CHARLOTTETOWN

DESIGN REVIEW BOARD AGENDA
NOTICE OF MEETING

Tuesday, February 17th, 2026 at 5:00 p.m.
City 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, February 17th, 2026
4. **Adoption of Minutes** - Design Review Meeting Minutes Monday, January 19th, 2026
5. **Business arising from Minutes**
6. **Report:**
    a. **68 Queen Street (PID#s 336982, 336974, 336909, 336917, 336966 and 1172915)** *Laurel Palmer*
    Request to review the external design proposal for a multi-use residential and commercial building within the 500 Lot Area.
7. **Introduction of New Business**
8. **Adjournment**

PLANNING AND HERITAGE: DESIGN REVIEW BOARD MINUTES
MONDAY, JANUARY 19th, 2026, 5:00 P.M.
COUNCIL CHAMBERS, 2nd FLOOR, CITY HALL
Live Streaming: www.charlottetown.ca/video

Present:	**Mayor Phillip Brown** **Deputy Mayor Jankov, Chair** **Councillor Julie McCabe** **Councillor Norman Beck***	**Brian Gillis, RM** **Jacqui Scaman, RM***
Also:	**Mike Ruus, Dir, Int. Growth** **David Gundrum, MP&D*** **Laurel Palmer, PIII**	**Melissa Kitson, IO/AA**** ***minute taker* **Attended virtually*
Also in attendance:	Phillip & Jackie O'Halloran (Property Owners)	Matthew Bradley (Legal Counsel Respondent/Property Owner)
Absent:	**Aaron Stavert, RM**	

1. **Call to Order**
   Deputy Mayor Jankov called the meeting to order on January 19th, 2026 at 5:04 pm.

2. **Declaration of Conflicts**
   Deputy Mayor Jankov asked if there are any conflicts. There being none, moved to approval of the agenda.

3. **Approval of Agenda**
   Moved by Mayor Brown and seconded by Councillor Beck that the agenda for Monday, January 19th, 2026, be approved.

4. **Adoption of Minutes**
   Moved by Mayor Brown and seconded by Councillor McCabe that the minutes of the meeting on Monday, November 17th, 2025, as circulated, be approved.

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

6. **Report**

a) 1 West St (PID# 365833)

Request: Request to review an exterior design proposal for a single-detached dwelling located in the 500 Lot Area within the Downtown Neighbourhood (DN) Zone.

Property Information: Downtown Neighborhood (DN) Zone
Staff Presenter: Laurel Palmer, Planner III

Applicant (Property Owners) : Phillip & Jackie O'Halloran
Reference: Design Review Board Meeting Package

Summary:

- Laurel Palmer presented a report outlining the architectural importance and character-defining elements of the building which is located on a prominent streetscape located within the 500 Lot Area. The proposed renovations include a third-storey addition, substantial additions to the north and south sides, demolition of the existing sun porch and garage, and the introduction of new Italianate architectural elements. Additional changes include altered fenestration patterns, removal of Georgian-style shutters and the front portico, removal of the semicircular sunburst window, and the addition of multiple second and third storey balconies on the rear façade. Staff noted that the alterations would significantly change the building's massing, scale, and overall form, making it difficult to distinguish the original structure. Laurel referenced applicable Official Plan and Zoning and Development Bylaw policies due to the significant impact on the property's character-defining elements.

- Jackie O'Halloran, spoke on behalf of Douglas Coles (Coles Associates Ltd), indicated that the building is not a designated heritage property and should be evaluated under standard planning and zoning rules. Douglas emphasized that the project was professionally designed, renovations are necessary due to documented deterioration, and the proposed changes would not result in a loss of character. It was noted that heritage designation standards should not apply, that architectural uniqueness alone is not a planning criterion, and that predictability in the planning process is essential to support reinvestment. The proposal was framed as adaptive renewal rather than demolition, with a request that the Board consider the property's non-designated status in its decision.

- Phillip and Jackie O'Halloran stated they consulted planning staff before purchasing the property in December 2023 and were advised there were no concerns. The site plan and subdivision were approved in principle with no opposition, while a neighbouring property proceeded without Design Review, which led them to question inconsistent application of rules. They expressed concern over delays, including the absence of a building permit after more than six months, and cited failed heritage designation efforts as contributing factors.

  They indicate that the house has been extensively altered over time, contains non-original and deficient additions, and is comparable to other properties on West Street. The proposed renovation would retain key architectural features, comply with zoning and design guidelines, does not require variances, and will improve the streetscape. They believe the changes do not warrant Design Review and requested the Board's support to waive it and allow issuance of the footing and foundation permit.

- Matthew Bradley (Legal Counsel for the Respondent/Property Owner) stated the application to be unusual, noting the same property has appeared before Council twice within one month after being under Planning review for six months. He noted Council recently rejected a staff-initiated temporary heritage designation, which was not referenced in the current staff report and had raising concerns about its completeness and objectivity. He stated the owners applied for a building permit, which was later changed to a foundation-only permit due to delays. Staff refused the permit citing potential impacts on character-defining elements. He stated that under the Bylaw, staff must determine that the proposal does compromise character-defining elements, not for the potential to, and questioned whether Design Review is being proposed for the foundation permit or the full project.

  He stated that the proposal complies with all zoning and setback requirements and is permitted as-of-right. He stated Design Review cannot override as-of-right development, should not be used to address subjective design preferences, and that any concerns with permitted standards should be resolved through bylaw amendments.

  He raised fairness concerns, noting similar non-designated single-family developments such as the new construction on the newly subdivide lot, was not subjected to Design Review. He stated the elements cited by staff are not character-defining, the increased size and mass are permitted by bylaw, and staff have not demonstrated harm to streetscape character. He concluded that Design Review is unnecessary, would impose undue cost on the applicant, and requested that Council deny the application to proceed to Design Review.

- Laurel Palmer clarified that the original development application was submitted on September 2, 2025, with a foundation permit application submitted on December 20, 2025 and a revised foundation application submitted approximately one and a half weeks ago. Noting that the foundation plans have changed multiple times. Staff confirmed that no foundation permit would be issued prior to completion of Design Review, as foundation design may change based on Board feedback regarding building size and scale, that no foundation permits have previously been issued before Design Review approval. The application was referred to Design Review under Section 3.14 of the Zoning and Development Bylaw and was not related to heritage or temporary heritage designation. Staff further clarified that the application fee includes architectural fees and is proportionate to overall project costs, and that all comments provided reflected professional planning opinion rather than personal opinion.

Discussion:

- Mayor Brown asked for clarification of the intent of Design Review for this process. It was clarified that it is to obtain a third party architectural opinion of the proposed renovations.

That Design Review applies to non-residential, multi-unit residential, or applications where staff determine character-defining elements may be compromised.

- Councillor McCabe requested clarification regarding the renovation of this building which is subject to the Design Review process and the neighboring newly constructed single detached dwelling was not. Laurel explained that the bylaw allows review of renovations which affect character but does not require review of new single-detached dwellings. Councillor McCabe asked why the Owner was not notified of the Design Review process for proposed renovations when he first met with the Planning Department about severing the subject parcel. Laurel clarified that the Owner spoke of future renovations and he was told that it will likely go through Design Review as it is in the 500 Lot Area, and that staff wouldn't support the application. The Owner had indicated that he had no plans to make major changes. The drawings that were submitted did not show the full scope of the renovations.

- Brian Gillis expressed that the building is a significant structure on a significant streetscape. He explained that Design Review ensures a balanced, independent architectural input and that the decision is about respecting process, not architectural preference or heritage designation. Brian recommended to proceed with Design Review in the interest of fairness to the homeowner, neighborhood, and the community.

- Councillor Beck expressed that Design Review was identified previously as a safeguard when heritage designation was declined. That there should be a respect for the process and to get a second opinion on the project.

- Jackie and Philip O'Halloran expressed concern regarding potential delays, repeated revisions, additional costs, and unequal treatment compared to new build in the 500 Lot Area. Philip requested the issuance of a foundation permit while Design Review proceeds and is willing to accept risk and make future changes if required.

MOTION:

Moved by Brian Gillis and seconded by Mayor Brown that the Design Review Board approve staff's request to advance the application to renovate 1B West Street through the Design Review Process.

Carried
(5-0)

7. New Business

There was no business that arose from the minutes.

8. Adjournment

Moved by Mayor Brown and seconded by Councillor McCabe that the meeting be adjourned. The meeting was adjourned at 6:49 p.m.

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Deputy Mayor Alanna Jankov, Chair

DRAFT UNTIL APPROVED BY COMMITTEE

City of Charlottetown Committee Report

Report No: DR-2026-02-17-6a

Date:
February 17, 2026

Directed to Council through the following Committee:
Design Review Board

Reporting Department:
Planning and Heritage Department

Other Associated Departments:
N/A

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

Attachments:

- A- Maps and preliminary survey showing subject property
- B- Design Review Submission prepared by Sable Arc dated September 26, 2025)
- C- External Design Reviewer Report (January 23, 2026)
- D- Section 7, Design Standards of the 500 Lot Area Zoning and Development Bylaw
- E- Section 31 DMS Zone and Bonus Height Development Standards.
- F- Response from Robert Haggis of Sable Arc to the Design Reviewers Report

Report Title:
Design Review Recommendation – 68 Queen Street
(PID#s 336982, 336974, 336909, 336917, 336966 and 1172915)

Report Purpose:

The purpose of this report is to seek direction from the Design Review Board on the approval of a design review application to construct a 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 the Design Review Board to approve the proposed site and building façade drawings for the proposed seven (7) storey, mixed-use commercial and residential building with parking located within the building located at 68 Queen Street (PID#s 336982, 336974, 336909, 336917, 336966 and 1172915) as per the Design Reviewer's and Planning staff recommendations. Furthermore, the Design Review Board's recommendation will be forwarded to the Planning Board outlining their assessment of the variances and design recommended by the Design Review Board.

Report Details:

BACKGROUND

The Planning and Heritage Department has received from Sable Arc (architectural firm) on behalf of their client Quentin Bevan, Weymouth Properties Ltd. a design for a proposed seven (7) storey, mixed use commercial and multi-residential building located at 68 Queen Street also identified in Land Registry as PID #s 336982, 336974, 336909, 336917, 336966 and 1172915. The concept plans show that the 1st floor will consist of ground floor commercial with parking contained behind the commercial units. The second level will consist of parking while the 3rd, 4th and 5th levels are residential, with commercial spaces on the 6th and 7th levels.

The proposal includes an application for Bonus Height where the applicant has indicated in their submission that the public benefit for Bonus height will be as follows:

"The public amenity is the new 'activated alley thruway'. It will provide lots of space for public art/ murals, along with seasonal food vendors and possible access to all the commercial properties fronting onto Queen Street"

By-law Requirement

As per Section 7.1 of the Zoning and Development By-law, new buildings within the 500 Lot Area are required to undergo the Design Review process to ensure that the architectural design of proposed development within the 500 Lot Area maintains a higher quality of design and is constructed with a consistent type and quality of materials. From a design perspective, "is a building of its time" which complements and is compatible with existing buildings on surrounding properties. Please refer to the Design Standards of the 500 Lot Area Section 7 of the Zoning and Development Bylaw (Attachment D). The standards outlined in this section are the requirements under review as a part of this application.

ANALYSIS:

The applicant submitted a graphic submission outlining their proposal. The submission included façade drawings, floor plans and a site plan of the proposed multi-unit/commercial building (Attachment B). The proposed building design submission was sent to an independent design reviewer, Greg Munn, a licensed Architect from Prince Edward Island to perform a design analysis.

On January 23, 2026, Mr. Munn submitted his formal review, for further information please refer to (Attachment C, Design Reviewer's Report), which indicated the following main points:

1. BUILDING ORIENTATION AND CORNER LOTS

The building has direct access to the sidewalks on the three street facing sides. There is a discrepancy between the first-floor plan and the renderings at the corner of Queen and Dorchester Streets. The plan shows a deep-set doorway and large windows wrapping the facade around the corner, while the renderings show a narrower window to the left of the entry, and large windows on the corner. The plan version is preferred as it is more open and in keeping with the large, glazed storefronts of the street, and I am guessing that is the architect's intent. This would orient the building more successfully to appropriately address the corner.

RECOMMENDATIONS

The building successfully addresses the street with appropriate entrances that are inviting. It is recommended to utilize large storefront windows as shown in the plan at the corner of Queen and Dorchester.

FRONT FAÇADE WIDTH AND HEIGHT

The north facade on Dorchester Street is long but carries the roofline height of the buildings to the north and is broken down to be read as a cohesive collection of three buildings, with relief in the façade provided by the open and inviting public alleyway that will connect to King Street and successful transitions from the more residential east end toward Great George Street, to the commercial nature of Queen Street.

The proposed building will easily be twice as tall as any other building on the sidewalks of King Street, except for the Welsh Owen Building (Kettle One/ former Piatto building) located kitty corner on Queen and King. The building sympathetically meets the three streets, but the overall massing as it will be perceived from north and south on Queen Street must be addressed.

The massing of the seven-storey building, plus two eighth-floor elevator/ stair penthouses, straddles the entire block, and is similar in massing to that of the Dominion Building, that faces the west side of Queen Street and straddles the block between Sydney and Richmond Streets, two blocks north. The proposed building is twice the height of what is allowable in the zone without bonus height.

The proposed new development does seem to overshadow the neighbourhood and scale of the buildings along Queen Street and especially those on the quiet narrow side streets.

3. BUILDING MATERIALS

The upper floors are designed to have a dark and light wood-grained vertical metal cladding. It is noted in City of Charlottetown Zoning and Development Bylaw (updated October 24th, 2025) Section 7.4.5 states that "the appearance of Building material shall be true to their nature and should not mimic other materials". It is this reviewer's opinion that this Bylaw requirement has become outdated, as metal siding with wood grain has become more sophisticated and architecturally expressive in recent years, is synonymous with contemporary architecture, and is to be interpreted as a modern version of a traditional building material, and should be an allowable material alternative in general to differentiate and compliment the period architecture of the city. The colour shift assists in breaking down the massing of the building and will have a familiar warmth while expressing the buildings 21st Century nature, and I believe the use of wood grained metal siding is appropriate here.

SUMMARY

Maintaining the character of a place while allowing it to evolve is a delicate balance that requires an understanding and respect of context, a sense of how we got here, and a vision for how the past can inform and guide a future that is vibrant, innovative and authentic.

Standard 11 of the Standards and Guidelines for the Conservation of Historic Places in Canada specifically states: "(a) Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. (b) Make the new work physically and visually compatible with, subordinate to, and distinguishable from the historic place.".

This building is not an addition to another building, but it is an addition to the city as whole. The concern is that the building will dominate the skyline of the historic street, and overshadow, both physically and figuratively, the buildings of Queen Street, a streetscape that is worth preserving in both material and atmosphere.

