CHARLOTTETOWN

PLANNING BOARD AGENDA
NOTICE OF MEETING

Tuesday, September 1st, 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 Tuesday, September 1st, 2026
4. **Adoption of Minutes** – Minutes of Planning Board Meeting on Tuesday, August 4th, 2026
5. **Business arising from Minutes**
6. **Reports:**
   a) **Variances:**
      1. **65 Kensington Road (PID# 277491)**

         David Gundrum, RPP, MCIP, Manager of Development Planning

         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).

2. **<u>49 Trailview Drive (PID# 1128842)</u>**

   David Gundrum, RPP, MCIP, Manager of Development Planning

   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.

b) Rezonings:

1. **<u>St. Martha's Court - Lot 2019-5 (PID# 390740)</u>**

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

   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.

c) Subdivisions & Lot Consolidations:

1. **<u>176-178 King Street (PID# 336271)</u>**

   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.

d) Other (Agreements):

1. **<u>68 Queen Street (PID#s 336982, 336974, 336909, 336917, 336966, 1172915)</u>**

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

   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.

7. Introduction of New Business

8. Adjournment of Meeting

PLANNING & HERITAGE: PLANNING BOARD MINUTES
TUESDAY, AUGUST 4, 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** **Councillor Norman Beck** **Councillor Julie McCabe*** ***attended virtually**	**Dave Essery, RM** **Bobby Kenny, RM** **Lea MacDonald, RM** **Satyajit Sen, RM*** **Jacqui Scaman, RM*** ***attended virtually**
Also:	**Mike Ruus, Director, Int. Growth** **David Gundrum, Mgr, PH** **Sonia Kamal, PII**	**Jason Doucette, IO/AA**** *****minute taker*
Regrets:	**Brad MacConnell, CAO** **Mayor Phillip Brown** **Paul Connolly, RM**	

1. **Call to Order**
   Chair called the meeting to order at 4:35 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 Councillor Beck that the agenda for Tuesday, August 4, be approved.

   CARRIED

4. **Adoption of Minutes**
   Moved by Bobby Kenny and seconded by Councillor McCabe that the minutes of the Planning Board meeting held on Tuesday, July 7, 2026, as circulated, be approved.

   CARRIED

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

6. **Reports:**

   a) Variances:

   1. 32 Cordial Street (PID# 1185586)
   David Gundrum, Manager of Development Planning

Property Information: Medium Density Mixed Use Residential (MUR) Zone
Staff Presenter: David Gundrum, Manager of Development Planning
Applicant: Kyle Welton, c/o 102077 PEI Inc.
Reference: Planning Board Meeting Package

Request:

This is a request for a Major Variance to allow for the establishment of stacked townhouses (4-units) on a subject property in the (MUR) Zone and is seeking relief from Section 21.2.4 of the Zoning & Development Bylaw which states that no more than 3 townhouse dwellings with a maximum of 12 units total on 3 lots shall be permitted to be constructed on adjoining lots on the same side of the street. This variance has been requested and is required due to presence of existing townhouse dwellings on the same side of the street as the subject property that is currently undeveloped.

Summary:

Staff stated that this report concerns a major variance application for 32 Cordial Street in Charlottetown. The applicant, Kyle Welton on behalf of 102077 PEI Inc., is seeking approval to construct a 4-unit, two-storey stacked townhouse building on the property. The proposal requires a major variance because the Zoning and Development Bylaw limits adjoining townhouse developments on the same side of a street in the Medium Density Mixed Use Residential (MUR) Zone to a maximum of three townhouse buildings containing twelve units in total.

It was said the property is located within an established residential neighbourhood zoned MUR. Most nearby properties contain townhouses, while several contain semi-detached and single-detached homes. There are currently eleven townhouse units on the south side of Cordial Street. If approved, the new development would increase that number to fifteen units, exceeding the bylaw limit and triggering the need for Council approval.

Planning staff reviewed the purpose of the bylaw and noted that it is intended to encourage a mix of housing types and prevent one type of development from dominating a streetscape. Although the proposal exceeds the numerical limit, staff determined that the stacked townhouse design differs from the traditional townhouse format already present in the area. As a result, it would contribute to housing diversity rather than simply repeating the existing pattern of development.

The report also examined neighbourhood density. The block currently contains 31 dwelling units on approximately 1.67 hectares of land, resulting in a density of about 19 units per hectare. Approval of the variance would increase density to approximately 21 units per hectare. Staff considered this increase modest and concluded that the neighbourhood would continue to function as a low-density residential area.

Staff also said, as part of the public consultation process, notices were sent to 31 nearby property owners within 100 metres of the site. No comments or objections had been received by the time the report was finalized. This lack of public response suggests that the proposal has not generated significant concern among surrounding residents.

Based on its analysis, the Planning and Heritage Department concluded that the application is consistent with the broader intent of the MUR Zone. Staff believe the proposal supports housing diversity, maintains neighbourhood character, and keeps density within acceptable levels. Consequently, Planning Board is being asked to recommend that Council approve the major variance to permit the proposed 4-unit stacked townhouse development at 32 Cordial Street.

Discussion:

It was asked if there was a similar application for this area in the past that was larger and has since been downsized?

- Staff indicated they were not aware of any previous application in this area seeking relief from the same section of the bylaw. Q:
-

It was asked if there are there any parking issues associated with this proposal?

- Staff stated they were not aware of any parking concerns related to the application.
- The site plan shows 4 dwelling units and 4 parking spaces.
- The proposal meets the City's minimum parking requirements under the Zoning and Development Bylaw.

MOTION:

Moved by Lea MacDonald and seconded by Councillor Beck that Planning Board recommend that Council approve the proposed Major Variance for the subject property identified as 32 Cordial Street, A to D (PID# 1185586) to:

1) **Permit a stacked townhouse building (4 units total) to be constructed on the subject property notwithstanding that no more than 3 townhouse dwellings with a maximum of 12 units total shall be permitted to be constructed on adjoining lots on the same side of the street in the Medium Density Mixed Use Residential (MUR) Zone as per Section 21.2.4 of the Zoning & Development Bylaw.**

CARRIED
(7-0)

b) Rezonings:

1. **Essex Crescent – Lots 526, 527, 528 (PID# 1100619)**
   Sonia Kamal, Planner II

Property Information: Low Density Residential Single (R-2S) Zone
Staff Presenter: Sonia Kamal, Planner II
Applicant: Nick Farquarson c/o Thunder Cove Properties Inc & Brett Vessey Construction
Reference: Planning Board Meeting Package

Request:

This is a request to proceed to public consultation concerning a proposed rezoning of three (3) lots identified as Lots 526, 527 and 528 on Essex Crescent to rezone from the existing Low Density Residential Single (R-2S) Zone to the Narrow Single Detached Residential (R-1N) Zone to facilitate future subdivision and development of single-detached dwellings separately on five (5) new lots.

Summary:

It was said that an application had been submitted to rezone three vacant lots on Essex Crescent from Low Density Residential (R2S) to Narrow Single Detached Residential (R1N). The properties are located within an established residential neighbourhood that is largely built out, with only a small number of vacant lots remaining.

Staff also stated that the surrounding area is characterized primarily by single-detached and semi-detached homes. Nearby lands to the northeast and west are similarly zoned R2S and contain existing residential development, while lands south of Royalty Road consist mainly of larger single-detached residential lots. An Open Space (OS) zone is also located southeast of the subject properties.

It was stated that the purpose of the rezoning is to allow the consolidation of the three existing lots and their future re-subdivision into five single-detached residential lots under the proposed R1N zoning designation. Site plans, floor plans, and elevations were presented as part of the application materials.

Staff also stated that, if Planning Board recommends proceeding, the application would move forward to the public consultation stage. Public notice would then be issued and a public meeting scheduled in accordance with the requirements of the Zoning and Development Bylaw.

It was stated that Council is required to hold a public meeting before making a decision on a rezoning application in order to hear comments from both the applicant and members of the public. Council also retains the authority to decline a rezoning application before the public consultation stage if it determines that doing so is in the City's best interest.

Staff also stated that the proposal appears to have merit and that sufficient information has been provided to support consideration through the public meeting process. Planning staff therefore

recommended that Planning Board advise Council to allow the rezoning application to proceed to public consultation.

Discussion:

A board member recalled a previous development application in the same general area and believed it may have been denied, but was unsure whether it involved the subject lots or nearby properties.

Staff stated that they could not recall a previous application specifically related to the lots under consideration. Staff indicated they would review past records and provide additional background information for Council's benefit prior to the public meeting process.

It was stated that the member remained supportive of moving the application forward to public consultation and was seeking clarification only to better understand the site's history.
Staff also stated that this information could be included in future reporting to Council.

MOTION:

Moved by Councillor Beck and seconded by Bobby Kenny that Planning Board recommend to Council that the following rezoning request for the subject property identified as Lots 526, 527 and 528 Essex Crescent (PID#s 1100619, 1187640 and 1187632) proceed to public consultation:

1) **To rezone the subject property identified as Lots 526, 527 and 528 Essex Crescent (PID#s 1100619, 1187640 and 1187632) from the Low Density Residential Single (R-2S) Zone to Narrow Single Detached Residential (R-1N) Zone to facilitate the consolidation of the existing lots and their future re-subdivision into five single-detached residential lots within the R-1N Zone.**

CARRIED
(7-0)

c) Other: Queuing Space / Drive-thru:

1. **Sherwood Road – Lot 14 (PID# 134114)**
   David Gundrum, Manager of Development Planning

Property Information: Airport (A) Zone
Staff Presenter: David Gundrum, Manager of Development Planning
Applicant: David Crane, P.Eng. c/o Government of Canada
Reference: Planning Board Meeting Package

Request:

This is a request to accept the traffic study prepared by Harbourside Transportation Consultants to permit a drive-thru coffee shop and drive-thru car wash at the subject location adjacent to Charlottetown Airport (YYG) and as well, to approve a proposed lot consolidation for property within the Airport (A) Zone.

Summary:

It was said that an application had been submitted seeking approval for a new drive-through queuing and stacking plan, together with a lot consolidation, to support a proposed coffee shop and car wash that would be accessory to a future gas station development on airport lands near the Sherwood Road and Brackley Point Road roundabout.

Staff also stated that the subject property is a vacant parcel of approximately 1.77 acres located at the gateway entrance to the YYG Airport. The proposed development would include a gas station, convenience store, coffee shop with drive-through service, car wash, and a total of 59 parking spaces, with access provided from Sherwood Road and a planned future roadway to the east.

It was stated that the application was primarily traffic-related and was supported by a Traffic Impact Study completed by Harbourside Engineering. The study reviewed the anticipated effects of the development on the surrounding road network, including the nearby roundabout and the three proposed access points to the site.

