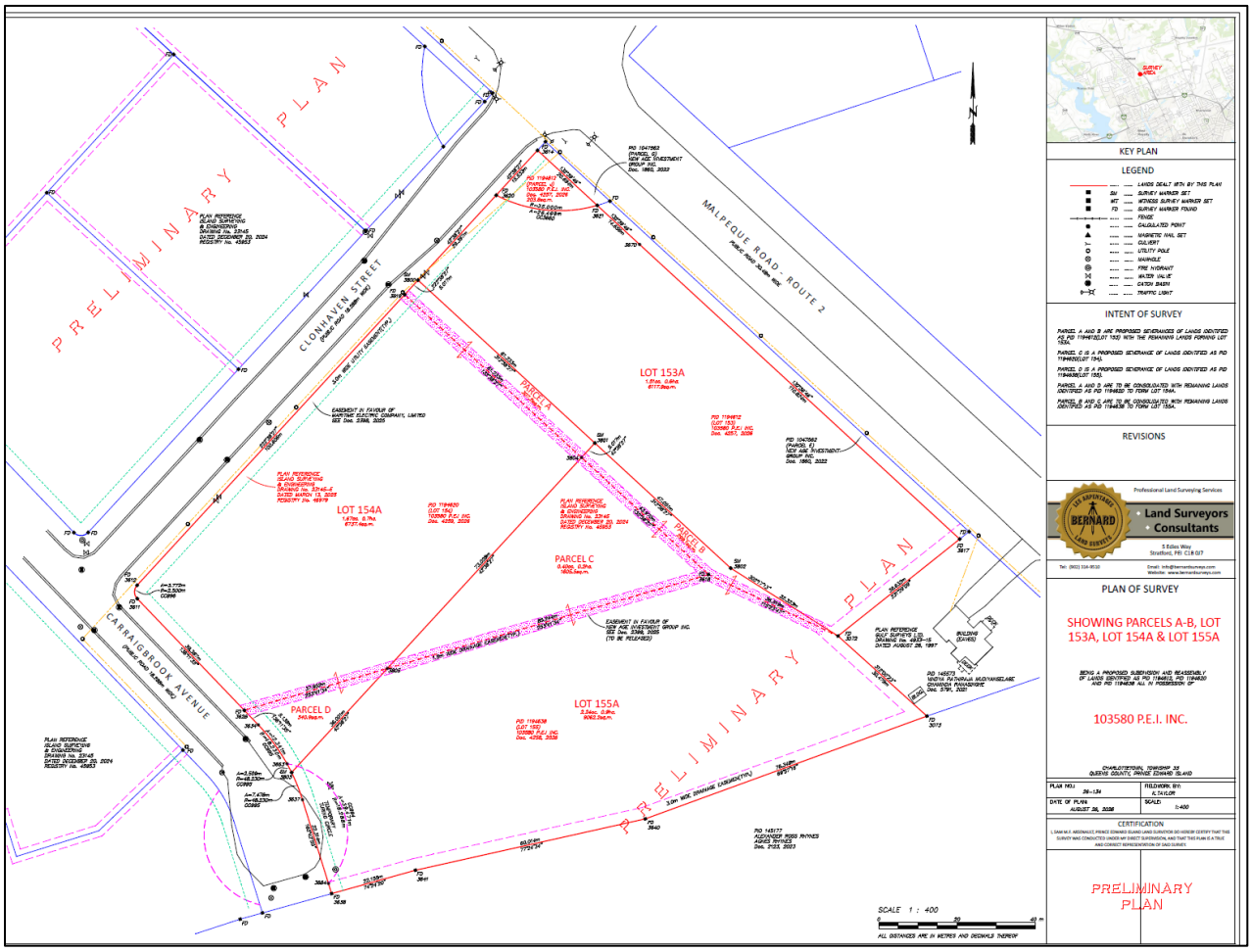
R4
1047562
1047562

Attachment “C” – Survey Plan:



Attachment "D" – Circulation Letter (September 18, 2026):

Planning & Heritage Department
City of Charlottetown
70 Kent Street
Charlottetown, PE C1A 1M9

CHARLOTTETOWN

t 902.629.4158
f 902.629.4156
e planning@charlottetown.ca
w www.charlottetown.ca

September 18, 2026

Re: Carraigbrook Avenue and Clonhaven Street – Lots 153A, 154A, 155A
(PID#s 1194620, 1194612, 1194638)

Dear Property Owner:

The City of Charlottetown Planning & Heritage Department has received a request for Lot Consolidation to sever an approximate 307.2 square metre portion of land (Parcel A) from Lot 153A and add it to Lot 154A, sever an approximate 299.1 square metres portion of land (Parcel B) from Lot 153A and add it to Lot 155A, sever an approximate 0.2 hectare portion of land (Parcel C) from Lot 154A and add it to Lot 155A and sever an approximate 340.9 square metre portion of land (Parcel D) from Lot 155A and add it to Lot 154A. The lot severances and consolidations have been brought forward for legal and technical reasons related to future private drainage structures and associated easements collectively on all three lots.

As required by the *Zoning & Development Bylaw*, property owners within 100 metres (328.1 feet) of the subject property, must be notified of Major Variance requests. If you have any objections or comments regarding the Major Variance, please include the rationale for your objections and submit them by email to the reporting Planner at dgundrum@charlottetown.ca no later than **4:00PM on Friday, October 2nd, 2026.**

Please be advised that any written comments will form part of the public record.

In accordance with Section 3.9.4 of the *Zoning & Development Bylaw*, the Major Variance request will be referred to Planning Board to advise on the request, along with any comments received and make a recommendation to Council. At Council's discretion, they may approve or refuse the variance. The application will be heard at the Planning Board meeting scheduled for **4:30PM on Wednesday, October 7th, 2026, in City Council chambers (2nd Floor) located at City Hall (199 Queen Street).**

If you have any questions in regard to the application, please contact the Planning & Heritage Department at (902) 629-4158.

Sincerely,

David Douglas Gundrum, RPP, MCIP
Manager of Development Planning

Attachment “E” – Comments Received:

None.