BONUS HEIGHT

Strictly speaking, the lot is not wide enough to allow a bonus height application. However, the orientation and situation of this lot visually separate the Queen Street portion of the proposal, and it becomes part of the greater Queen Street façade of the block.

The side street "fronts" are 167'-2 ½"on the Dorchester Street side, and 88'-11" on the King Street side, and it is the opinion of this reviewer that these lot "frontages" are appropriate to take into consideration as the actual Lot Frontages, and therefore, the Lot Frontage meets the criteria for the request for a Bonus Height variance.

STEPBACKS

The Bonus Height variance would be more acceptable if the setback Bylaw were more closely adhered to. This would mean that the 5th and 6th floors that are currently at 2m, were stepped back the prescribed 3m 9.8'. The bylaw would require the 7th floor to have a step back of 6m or 19.7'.

FLOOR PLATE
By adhering to the step-backs prescribed by the Bylaw, the Floor Plate area would be decreased to around 900 m2, or 9,687 SF, much closer to the required maximum of 750 m2.

CONCLUSION
It is recommended that the project is approved, if a compromise on the step-backs on the 5th, 6th and 7th floors could be accommodated, as this would not only lessen the massing of the building overlooking Dorchester and King Streets, but would also lower the parking required to be within the Bylaw requirements, and bring the Floor Plate of the 7th floor to within a reasonable area that is only slightly over what is allowed.

An alternative recommendation would be to remove the 7th floor. By bringing down the height, the massing of the building would not dominate the skyline as much as the current design would, and this would also eliminate the parking requirements (from 45 to 39 stalls) and Floor Plate variance requests.

In the design review report the design reviewer indicates that several variances are required in order to obtain building permit approval. The design reviewer has identified these variances as:

Variance Summary

- *Height variance to seven storeys if bonus height cannot be justified- requires a 40.4ft ± variance.*

  15 meter to 25.5 meter (49.2 ft to 83.6 ft).
- *Step back above the 4th and below the 7th floor on King and Dorchester Streets - The Bylaw requires a 3 meter stepback a 2meter stepback is proposed. Therefore, a 1 m variance is required for both sides.*
- *Step back above the 7th floor on King and Dorchester Streets. The Bylaw requires a minimum 6.0 meter (19.7ft) Stepback. A 2 meter stepback is proposed. Therefore, a 4 meter variance is required on both sides.*
- *Step back above fourth floor interior lot line (east side) facing Bishop's Palace requires a minimum 10m (32.8ft) interior Yard Setback. A 2m (6.5ft.) stepback is proposed. Therefore, requires an 8 meter variance.*
- *Frontage or lot width requirement for bonus height on Queen St- Proposed lot frontage is 13 meters (42.6 feet). The Bylaw requires 41 m (135 ft) and minimum Lot Depth of 36m (118ft) for Buildings taller than 21.3 m (69.9 ft). Therefore, a 28 meter (91.8ft.) variance is required for frontage.*
- *Increase to the allowable floor plate from 8, 072 sq ft. (750 m2) to 11,797 sq ft. (1,096 m2). Therefore, a variance of 346 m2 (3,724.3 sq ft.)*

In addition to the variances approval of cash in lieu of parking is required for approximately 6 parking spaces. A lot consolidation for PID#s 336982, 336974, 336909, 336917, 336966 and 1172915 will be required to assemble the land to form one property. This will also involve the rezoning of PID#s 336974,

336909, 336917, 336966 and 1172915 from Downtown Mixed-Use Neighbourhood (DMUN) to Downtown Main Street (DMU) Zone.

Planning staff will review the design reviewer's recommendations pertaining to the required variances and will forward a detailed report to Planning Board following public notification of the requested variances and rezoning application.
Under Section 3.12 Bonus Height Applications and Bonus Height development Standards of Section 30.3 Downtown Mixed-Use Neighbourhood Zone of the Zoning and Development Bylaw a height variance would be required If the proposed public benefit is not approved by Planning Committee.
The request for a Bonus Height Application must be reviewed and approved by the City's Planning Committee. As per Section 3.12.10, *"The City at it's discretion shall provide a recommendation from Planning Committee to the CAO for the Public Benefits that should be required for the development pursuing a bonus height application."*

In terms of parking, although there are thirty-nine (39) parking spaces proposed within the building the development is short, approximately six (6) parking spaces for the floor area proposed. If the step-backs were increased on the King and Dorchester side of the building the floor plates on the 5th, 6th and 7th stories would decrease. This would in turn decrease the parking requirement. Should the variances for the step-backs be approved as requested the applicant will have to request that 6 parking spaces be approved for cash-in-lieu of parking as per Section 46.2.2 of the Zoning and Development Bylaw which states as follows:

"46.2.2 Cash-in-lieu of Parking Spaces may be accepted for new Development or for an addition to an existing Building in the 500 Lot Area in any situation where:

a. *Adequate parking cannot be provided or is unfeasible."*

Staff agree with the design reviewer's analogy on the technical frontage requirement in the Bylaw to allow bonus height. The subject property is unique in that it is bounded by 3 streets. Although the technical frontage is on Queen Street (the narrowest part of the lot) the building has over 162 feet of frontage on Dorchester Street and almost 89 feet of frontage on King Street. Given the extensive frontage along these streets staff agree that the request for bonus height is supportable subject to acceptance of the proposed public benefit.

With regards to the entrance and exit to the parking garages staff would suggest that consideration should be given to mitigative measures that would help announce to pedestrians either on King or Dorchester Street that cars will be entering and exiting this building. There are a number of techniques such as alarms, flashing lights etc. that warn passing pedestrians of this situation.

When this application goes to public hearing staff and Council will hear from the adjoining property owners as well as residents and property owners in the downtown core. Staff cannot predetermine what the outcome of the public hearing process for the rezoning or variances will be but would suggest to the Design Review Board that it would be helpful if they could indicate if they support the design reviewer's interpretation of the variances. The design reviewer indicated in his report that he supported the requested variances with the exception to the variance request to the stepbacks on the King and Dorchester sides of the building. If the Board feels that the proposed building can be constructed generally as presented with the required step-backs observed.
If the Design Review Board has concerns with regard to the requested variances these concerns should be identified during the design review process. As this will ensure that the application proceeds with some level of success to Planning Board as opposed to being returned to the Design Review Board because certain variances could not be supported. As this situation would only extend the length of the approval process.

The intent of the Design Review Board is to assess not only the design elements of this project but factor in the requested variances to determine if design changes can mitigate the impact of the proposed variances.

POLICY FRAMEWORK

The Official Plan addresses new development within the 500 Lot Area. Sections of the Official Plan that are relevant to this application are as follows.

Section 4.2 A Vibrant Downtown – The 500 Lot Area

4.2.1 A Starting Point – The Vision:

The 500 Lot Area is the City of Charlottetown's historic, cultural, civic and symbolic core and functions as the primary shopping, education, entertainment, recreational, service and employment hub within the City and the larger Region. The area is also a charming historical neighbourhood, home to many residents and visited by thousands of tourists each year. The 500 Lot Area benefits from its waterfront and its inventory of magnificent heritage buildings and features. Through the relevant policies of the CHARLOTTETOWN PLAN, the City should ensure that future planning actions within the 500 Lot Area continue to protect, restore and build upon the heritage resources in the area. New development, redevelopment, intensification and changes in land use should not be discouraged as they can have positive influences and make significant contributions to the evolution of the area. However, any proposed changes need to be carefully considered and managed to ensure that they do not undermine or destroy the very elements and qualities that define this area, but rather continue to create a distinct sense of place and contribute to its success.

4.2.2 Defining Our Direction

*1. Our **objective** is to recognize the 500 Lot Area is a special place warranting special rules and privileges.*

- *Our **policy** shall be to recognize each Urban Character Area or neighbourhood, including important streets and streetscapes, civic and cultural elements, heritage resources, squares and parks, public/institutional buildings, gateways and view planes and terminate within the 500 Lot Area, and to establish a new and more detailed Zoning By-Law regime to protect and enhance these resources accordingly.*

- *Our **policy** shall be to not permit new development, infill nor redevelopment that is out of scale and character with the neighbourhood and which can undermine the community's stability and impact upon the health of the downtown.*
- *Our **policy** shall be to recognize the importance of the elements that define or contribute to the quality and character of the existing streetscapes within the residential neighbourhoods, including the type of existing built forms, their size, height and massing, the pattern, size and rhythm of the lot fabric and building setbacks, and to preclude any new development, infill or redevelopment in these areas that alters or differs from these elements in such a way that it impairs the quality of these streetscapes.*
- *Our **policy** shall be to ensure that new development, redevelopment or infilling within these residential neighbourhoods is designed to ensure that change will be modest and compatible with the adjacent community. The Implementing Zoning By-Law will provide guidance for new development with respect to uses, scale, building types, and setbacks.*

CONCLUSION:

Planning staff are proposing to support the development concept subject to the Design Reviewer's recommendation concerning the windows at the corner of Queen and Dorchester Streets. That the building be constructed with a deep-set doorway and large windows wrapping the facade around the corner as shown on the floor plans.

Also that step-backs on the 5th, 6th and 7th stories on the Dorchester and King Street facades that were referenced earlier in this report be observed.

As noted by the Design Reviewer,

- For a building that is requesting an increase up to 69.9', a step-back of 3 metres or 9.8' is required, for the 5thand 6th floors below 70 feet.

-Above 70 feet on the 7th floor a step-back of 19.7' is required.

Planning staff would welcome any suggestions that the Design Review Board would offer with regard to the massing of the building as well as the step back treatment on King and Dorchester Street.

Planning staff are generally in support of the application and feel that some adjustments as outlined in the report could certainly contribute to the overall design of the building and the streetscape.

Planning staff are recommending that the Design Review Board approve the proposed building façade as per the Design Reviewer and staff recommendations.

Council or Committee History:
N/A

Financial Implications:
N/A

Public Engagement and Communication:
N/A

Legislative Authority:
Zoning and Development Bylaw
City of Charlottetown Official Plan

Strategic Alignment:
City of Charlottetown Official Plan – 1999
500Lot Area Design Guidelines

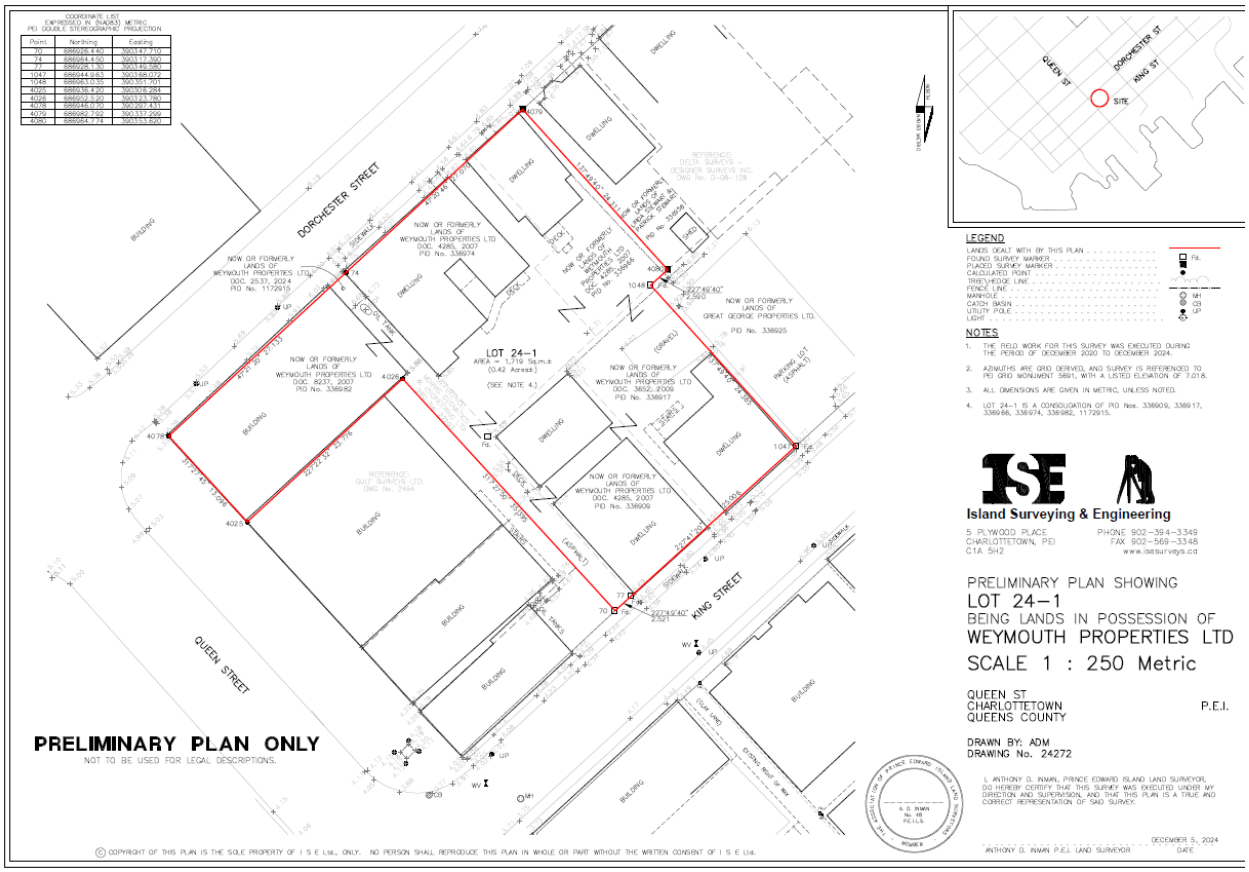
Reviewed By:

Manager	**Director**
David Gundrum, RPP, MCIP, 02/13/2026	Michael Ruus, RPP, MCIP, 02/13/2026

Committee Recommendation: (if differing from staff)

Attachment “A” – Maps and Preliminary Survey Showing Subject Property:





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Attachment “B”
Design Reviewer Submission
68 Queen Street – The Monarch





“THE MONARCH” QUEEN ST. REVITALIZATION PROJECT

CONCEPT PACKAGE

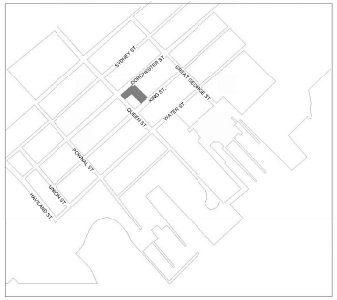
SableARC
sustainable architecture · design