Staff also stated that the Traffic Impact Study concluded the development could be accommodated by the existing transportation network and would meet the City's parking and queuing requirements. While some additional delays were anticipated for southbound traffic entering Charlottetown from Brackley Point Road during the morning peak period, no significant operational concerns were identified for the site's proposed access points.

It was said that the application also included the consolidation of an adjacent parcel with the development site, increasing the total property size to approximately 2.51 acres. Staff considered

the lot consolidation to be legal and technical in nature and necessary to facilitate the proposed development.

Staff also stated that Planning and Heritage recommended approval of both the drive-through queuing and stacking plan and the associated lot consolidation, based on the findings of the Traffic Impact Study and the overall suitability of the proposed development.

Discussion:

A board member noted that site activity appeared to be underway and asked whether all approvals had already been granted, suggesting the current application might simply be a technical requirement.

Staff clarified that no construction permits have been issued and that Council approval of the current application is still required before permits can be reviewed and authorized.

Staff explained that the work currently occurring on site consists of fill placement and rough grading activities, which do not require a development permit.

It was confirmed that no building construction has commenced and that no construction would be authorized until the necessary approvals have been obtained through Council.

The Board member thanked staff for the clarification, noting that the visible site preparation work had created the impression that the project had already received approval and entered the construction phase.

MOTION:

Moved by Bobby Kenny and seconded by Dave Essery that Planning Board recommend that Council that the application submitted by the owner's agent (David Crane, P.Eng.) and supporting traffic study prepared by Harbourside Transportation Consultants dated July 7, 2026 for the development of a combined drive-thru car wash and restaurant with queuing spaces at PID# 134114 be accepted. The Planning & Heritage Department also recommends that the City Planning Board recommends to City Council that the supporting lot consolidation also be approved.

CARRIED
(7-0)

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

8. **Adjournment of Public Session**

Moved by Lea MacDonald and seconded by Dave Essery that the meeting be adjourned. The meeting was adjourned at 5:03 PM.

_____

Deputy Mayor Alanna Jankov, Chair

City of Charlottetown Committee Report

Report No:
PLAN-2026-01-SEPTEMBER-6A-1
65 Kensington Road (PID# 277491)

Date:
September 1, 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 (May 26, 2026)
D. Circulation Letter (August 10, 2026)
E. Public Responses to Circulation

Report Title:

Major Variance to permit the establishment of a 2-storey detached accessory structure (garage) in the rear yard of the subject property that would also contain a Garden Suite. The variance is seeking relief from minimum lot area, maximum built height, maximum floor area, minimum side yard and minimum rear yard setback requirements as related to a proposed new detached accessory structure (garage) that would also contain a Garden Suite in the rear yard of property identified as 65 Kensington Road (PID# 277491).

The application has been submitted by Hunter McTague who is also owner of the property.

Report Purpose:

To evaluate a request to establish a new detached accessory structure in the rear yard that would contain a Garden Suite.

Staff Recommendation:

The Planning & Heritage Department encourages Planning Board to recommend to Council that the following Major Variance for the subject property addressed as 65 Kensington Road (PID# 277491) be approved:

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.

Report Details:

The proposed Major Variance application for the subject property identified as 65 Kensington Road within the Single Detached Residential (R-1L) Zone, was submitted by the property owner Hunter McTague on July 6, 2026. The intent of the application is to allow for the establishment of a new 2-storey detached accessory structure (garage) that would also contain a Garden Suite in the rear yard.

Development Context:

The subject property is located on the west side of Kensington Road and is situated directly across the road from the T-intersection of Kensington Road and Exhibition Drive. Bounding the subject property to the west and south are abutting residential properties also in the (R-1L) Zone, also containing single-detached dwellings. Immediately abutting to the north of the property is a lot in the (R-3) Zone containing rowhouses arranged across 4 separate buildings (see Attachment A). Across the street from the subject property on the opposite (west) side of Kensington Road are a mix of modest commercial and industrial developments including a gas station. The subject property is also located approximately 200 metres (656 feet) north of the Red Shores racetrack and casino located at 58 Kensington Road.

Analysis:

Section 5.7 of the Zoning and Development Bylaw outlines regulations for Garden Suites and both the minimum requirements and maximum thresholds to allow for them on any given lot.

As per Section 3.9.1(i) of the Zoning and Development Bylaw, where a land use proposal does meet the threshold to involve a rezoning or site-specific amendment application (i.e. the proposed use is already permitted in the existing zoning) and the variance request is not considered to be substantial where an amendment process should otherwise be exercised, then it is appropriate to evaluate the land use proposal by means of a Major Variance application as is the case here.

In total, the applicants are requesting five (5) separate points of relief from Zoning requirements to allow for the proposed detached accessory structure containing a Garden Suite to be established on the subject property in the rear yard location as indicated (see Attachment C). While it may seem excessive to suggest so many points of relief from Bylaw requirements, both the individual as well as aggregate, cumulative effect of all points of relief must be objectively weighed and evaluated to determine whether the total extent of relief being request is appropriate or not from both a quantitative and qualitative land-use impact perspective given the context of the subject property and the immediate surrounding land-uses that abut the subject property.

With regard to the proposed reduced rear yard and side yard setbacks, the new detached accessory structure (786 square feet) is proposed to be built in place of an existing detached garage (420 square feet) in the same location, which would be demolished and removed should the variance be approved, having the exact same reduced rear yard and side yard setbacks with respect to property boundaries. On this basis, it can be interpreted that there is a pre-existing side yard and rear yard setback impact that is not proposed to be changed nor intensified through the proposed variance as it regards an existing reduced setback. The established impacts will be maintained albeit with a new built form of a similar accessory nature containing now an Accessory Dwelling Unit (ADU). It is also noted that the yards of the two neighbouring abutting properties constitute the rear yards of those properties, being 2 Beasley Avenue and 8 Beasley Avenue, and that at present, they do not contain any principle buildings or structures of a more sensitive residential nature that would stand to be impacted at all by the reduced setbacks for the detached ADU as suggested through the proposed variance for 65 Kensington Road (see Attachments A & C).

The proposed reduced side yard and rear yard setbacks of 1.30 metres and 1.90 metres, respectively, can therefore be said to be non-impactful towards abutting residential properties given the overall existing land-use context and established impact of the existing detached accessory structure being a residential garage.

With respect to the proposed increased gross floor area of the Garden Suite of 73 square metres (786 square feet) versus the maximum limit of 70 square metres (753.2 square feet), this represents a marginal 4.35% increase over the maximum allowance which would not result in a situation whereby the intended accessory nature of the detached ADU with respect to the principle single-detached residence would be compromised. An increase in proposed size to 73 square metres for the Garden Suite would still maintain the intent and purpose of the regulations under Section 5.7 of the Zoning & Development Bylaw which are intended to ensure that detached ADUs remain secondary and accessory to the main principle residence in terms of their size, scale and massing as a secondary residential use on residentially zoned property. The proposed increase would not compromise the intent of the regulations in this case.

Concerning built height, the accessory structure is proposed to have a height of 7.62 metres (25 feet) as measured between average grade to the peak of the pitch of the roof whereas a maximum height of 4.6 metres (15.1 feet) is otherwise permitted for a detached accessory structure containing a Garden Suite. While the proposed magnitude would result in a 66% increase to maximum permitted height with proposal that the Garden Suite would occupy the second storey of the proposed 2-storey structure, the risk of privacy impact and overlook or shadowing onto neighbouring properties is negligible as to the south and the west are the rear yard areas of those respective abutting properties where no sensitive residential uses are contained. To the north of the proposed ADU where shadow impacts would occur, this constitutes a continuation of the existing rear yard area of the subject property itself so possibility of any off-site impact is virtually impossible in this regard. Similar to the east and directly east is a continuation of the rear yard of the subject property itself where no sensitive off-site uses would be contained. On this basis, the potential for negative off-site impacts due to the proposed increased built height are either negligible or non-existent in this case. As well, the location of the proposed structure towards the far southwest corner of the subject property coupled with being screened by the principle residence towards the front of the property would mask its presence along the immediate streetscape and given its proposed location placing it approximately 35 metres (115 feet) from the public right-of-way along Kensington Road would otherwise render the increased height and scale of the building a moot point as it regards any visual impact to the immediate streetscape.

Lastly, while the subject property does not constitute a lot being of a size of 0.5 acres (0.2 hectares) or greater to permit a Garden Suite as-of-right with respect to Zoning, the suggested reduced minimum lot size of 0.2 acres (0.08 hectares) based on the existing property extents would still leave ample amenity space on the property and would not result in an overbuilt situation where typical thresholds to lot coverage would be exceeded. Based on the proposed footprint of the new accessory structure (73 square metres), coupled with the size of an existing shed (11 square metres) and the principle main residence on the subject property (80 square metres), an overall lot coverage of 20.5% would result. While the existing Zoning & Development Bylaw does not explicitly prescribe maximum lot coverage percentage thresholds, the resulting lot coverage of 20.5% would not be out of character at all with a generally accepted maximum built coverage for residential properties in that contemporary Zoning Bylaw for comparable urban areas typically prescribe an upper limit of 40% or even 50% maximum built lot coverage in some areas.

In conclusion, the overall cumulative effect of the proposed variance is such that it would not cause undue negative land-use impacts to any surrounding properties nor would it cause any inconsistency with the intent and purpose of the Zoning & Development Bylaw as it concerns the establishment and regulation of detached accessory structures that contain Garden Suites.

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

Positives	Neutral	Shortcomings
The proposed detached accessory structure and Garden Suite would allow for gentle infill development and increase housing options along a modest scale.	The proposed detached accessory structure (garage) containing a Garden Suite would require submission of a Development Permit to the City to confirm the change of use should the Major Variance be approved.	The proposed accessory structure containing a Garden Suite does not meet several regulatory requirements of the Zoning & Development Bylaw.

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 August 10, 2026, notice of the Major Variance application for 65 Kensington Road (PID# 277491) was circulated to fifteen (15) surrounding property owners within 100 metres (328.1 feet) of the subject property to request written comments on the proposed variance (see Attachment D). The deadline to submit written comments was 4:30pm on Monday, August 24, 2026.

As of the writing of this report (August 28, 2026), no written responses were received.

Conclusion:
The Planning & Heritage Department encourages Planning Board to recommend to Council that the following Major Variance for the subject property addressed as 65 Kensington Road (PID# 277491) be approved:

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.

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, 08/28/2026

Committee Recommendation: (if differing from staff)

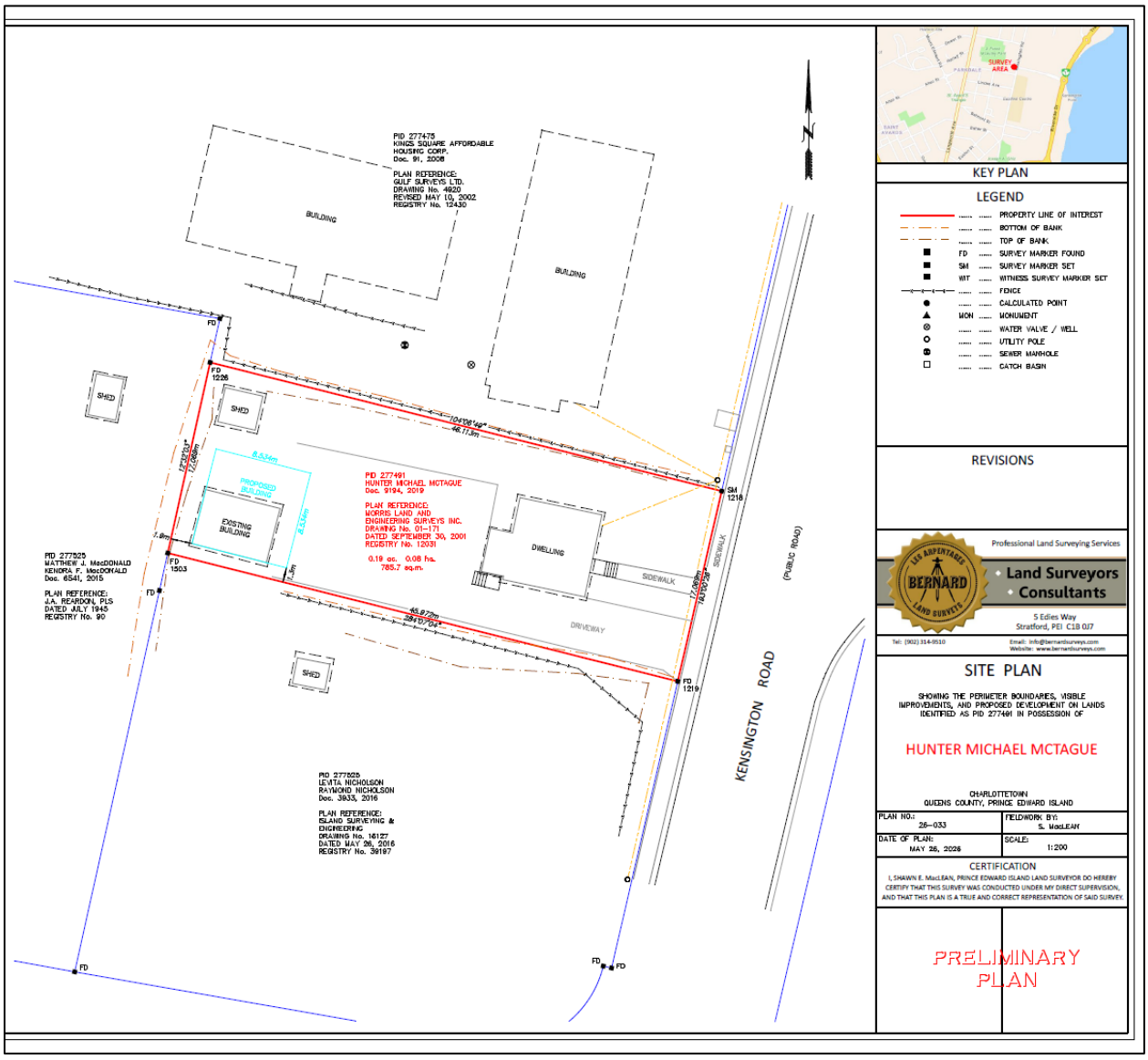
Attachment “A” – Air Photo



Attachment "B" – Zoning Map



Attachment “C” – Site Plan (May 26, 2026)



Attachment "D" – Circulation Letter (August 10, 2026)

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

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

ATLANTIC LOTTERY CORP/SOCIETE DES LOTERIES DE L AT
922 MAIN ST PO BOX 5500
MONCTON NB
E1C 8W6

August 10, 2026

RE: 65 Kensington Road (PID# 277491)

Dear Property Owner:

The City of Charlottetown Planning & Heritage Department has received a request for Major Variance seeking permission to construct a new 2-storey detached garage that would also contain a Garden Suite on subject property in the Single Detached Residential (R-1L) Zone identified as 65 Kensington Road (PID# 277491). The detached accessory structure is proposed to have an exterior building footprint of 73 square metres (786 square feet) and would have a built height of 7.62 metres (25 feet).

The Major Variance is requesting relief from the *Zoning and Development Bylaw* which limits maximum size of a detached accessory building to 69.68 square metres (750 square feet) and also restricts maximum height to 5.3 metres (17.5 feet). Relief from Section 5.7 is also required where minimum lot area of 0.2 hectares (0.5 acres) is otherwise required for a property containing a Garden Suite. A reduced rear yard setback of 1.90 metres and side yard setback of 1.30 metres are also being requested whereas a rear yard setback of 3 metres and side yard setback of 1.8 metres are otherwise required for a structure containing a Garden Suite. Relief from maximum height of 4.6 metres (15.1 feet) for a Garden Suite is also needed given proposed height of 7.62 metres (25 feet).

Pursuant to the requirements of the *Zoning and Development Bylaw*, and as an owner of a property within 100 metres (328.1 feet) of the boundaries of the subject property, you are being notified of the Major Variance request. If you have any comments regarding the Major Variance, please forward them no later than **4:00pm on Monday, August 24, 2026.** Please email written comments to planning@charlottetown.ca

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

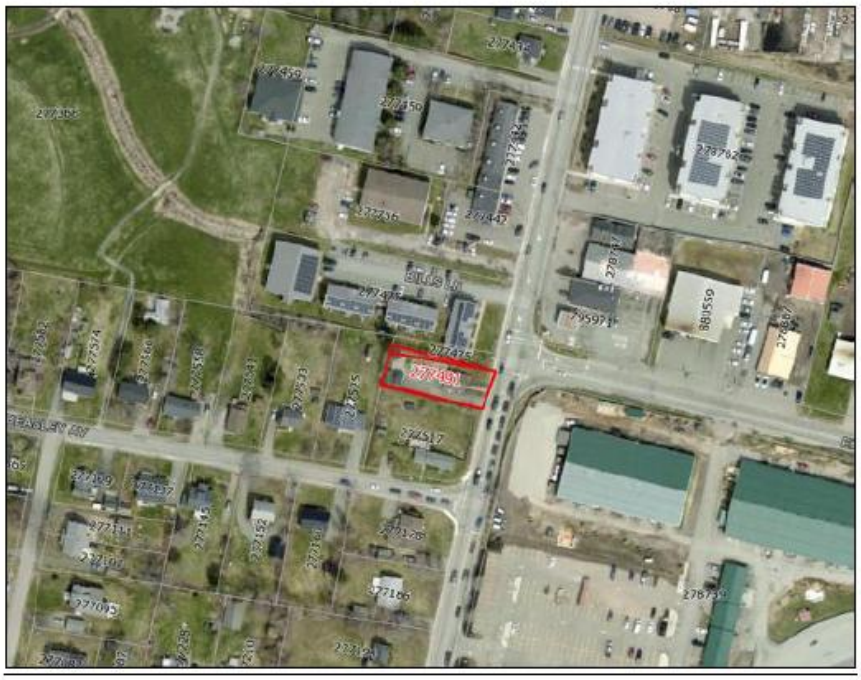
In accordance with Section 3.9.4 (Major Variances) of the *Zoning and Development Bylaw*, the Major Variance will be referred to Planning Board to consider the request and any comments received in response to the notice and shall make recommendation to Council. Council may, without prejudice, approve or reject the Major Variance. City of Charlottetown Planning Board will consider this application at its meeting at **4:30pm, Tuesday, September 1, 2026 in City Council chambers (2nd Floor) at City Hall** and may then recommend to Council to grant or deny this variance. For any general questions, please contact the Planning & Heritage Department at (902) 629-4158.

Sincerely,

Stephanie MacDonald, B.Sc.
Planner 1

David Douglas Gundrum, RPP, MCIP
Manager of Development Planning

Air Photo



Attachment “E” – Public Responses to Circulation

None.

City of Charlottetown Committee Report

Report No:
PLAN-2026-01-SEPTEMBER-6A-2
49 Trailview Drive (PID# 1128842)

Date:
September 1, 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. Preliminary Survey Plan (April 20, 2026)
D. Circulation Letter (August 10, 2026)
E. Public Responses to Circulation

Report Title:

Major Variance to permit a reduced minimum lot frontage of 7.76 metres (25.45 feet) for property in the Single Detached Residential (R-1L) Zone to facilitate future lot creation. The subject property is located at 49 Trailview Drive (PID# 1128842).

The application has been submitted by Mark MacDonald who is also owner of the property.

Report Purpose:

To evaluate a request for reduced minimum lot frontage in the (R-1L) Zone to facilitate future lot creation and residential development.

Staff Recommendation:

The Planning & Heritage Department encourages Planning Board to recommend to Council that the following Major Variance for the subject property addressed as 49 Trailview Drive (PID# 1128842) be approved:

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 City-owned park property identified as PID# 1148600.

Report Details:

The proposed Major Variance application for the subject property identified as 49 Trailview Drive within the Single Detached Residential (R-1L) Zone, was submitted by the property owner Mark MacDonald on May 15, 2026. The intent of the application is to allow for a reduced minimum lot frontage for property in the (R-1L) Zone to facilitate the future subdivision of a new buildable lot.

Development Context:

The subject property is located on the east side of Trailview Drive and is situated approximately 290 metres (950 feet) north of the intersection of Trailview Drive and Sleepy Hollow Road. The subject property contains an existing 2-storey single-detached dwelling with a gross footprint of approximately 230 square metres (2,475 square feet) as well a detached accessory structure (garage) in the rear yard having a gross footprint of approximately 125 square metres (1,345 square feet). The subject property at present has a total lot area of approximately 2.54 acres (1.03 hectares) and lot frontage along Trailview Drive of approximately 66.87 metres (219 feet).

The property is bounded to the north and south by residential lots containing existing single-detached dwellings also in the (R-1L) Zone and is bounded to the east (rear) by two (2) properties containing multi-residential buildings in the (C-2) Zone with frontage to the east onto Malpeque Road. The property is also bounded to the south along the eastern to rear portion of the property by City owned parks property also in the (R-1L) Zone (see Attachments A & C).

The subject property can therefore said to be located within a mature low-density residential neighbourhood having generously sized lots with some being adjacent to City owned parkland. It is noted that the minimum lot size for properties in the (R-1L) Zone is 540 square metres (0.13 acres). The subject property therefore exceeds this minimum threshold for minimum lot size by a factor of nineteen.