Building Program

PARKING
LEVEL 1: 19 PARKING STALLS (2 ACCESSIBLE)
LEVEL 2: 20 PARKING STALLS (2 ACCESSIBLE)
TOTAL: 39 PARKING STALLS

COMMERCIAL
LEVEL 1: 1 TENANT SPACE (284m2 / 3,062sf)
LEVEL 6: 988 m2 / 10,634sf)
LEVEL 7: 999 m2 / 10,750sf)

RESIDENTIAL
LEVEL 3: 5 - 2 BED UNITS 9 -1 BED UNITS 1 - AMENITY SPACE
LEVEL 4: 6 - 2 BED UNITS 9 -1 BED UNITS
LEVEL 5: 2- 2 BED UNITS 9 -1 BED UNITS 1 - ROOF DECK
TOTAL UNITS : 40 DWELLING UNITS

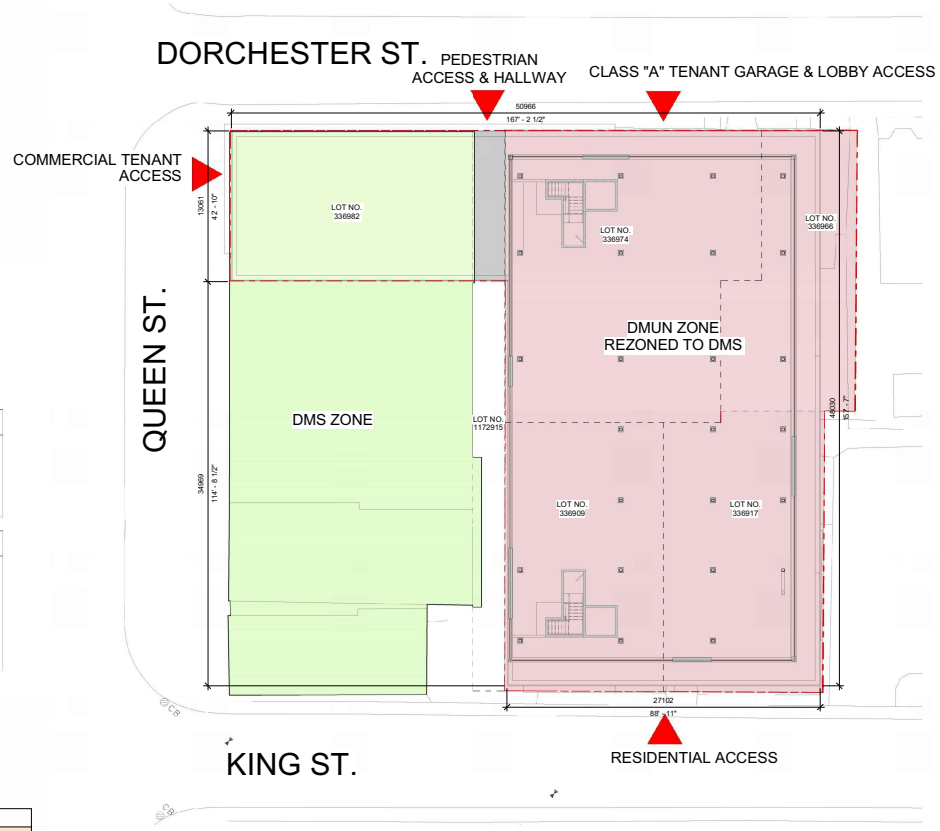


2 KEY PLAN-
Scale: 1 : 2000

LOT CONSOLIDATION & ZONING

CURRENT ZONING
DMS ZONE
DMUN ZONE

LOTS TO BE CONSOLIDATED AND REZONED TO DMS
336982 (CURRENTLY DMS)
336974
336909
336917
336966
1172915



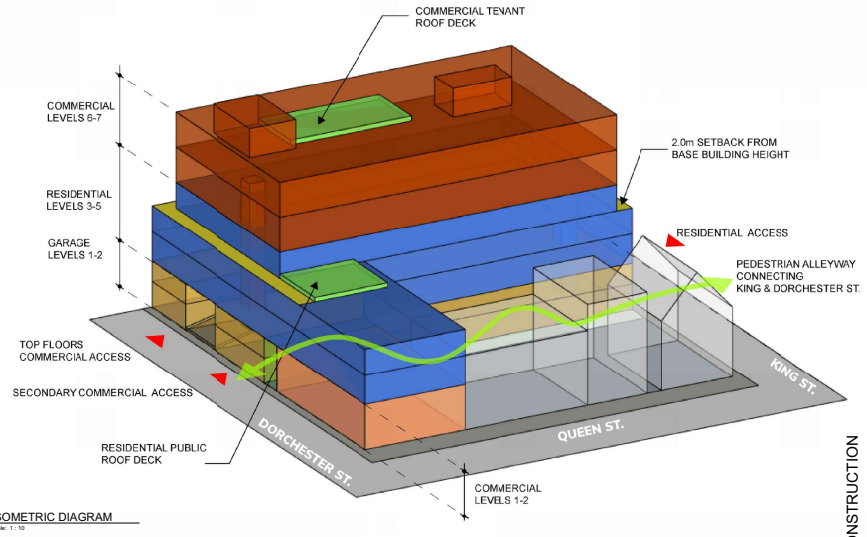
1 LEVEL 02 - SITE PLAN
Scale: 1 : 150 Ref: A4.01

ZONING AND BYLAW REQUIREMENTS

ZONING
PROPOSED REZONING - PORTION OF LOT 24-1 FROM DMUN TO DMS

ZONING MATRIX

	02 REQUIREMENTS	PROPOSED VARIANCES
LOT AREA	N/A	N/A
LOT FRONTAGE	Minimum 7.62m (25ft)	N/A [13.10m (43ft) Along Queen Street]
FRONT / FLANKAGE YARDS	Minimum 0m (0 ft) and Maximum 1m (3.3 ft) Or within the minimum and maximum range of the setbacks of existing buildings on the block.	N/A
FRONT YARD PROJECTIONS	Maximum 1.5m (4.9 ft)Or within the minimum and maximum range of the existing buildings on the block. Or within the minimum and maximum range of the existing buildings on the block.	N/A
REAR / SIDE YARD MINIMUM	Not required unless the Side or Rear Yard is abutting a residential, DN or DMU property; in which case the minimum setback shall be equal to the setback of the building on the adjacent property from the shared lot line OR 6m (19.7 ft), whichever is less.	N/A
HEIGHT	Minimum 7.5m (24.6 ft) and Maximum 15.0m (49.2 ft).	Proposed Building Height: 29.26m (96ft) Bonus Height Required
BONUS HEIGHT	A bonus of up to a maximum building height of 32.5m (106.6 ft).	Required To be Allowed 29.26m (96ft)
MASSING REQUIREMENTS FOR BONUS HEIGHT	Massing for buildings greater than 21.3 m (69.9 ft): a. The components above the base Building that are a bonus in Height shall be subject to: i. A minimum 6.0m (19.7ft) Stepback above the base Building or above that portion of the Building that is taller than 21.3 m (69.9 ft) on the front façade. b. The portion of the Building above 21.3 m (70 ft) shall have: i. A maximum gross floor plate size of 750 sq m (8,072.9 sq ft); ii. A minimum 10m (32.8ft) interior Yard Setbacks; and iii. A maximum 25.0m (82ft) Building width addressing the Street.	Variance Required: - 2m Stepback from base building provided on side and rear sides - Gross floor plate above 21.3m is: 993m2 (10692sf) - Interior Yard setbacks : in accordance with DMS requirements - 24.95m (81.85ft) building width adressing streets over base building Height
DRIVEWAY ACCESS	Only permitted for properties with lot frontages of 25m (82 ft) or greater. Corner lots permitted to provide a rear driveway accessed from the side street.	Once amalgamated, we will have greater than 82'-0" on King Street & Dorchester Street; only 44'-0" on Queen Street.
PARKING REQUIREMENTS	Multi-unit Dwellings:1 space per dwelling unit (1 Space for every 2 units on 500 Lot Area) 20 Parking stalls required Office, Retail Store, Retail service shop in the 500 Lot area: 2 spaces for the frist 42 sq.m (450sq.ft) of Floor area plus 1 additional space for each additional 97 sq.m. (s,1045 sq.ft) of Floor Area. 25 Parking stalls required 45 Total parking stalls required	Total of 39 parking stalls provided



3 ISOMETRIC DIAGRAM
Scale: 1 : 10

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sustainable architecture + design
49 Water Street 902.816.0216
Charlottetown, PE rhaggis@sablearc.com
C1A 1A3 sablearc.com

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#	DESCRIPTION	DATE
1	SD REVIEW	2025.02.13
3	SD REVIEW	2025.04.02

SEALS:

Queen Street Revitalization Project

Charlottetown

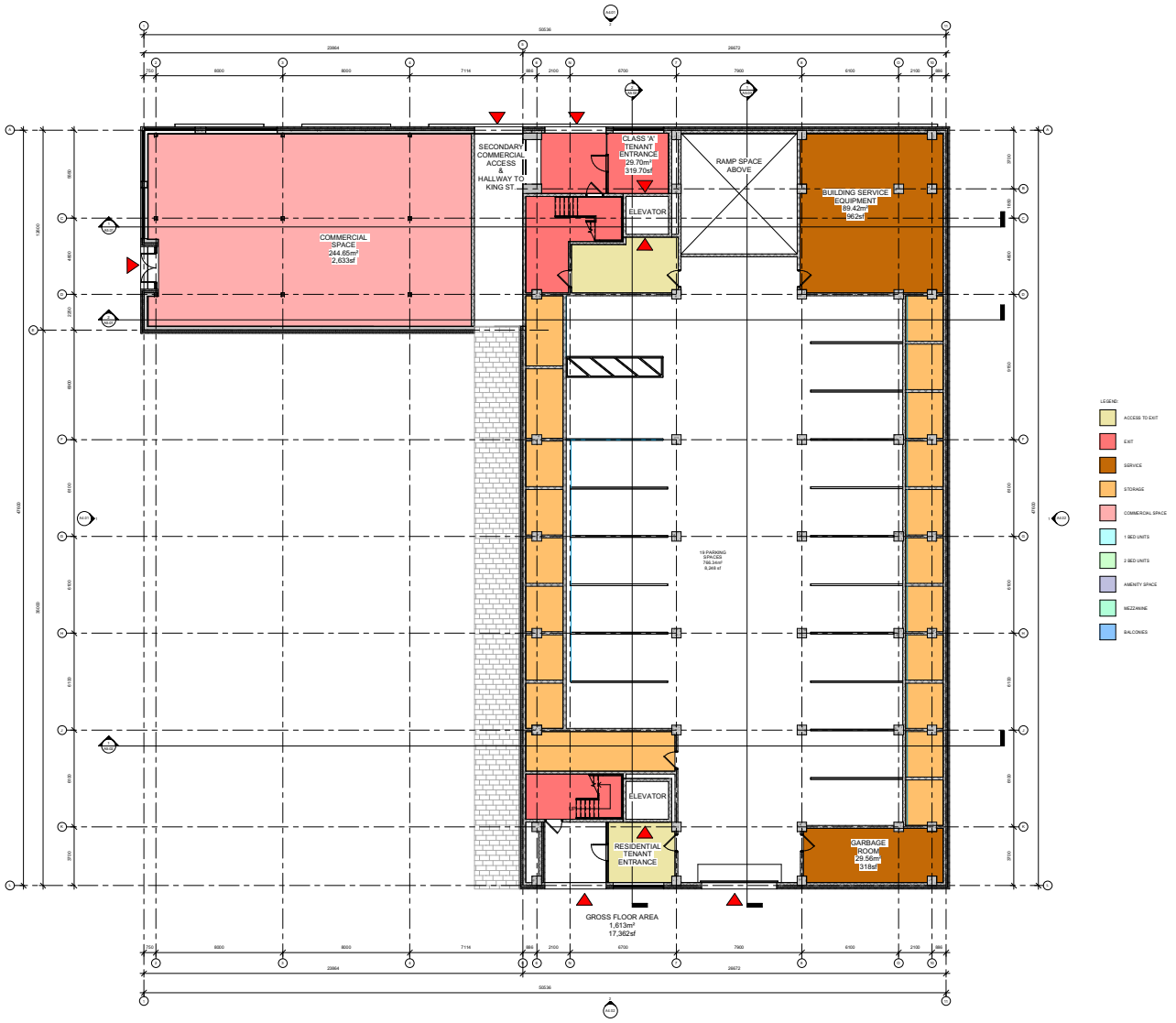
CLIENT:	-
PHASE:	SD
ISSUE DATE:	2025.09.26
PROJECT #:	24084
SCALE:	As indicated
DRAWN BY:	DR
CHECKED BY:	-

DRAWING TITLE:

BYLAW INFORMATION AND SITE PLAN

NORTH ARROW: N

DRAWING NO: **A1.00**



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#	DESCRIPTION	DATE
1	SD REVIEW	2025.02.10
2	ISSUED FOR AREA REVIEW	2025.03.26

SEALS:

Queen Street Revitalization Project

Charlottetown

CLIENT:	-
PHASE:	SD
ISSUE DATE:	2025.09.26
PROJECT #:	24084
SCALE:	1 : 100
DRAWN BY:	DR
CHECKED BY:	-

DRAWING TITLE:

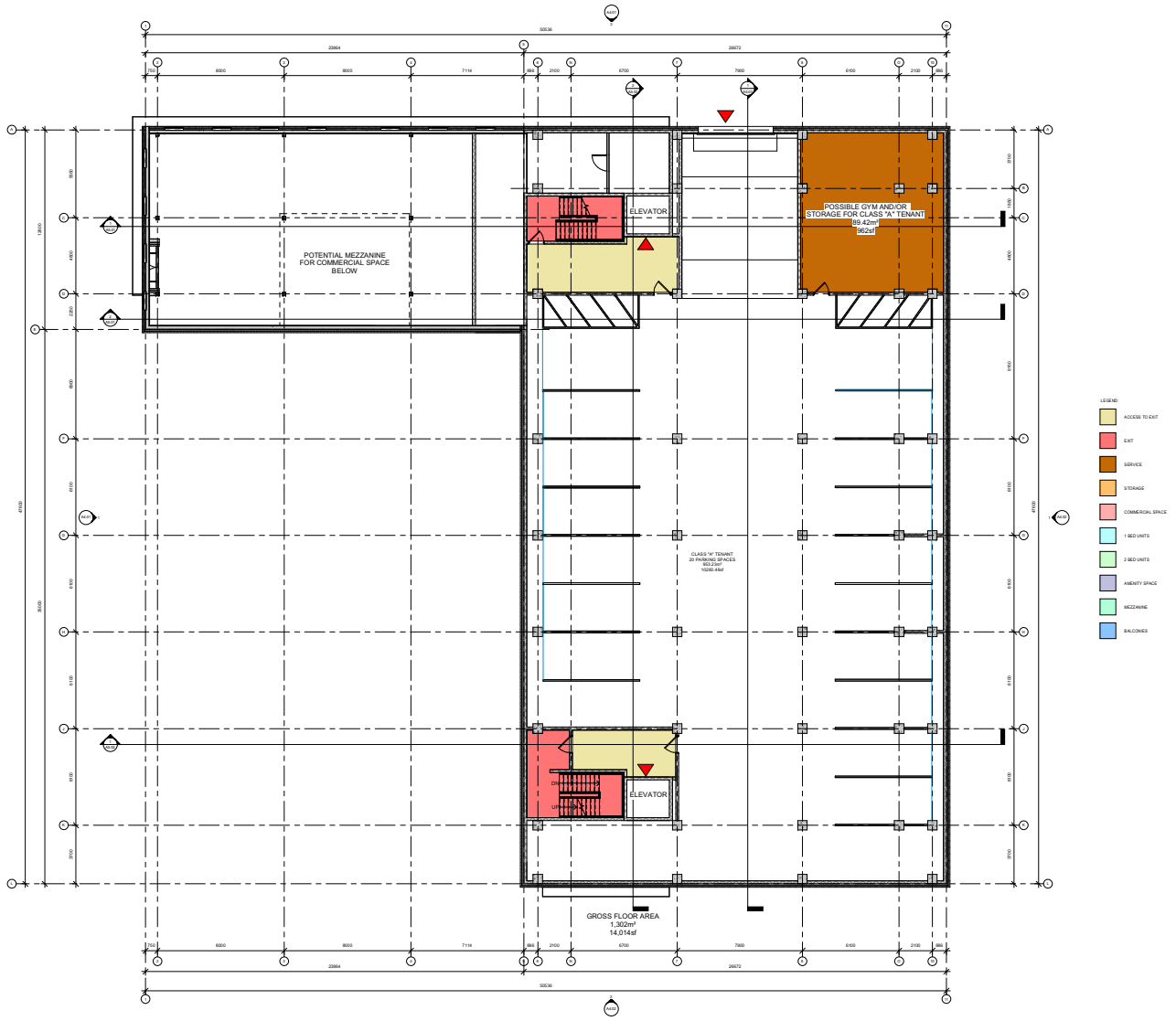
FLOOR PLAN - LEVEL 01

NOT FOR CONSTRUCTION

NORTH ARROW:

DRAWING NO:

A2.01



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SEALS:

Queen Street
Revitalization
Project

Charlottetown

CLIENT:	-
PHASE:	SD
ISSUE DATE:	2025.09.26
PROJECT #:	24084
SCALE:	1 : 100
DRAWN BY:	DR
CHECKED BY:	-

DRAWING TITLE:

FLOOR PLAN -
LEVEL 02

NORTH ARROW:

DRAWING NO:

A2.03

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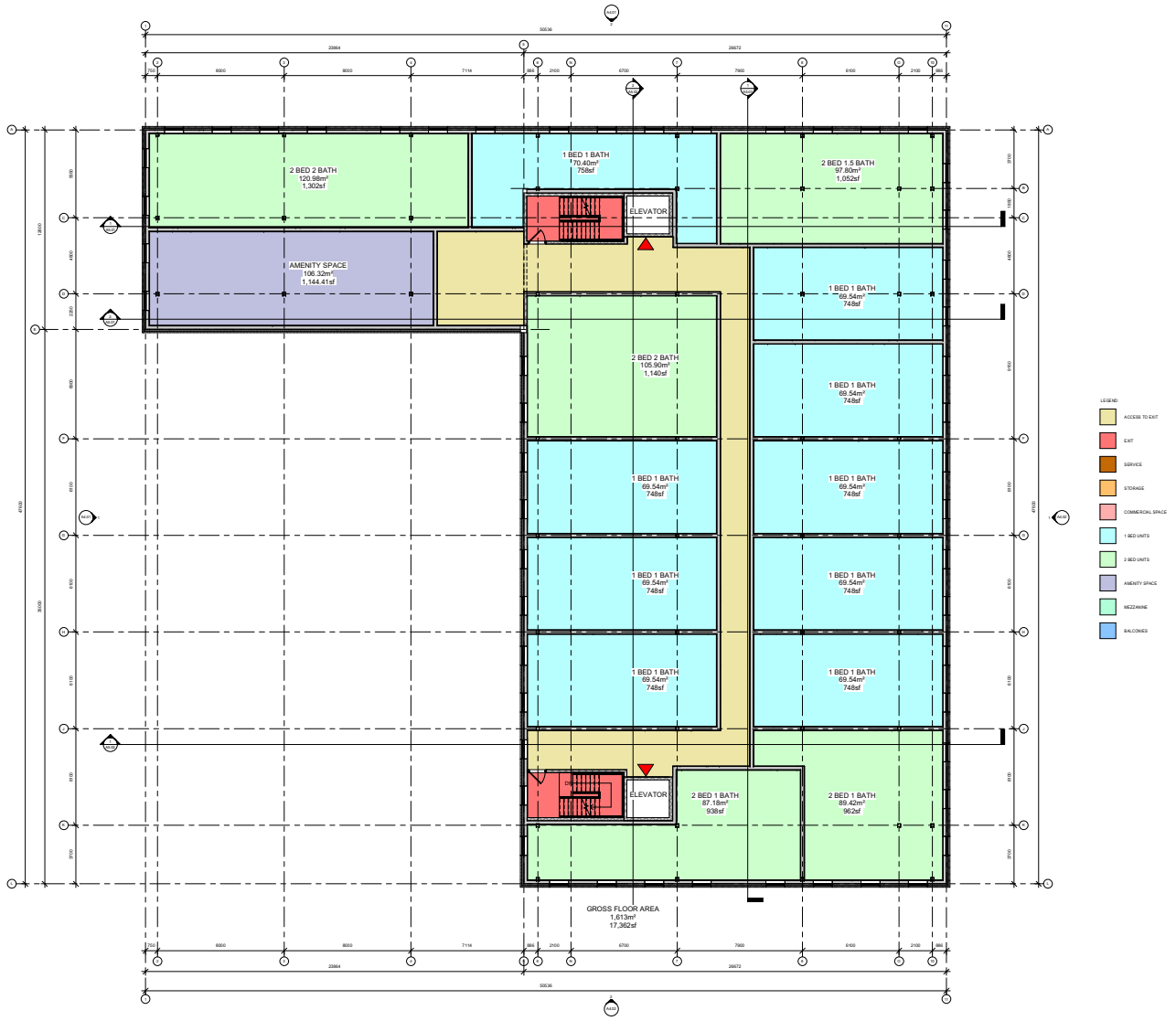

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Charlottetown

CLIENT:	-
PHASE:	SD
ISSUE DATE:	2025.09.26
PROJECT #:	24084
SCALE:	1 : 100
DRAWN BY:	DR
CHECKED BY:	-

DRAWING TITLE:

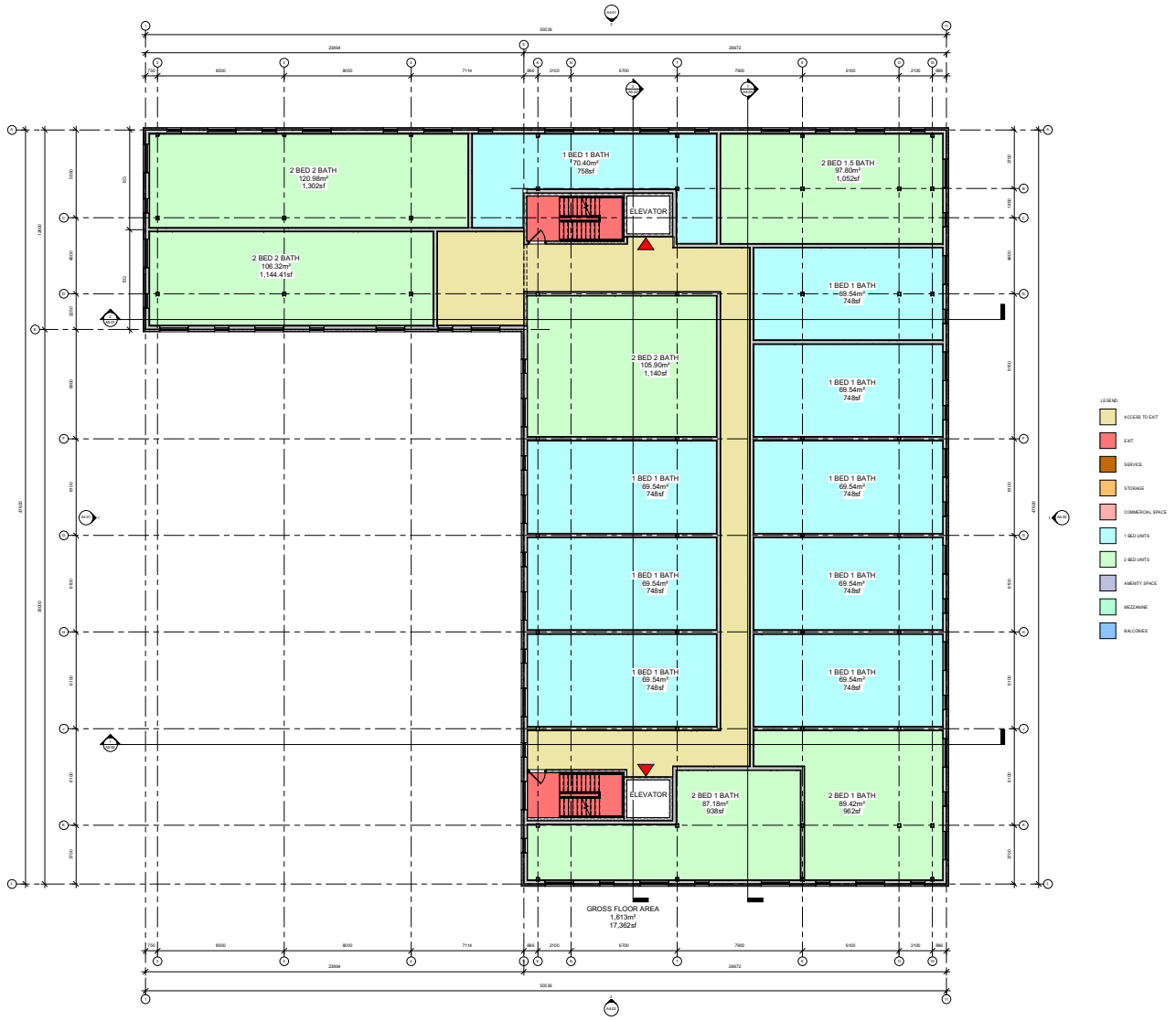
FLOOR PLAN - LEVEL 03

NORTH ARROW:

DRAWING NO:

A2.05

NOT FOR CONSTRUCTION



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SEALS:

Queen Street Revitalization Project

Charlottetown

CLIENT:	-
PHASE:	SD
ISSUE DATE:	2025.09.26
PROJECT #:	24084
SCALE:	1 : 100
DRAWN BY:	DR
CHECKED BY:	-

DRAWING TITLE:

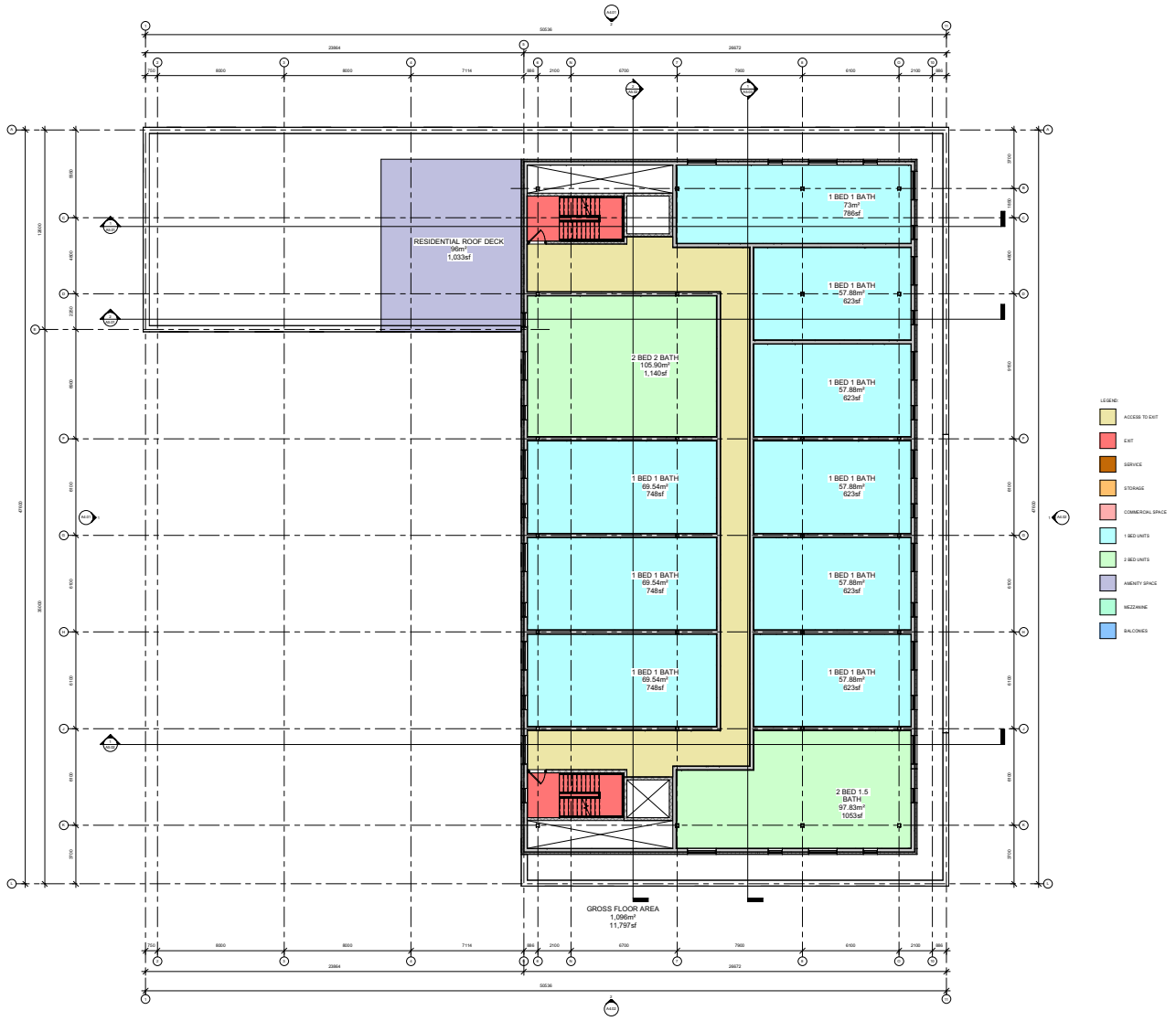
FLOOR PLAN - LEVEL 04

NORTH ARROW:

DRAWING NO:

A2.07

NOT FOR CONSTRUCTION



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SEALS:

Queen Street Revitalization Project

Charlottetown

CLIENT:	-
PHASE:	SD
ISSUE DATE:	2025.09.26
PROJECT #:	24084
SCALE:	1 : 100
DRAWN BY:	DR
CHECKED BY:	-

DRAWING TITLE:

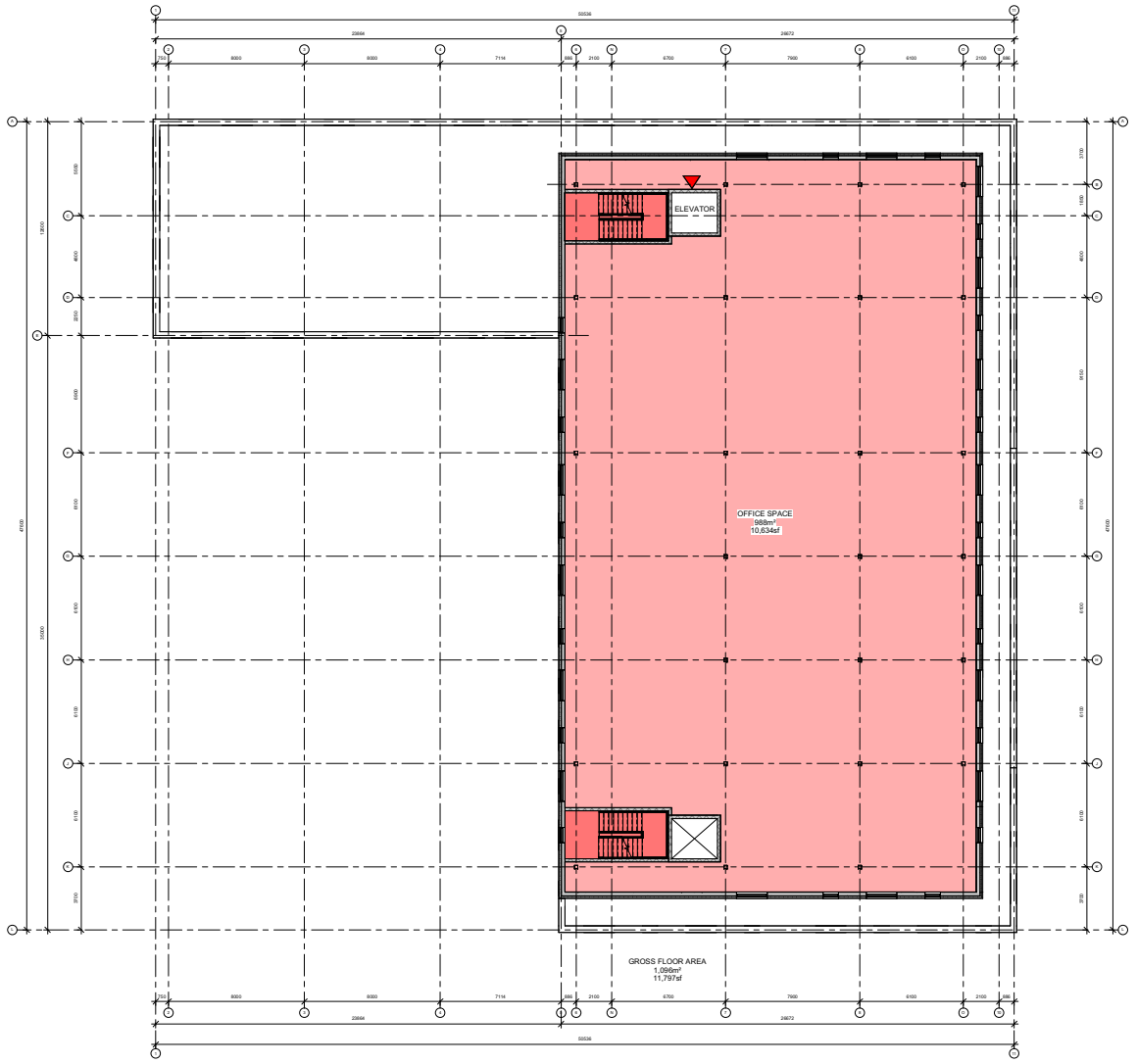
FLOOR PLAN - LEVEL 05

NORTH ARROW:

DRAWING NO:

A2.08

NOT FOR CONSTRUCTION



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SEALS:

Queen Street Revitalization Project

Charlottetown

CLIENT:	-
PHASE:	SD
ISSUE DATE:	2025.09.26
PROJECT #:	24084
SCALE:	1 : 100
DRAWN BY:	DR
CHECKED BY:	-

DRAWING TITLE:

FLOOR PLAN - LEVEL 06

NORTH ARROW:

DRAWING NO:

A2.09

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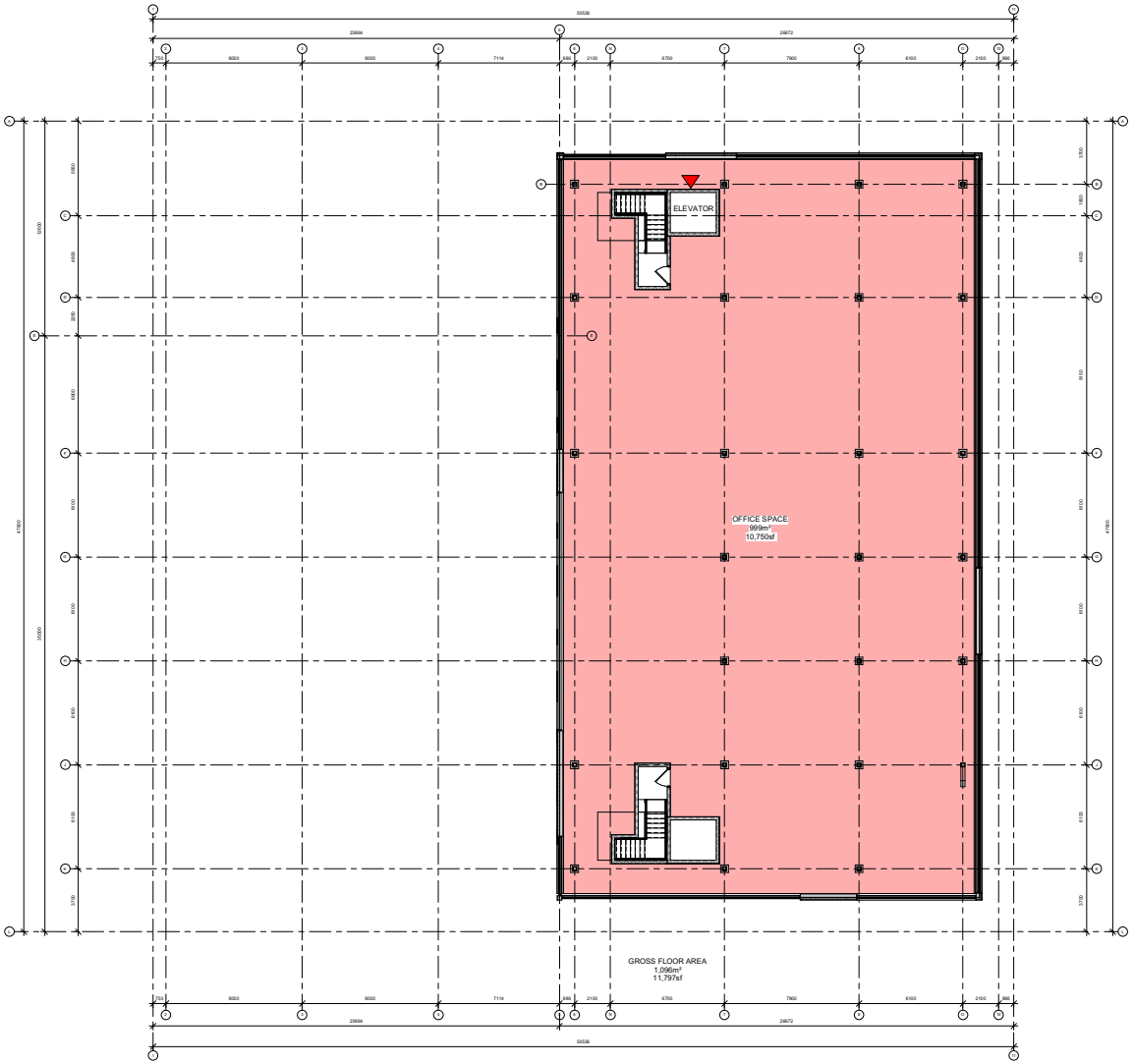

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Queen Street Revitalization Project

Charlottetown

CLIENT:	-
PHASE:	SD
ISSUE DATE:	2025.09.26
PROJECT #:	24084
SCALE:	1 : 100
DRAWN BY:	DR
CHECKED BY:	Checker

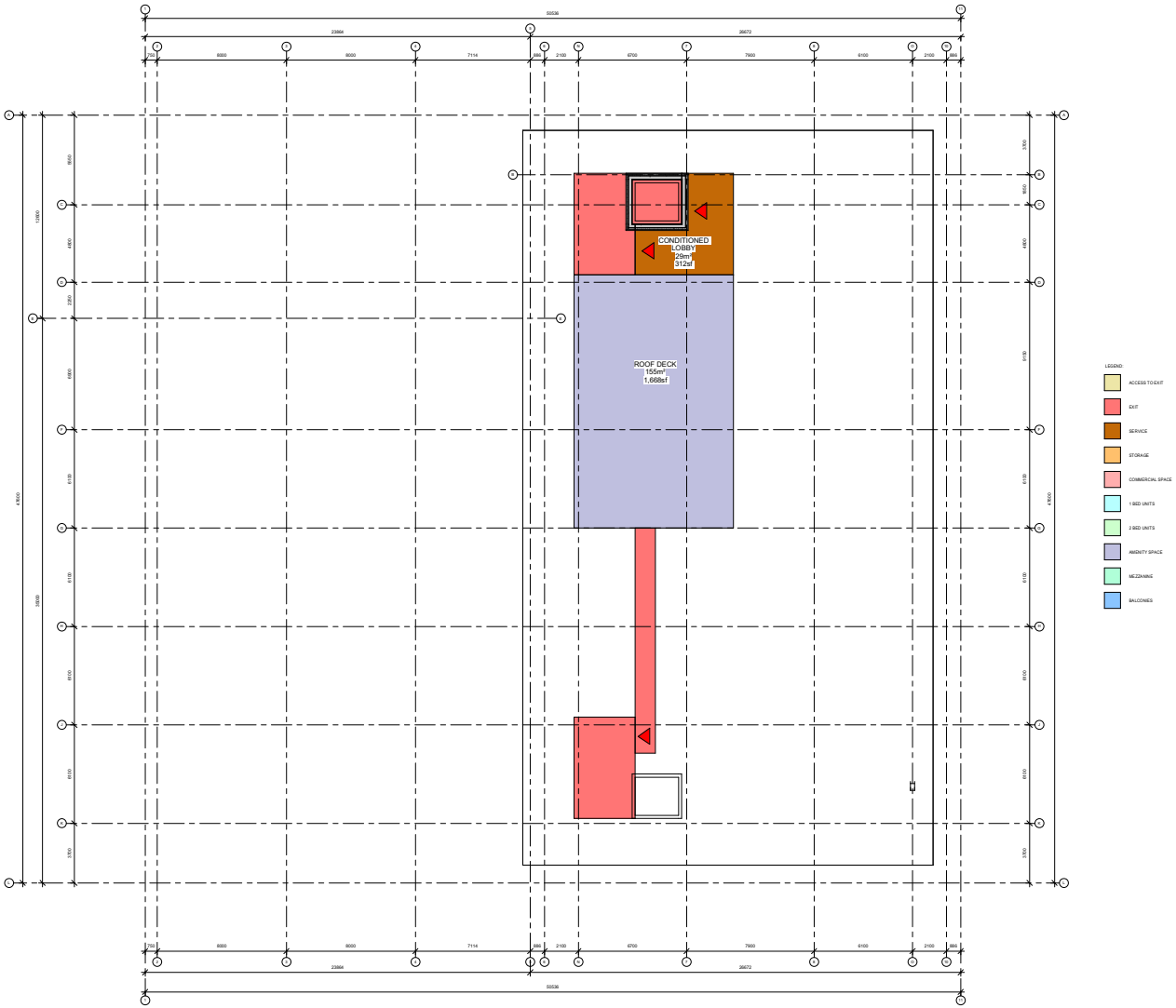
DRAWING TITLE:

FLOOR PLAN - LEVEL 07

NORTH ARROW:

DRAWING NO:

A2.11



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Queen Street Revitalization Project

Charlottetown

CLIENT:	-
PHASE:	SD
ISSUE DATE:	2025.09.26
PROJECT #:	24084
SCALE:	1 : 100
DRAWN BY:	DR
CHECKED BY:	-

DRAWING TITLE:

ROOF LEVEL

NORTH ARROW:

DRAWING NO:

A2.31



SOUTH-WEST ELEVATION FROM QUEEN ST

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NORTH-WEST ELEVATION FROM DORCHESTER ST.