Analysis:

Section 9 of the Zoning & Development Bylaw details the regulations and permitted uses for lands within the (R-1L) Zone such as the subject property under consideration.

The applicants in this case are pursuing a reduction in minimum lot frontage to allow for the creation of a new buildable lot as denoted by Lot 26-3 on the supplied preliminary survey plan (see Attachment B). Additionally, the applicants propose, that if successful in securing the required variance, to further subdivide the parent property into a total of three (3) new lots being Lots 26-1, 26-2 and 26-3 as shown on the preliminary survey plan. Lots 26-1 and 26-2 would both meet the minimum lot area and frontage requirements of the (R-1L) Zone however proposed Lot 26-3 would be deficient with respect to the minimum required 18 metres (59.1 feet) of frontage needed.

Additionally, proposed Lot 26-3 which is subject to the Major Variance under consideration at this point in time would constitute what is known as a Flag Lot with respect to definitions in the Zoning & Development Bylaw.

As per Appendix A – Definitions, a Flag Lot is defined as follows:

Flag lot is the result of a subdivision where the flag (developable portion of the lot) is behind another lot and connected by the pole (a narrow strip of land that does not meet the required street frontage defined by the Zone).

Based on the preliminary survey plan (see Attachment B) provided by the applicants, Lot 26-3 would qualify as a Flag Lot under this definition.

Referring to Section 48.12.3 of the Zoning & Development Bylaw, consideration will be given to permitting a Flag lot through a frontage variance application in those circumstances where an existing legal lot was created with less than 25 ft of Frontage or in circumstances where a parcel is landlocked and there will never be the ability for the extension of a future street road network to provide the required street frontage from the rear of the property. In the case of a landlocked parcel, Council may approve, by recommendation of the Planning Board a flag lot provided:

a. The flag lot has 25 ft of Frontage on a public street;

b. The main body of the lot (flag portion) meets the lot area and frontage requirements of the zone;

c. Only one flag lot will be permitted per parent parcel; and

d. No portion of the access strip (pole) portion of the lot shall be included in computing the required lot area for the flag portion.

In this circumstance with regard to the subject property under review, there exists no pre-existing legal lot that was created with less than 25 feet of frontage nor is there a circumstance where there exists a landlocked parcel with no ability for extension of a future street or road to provide connection and frontage. Since neither of these circumstances exist, Section 48.12.3 cannot be invoked to permit the creation of a future flag lot through a frontage variance as suggested.

Notwithstanding the text and noted evaluation of how Section 48.12.3 does not apply in this case, however, Section 48.12.2 of the Zoning & Development Bylaw provides a competing set of regulations for new lot creation whereby it states as follows:

Council may approve, by recommendation of Planning Board, the Subdivision of a single infill lot that is undersized in Lot Area and/or Lot Frontage, and that meets the average lot size of the existing developed lots on the street within the same Zone. Such infill lots are to be used for Single-detached Dwellings only, or for 2-unit Dwellings where permitted in the Zone and where the lot has the minimum requirement for Lot Area for that use.

Notwithstanding that the proposed Lot 26-3 in question qualifies as a Flag Lot but the overriding circumstances of the property do not allow Section 48.12.3 to be invoked and applied here, it is still possible to consider the request for Major Variance under the text of Section 48.12.2 as highlighted previously.

Based on the preliminary survey plan provided, the proposal puts forth a scenario where three (3) new lots would be created where one of which would be considered an infill lot that is deficient or undersized in lot frontage, being Lot 26-3, but would however still meet the average lot size of existing developed lots on the street within the same Zone. The proposed infill lot is intended to be used for a future single-detached dwelling and the proposed lot, being sized at 5,855 square metres (1.45 acres) would exceed the minimum lot area requirement in the (R-1L) Zone.

Notwithstanding that the lot in question is a Flag Lot, consideration can be provided here using the text Section 48.12.2.

With respect to compatibility with the neighbourhood and surrounding land-uses, the proposed lot creation that would be facilitated through the Major Variance would result in back-lot development which, while generally undesirable in most cases due to compatibility issues, in this case would provide a scenario where sufficient additional space and allowance for

screening and buffering would exist such that any future dwelling on Lot 26-3 when taking spatial separations and required setbacks into account, should not result in privacy impacts to existing abutting and neighbouring properties, including the proposed future Lot 26-1 and Lot 26-2.

To mitigate and protect against risk of privacy impacts due to the proposed back-lot development that would result if the variance were to be approved, a condition of approval for the variance is encouraged such that any future dwelling on Lot 26-3 must have its main entrance and front facades facing south towards the City-owned park lands identified as PID# 1148600. This required condition would help to alleviate privacy impact and overlook into the rear yard areas of potentially Lot 26-1, Lot 26-2 and potentially as well, property identified as 45 Trailview Drive (PID# 741470) located to the north.

On this basis of condition, staff can recommend approval of the variance as the application has been found to meet the intent and purpose of Section 48.12.2 insofar as the proposal would facilitate creation of a new infill lot of similar size and character to other lots in neighbourhood where minimum lot frontage cannot be met and only a single-detached dwelling would be permitted.

In conclusion, the overall cumulative effect of the proposed variance is such that it would not cause undue negative land-use impacts to any surrounding properties nor would it cause any inconsistency with the intent and purpose of the Zoning & Development Bylaw as it concerns the establishment of a new infill lot.

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

Positives	Neutral	Shortcomings
The proposed variance would result in new infill development that would be generally consistent with lot size and development format in the existing neighbourhood.	Future proposed development would require submission of a Development Permit to the City and would also require future subdivision to facilitate.	The proposed Lot 26-3 does not meet requirement for minimum lot frontage in the (R-1L) and would result in backlot development.

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 August 10, 2026, notice of the Major Variance application for 49 Trailview Drive (PID# 1128842) was circulated to thirty-four (34) surrounding property owners within 100 metres (328.1 feet) of the subject property to request written comments on the proposed variance (see Attachment D). The deadline to submit written comments was 4:30pm on Monday, August 24, 2026.

As of the writing of this report (August 28, 2026), no written responses were received.

Conclusion:

The Planning & Heritage Department encourages Planning Board to recommend to Council that the following Major Variance for the subject property addressed as 49 Trailview Drive (PID# 1128842) be approved:

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 City-owned park property identified as PID# 1148600.

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:

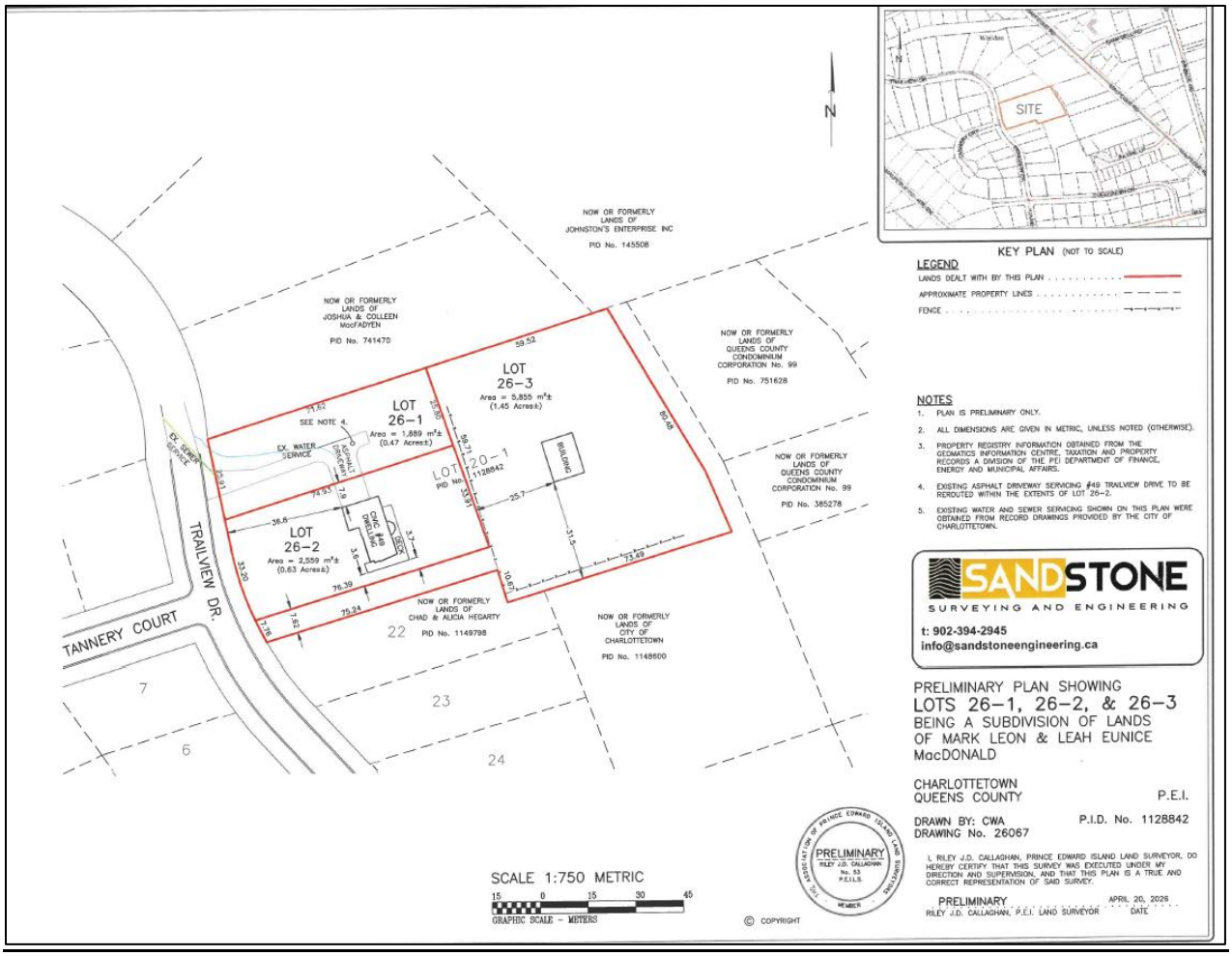
Manager	**Director/CAO**
N/A	Michael Ruus, RPP, MCIP, 08/28/2026

Committee Recommendation: (if differing from staff)

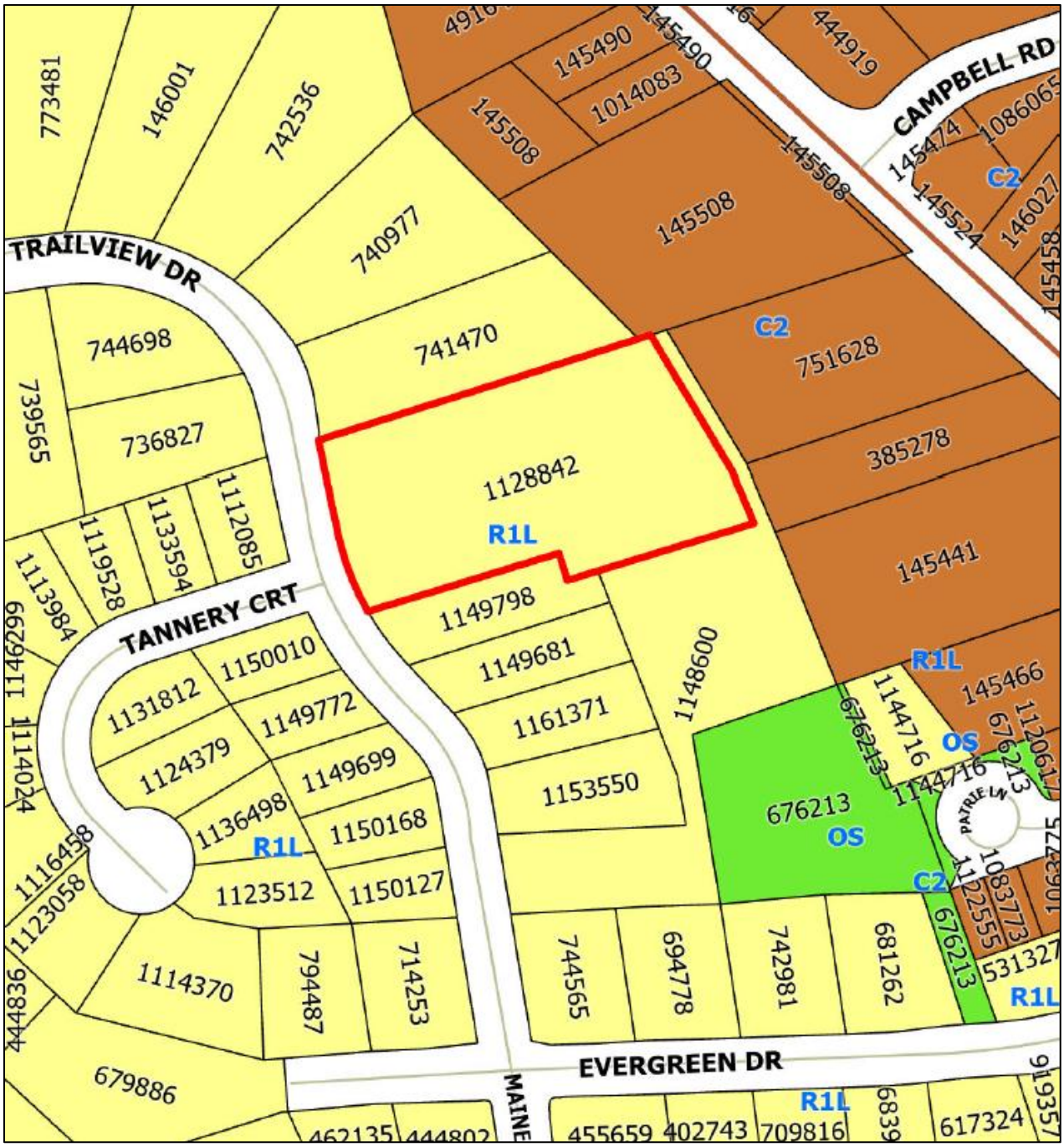
Attachment “A” – Air Photo



Attachment “B” – Preliminary Survey Plan (April 20, 2026)



Attachment "C" – Zoning Map



Attachment "D" – Circulation Letter (August 10, 2026)

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

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

August 10, 2026

RE: 49 Trailview Drive (PID# 1128842)

Dear Property Owner:

The City of Charlottetown Planning & Heritage Department has received a request for Major Variance seeking to permit a reduced minimum lot frontage of 7.76 metres (25.45 feet) for property in the Single Detached Residential (R-1L) Zone to facilitate future lot subdivision and residential development on the subject property identified as 49 Trailview Drive (PID# 1128842).

Pursuant to the requirements of the *Zoning and Development Bylaw*, and as an owner of a property within 100 metres (328.1 feet) of the boundaries of the subject property, you are being notified of the Major Variance request. If you have any comments regarding the Major Variance, please forward them no later than **4:00pm on Monday, August 24, 2026.** Please email written comments to planning@charlottetown.ca

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

In accordance with Section 3.9.4 (Major Variances) of the *Zoning and Development Bylaw*, the Major Variance will be referred to Planning Board to consider the request and any comments received in response to the notice and shall make recommendation to Council. Council may, without prejudice, approve or reject the Major Variance. City of Charlottetown Planning Board will consider this application at its meeting at **4:30pm, Tuesday, September 1, 2026 in City Council chambers (2nd Floor) at City Hall** and may then recommend to Council to grant or deny this variance. For any general questions, please contact the Planning & Heritage Department at (902) 629-4158.

Sincerely,

David Douglas Gundrum, RPP, MCIP
Manager of Development Planning

Attachment “E” – Public Responses to Circulation

None.

City of Charlottetown Committee Report

Report No:
PLAN-2026-01-SEPTEMBER-6B-1
Lot 2019-5 St. Martha's Court (PID# 390740)

Date:
September 1, 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

Report Title:

This is an application for a request to proceed to public consultation for approval of a development concept plan for Lot 2019-5 (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.

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 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, apartment buildings with at total density of one hundred eighty-sixty (186) 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.

Report Details:

Request

This is an application for a request to proceed to public consultation for approval of a development concept plan for Lot 2019-5 (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 was before the Board on March 4, 2025, and 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. This application has been in process since March of 2025. The project has not yet proceeded to public consultation as a traffic study was required prior to public consultation and the developer has since amended their application 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 a process of having a traffic study completed for this area of the City therefore traffic counts for this development have been included within the study. Staff are taking this back to the Board as an amendment to the original application to advise the Board of the changes and a request to proceed to public consultation.

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.

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 to proceed to public consultation for review of a concept plan for Lot 2019-5 which will outline the density, site layout and building form for the site.

LEGISLATIVE REQUIREMENTS:

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 2.83 acres (123,095 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 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 the north-south connector to the future extension of Spencer Drive will be required to satisfy a second means of access.

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.

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.

Council or Committee History:
N/A

Financial Implications:
N/A

Public Engagement and Communication:
N/A

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

Laurel Palmer

Planner 3 (Senior Planner)

Reviewed By:

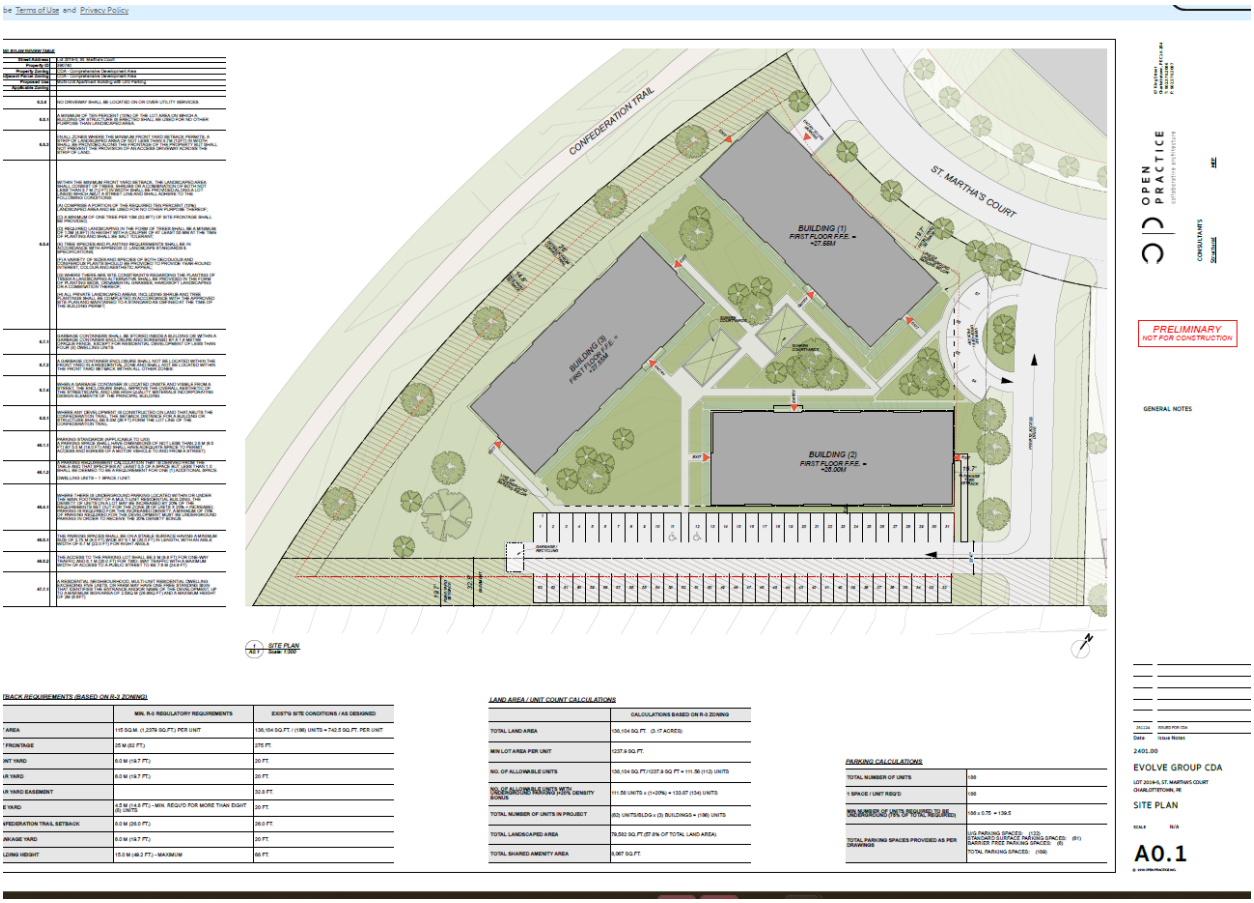
Manager	**Director/CAO**
David Gundrum, RPP, MCIP, 08/28/2026	Michael Ruus, RPP, MCIP, 08/28/2026

Committee Recommendation: (if differing from staff)

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



Attachment “B” – Revised Site Plan



Attachment “C” – Concept Building Elevations

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.)