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SOUTH-EAST ELEVATION FROM KING ST

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NORTH-EAST ELEVATION FROM REAR OF PROPERTY

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EXTERIOR MATERIAL BOARD

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COMMERCIAL TENANT
CAIA'S
Eastwood Ave.
DOWNTOWN CONVENIENCE
BEATON'S WHOLESAL
Sable/ARC
sustainable architecture + design


THE NORTH SHORE
THE ANNE OF GREEN GABLES STOP
DOWNTOWN CONFIDENCE
Sable/ARC
sustainable architecture + design


Sable/ARC
sustainable architecture + design


JEMS BOUTIQUE
Sable/ARC
sustainable architecture + design


JEMS BOUTIQUE
THE NORTH SHORE
THE ANNE OF GREEN GABLES
Sable/ARC
sustainable architecture + design


Sable/ARC
sustainable architecture + design


Sable/ARC
sustainable architecture + design


Silver & Sage
GAIA'S
Urban Eatery
Eastwood Ave.
Wine+ Bistro
DOWNTOWN CONVENIEN
Sable/ARC
sustainable architecture + design


COMMERCIAL TENANT
DOWNTOWN CONVENIENCE
Eastwood Ave.
Sable/ARC
sustainable architecture + design


COMMERCIAL TENANT
BEATON'S WHOLESALE
TABALI
Sable/ARC
sustainable architecture + design


Sable/ARC
sustainable architecture + design


Sable//ARC
sustainable architecture + design


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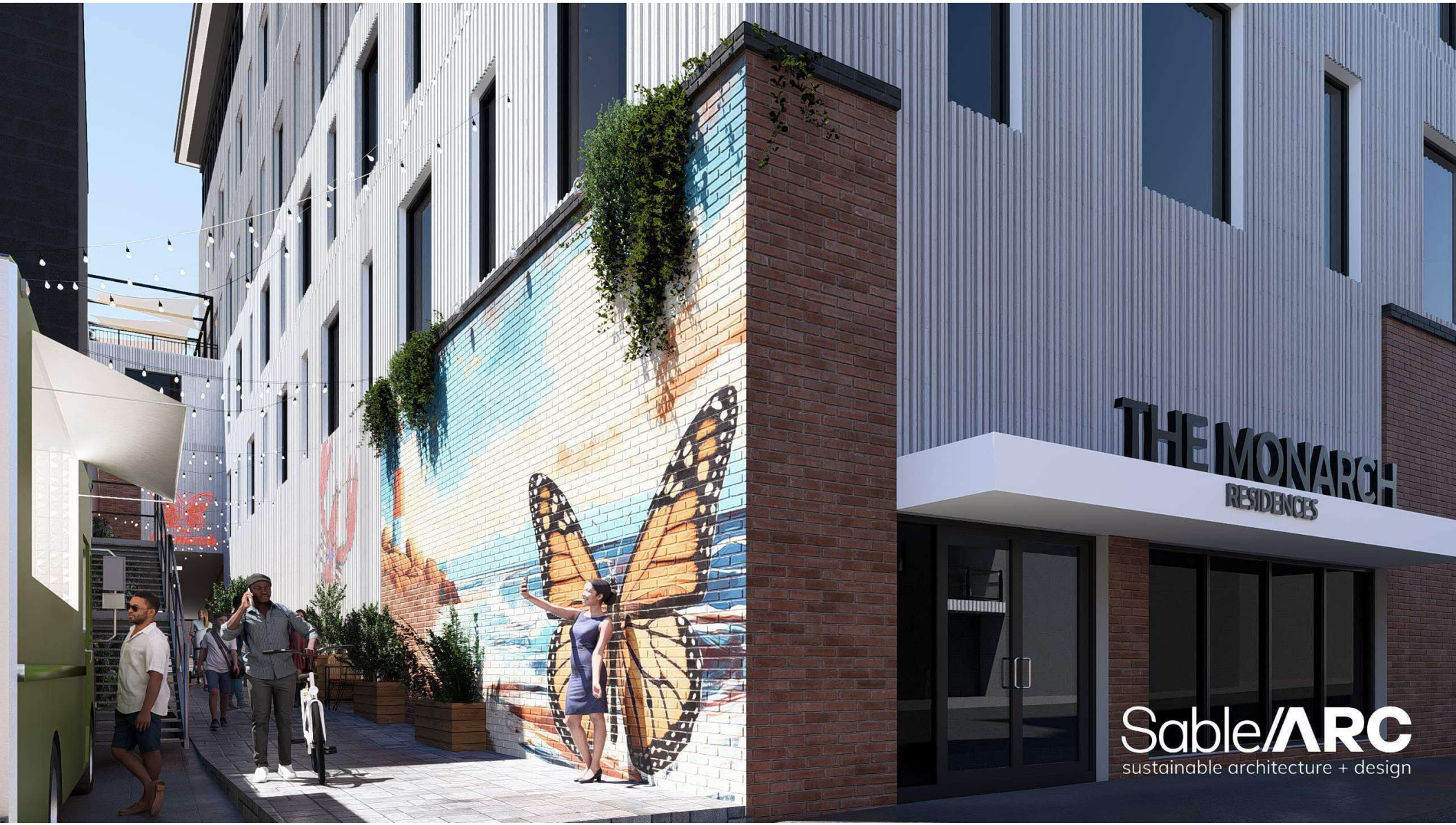
sustainable architecture + design


COMMERCIAL TENANT
GAIA'S
Eastwood Ave.
DOWNTOWN CONVENIENCE
Groceries & ATM
Sable/ARC
sustainable architecture + design


Sable/ARC
sustainable architecture + design


THE MONARCH
RESIDENCES
SableARC
sustainable architecture + design


SableARC
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Sable//ARC
sustainable architecture + design


THE MONARCH
91 KING ST
Sable/ARC
sustainable architecture + design


LES STOP
Sable/ARC

Attachment “C”
External Design Reviewer Comments
(January 23, 2026)
68 Queen Street – The Monarch

MUNN ARCHITECTURE INC.

Greg Munn
Architect ▪ AAPEI ▪ AANB ▪ NSAA ▪ CAHP

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ARCHITECTURE

■ 16 Moore Drive ■ PO Box 306 ■ Murray River PE ■ C0A 1W0 ■ 902▪330▪2398 ■ greg@munnarchitecture.ca ■

January 23, 2026

Laurel Palmer

City of Charlottetown Planning and Heritage Department

70 Kent Street, Charlottetown PE

lpalmer@charlottetown.ca

902.629.4108

■ The Monarch: Queen Street Revitalization Project

■ DESIGN REVIEW

Dear Laurel,
The following Design Review has been prepared for the proposed development for The Monarch, Queen Street Revitalization Project, utilizing the design documents received from Charlottetown Heritage and Planning on October 31st, 2025. The Queen Street portion of the site is within the Downtown Main Street (DMU) Zone, and the remainder of the site is within the Downtown Mixed-Use Neighborhood (DMUN), within the Lot 500 area of the city.

My understanding as a Design Reviewer is that I am to present my observations and recommendations, focused on the effect that a new or renovated structure may have on the heritage value of its context, and its compliance with the following:

1. *City of Charlottetown Zoning and Development Bylaw (updated October 24th, 2025)*
2. *City of Charlottetown Heritage Preservation Bylaw (amended March 15, 2019)*
3. *500 Lot Area Development Standards & Design Guidelines (December 2011, updated May 1, 2024)*
4. *City of Charlottetown Official Plan: DRAFT*
5. *Standards and Guidelines for the Conservation of Historic Places in Canada*

The application includes the request for a rezoning and variances for step back and bonus height. This review will investigate whether the design warrants support of the variances.

■ The Monarch: Project Description

The proposed development will be new construction, replacing demolished properties built following the Great Fire of 1866. The site is located on the east side of Queen Street, extends east along Dorchester Street, and extends south to King Street. The proposed development comprises of commercial spaces along the three streets that the building faces, and fades into more solid massing at the eastern ends of the King Street and Dorchester Street sides. The first floor will predominantly be inhabited by commercial spaces, with parking garage entries/ exits located on King and Dorchester Streets. The King Street parking garage is planned to contain 19 parking stalls, is one level below the Dorchester Street parking garage, and are not connected. The Dorchester Street Parking Garage is planned to contain 20 parking stalls. This results in a total of 39 parking stalls. The parking garage is behind the commercial spaces at street level, and above the commercial spaces at the 2nd level. The 3rd, 4th and 5th levels are residential, with commercial spaces at the 6th and 7th levels. Roof decks are features of the four-story Queen Street commercial block, to be utilized by residents, and another roof deck is to be located on the roof of the commercial block behind. The roof is capped by two elevator/ stairway penthouses.

The site is currently divided into six lots. The lot facing Queen Street is zoned DMS (Downtown Main Street). The remaining five lots are zoned DMUN (Downtown Mixed-Use neighbourhood). A Zone change is requested to change the zoning of the five DMUN lots to match the higher density, more urban in nature DMS zone.

The proposed design will require that six lots are consolidated into one.

■ VARIANCE REQUESTS

1. BONUS HEIGHT

A Bonus Height variance is requested. The allowable maximum height for this zone without a variance is 49.2'. the proposed development will be 96', three floors above the allowable height, not counting the penthouses (which are not counted in building height calculations). the According to 31.3 BONUS HEIGHT DEVELOPMENT STANDARDS, for a variance request for Bonus Height to be considered above 69.9', the minimum lot width for the requested height increase is 135' (41 m). Lot Frontage as noted on page 177 of the Zoning & Development Bylaw, states "Where a lot abuts two Streets, the Lot Frontage means the lesser distance of the two frontages." The Lot Frontage is the Queen Street side, which is 42'-10". Therefore, the Lot Frontage is not technically wide enough to aloo for application for Bonus Height.

Below is an excerpt from *the City of Charlottetown Zoning and Development Bylaw* (updated October 24th, 2025), outlining the conditions for a bonus height to be considered. The proposal for the development does not identify which or how many of the eight conditions listed below will be satisfied for a bonus height variance to be considered. The imagery of the revitalized alleyway suggests an active urban outdoor space with public art, and confirmation of these potential benefits would be welcome.

3.12 **BONUS HEIGHT APPLICATIONS**

3.12.1 An increase to the minimum standards pertaining to Building Height shall be permitted at the discretion of the Development Officer/Planning Committee in certain Zones as specified in the regulations of the Zones where applicable, in exchange for securing specific public benefits of one or more of the following:

a. Adaptive reuse, Maintenance, preservation, or enhancement of a Designated Heritage Resource as defined in the *Heritage Preservation By-law*.

b. The provision of Affordable Housing Dwelling Units, by way of subsidization between the applicant and the Province and/or Federal Government(s) for a specified period of time and confirmed in a written agreement registered to the property;

c. The provision of three or four bedroom Dwelling Units;

d. The provision of a Landscaped Area, such as urban park, plaza, boardwalk or other facility where a deficiency exists or as indicated by the City;

e. The provision of public art in a location to be agreed upon by the City;

f. Investment in active transportation or public transit;

g. The provision of a LEED-gold standard certified Building or other equivalent qualification; or

h. The provision of subsidized commercial space for arts or other cultural uses.

2. STEP BACKS

A variance will be required regarding the building step backs as designed. For a building that is requesting an increase up to 69.9', a setback of 3m or 9.8' is required, and floors above 70' require a setback of 19.7'. The height of the floors is not provided, but it has been extrapolated that the 5th and possibly the 6th floor are under 69.9', and the 7th floor is above 70'.

The proposed development contains one setback of just over 6' for the 5th, 6th and 7th floors, which does not meet the prescribed setbacks in the Bylaw.

An Interior Lot Step back of 10m or 32.8' is required according to the Bylaw along the east side of the lot, abutting St. Dunstan's University parking lot. However, this step back is prohibitive for the development and does not achieve any meaningful result, as this side of the building does not impeded on the fabric of the city. The building does have a 2m step back above the 4th floor, and this is adequate in the spirit of the development and context.

3. FLOOR PLATE

the maximum floor area allowed above 70' is 750 m², or 8,072 SF. The area of the 7th floor is 1,096 m² ,or 11,797 SF. Therefore, a Variance will need to be considered to increase the size of the floor plate at this level.

4. PARKING

A variance is requested to approve the project even though the site cannot support the number of required parking stalls required for the size of the building and number of living units. This will further exasperate the pressure for parking in the downtown. The building will provide 39 stalls, and 45 are required.

For reference, the following tables are excerpts from *the City of Charlottetown Zoning and Development Bylaw* (updated October 24th, 2025)

		Interior/Corner Lots
1	Lot Frontage (Minimum) Any Building type, 3 units or less Townhouse Dwelling: 4 units or more Apartment Dwelling: 4 units or more Any other permitted Use	 10.6 m (34.8 ft) 6.0 m (19.7 ft) per unit wide 20.0 m (65.6 ft) 20.0 m (65.6 ft)
2	Front and Flankage Yard (Minimum)	Minimum 2.4 m (7.9 ft) and Maximum 4.9m (16.1 ft); OR, Within the minimum and maximum range of the existing Buildings on the Block.
3	Front Yard Projections	Minimum 1.2 m (3.9ft) from street line, and Maximum 2.4m (7.9ft) projection; OR Within the minimum and maximum range of the existing Buildings on the Block.
4	Rear Yard (Minimum)	6.0 m (19.7 ft); OR Within the minimum and maximum range of the existing Buildings on the Block.
5	Side Yard (Minimum)	1.83 m (6.0 ft); OR Equal to the Side Yard Setback of the existing Building on the abutting property, whichever is less.
6	Height	Minimum 7.5 m (24.6ft) Maximum 12.0 m (39.4 ft)

30.3 BONUS HEIGHT DEVELOPMENT STANDARDS:

30.3.1 Development applications in the DMUN Zone are eligible for a Bonus Height.

30.3.2 Applications for a Bonus Height are subject to the following regulations:

a. A bonus of up to a maximum Building Height of 18.5m (60.7ft).

b. Lot Dimension Requirements:

i. Minimum Lot Frontage of 30.0m (98.4ft)

c. The portion above the base Building that is a bonus in Height shall be:

i. A minimum 3.0m (9.8ft) Stepback from the base Building.

ii. A minimum 5.5m (18ft) Side Yard Setback or Stepback to ensure adequate separation distances of the upper levels from adjacent properties that may also be eligible for a Height bonus.

iii. A 45-degree angular planes originating from the top of the flank or rear façade of the base Building that faces abutting residential dwellings or within a Downtown Neighbourhood (DN) Zone.

d. Parking Structures are not eligible for a Bonus Height.

30.3.3 Bonus Height applications are subject to the provisions in the Bonus Height Applications Section of this by-law.

Downtown Mixed-Use Neighbourhood (DMUN)

		Interior/Corner Lots
1	Lot Frontage (Minimum)	Minimum 7.62 m (25 ft)
2	Front and Flankage Yard (Minimum) OR Full Block Developments	Minimum 0 m (0 ft) and Maximum 1.0m (3.3 ft); OR, Within the minimum and maximum range of the Setbacks of existing Buildings on the Block.
3	Front Yard Projections	Maximum 1.5 m (4.9ft); OR Within the minimum and maximum range of the existing Buildings on the Block.
4	Rear/Side Yard (Minimum)	Not required unless the Side or Rear Yard is abutting a residential, DN or DMU property; in which case the minimum Setback shall be equal to the Setback of the Building on the adjacent property from the shared Lot Line, OR 6.0 m (19.7 ft) whichever is less.
5	Height	Minimum: 7.5 m (24.6ft) Maximum: 15.0 m (49.2 ft)
6	Driveway Access	Only permitted for properties with Lot Frontages of 25m (82 ft) or greater. Corner Lots permitted to provide a rear driveway accessed from the side Street.

31.3 BONUS HEIGHT DEVELOPMENT STANDARDS

31.3.1 Properties in the DC Zone are eligible for a Bonus Height subject to the following regulations:

a. A bonus of up to a maximum Building Height of 32.5m (106.6ft).

b. Lot dimensions:

i. Minimum Lot Frontage of 18.3 m (60 ft) and minimum Lot Depth of 30.m (98.4ft) for a Building Height up to 21.3 m (69.9 ft).

ii. Minimum Lot Frontage of 41 m (135 ft) and minimum Lot Depth of 36m (118ft) for Buildings taller than 21.3 m (69.9 ft).

c. Parking Structures are ineligible for a Bonus Height.