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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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CHARLOTTETOWN, PE

SITE PLAN

SCALE N/A

A0.1

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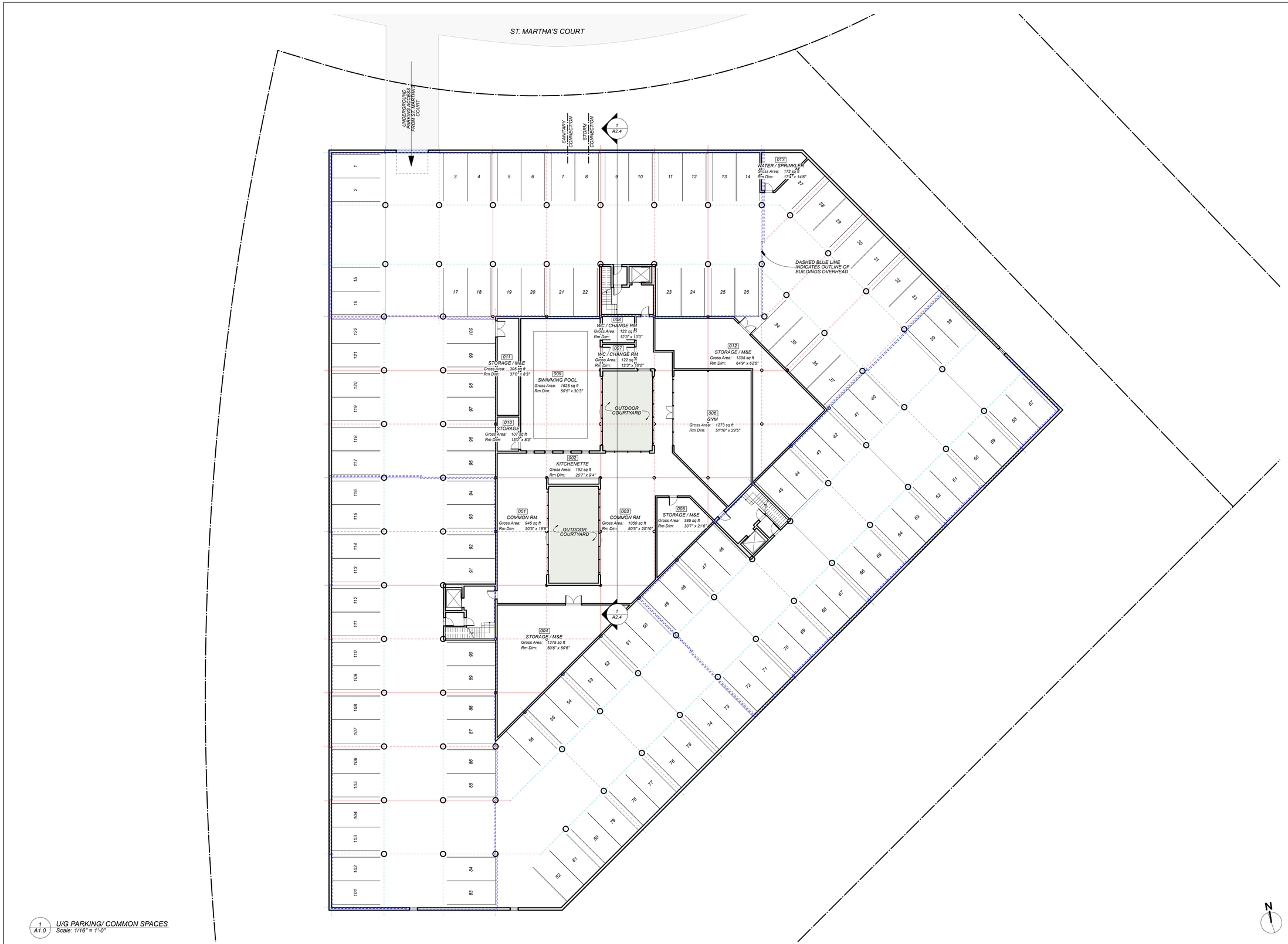

1 / A1.0 U/G PARKING/ COMMON SPACES
Scale: 1/16" = 1'-0"

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UNDERGROUND PARKING / COMMON SPACES

SCALE AS NOTED

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1 / A2.1 NORTH ELEVATION
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GENERAL NOTES

MATERIALS

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

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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"

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GENERAL NOTES

MATERIALS

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

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EXTERIOR ELEVATIONS

SCALE AS NOTED

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1 / A2.3 SOUTH ELEVATION
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GENERAL NOTES

MATERIALS

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

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EXTERIOR ELEVATIONS

SCALE AS NOTED

A2.3

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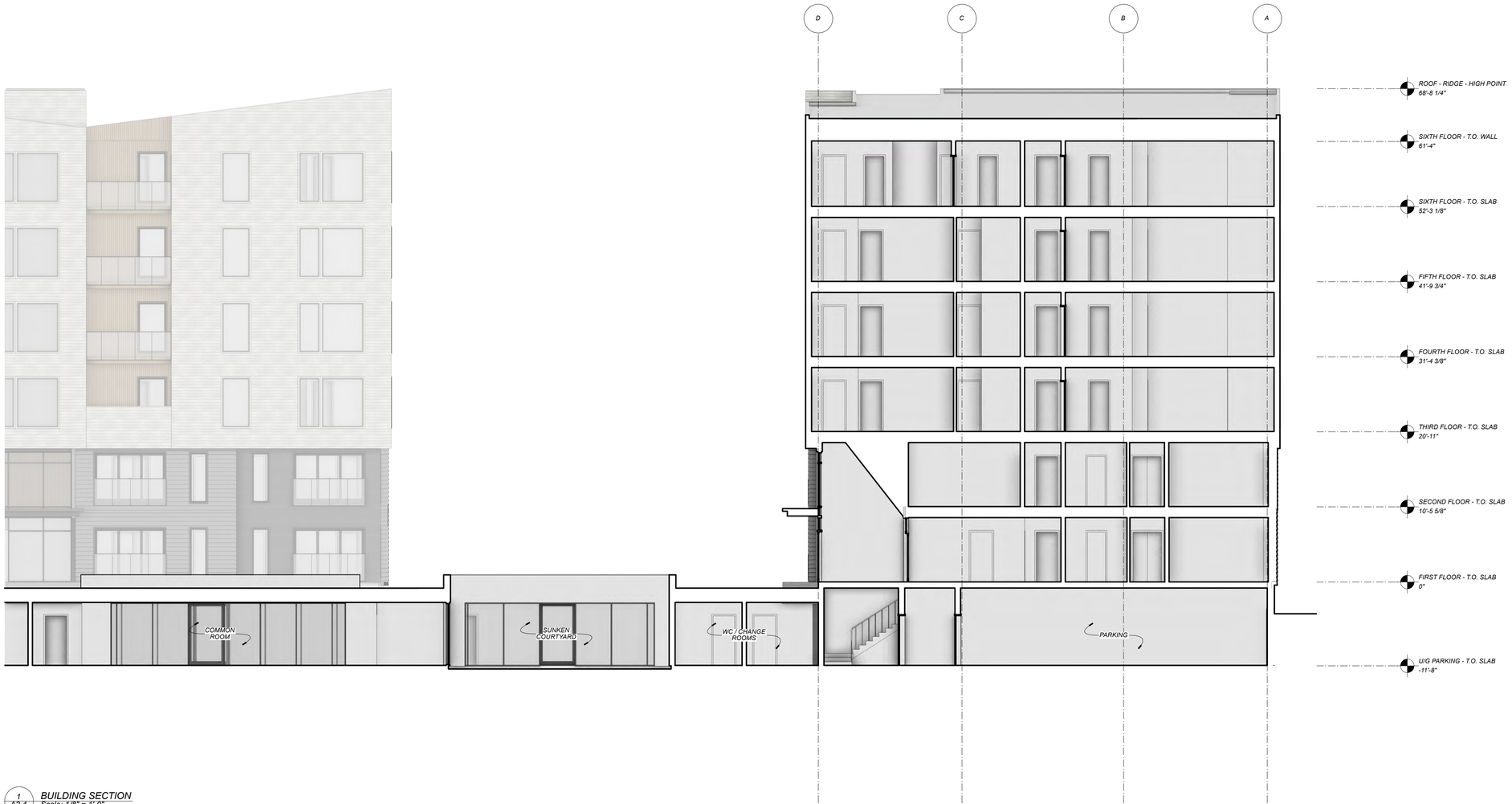

1 / A2.4 BUILDING SECTION
Scale: 1/8" = 1'-0"

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BUILDING SECTION

SCALE AS NOTED

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LOT 2019-5, ST. MARTHA'S COURT
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RENDERINGS

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RENDERINGS

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Attachment “D” – Traffic Memo CBCL

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-2026-01-SEPTEMBER-6C-1 176-178 King Street (PID# 336271)
	Date: September 1, 2026
Directed to Council through the following Committee: Planning Board	**Attachments:** A. Air Photo B. Survey Plan
Reporting Department: Planning and Heritage	
Other Associated Departments:	
Prepared by: David Douglas Gundrum, RPP, MCIP	

Report Title:
Proposed consolidation of 176 and 178 King Street (PID# 336271) to form one (1) new parcel in order to address presence of an existing Heritage designation and facilitate future low-density residential development on a future new lot.

Report Purpose:
Request to consolidate property in the Downtown Neighbourhood (DN) Zone.

Staff Recommendation:
The Planning & Heritage Department encourages Planning Board to recommend to Council for 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.

BACKGROUND:

Request
This is an application for a lot consolidation to merge together two parcels under one PID# 336271, being Lot 2026-1 and Lot 2026-2 as shown on the Survey Plan (see Attachment B) in order to pursue the removal of the existing Heritage Designation that would otherwise apply to the parcel identified as Lot 2026-2 in order to facilitate the future construction of a single-detached dwelling on this portion. The properties are located in the Downtown Neighbourhood (DN) Zone. The consolidation will allow for proper consideration of the request to de-designate that portion identified as Lot 2026-2 in accordance with the regulations and provisions of the Heritage Preservation Bylaw.

Report Details:

Development Context:

The subject properties are located on the south side of King Street and are within the Downtown Neighbourhood (DN) Zone. They form part of a neighbourhood block containing predominately single-detached and semi-detached dwellings as well as several pre-existing vacant lots in the (DN) and (DMUN) Zones. The subject property is located approximately 105 metres (344 feet) north of Founder's Hall and is situated within the 500 Lot Area of the City of Charlottetown. The subject property is also a designated Heritage Resource as per the City's Heritage Preservation Bylaw with the dwelling on the property addressed as 176 King Street noted within its heritage designation as being a "representative example of a circa 1855 one-storey gable roofed cottage on an interesting street."

Analysis:

The subdivision of properties within the City of Charlottetown, including lot consolidations, is governed by the Zoning & Development Bylaw, in particular Section 48 of the Bylaw. On April 22, 2026 City staff stamped and approved a subdivision of a new lot for the subject property notwithstanding, and in error of the restrictions that otherwise applied through the Heritage Preservation Bylaw and the associated Heritage designation.

Section 1.5.1 of the Zoning & Development Bylaw states that nothing in the Bylaw shall relieve any person from the obligation to comply with the requirements of any other Bylaw of the City in force from time to time, or the obligation to obtain any license, Permit, authority, or approval required under any Bylaw of the City, or statute or regulation of the Province of Prince Edward Island or the Government of Canada.

Heritage Permits are addressed under Section 4 of the Heritage Preservation By-law, which includes the following requirements as per Section 4.1.1:

No Person shall carry out or cause to be carried out any exterior Alteration, Development or demolition of a Designated Heritage Resource, or of any property within a Heritage Preservation Area with the exception of Ordinary Maintenance, without first obtaining a Heritage Permit.

Further, Section 4.2.4 of the Heritage Preservation By-law states that an application involving a subdivision is a non-substantive application for Heritage Permit and outlines the process for these type of applications. While it would be preferable to ensure the Heritage Preservation By-law is complied with in advance or noted on the approved version of the plan, neither the Zoning and Development By-law nor the Heritage Preservation By-law require that the applications be made in any particular order. Therefore, where the subdivision was previously approved under the Zoning and Development By-law, the owner of the Property still needs to comply with the Heritage Preservation By-law and the requirement to submit the non-substantive application for a Heritage Permit can still be communicated.

In accordance with section 4.2.4 (c) of the Heritage Preservation By-law, both lots created by the subdivision of the Property, being Lot 2026-1 and Lot 2026-2, will be designated as a Heritage Resource.

A subdivision of a designated Heritage Resource shall result in both the parent parcel and new parcel(s) created by the subdivision being designated; and, a subdivision of a property located within a Heritage Preservation Area shall result in both the parent parcel and new parcel(s) created by the subdivision being included within the Heritage Preservation Area; unless the applicant first applies to amend the boundaries of that portion of the property which is designated, or to amend the boundaries of the Heritage Preservation Area.

As the owner of the subject property wishes to proceed with the construction of a new proposed dwelling on what would be Lot 2026-2, at the current time, they will need to receive approval in accordance with both the Zoning and Development By-law and also the Heritage Preservation By-law, with the Heritage Permit being required first, in accordance with 3.3.5 of the Zoning and Development By-law.

Therefore, in order to achieve the owner's overall development aims without additional restriction, a consolidation of land in this case must be executed so that consideration for the lifting of the existing Heritage designation as it applies to Lot 2026-2 may occur.

CONCLUSION:

These properties are located in the Downtown Neighbourhood (DN) Zone where the existing dwelling has existed on the property since the 1850s and contributes to the heritage character and historical vibrancy of the 500 Lot Area. As the property owner has indicated no intention to physically alter or change the exterior appearance, scale, massing or character of the existing designated dwelling, it is entirely appropriate that the consolidation be pursued to then allow the City's Heritage Board to gauge the appropriateness of potentially lifting the Heritage designation for the remaining vacant undeveloped portion of the property such that any future subdivision and development of land can be appropriately carried out to the satisfaction of the requirements of both the Zoning & Development Bylaw as well as the Heritage Preservation Bylaw.

Council or Committee History:

N/A

Financial Implications:

N/A

Public Engagement and Communication:

Not required for this application.

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:

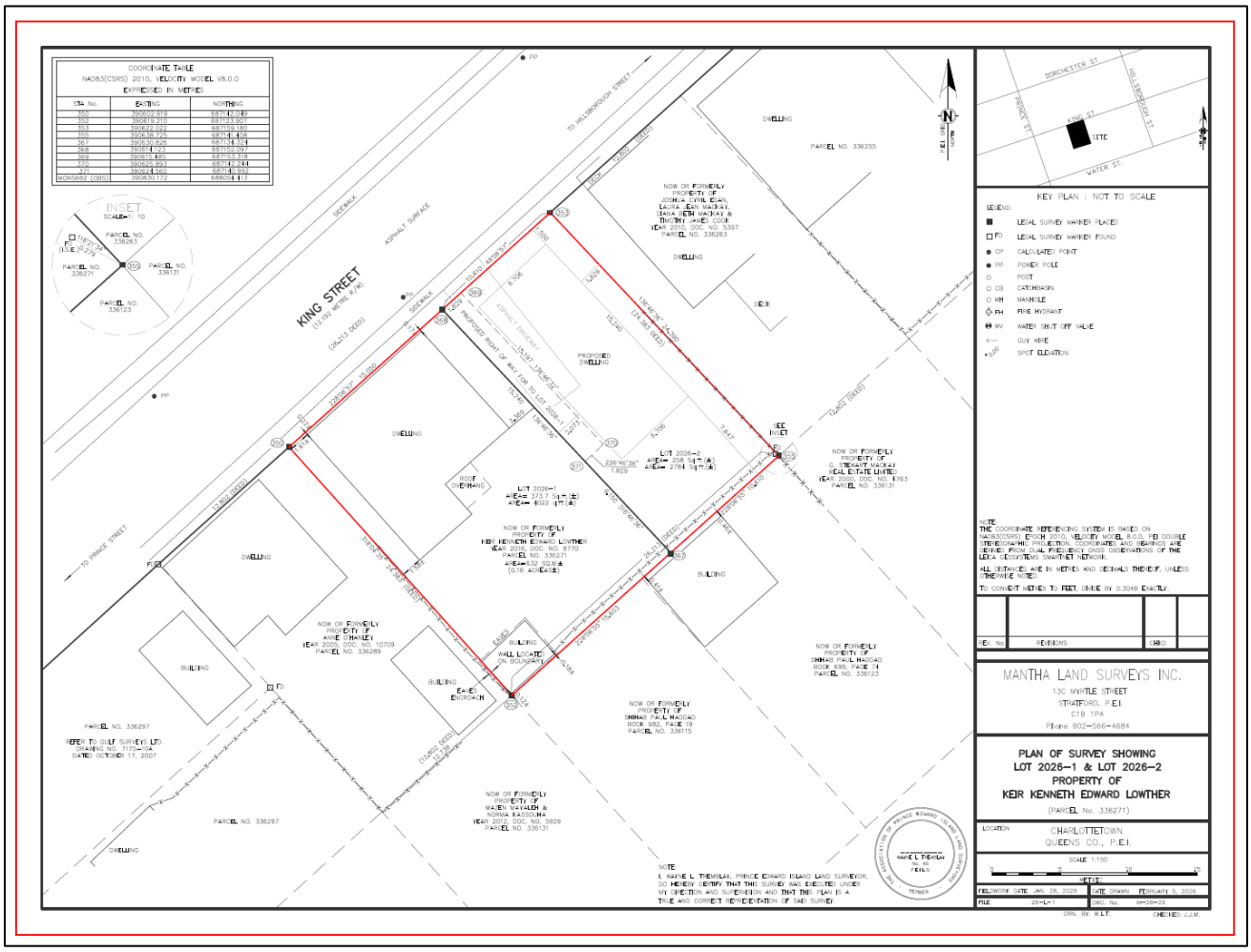
Manager	**Director/CAO**
N/A	Michael Ruus, RPP, MCIP

Committee Recommendation: (if differing from staff)

Attachment “A” – Air Photo:



Attachment "B" – Survey Plan:



City of Charlottetown Committee Report

Report No:
PLAN-2026-01-SEPTEMBER-6D-1
68 Queen Street
(PID#s 336982, 336974, 336909, 336917, 336966 and 1172915)

Date:
September 1, 2026

Directed to Council through the following Committee:
Planning Board

Reporting Department:
Planning and Heritage Department

Other Associated Departments:
N/A

Prepared by:
Laurel Palmer, RPP, MCIP
Senior Planner (Planner III)

Attachments:
- A- Survey showing Subject property
- B- Site Map showing location of footings.
- C- Site Map showing location of canopy.

Report Title:

Request to Encroach into the Public Right of Way – 68 Queen Street (PID#s 336982, 336974, 336909, 336917, 336966 and 1172915)

Report Purpose:

Request to allow the encroachment of footings and building 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 being the properties identified as (PID#s 336982, 336974, 336909, 336917, 336966 and 1172915) addressed as 68 Queen Street.

Staff Recommendation:

The Planning & Heritage Department encourages Planning Board to recommend to Council to allow 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:

- *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.*
- *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.*
- *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.*

Report Details:

BACKGROUND

This is a request to allow an encroachment of footings and canopies for a multi-unit residential and commercial building that is proposed to be constructed on (PID#s 336974, 336909, 336917, 336966 1172915 and 336982) located on properties bounded by King, Dorchester and Queen Streets.

The applicant Sable Arc (architectural firm) on behalf of their client Quentin Bevan, Weymouth Properties Ltd. has requested for the encroachments.

Development Context

The subject property is located within the downtown in the 500 Lot Area. The properties are bounded to the north by Dorchester St, to the east by properties zoned Downtown Mixed-Use Neighbourhood (DMUN) with abutting residential and a commercial parking lot. To the south by King Street and to the west by properties zoned Downtown Main Street (DMS) which are bounded by Queen Street. Buildings within this area are mixed use and range from commercial office buildings, single detached dwellings, institutional, multi-unit apartment buildings and commercial retail. The properties are located just behind downtown main street (Queen Street) and are a few blocks from the core where various services, shopping, restaurants and theatres can be accessed.

ANALYSIS:

The applicants have submitted site plans showing the location of the footings and canopy on the property. The footings are proposed to be buried approximately 9ft below surface grade. The footings were reviewed by both the Public Works Department and the Water and Sewer Department, and both department managers have indicated that they do not have an issue with allowing the encroachments into the public right of way. The location of the footings will not interfere with City infrastructure. The applicant has also requested that an overhead canopies be placed over the Public Right of Ways on Dorchester and King Streets. Public Works has also agreed to this request.
The following are the requested encroachments.

Encroachment Summary:

- *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.*
- *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.*
- *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.*

CONCLUSION:

Given the requested encroachments have been reviewed by both the Public Works and Water and Sewer Departments and both departments have indicated that they do not have issue with allowing the encroachments staff are therefore, in support and are recommending to allow the building footings to encroach into the Public Right of Way along Queen, Dorchester and King Streets and the encroachment of an overhead canopy on Dorchester Street.