31.3.2 Massing for Buildings up to 21.3 m (69.9 ft):

a. The components above the base Building that are a bonus in Height shall be subject to:

i. A minimum 3.0m (9.8ft) Stepback from the base Building on the front façade.

ii. A minimum 5.5m (18ft) Side Yard Setback or Stepback to ensure adequate separation distances of the upper levels from adjacent properties that may also be eligible for a Height bonus.

iii. A 45-degree angular planes originating from the top of the flank or rear façade of the base Building that faces abutting properties.

31.3.3 Massing for buildings greater than 21.3 m (69.9 ft):

a. The components above the base Building that are a bonus in Height shall be subject to:

i. A minimum 6.0m (19.7ft) Stepback above the base Building or above that portion of the Building that is taller than 21.3 m (69.9 ft) on the front façade.

b. The portion of the Building above 21.3 m (70 ft) shall have:

i. A maximum gross floor plate size of 750 sq m (8,072.9 sq ft);

ii. A minimum 10m (32.8ft) interior Yard Setbacks; and

iii. A maximum 25.0m (82ft) Building width addressing the Street.

31.3.4 Where bonus heights are considered on properties subject to a Landmark View Plane as identified in the *Official Plan,* the additional heights shall not be visible over Province House from the vantage of a pedestrian (1.7m or 5.8ft) facing north on Great George Street at any point between Richmond Street and Dorchester Street.

31.3.5 Bonus Height applications are subject to the provisions in the Bonus Height Applications Section of this by-law.

Downtown Main Street (DMS)(requested zoning)

The following analysis directly interprets and evaluates the proposed design against the specific topics identified in *"7: DESIGN STANDARDS FOR THE 500 LOT AREA, City of Charlottetown Zoning and Development Bylaw (updated October 24th, 2025)".*

1. BUILDING ORIENTATION AND CORNER LOTS

The building has direct access to the sidewalks on the three street facing sides. There is a discrepancy between the first-floor plan and the renderings at the corner of Queen and Dorchester Streets. The plan shows a deep-set doorway and large windows wrapping the facade around the corner, while the renderings show a narrower window to the left of the entry, and large windows on the corner. The plan version is preferred as it is more open and in keeping with the large, glazed storefronts of the street, and I am guessing that is the architect's intent. This would orient the building more successfully to appropriately address the corner.

The east ends of the Dorchester and King Street facades also have large storefront glazing that addresses the street appropriately, and the building becomes progressively more solid as they moving east, and the walls are solid around the garage doors and beyond. This is a successful street treatment as the block progresses from the commercial area of Queen Street to the residential area of this part of the city.

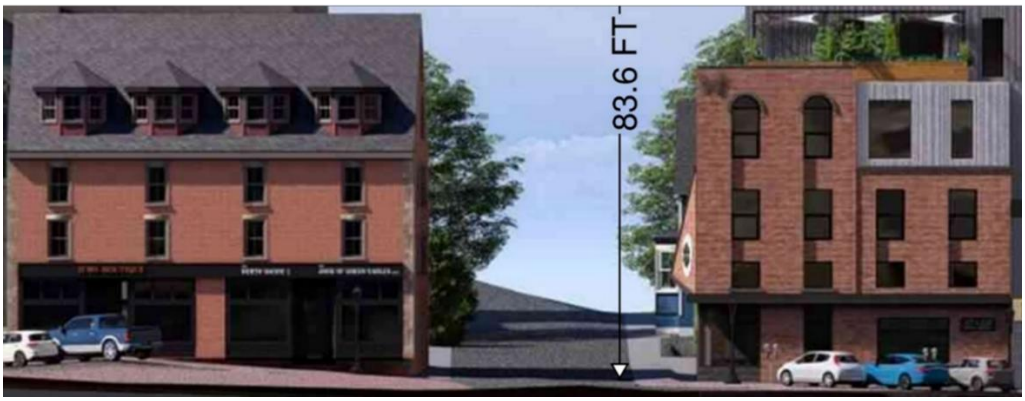
RECOMMENDATIONS

The building successfully addresses the street with appropriate entrances that are inviting. It is recommended to utilize large storefront windows as shown in the plan at the corner of Queen and Dorchester.

2. FRONT FAÇADE WIDTH AND HEIGHT

The building in effect has three fronts. The commercial portion that faces Queen Street strengthens the corner of Queen and Dorchester and will compliment the 1855 Duncan, Mason and Company Building (today, the Anne of Green Gables Store), replacing the two-storey building that did not present the appropriate scale among its neighbours to the north and across the street. The proposed building is very similar in massing and composition, in a contemporary way, to the 19th century building that once stood on this corner and burned in 1926 (*see imagery below*). It is virtually the same height and the exact width of the former building and will help to perpetuate the character of Queen Street.





The north facade on Dorchester Street is long but carries the roofline height of the buildings to the north and is broken down to be read as a cohesive collection of three buildings, with relief in the façade provided by the open and inviting public alleyway that will connect to King Street and successful transitions from the more residential east end toward Great George Street, to the commercial nature of Queen Street.

The south side of the block on King Street is bound by the parking lot of the former Bishop's Palace (now occupied by St. Dunstan's University) and the small 1866 gabled store on the corner. It will face several three-storey commercial and residential buildings, old and new, and will compliment the character of the street. The stepped back tower will be visible and look down on the buildings cross the street but will not shadow them as the proposed building is on the north side of the street.
The proposed building will easily be twice as tall as any other building on the sidewalks of King Street, except for the Welsh Owen Building (Kettle One/ former Piatto building) located kitty corner on Queen and King.

The building sympathetically meets the three streets, but the overall massing as it will be perceived from north and south on Queen Street must ne addressed.

The massing of the seven-storey building, plus two eighth-floor elevator/ stair penthouses, straddles the entire block, and is similar in massing to that of the Dominion Building, that faces the west side of Queen Street and straddles the block between Sydney and Richmond Streets, two blocks north. The proposed building is twice the height of what is allowable in the zone without bonus height. The apartment/ commercial block portion of the proposed development runs from King to Dorchester Street, with a width of approximately 140'. The width of the Dominion Building is approximately 165'. The tower of the Proposed building would be about 78' wide. The Dominion building is about 66' wide. The proposed tower is to be 83.6' tall at the north side, with penthouses rising another 10' to 12' above that. The Dominion Building is approximately 80' tall, from the plaza to the main roof, with the penthouse at the north-east corner rising about another 12'. If a comparison is to be made with a building in proximity of similar massing and height, the Dominion Building would be it. Both buildings are set back from Queen Street. The difference here is that the Dominion Building has an open plaza and the one storey entry pavilion of the library between it and the street, whereas the proposed development is set back from Queen Street about 1.5 times as much as the Dominion Building, with two and three storey buildings between it and the street, obscuring its massing when directly in front of the block. Although size is similar, the massing of the proposed development is visually broken using different coloured materials, and considerably larger windows in an irregular yet symmetrical pattern. The glazed top floor softens the impact of the height. This analysis is not for the purpose of evaluating the impact of the Dominion Building in its context, but in the opinion of this reviewer, after over 70 years, the Dominion Building is still inappropriately monolithic within the context of the downtown. The proposed new development does seem to overshadow the neighbourhood and scale of the buildings along Queen Street and especially those on the quiet narrow side streets.

RECOMMENDATIONS: see summary

3. BUILDING MATERIALS

The red brick on the Queen Street façade and sides of the building is the prevalent material for the commercial buildings on Queen Street and is found throughout the city. This is clearly the best choice for the building, which has contemporary styling, while acknowledging its context. The use of the brick on the east side, essentially the back, is done well and acknowledged as typically a simpler cladding is often used on what is the least public side. The site to the east is a parking lot, so it will be completely visible from both King and Dorchester Streets, and this has been clearly recognized. The use of brick on all sides speaks to the quality and care of the design.

The upper floors are designed to have a dark and light wood-grained vertical metal cladding. It is noted in *City of Charlottetown Zoning and Development Bylaw* (updated October 24th, 2025) Section 7.4.5 states that "the appearance of Building material shall be true to their nature and should not mimic other materials". It is this reviewer's opinion that this Bylaw requirement has become outdated, as metal siding with wood grain has become more sophisticated and architecturally expressive in recent years, is synonymous with contemporary architecture, and is to be interpreted as a modern version of a traditional building material, and should be an allowable material alternative in general to differentiate and compliment the period architecture of the city. The colour shift assists in breaking down the massing of the building and will have a familiar warmth while expressing the buildings 21st Century nature, and I believe the use of wood grained metal siding is appropriate here.

RECOMMENDATIONS: None

4. WINDOWS

The glazing of the building at street level is primary large storefront glass, which is a contemporary and traditional treatment. The windows of the four-story portion of the building that blends in with the historic fabric of Queen Street, are to be double hung, and matches the character of virtually every building in the city. The windows of the metal clad sections of the building are large, primarily in two alternating sizes, in a pattern that is symmetrical but also has movement and brings life to the facades. Its is a successful contemporary interpretation of the traditionally aligned window patterns of the Georgian and Victorian buildings prevalent in the city.

RECOMMENDATIONS: None

5. ROOF

The roofs of the building are flat, as are most roofs on Queen Street, and the cornice of the tower is expressed with a prominent overhang and soffit. The *City of Charlottetown Zoning and Development Bylaw* (updated October 24th, 2025) Section 7.6.1 states that "the expression of the roof shall be clearly distinguished". The overhang of the tower achieves this goal, as does the subtle cap on the top of the brick walls on the Queen Street section of the building. The other sections of the building with the metal cladding will also have a subtle metal flashing/ cap, that will be barely perceptible, and this detail successfully accentuates the contemporary nature of the building and contrasts with the more pronounced caps of the tower and Queen Street block.

RECOMMENDATIONS: None

6. SECONDARY STRUCTURES ON ROOF

The symmetrical stair/ elevator penthouses will be a prominent and celebrated feature of the building, clad in the same material as the building itself, and gives the building a symmetrical and formal Classical Revival aesthetic, fitting right in with the established architecture of Queen Street and the city.

RECOMMENDATIONS: None

7. PORCHES

Not applicable as there are no porches on the building.

RECOMMENDATIONS: None

8. LANDSCAPING

As the building is tight to the sidewalks on the three street sides, there is no area possible for landscaping. However, the hexagonal growing wall panels are an inventive way to bring a little nature into the downtown. The alley is an opportunity to use materials that invite pedestrians, such as the cobblestone, or stamped concrete walk proposed for the development.

RECOMMENDATIONS: None

9. SURFACE PARKING

The site does not contain surface parking, and therefore, not applicable.

RECOMMENDATIONS: None

10. GARAGES AND PARKING STRUCTURES

The garage doors are located at the more solid east ends of the King Street and Dorchester Street facades, away from where the pedestrian traffic will be concentrated. The walls of the upper levels of the garage blend in seamlessly with the window openings of the building and do not detract from the aesthetic of the building.

RECOMMENDATIONS: None

11. STOREFRONTS

As noted in section 5, WINDOWS, the large storefront windows are both traditional and contemporary and carry the aesthetic of the inviting glazed and open nature of the storefronts of Queen Street. A projecting datum line above the storefront windows successfully separates the street level from the building above, as is the tradition of the city, and mandate of the bylaws.

RECOMMENDATIONS: None

■ SUMMARY

Maintaining the character of a place while allowing it to evolve is a delicate balance that requires an understanding and respect of context, a sense of how we got here, and a vision for how the past can inform and guide a future that is vibrant, innovative and authentic.

Standard 11 of the Standards and Guidelines for the Conservation of Historic Places in Canada specifically states: *"(a) Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. (b) Make the new work physically and visually compatible with, subordinate to, and distinguishable from the historic place."*. This building is not an addition to another building, but it is an addition to the city as whole. The concern is that the building will dominate the skyline of the historic street, and overshadow, both physically and figuratively, the buildings of Queen Street, a streetscape that is worth preserving in both material and atmosphere.

BONUS HEIGHT

Strictly speaking, the lot is not wide enough to allow a bonus height application. However, the orientation and situation of this lot visually separate the Queen Street portion of the proposal, and it becomes part of the greater Queen Street façade of the block. The side street "fronts" are 167'-2 ½"on the Dorchester Street side, and 88'-11" on the King Street side, and it is the opinion of this reviewer that these lot "frontages" are appropriate to take into consideration as the actual Lot Frontages, and therefore, the Lot Frontage meets the criteria for the request for a Bonus Height variance.

STEPBACKS

The Bonus Height variance would be more acceptable if the setback Bylaw were more closely adhered to. This would mean that the 5th and 6th floors that are currently at 2m, were stepped back the prescribed 3m 9.8'. The bylaw would require the 7th floor to have a step back of 6m or 19.7'.

FLOOR PLATE

By adhering to the stepbacks prescribed by the Bylaw, the Floor Plate area would be decreased to around 900 m^2, or 9,687 SF, much closer to the required maximum of 750 m^2.

■ CONCLUSION

It is recommended that the project is approved, if a compromise on the stepbacks on the 5th, 6th and 7th floors could be accommodated, as this would not only lessen the massing of the building overlooking Dorchester and King Streets, but would also lower the parking required to be within the Bylaw requirements, and bring the Floor Plate of the 7th floor to within a reasonable area that is only slightly over what is allowed.

An alternative recommendation would be to remove the 7th floor. By bringing down the height, the massing of the building would not dominate the skyline as much as the current design would, and this would also eliminate the parking requirements (from 45 to 39 stalls) and Floor Plate variance requests.

Sincerely,

■ Gregory Munn, Architect ■ President, Munn Architecture Inc.



23 January 2026

Attachment "D" – Design Standards of the 500 Lot Area

7 DESIGN STANDARDS FOR THE 500 LOT AREA

7.1 WHERE THESE REGULATIONS APPLY

7.1.1 The following regulations shall apply to all Building and Development Permit applications for properties located within the 500 Lot Area, as defined and described in Appendix H.

7.1.2 An exemption to the regulations in this Section may be approved by Council, if supported by a recommendation by the Heritage Board for a Designated Heritage Resource or for a property located within a Heritage Preservation Area as defined in the *Heritage Preservation By-law*, when the strict adherence to these regulations may negatively impact the integrity and preservation of the Heritage Resource or Heritage Preservation Area.

7.2 BUILDING ORIENTATION AND CORNER LOTS

7.2.1 All Buildings shall have one primary entrance that faces the Street and has direct access to the sidewalk.

7.2.2 Buildings on Corner Lots shall:

a. Orient to both Street Lot Frontages; and,

b. Architectural features shall wrap the corner of the Building and address the corner condition.

7.2.3 Street access to individual Attached Residential Units (i.e. townhouses) shall be clearly visible, and the scale, rhythm and articulation of the front façade shall be consistent with the Residential character of adjacent Residential Buildings.

7.3 FRONT FAÇADE HEIGHT AND WIDTH

7.3.1 The primary plane of the front façade shall not appear taller than traditional Buildings on the Street, unless the adjacent Building marks an identifiable transition in Building style and/or land use.

7.3.2 Building elements that are taller than the primary plane of the front façade shall be designed to contrast that of the lower levels in materials and/or design.

7.3.3 A single wall plane on the front facade shall not exceed the maximum façade width of the traditional Buildings on the Street unless the adjacent Building marks an identifiable transition in Building style and/or land use.

7.3.4 For larger or wider Buildings, vertical divisions or bays in the façade at a width consistent with the traditional Buildings on the Street shall be clearly articulated.

7.4 BUILDINGS MATERIALS

7.4.1 The Front and Flankage facades shall carry a consistent type and quality of materials. Where a Side Yard Setback is greater than 3 m (9.8 ft), the Side facade shall also carry a consistent

material. This clause also applies to the rear façade on a Corner Lot when the Rear Yard is greater than 3 m (9.8 ft).

7.4.2 Cement clap-board is not permitted on the Front or Flankage façade of a Building, but may be permitted on the Side or Rear of the Building.

7.4.3 Vinyl siding is not permitted on the Front or Flank façade of a Building, but may be permitted on the Side or Rear of the Building.

7.4.4 Materials such as plastic, plywood, concrete block, mirrored glass and metal siding utilizing exposed fasteners are not permitted on the Front and Flankage façades of a Building.

7.4.5 The appearance of Building materials shall be true to their nature and should not mimic other materials.

7.4.6 Where a prohibited material currently exists it may be maintained and replaced as necessary.

7.5 WINDOWS

7.5.1 The Front and Flankage facades shall carry a consistent style and material of windows. Where a Side Yard Setback is greater than 3 m (9.8 ft), the Side façade shall also carry a consistent style and material of windows. This clause also applies to the rear façade on a Corner Lot when the Rear Yard is greater than 3 m (9.8 ft).

7.5.2 The placement and coordination of windows and doors shall create a balanced facade.

7.5.3 Windows on all facades shall vertically and horizontally align with each other and other features of the Structure, when architecturally appropriate for the design of the Building.

7.5.4 Sliding (patio-style) doors shall not be permitted on the Front or Flankage side of the Building.

7.5.5 For Additions to, or for a Renovation to an existing Structure with:

a. Windows with simulated divided lights with a spacer bar, new windows shall also have simulated divided lights with a spacer bar.

b. Single or double hung windows, new windows shall also be single or double hung.

7.6 ROOF

7.6.1 The expression of the roof shall be clearly distinguished from the rest of the Building through treatments such as step-backs, change in materials, cornices lines, and overhangs when architecturally appropriate for the design of the Building.

7.6.2 Front facing sloped roofs shall include accent gables, dormers, and a variation of rooflines.

7.6.3 The soffit shall have a consistent overhang typical of the streetscape.

7.7 SECONDARY STRUCTURES ON A ROOF

7.7.1 Mechanical penthouses shall be integrated within the architectural treatment of roofs shall be screened from view.

7.7.2 All stacks, gas flues, and roof vents shall not be visible from the Front elevations. Gas flues shall be located near the roof ridge to reduce their Height.

7.7.3 All metal chimneys shall be boxed-in and finished with cladding.

7.7.4 Skylights shall be located on a roof not visible from the Front elevation.

7.8 PORCHES

7.8.1 A Porch shall be deep enough to allow a seating area with a minimum depth of 1.5m (5 ft).

7.8.2 The Height of the Porch roof shall align with that of Porches on adjacent or nearby Buildings, and shall be constructed of materials used elsewhere on the Building.

7.9 LANDSCAPING

7.9.1 A Landscaped Area shall be provided between the sidewalk and the front façade of the Building, where appropriate for a continuous streetscape.

7.10 SURFACE PARKING

7.10.1 Surface Parking is not permitted in the Front Yard Setback.

7.10.2 Driveways may be permitted when they extend into the Side or Rear Yard of the property, or when used to access an Attached Garage.

7.10.3 Shared driveways and Curb Cuts are permitted with adjacent properties, subject to a Right-of-way agreement between property owners.

7.10.4 Shared parking in an interior courtyard with a single access point is permitted, subject to a Right-of-way agreement between property owners.

7.10.5 Curb Cuts shall accommodate single-car access and the single-car width of the driveway shall be maintained until the driveway extends beyond the front facade of the main Building.

7.10.6 A Parking Lot shall not be located in the Front or Flankage Yard.

7.10.7 Where a Parking Lot has more than 6 spaces and is visible from the Street, a Landscaped Area or Fence shall be provided between the sidewalk and the Parking Lot.

7.11 GARAGES AND PARKING STRUCTURES

7.11.1 Attached Residential Garages shall not project closer to the Front Lot Line than the front wall of the main Building.

7.11.2 Attached Residential parking Garages shall be permitted where the width of the Garage is no greater than 50% of the width of the main Building's front façade.

7.11.3 Where a Parking Structure fronts on a Street:

a. The ground-level façade shall incorporate retail, public or other active uses, as well as provide pedestrian amenities such as an Awning, Canopy, or sheltered entryway; and

b. The front façade shall be designed to conceal the parking levels and gives the visual appearance of a multi-Storey Building articulated with bays and window openings.

7.12 STOREFRONTS

7.12.1 Storefronts and other ground floor non-Residential uses shall have a consistent amount of windows and doors on the front façade as those of traditional Buildings on the Street.

7.12.2 Reflective or opaque glazing is not permitted for Retail Storefronts.

7.12.3 An identifiable transition shall be provided between the ground floor storefront and the upper floor of a Building. This transition may consist of a change in material, change in fenestration, or similar means.

7.12.4 Storefront entrances shall be clearly articulated and shall be located at or near Grade. Split level, raised or sunken entrances are only permitted on Street Frontages with a steep slope and where no other alternative can be feasibly provided.

7.12.5 Weather protection for pedestrians is permitted over a storefront entranceway through the use of an Awning or Canopy.

Attachment "E" – Section 31 DMS Zone and Bonus Height Development Standards

1.1 REGULATIONS FOR PERMITTED USES

All permitted uses in the DMS Zone are subject to the following regulations:

		Interior/Corner Lots
1	Lot Frontage (Minimum)	Minimum 7.62 m (25 ft)
2	Front and Flankage Yard (Minimum) OR Full Block Developments	Minimum 0 m (0 ft) and Maximum 1.0m (3.3 ft); OR, Within the minimum and maximum range of the Setbacks of existing Buildings on the Block.
3	Front Yard Projections	Maximum 1.5 m (4.9ft); OR Within the minimum and maximum range of the existing Buildings on the Block.
4	Rear/Side Yard (Minimum)	Not required unless the Side or Rear Yard is abutting a residential, DN or DMU property; in which case the minimum Setback shall be equal to the Setback of the Building on the adjacent property from the shared Lot Line, OR 6.0 m (19.7 ft) whichever is less.

5	**Height**	**Minimum: 7.5 m (24.6ft)** **Maximum: 15.0 m (49.2 ft)**
6	Driveway Access	Only permitted for properties with Lot Frontages of 25m (82 ft) or greater. Corner Lots permitted to provide a rear driveway accessed from the side Street.

1.1 BONUS HEIGHT DEVELOPMENT STANDARDS

1.1.1 Properties in the DC Zone are eligible for a Bonus Height subject to the following regulations:

a. A bonus of up to a maximum Building Height of 32.5m (106.6ft).

b. Lot dimensions:

i. Minimum Lot Frontage of 18.3 m (60 ft) and minimum Lot Depth of 30.m (98.4ft) for a Building Height up to 21.3 m (69.9 ft).

ii. Minimum Lot Frontage of 41 m (135 ft) and minimum Lot Depth of 36m (118ft) for Buildings taller than 21.3 m (69.9 ft).

c. Parking Structures are ineligible for a Bonus Height.

1.1.2 Massing for Buildings up to 21.3 m (69.9 ft):

a. The components above the base Building that are a bonus in Height shall be subject to:

i. A minimum 3.0m (9.8ft) Stepback from the base Building on the front façade.

ii. A minimum 5.5m (18ft) Side Yard Setback or Stepback to ensure adequate separation distances of the upper levels from adjacent properties that may also be eligible for a Height bonus.

iii. A 45-degree angular planes originating from the top of the flank or rear façade of the base Building that faces abutting properties.

1.1.3 Massing for buildings greater than 21.3 m (69.9 ft):

a. The components above the base Building that are a bonus in Height shall be subject to:

i. A minimum 6.0m (19.7ft) Stepback above the base Building or above that portion of the Building that is taller than 21.3 m (69.9 ft) on the front façade.

b. The portion of the Building above 21.3 m (70 ft) shall have:

i. A maximum gross floor plate size of 750 sq m (8,072.9 sq ft);

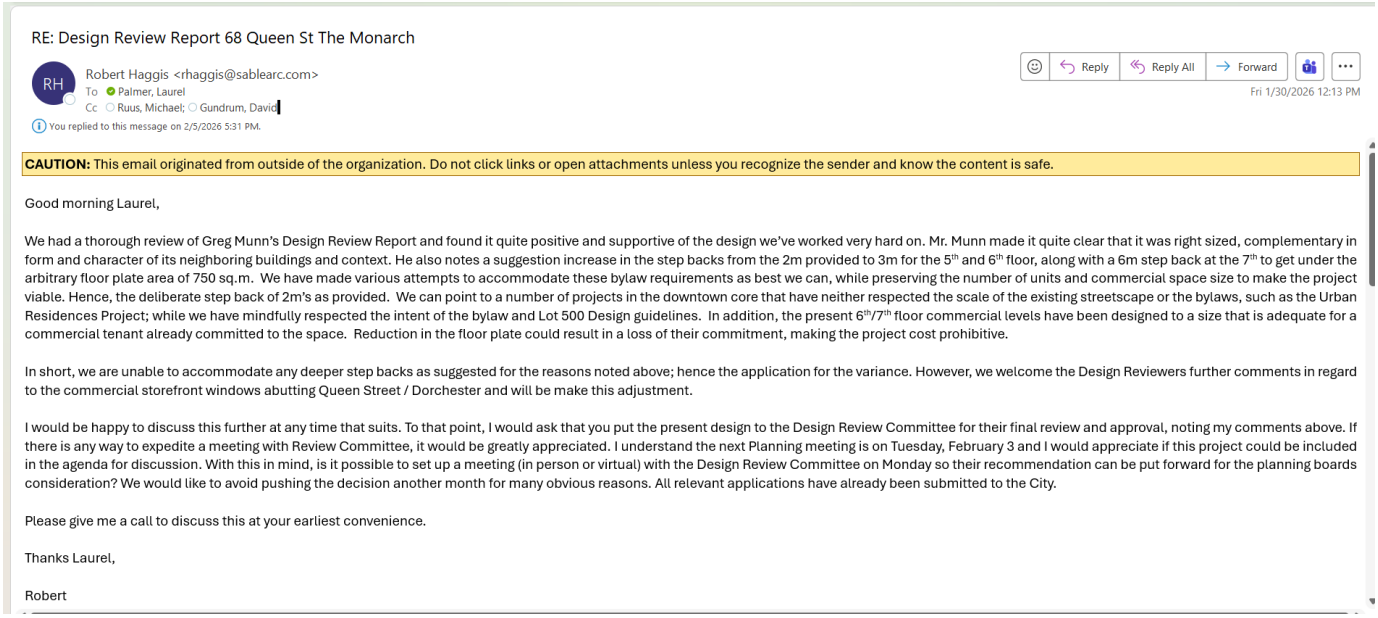
ii. A minimum 10m (32.8ft) interior Yard Setbacks; and

iii. A maximum 25.0m (82ft) Building width addressing the Street.

1.1.4 Where bonus heights are considered on properties subject to a Landmark View Plane as identified in the *Official Plan,* the additional heights shall not be visible over Province House from the vantage of a pedestrian (1.7m or 5.8ft) facing north on Great George Street at any point between Richmond Street and Dorchester Street.

1.1.5 Bonus Height applications are subject to the provisions in the Bonus Height Applications Section of this by-law.

Attachment “F” – Response From Robert Haggis of Sable Arc to the Design Reviewers Report



RE: Design Review Report 68 Queen St The Monarch

RH

Robert Haggis <rhaggis@sablearc.com>
To Palmer, Laurel
Cc Ruus, Michael; Gundrum, David

You replied to this message on 2/5/2026 5:31 PM.

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Fri 1/30/2026 12:13 PM

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

Good morning Laurel,

We had a thorough review of Greg Munn’s Design Review Report and found it quite positive and supportive of the design we’ve worked very hard on. Mr. Munn made it quite clear that it was right sized, complementary in form and character of its neighboring buildings and context. He also notes a suggestion increase in the step backs from the 2m provided to 3m for the 5th and 6th floor, along with a 6m step back at the 7th to get under the arbitrary floor plate area of 750 sq.m. We have made various attempts to accommodate these bylaw requirements as best we can, while preserving the number of units and commercial space size to make the project viable. Hence, the deliberate step back of 2m’s as provided. We can point to a number of projects in the downtown core that have neither respected the scale of the existing streetscape or the bylaws, such as the Urban Residences Project; while we have mindfully respected the intent of the bylaw and Lot 500 Design guidelines. In addition, the present 6th/7th floor commercial levels have been designed to a size that is adequate for a commercial tenant already committed to the space. Reduction in the floor plate could result in a loss of their commitment, making the project cost prohibitive.

In short, we are unable to accommodate any deeper step backs as suggested for the reasons noted above; hence the application for the variance. However, we welcome the Design Reviewers further comments in regard to the commercial storefront windows abutting Queen Street / Dorchester and will be make this adjustment.

I would be happy to discuss this further at any time that suits. To that point, I would ask that you put the present design to the Design Review Committee for their final review and approval, noting my comments above. If there is any way to expedite a meeting with Review Committee, it would be greatly appreciated. I understand the next Planning meeting is on Tuesday, February 3 and I would appreciate if this project could be included in the agenda for discussion. With this in mind, is it possible to set up a meeting (in person or virtual) with the Design Review Committee on Monday so their recommendation can be put forward for the planning boards consideration? We would like to avoid pushing the decision another month for many obvious reasons. All relevant applications have already been submitted to the City.

Please give me a call to discuss this at your earliest convenience.

Thanks Laurel,

Robert