Council or Committee History:
N/A

Financial Implications:
N/A

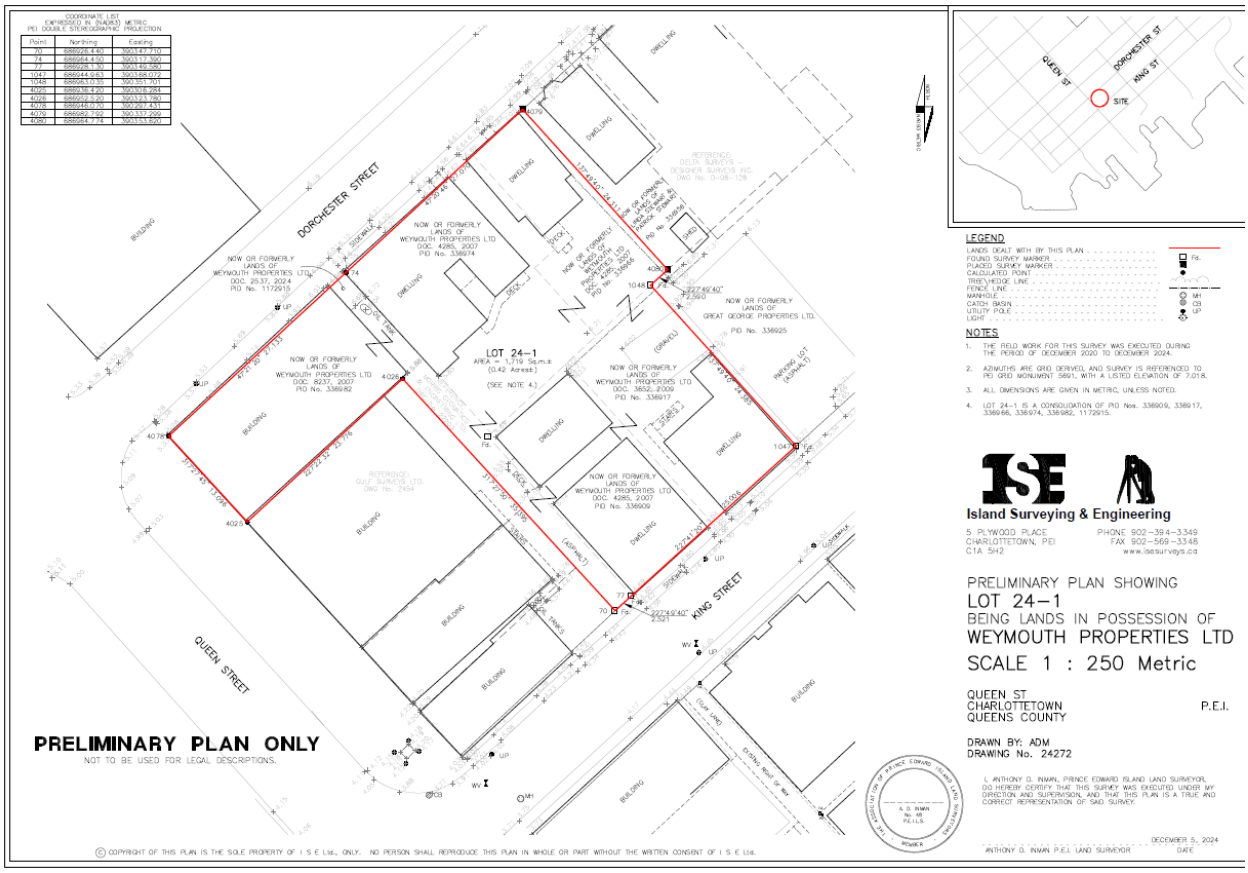
Public Engagement and Communication:
N/A

Legislative Authority:
Zoning and Development Bylaw

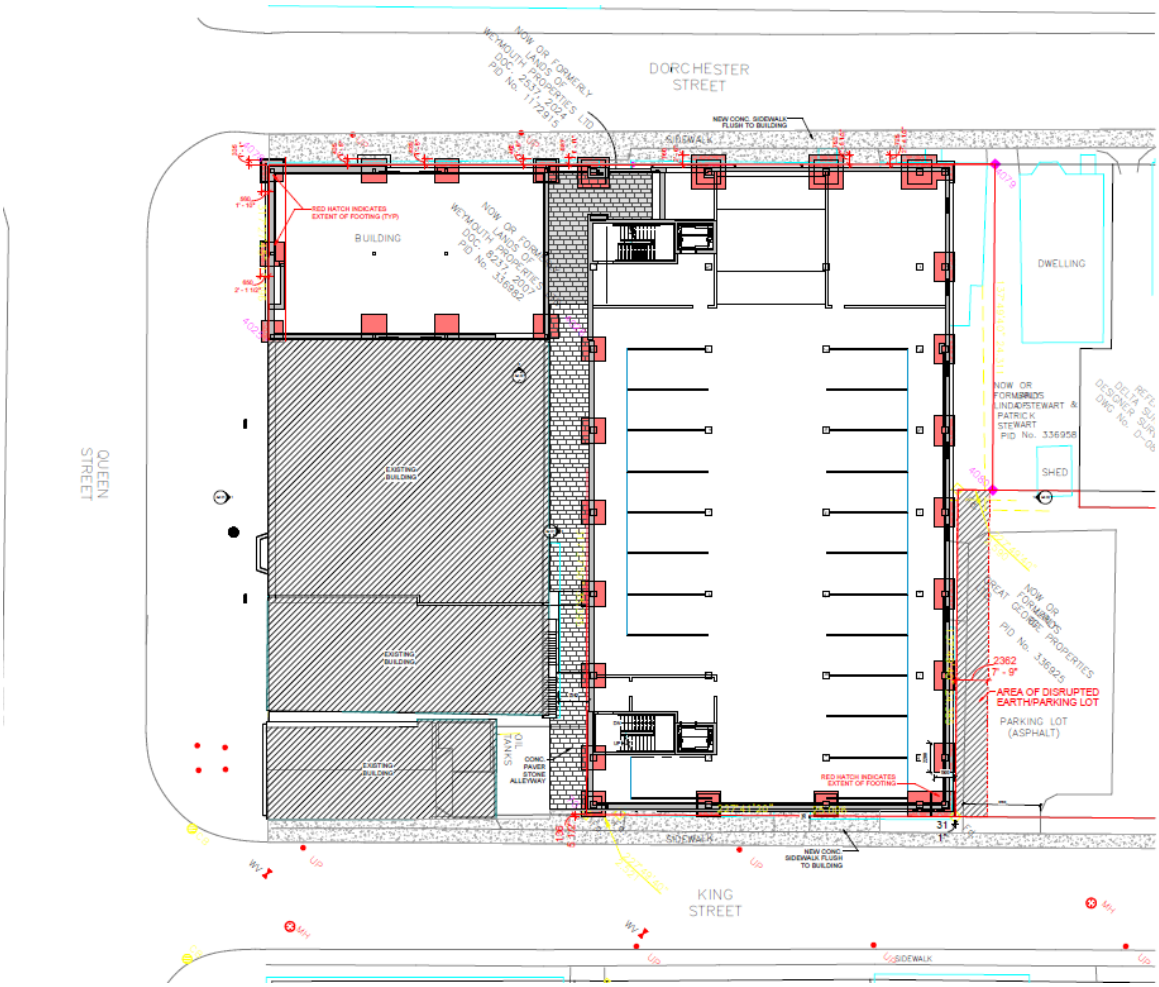
Strategic Alignment:
City of Charlottetown Official Plan – 2026
500Lot Area Design Guidelines

Submitted By Planner: Laurel Palmer, RPP, MCIP  Planner 3 (Senior Planner)	
Reviewed By:	
Manager David Gundrum, RPP, MCIP, 09/1/2026	**Director** Michael Ruus, RPP, MCIP, 09/1/2026
Committee Recommendation: (if differing from staff)	

Attachment “A” Survey Showing Subject Property:

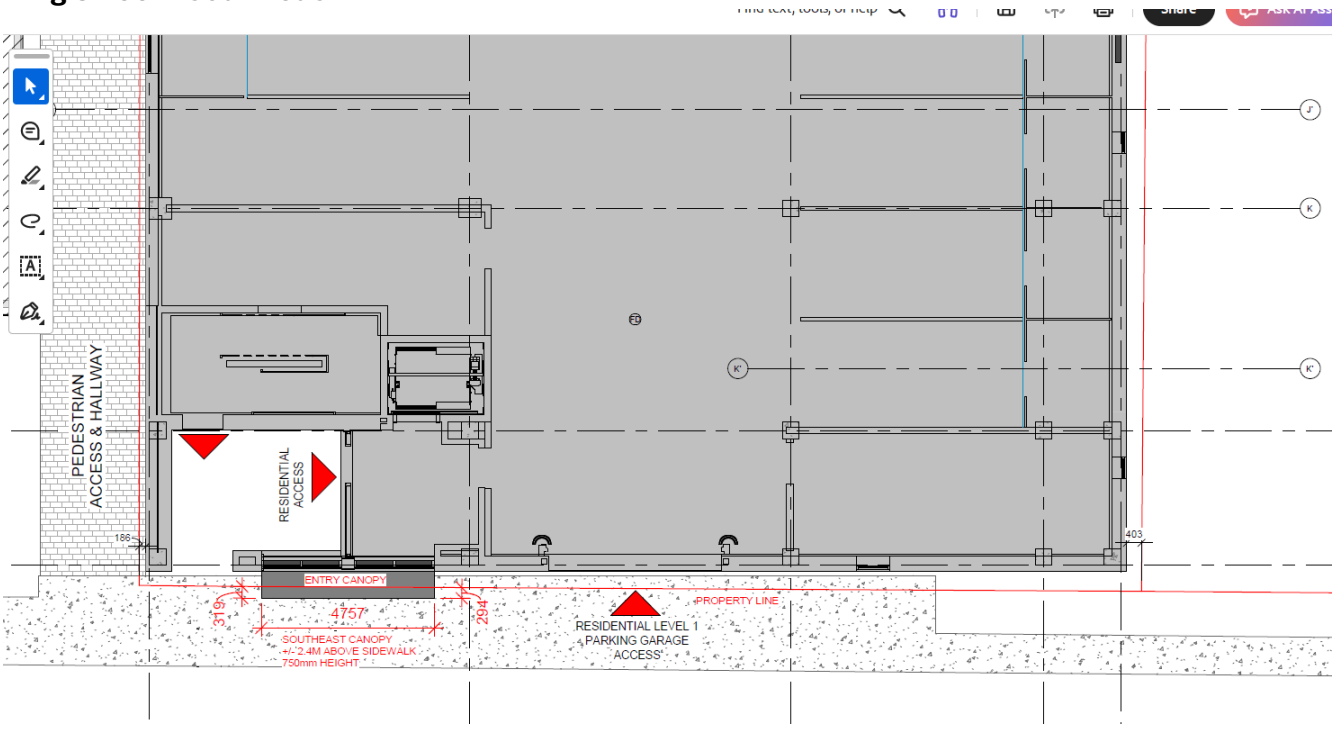


Attachment “B”
Site Map Showing Encroachment of Footings – 68 Queen St - The Monarch



Attachment “C”
Site Map Showing Encroachment of Canopies
68 Queen Street – The Monarch

King Street- south east:



Dorchester St - northwest:

