



SPECIAL COUNCIL

February 18, 2025, 5:30 pm

Council Chambers
360 Dibble St. W.
Prescott, Ontario

Our Mission:

To provide responsible leadership that celebrates our achievements and invests in our future.

Land Acknowledgement:

We acknowledge that we are meeting on aboriginal land that has been inhabited by Indigenous peoples.

In particular, we acknowledge the traditional territory of the Huron-Wendat, Anishinaabeg, Haudenosaunee, Anishinabek, and the Oneida and Haudenosaunee Peoples.

Pages

1. Call to Order

2. Approval of Agenda

RECOMMENDATION

That the agenda for the Special Council Meeting of February 18, 2025, be approved as presented.

3. Declarations of Interest

4. Staff

4.1 PAC Report 01 -2025 - Zoning By-Law Amendment 235 James Street West (ZBA-2024-001)

1

RECOMMENDATION

That Council approves the application for a zoning by-law amendment (File Number ZBA-2024-001) submitted by Madison Mulder, for the property municipally known as 235 James Street West, be approved; and

That By-Law Number 09-2009, as amended, be further amended, as per

Exhibit A (Draft By-Law, to Amend Zoning By-Law Number 09-2009) to Staff Report 01-2025; and

That Council determines that in accordance with Section 34(17) of the *Planning Act*, no further notice is required prior to the passage of the by-law; and

That the amending by-law be presented to Council for approval.

4.2	PAC Report 02-2025 - Zoning By-Law Amendment - 360 Dibble Street West (ZBA-2025-001)	20
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RECOMMENDATION

That Council approves the application for a zoning by-law amendment (File Number ZBA-2025-001) submitted by the Town of Prescott, for the property municipally known as 360 Dibble Street West, be approved; and

That By-Law Number 09-2009, as amended, be further amended, as per Exhibit A (Draft By-Law and Zone Schedules (mapping), to Amend Zoning By-Law Number 09-2009) to Staff Report 02-2025; and

That Council determines that in accordance with Section 34(17) of the *Planning Act*, no further notice is required prior to the passage of the by-law; and

That the amending by-law be presented to Council for approval.

5. By-laws

5.1	Zoning By-law Amendment - 235 James St	31
5.2	Zoning By-law Amendment - 360 Dibble St W	33

6. Period of Media Questions

7. Confirming By-Law – 11-2025 35

RECOMMENDATION

That By-Law 11-2025, being a by-law to confirm the proceedings of the Special Council meeting held on February 18, 2025, be read and passed, signed by the Mayor and Deputy Clerk, and sealed by the seal of the Corporation.

8. Adjournment

RECOMMENDATION

That the Special Council meeting be adjourned. (Time: p.m.)



STAFF REPORT TO PLANNING ADVISORY COMMITTEE

Public Meeting Date: February 10, 2025

Staff Report No. 01-2025

From: Tim Fisher, Municipal Land Use Planner

Re: Zoning By-Law Amendment 235 James Street West (ZBA-2024-001)

Recommendation:

That the Planning Advisory Committee recommend to Council:

That the application for a zoning by-law amendment (File Number ZBA-2024-001) submitted by Madison Mulder, for the property municipally known as 235 James Street West, be approved; and

That By-Law Number 09-2009, as amended, be further amended, as per Exhibit A (Draft By-Law, to Amend Zoning By-Law Number 09-2009) to Staff Report 01-2025; and

That Council determines that in accordance with Section 34(17) of the *Planning Act*, no further notice is required prior to the passage of the by-law; and

That the amending by-law be presented to Council for approval.

Background/Analysis:

A Zoning By-Law amendment application and supporting documents was submitted by the owner, Madison Mulder for the property municipally addressed as 235 James Street West.

The amendment is requested to convert the existing two storey dwelling containing two (2) dwelling units to a total of five (5) dwelling units to be contained within the existing structure (no additions or additional floor area is proposed). The amendment will recognize the maximum number of dwelling units at five (5) units, a reduction of the total number of on-site parking spaces, an increase in the maximum front yard parking area and to include provisions to include additional screening from the parking area form an abutting property and to provide a minimum number of bicycle parking spaces.

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In support of the application, the applicant has submitted the following documents attached to Staff Report 01-2025:

- Site Plan, (Exhibit B);
- Floor Plans, (Exhibit C);
- Elevation Renderings, (Exhibit D); and
- Planning Brief, (Exhibit E).

Site Characteristics:

The subject property is located on the south side of James Street West, east of Centre Street and west of George Street. The subject property has 1,054.7 square metres of lot area and approximately 25.6 metres of road frontage on James Street. The property is developed with a two-unit dwelling with an attached garage and a storage shed in the rear yard.

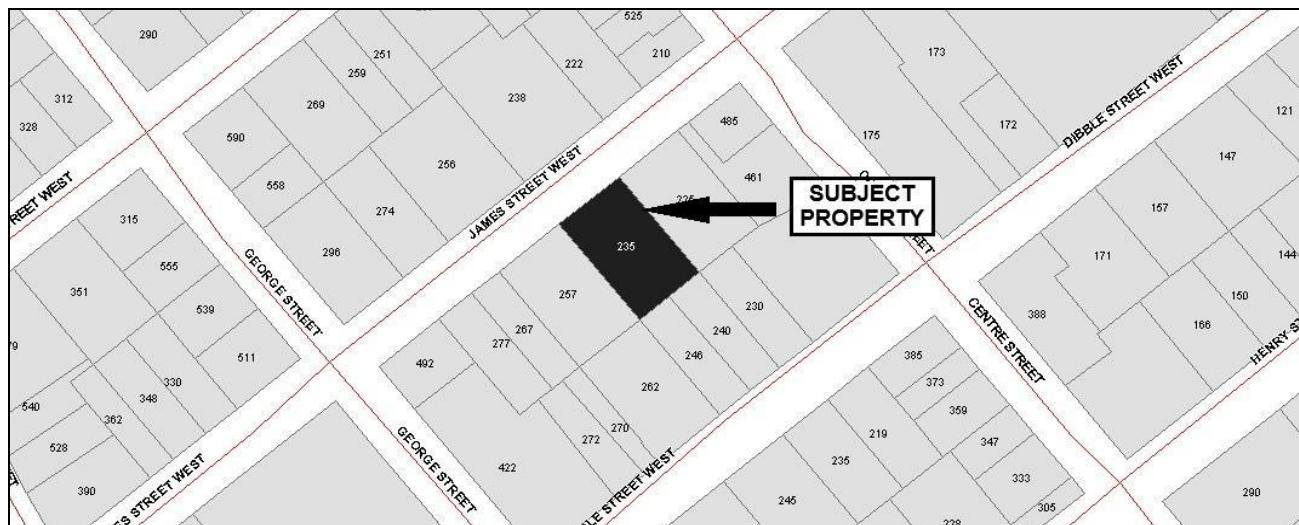


Figure 1 Key Map (not to scale)

The subject property is located within a residential neighbourhood which is predominantly developed with a mixture of residential uses and some institutional uses. The property is adjacent to single family dwellings to the north, east and west, and single-family dwellings, a three-unit dwelling and St. Andrews Presbyterian Church to the south.

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The subject property is designated Residential in the Official Plan and zoned Low Density Residential (R1) zone in the Town of Prescott Zoning By-Law Number 09-2009, as amended. The current dwelling containing two dwelling units is a permitted use in the R1 zone.

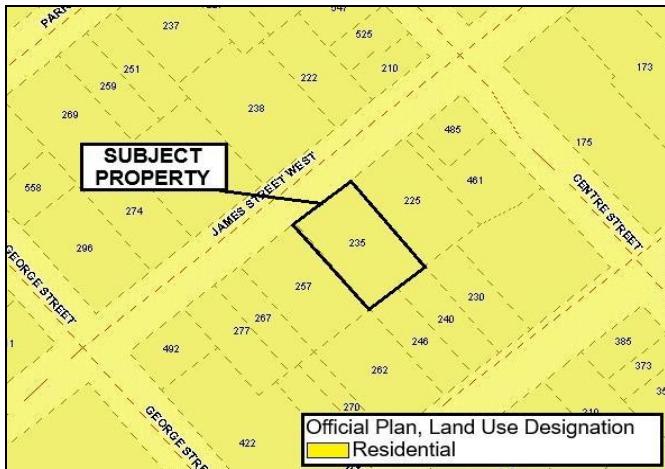


Figure 2: Official Plan, Land Use (not to scale)

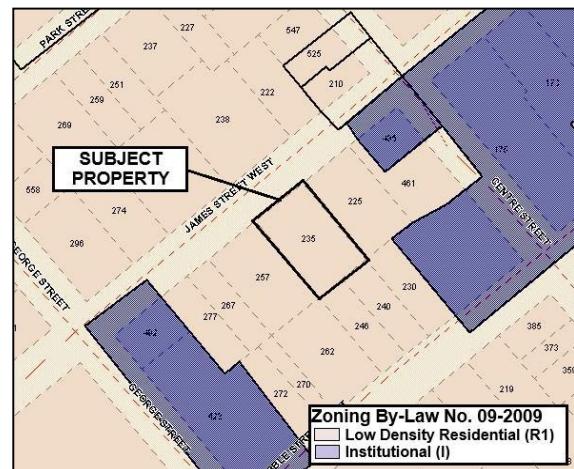


Figure 3: Zoning By-Law (not to scale)

Provincial Planning Statement (PPS)

The Provincial Planning Statement (2024) provides policy direction on matters of provincial interest related to land use planning and development, which are intended to be complemented by local policies addressing local interests. The PPS, 2024 recognizes Ontario as a vast, fast-growing province and the need to increase the supply and mix of housing options to support a diverse population and workforce. It prioritizes compact and transit-supportive design and optimizing investments in infrastructure and public services facilities to support convenient access to housing, quality environment, services, and recreation. Cultural heritage and archaeology are to provide people with a sense of place. Through specific policies related to building homes, sustaining strong and competitive communities, infrastructure and facilities, wise use and management of resources and protecting public health and safety, the PPS, 2024 lays the framework for fundamental land use planning in Ontario.

Section 2.3 indicates that settlement areas shall be the focus of growth and development. It supports intensification in settlement areas with the aim to achieve complete communities. This includes planning for a range and mix of housing options. Section 2.3.1.2 stipulates that land use patterns within settlement areas should be based on densities and a mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure and public services facilities, support active transportation, are transit-supportive (as appropriate) and are freight-supportive.



Based on the above, the proposed Zoning By-Law amendment is consistent with the Provincial Planning Statement.

Official Plan Considerations:

When a Zoning By-law amendment is considered the proposed zoning change is evaluated to determine if it circumvents or undermines the Town's Official Plan. It is important to examine the Official Plan and consider the intent and purpose of the document. There can often be times when slight adjustments need to be made through a zoning amendment to the current Zoning By-law to reflect the Official Plan.

The subject property is designated Residential in the Official Plan, as amend. The proposed increase in the number of residential units within the existing structure conforms with the general intent of the Official Plan as it is compatible with the surrounding land uses, is feasible from a functional servicing perspective, and will provide sufficient functional amenity space and off-street parking for future users.

The additional units will be located within the existing structure and will not negatively impact the character of the building, neighbourhood or its streetscape and will provide a mixture of dwelling unit types within walking distance to the commercial core (Downtown Prescott). The proposed five units will consist of two affordable units, one barrier free unit with a dedicated barrier free parking space and two additional rental units. The proposed mixture of unit types will add to the supply of housing that supports affordability and accessibility in the community.

Intensification in existing residential neighbourhoods is supported by the Ministry of Municipal Affairs and Housing through many amendments to the *Planning Act* though initiatives such as the 'More Homes Built Faster' which is intended to increase the housing supply to address the housing crisis in Ontario. The proposed increase in density on the subject property from 20 du/net ha to 47 du/net ha is in keeping with Section 2.2.2(2) of the Official Plan which permits residential development intensification which is generally not to exceed 50 du/net ha. The additional dwelling units is also in keeping with the Housing Supply Policies of Section 3.5.2 of the Official Plan.

The additional units will make use of existing municipal service and will not result in any added costs or extension of municipal services. The proposal may require an upgraded service from the city services to accommodate increase in use of services and discharge as a result of the additional units. This will be addressed through the building permit application process.

The proposal will result in each dwelling unit having its own dedicated off-street parking space. Some tenants may not have vehicles therefore the development is required to provide parking/ storage spaces for bicycle parking. The subject property is within a two-block radius



and walking distance to the commercial downtown core, which will increase the use of local commercial shops.

The property has access to James Street West which is a municipally owned and maintained road. The proposed increase in the number of parking spaces and units is not anticipated to have any negative impacts on traffic.

The proposed development is therefore in keeping with the intent of the Official Plan.

Zoning By-Law:

The subject property is currently zoned Low Density Residential (R1) in the Town of Prescott Zoning By-Law Number 09-2009. A zoning compliance review chart (below) was prepared to illustrate the differences in the current zone and its development and the proposed development. Upon review of the proposal and surrounding development, it is advantageous to keep the existing R1 zoning to ensure that any new development on the property is subject to the same rules and regulations as the neighbourhood and not to apply another existing zone such as R2 or R3 zone, which may have negative impacts as a result of different zoning provisions which are not in keeping with the neighbourhood.

The proposed site-specific zone will address the zoning deficiencies or additional zoning regulations associated with the proposed development while maintaining the remaining R1 zone requirements which is in keeping with the built form and any future development in the neighbourhood. The highlighted items in purple would be subject to the proposed site-specific zoning. All other provisions are complied with.

Requirements	General Provisions	Low Density Residential 'R1' CURRENT	Proposed Site Specific R1-xx'
Permitted Use		Duplex	Five Unit Dwelling
Min Lot Area		520m ²	1,054.72m ²
Min Lot Frontage		17m	25.6m
Front Yard		6m	7m
Rear Yard		9m	21m
Exterior Side		n/a	n/a
Interior Side		2.4m	2.8m
Other side		2m	0.6m
Maximum Building Height		10.5m	
Maximum Lot Coverage		35%	28.70%

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Max number of dwelling units per lot		2	5
Parking Requirements			
Parking SFD	2 spaces per dwelling unit	4 spaces	0.8 space per dwelling unit = 4 spaces
Parking Apartment	1.25 spaces per dwelling unit		
Parking Space Dimensions	2.7m x 6.0m		
Parking Area (front yard)	No more than 50% of yard		5 spaces = 72%
more than 4 spaces - ingress/egress lane		not required	not required
more than 4 spaces - landscape strip		not required	Fence or Hedge to be provided (257 James St)
Barrier Free Parking	<25 = 1 space	not required	not required, however 1 parking space provided
Bicycle Parking	1 space per 8 dwelling units	not required	4 spaces
Yard Encroachments			
Open or Roofed porches, deck and balconies may project into minimum required front yard or rear yard not more than 1.5 metres.			0.6m into required front yard (Entry Deck 2)

Figure 4: Zoning Compliance Review Chart

Technical Comments:

The application was circulated to all Town departments and to date, no concerns have been expressed.

Notification:

Pursuant to the requirements of the *Planning Act*, notice of the statutory public meeting was provided 20 days in advance of the public meeting to all landowners as per the latest MPAC assessment prior to the date of mailing, within a 120-metre radius of the subject property. Additional notice in the form of a sign was posted on the subject property and notice was also placed on the Town's website.



If the application is approved, a Notice of Passing will be circulated in accordance with the provisions of the *Planning Act*.



Public Comments:

There have been no written comments received by development staff at the time of preparing this report.

Alternatives:

The Planning Advisory Committee could deny the applicants request for a Zoning By-law amendment which would thereby leave the zoning as Low Density Residential (R1).

Financial Implications:

None.

Environmental Implications:

None.

Exhibits:

- A. Draft By-Law
- B. Site Plan Drawing
- C. Floor Plan Drawings
- D. Renderings
- E. Planning Brief

Submitted by:

Tim Fisher,
Municipal Land Use Planner

THE CORPORATION OF THE TOWN OF PRESCOTT

BY-LAW NO. XX-2025

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 09-2009, AS AMENDED, BEING A BY-LAW TO REGULATE THE USE OF LAND, BUILDINGS AND STRUCTURES WITHIN THE TOWN OF PRESCOTT

Being a by-law to amend By-Law No. 09-2009, as amended, being a By-law to regulate the use of land, buildings and structures within the Town of Prescott.

WHEREAS pursuant to the provisions of the *Planning Act*, Section 34, the Council of a municipality may enact by-laws to regulate the use of land, buildings or structures for any purpose set out therein that is otherwise prohibited; and

WHEREAS the Council of the Corporation of the Town of Prescott deems it advisable to amend Zoning By-Law 09-2009, as amended, as hereinafter set forth:

NOW THEREFORE the Council of the Corporation of the Town of Prescott enacts as follows:

1. Zoning By-Law No. 09-2009, as amended, is hereby further amended by adding Section 5.4.4 Special Exception Zone (s) which reads:

“(s) R1-19; 235 James Street West

Notwithstanding any provisions of Section 4 and Section 5.4 of this By-law to the contrary, a five dwelling unit contained within the existing building shall be a permitted use in the R1-19 zone, subject to the following provisions:

- a) Minimum Yard Requirement
Interior Side Yard
One Side..... 2.4 m
Other Side..... 0.6 m
- b) Maximum Number of Dwelling Units 5
- c) Minimum Number of Parking Spaces per unit..... 0.8 spaces per unit
- d) Maximum Parking Area in a Front Yard..... 72%
- e) Screening from the parking area in the front yard along the lot line abutting 257 James Street shall be provided and maintained in the form of a privacy fence or hedge row, subject to the fence by-law requirements. No portion of the fence or hedge row shall be located within the road allowance.

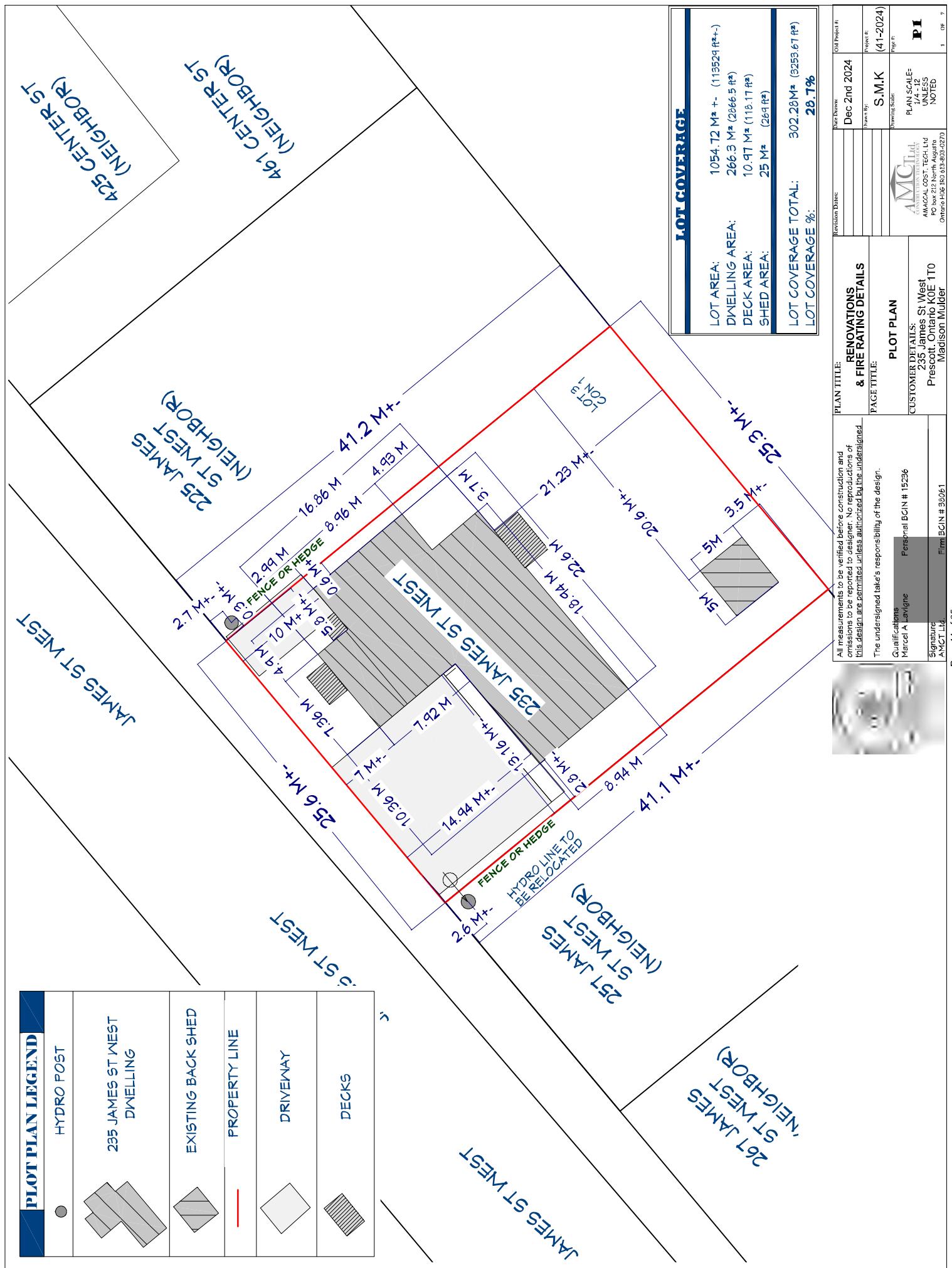
f) Minimum Number of Required Bicycle Parking Spaces.....4 spaces"

2. All other applicable provisions of By-law 09-2009 shall continue to apply.
3. That this by-law shall come into force and take effect upon being passed by Council.
4. That any other By-Laws, resolutions or actions of the Council of the Corporation of the Town of Prescott that are inconsistent with the provisions of this By-Law are hereby rescinded.

READ AND PASSED, SIGNED AND SEALED, THE 18 DAY OF FEBRUARY, 2025.

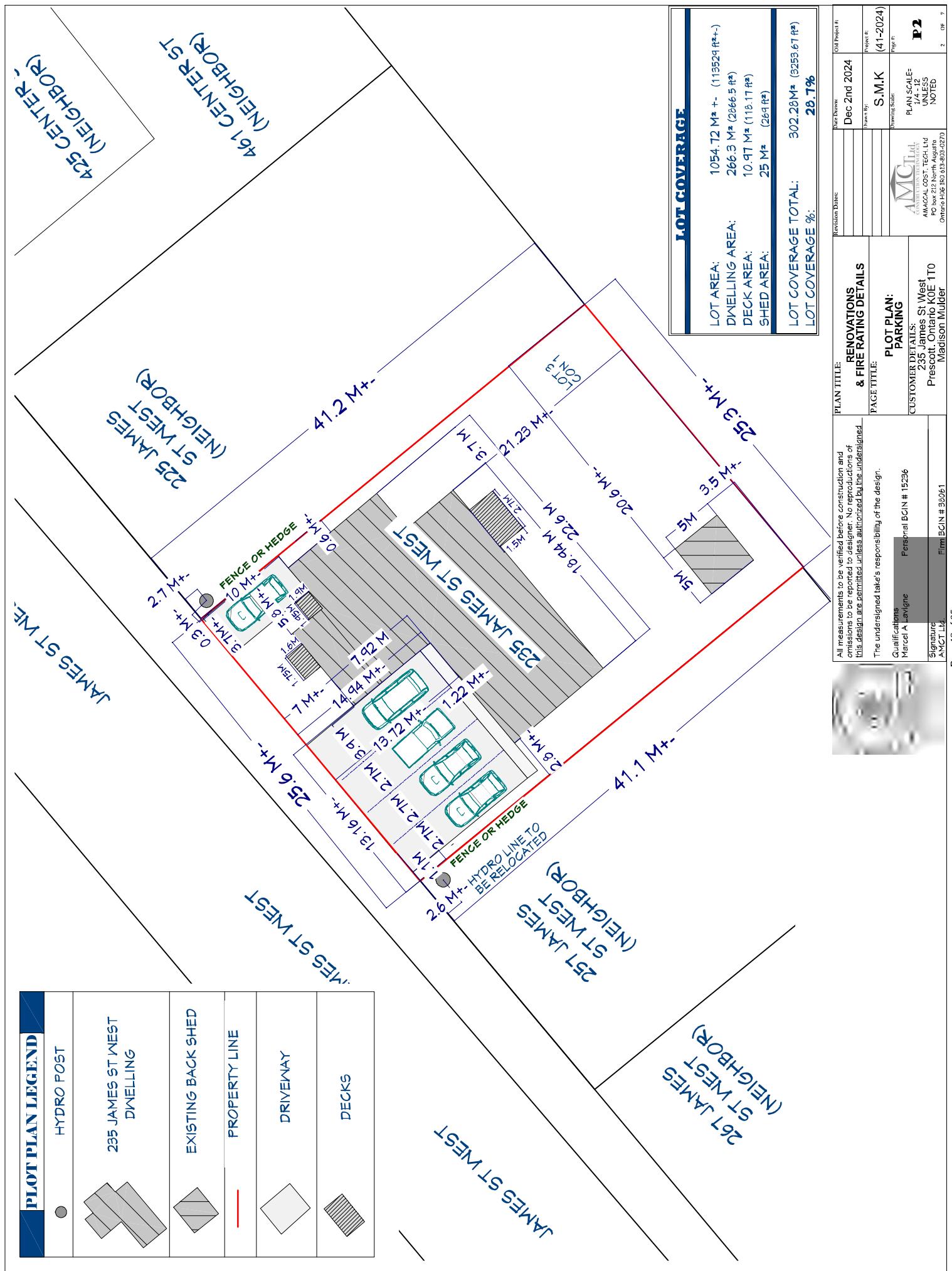
Mayor

Clerk



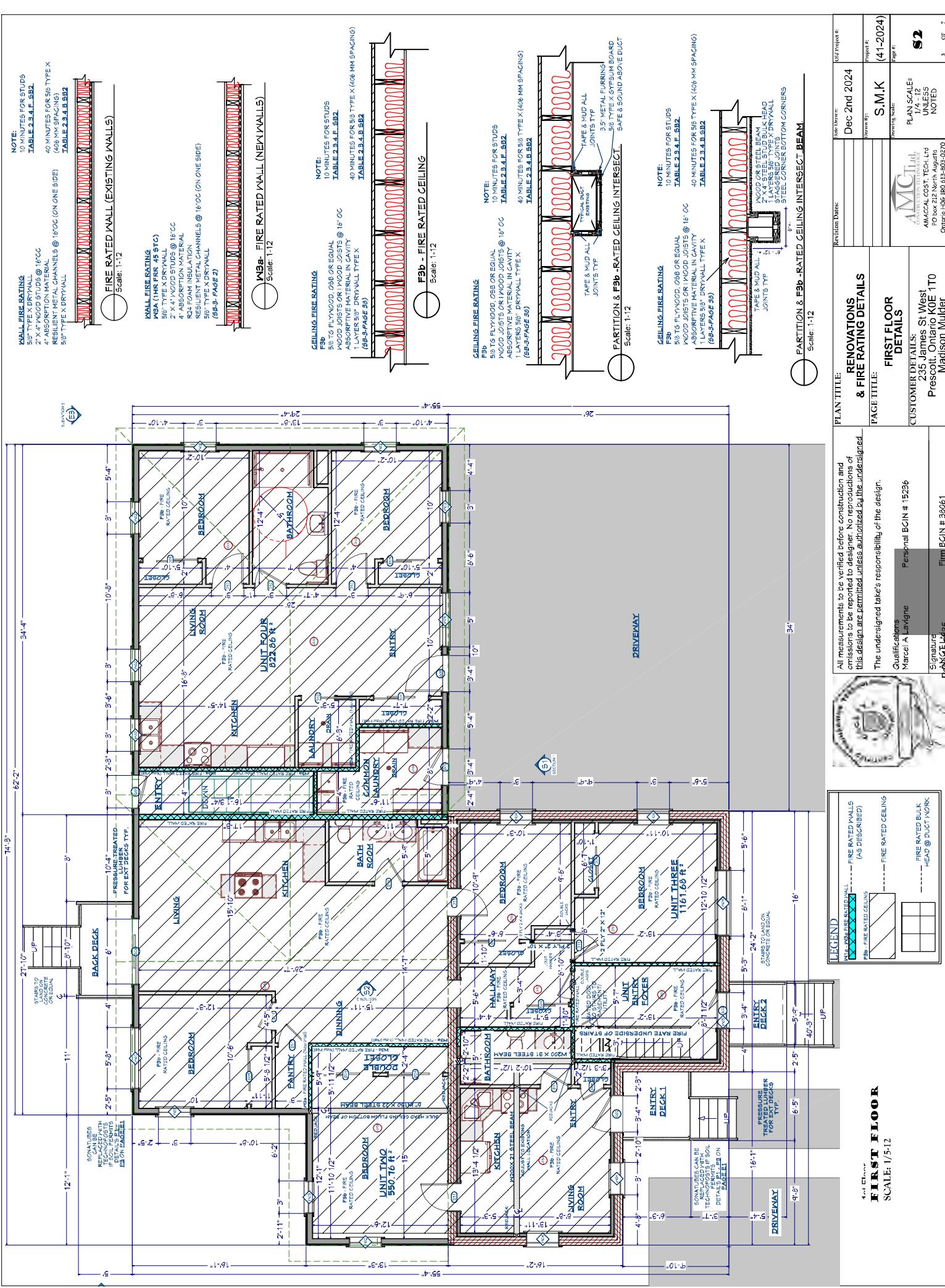
11) measurements to be verified before construction and
11) measurements to be reported to designer. No reproductions of
11) this design are permitted unless authorized by the undersig-

The undersigned takes responsibility for the contents of this document.		
Qualifications	Marcel A Lavigne	Person
Signature	AT&T Ltd	Firm B



II measurements to be verified before construction and
permits to be reported to designer. No reproductions of
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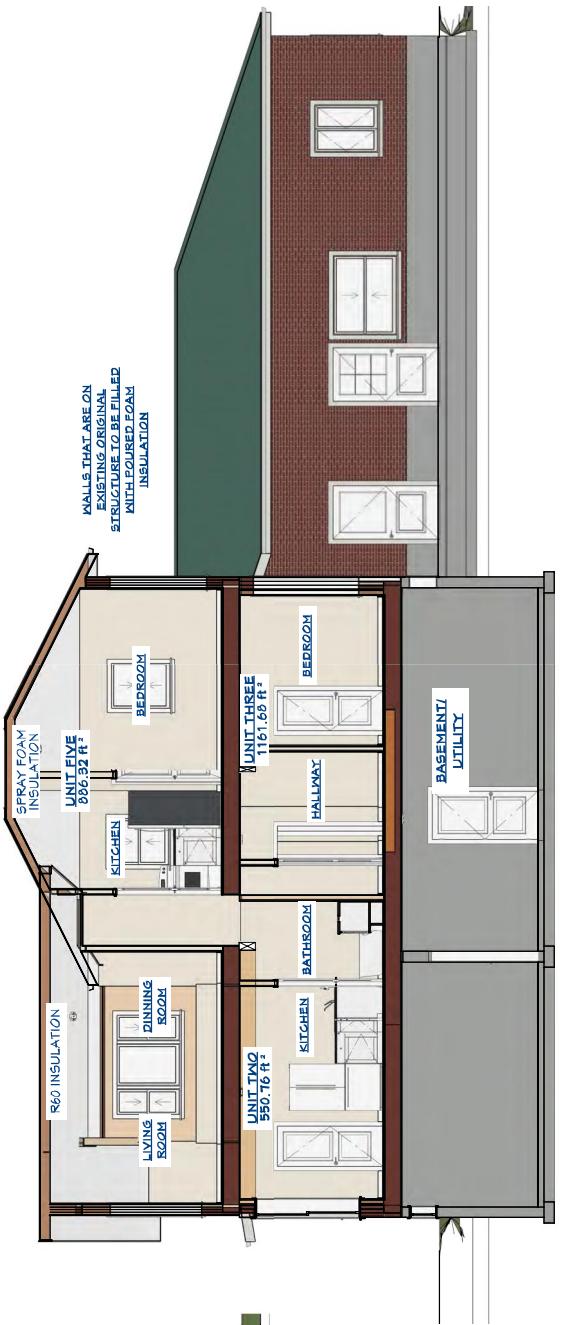
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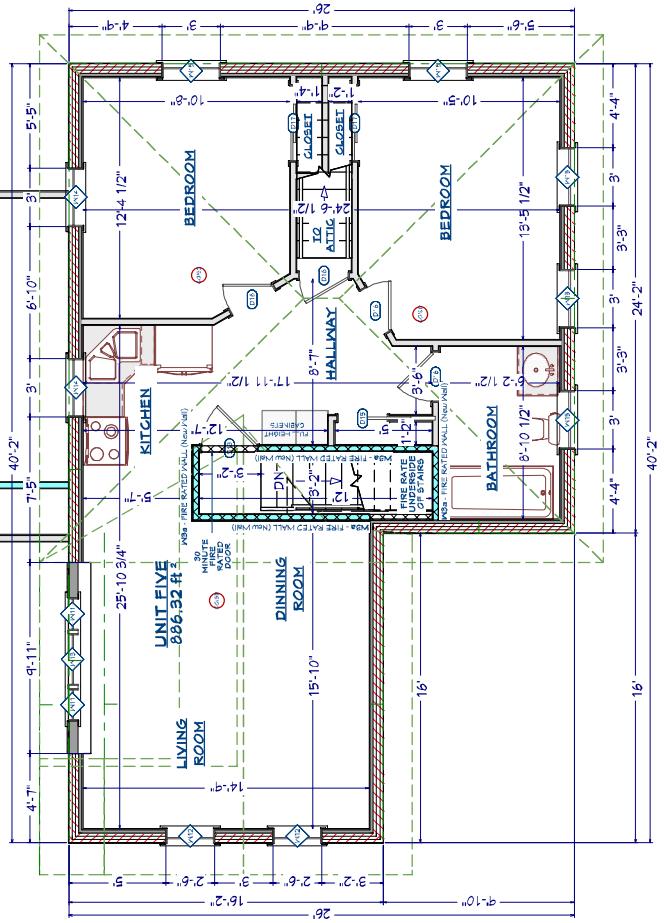


ELEVATION ONE
SCALE: 1/1012

ELEVATION TWO
SCALE: 1/1012



SECTION ONE
SCALE: 1/612

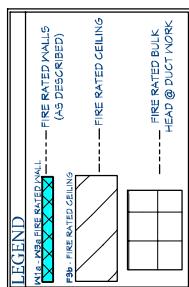


SECOND FLOOR
SCALE: 1/512

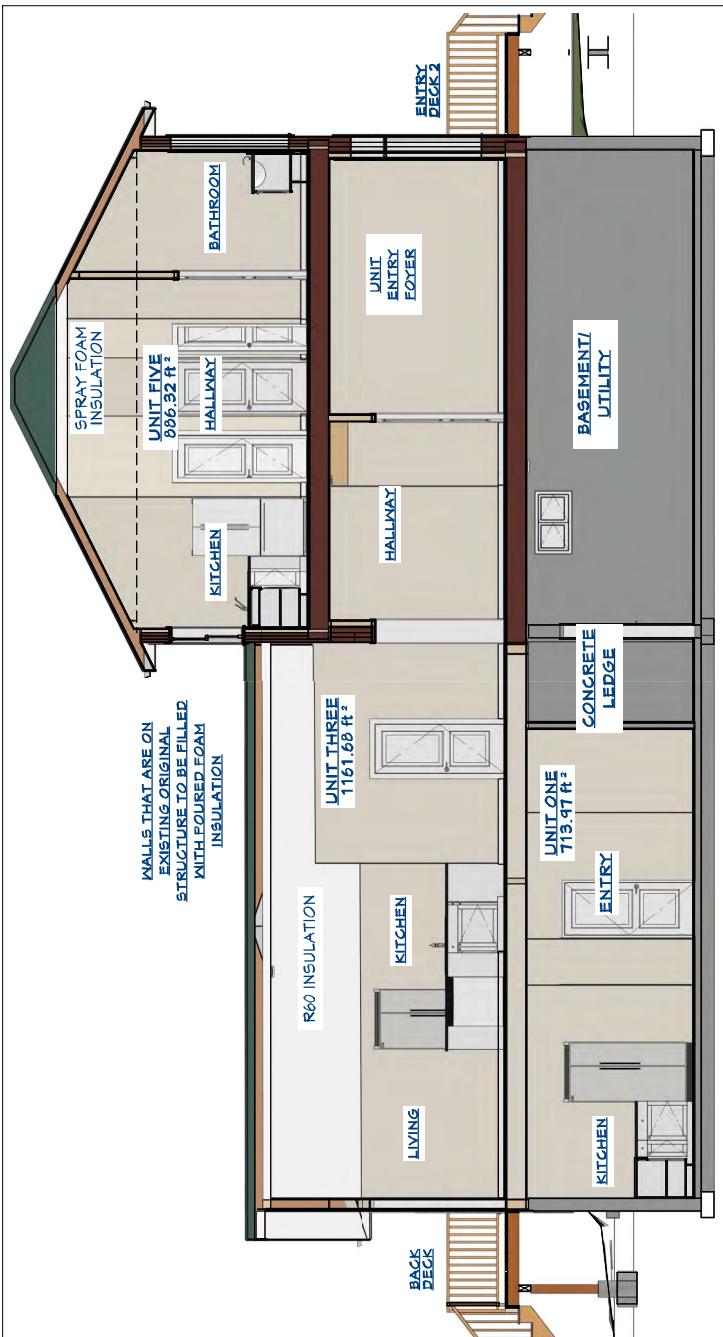


ELEVATION THREE
SCALE: 1/1012

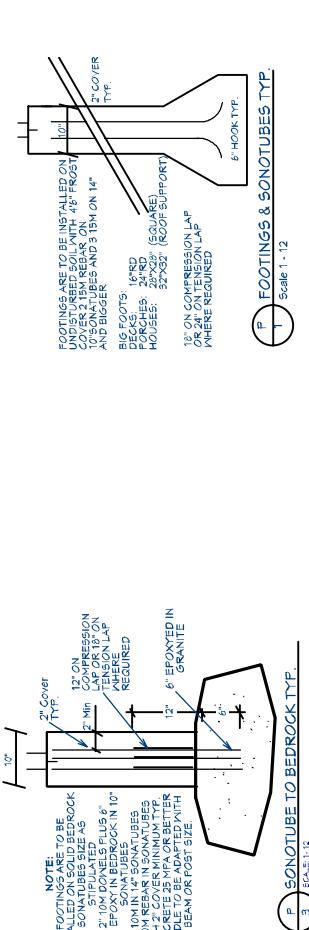
ELEVATION FOUR
SCALE: 1/1012



AMC CONSTRUCTION TECHNOLOGY	Plan Title: RENOVATIONS & FIRE RATING DETAILS	Issue Date: Dec 2nd 2024	Old Project #: 6
AMCCAL COST: TEC-Lite PO Box 212 North Augusta Ontario K0E 1T0 1-800-363-0270	Drawn By: S.M.K	Drawn On: 10/12/2024	Project #: S3
PAGE TITLE: SECOND FLOOR ELEVATIONS		Page #: 1	
Customer Details: 205 James St West Prescott, Ontario K0E 1T0 Madison Mulder Personal BCN # 15236 Firm BCN # 39061 Signature: 		Plan Scale: 1/4 - 12 UNLESS NOTED	

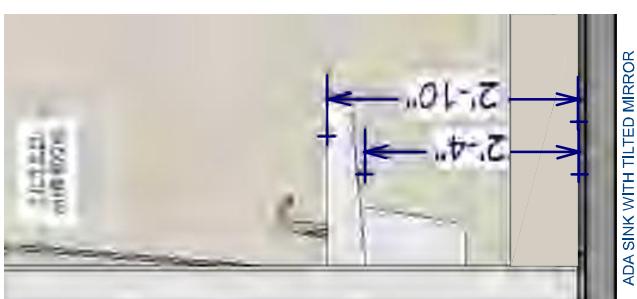


SECTION TWO
SCALE: 1/6-12

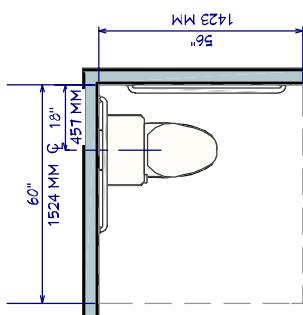


P FOOTINGS & SONOTUBES TYPE

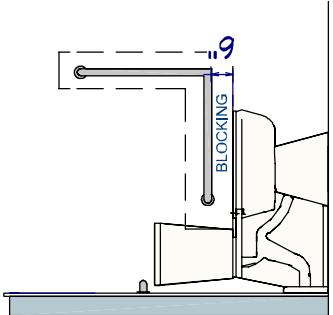
Scale 1:12



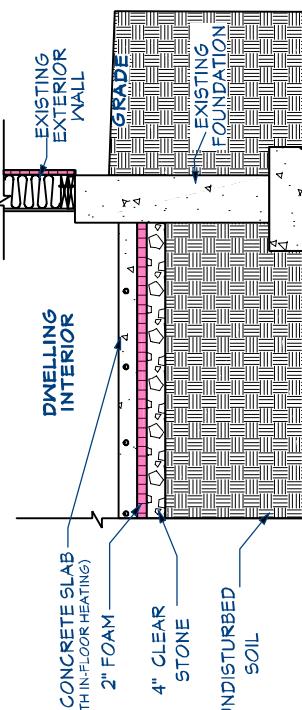
ADA SINK WITH TILTED MIRROR



TOILET APPROACH
When both a parallel and a forward approach to the toilet are provided, the clearance should be at least 56" measured perpendicular from the rear wall, and 60" measured perpendicular from the sidewall. No other fixture or obstruction should be within the clearance area.



TOILET GRAB BARS
Toilet: Grab bars should be provided on the rear wall and on the sidewall closest to the toilet. The sidewall grab bar should be at least 42" long and located between 12" and 54" from the rear wall. The rear grab bar should be at least 24" long, centered on the toilet. Where space permits, the bar should be at least 36" long, with the additional length provided on the transfer side of the toilet.



SLAB SECTION DETAIL
SCALE 1:12

PLAN TITLE: RENOVATIONS & FIRE RATING DETAILS		Revision Dates:	Issue Dates:
		Dec 2nd 2024	Old Project #:
		Drawn By:	Project #:
		S.M.K	Page #:
		(41-2024)	
PAGE TITLE: SECTION DETAILS 2		Drawing scale:	
		PLAN SCALE: 1/4 - 12 UNLESS NOTED	
CUSTOMER DETAILS:		Signature: Marcel A. Lavigne Personal BCN # 15236 Firm BCN # 39061	
		Signature: Paul G. Mulder Firm BCN # 47435	
AMC CONSTRUCTION TECHNOLOGY INC.		AMC CONSTRUCTION TECHNOLOGY INC.	
1600 212 North Augusta St., Suite 100, Kitchener, Ontario N2L 1T0		1600 212 North Augusta St., Suite 100, Kitchener, Ontario N2L 1T0	
T: 519.885.0270		T: 519.885.0270	

Seaway Design Group
10-4502 South Ave.
Elizabethtown, ON
K6T 1A8
613.240.6882
Anthony@Seawaydg.ca

MARCH 19, 2024

Committee of Adjustment

Town of Prescott
360 Dibble St. West
Prescott, ON
K0E 1T0

Attention Committee

Re: Application for Zoning By-Law Amendment
235 James St. West
Prescott, ON

Madison Mulder Enterprises is making an application for a Zoning By-Law Amendment for 235 James Street W. to change the current R1 zoning which doesn't allow for a multi unit apartment to R3 Apartments less than 2.5 Stories with an exception to the side yard setback and lot frontage.

Planning Rationale

Madison Mulder Enterprises would like to convert the current 2 Unit Duplex at 235 James St. West to a 5 Unit building. The existing Duplex has not seen a lot of maintenance over the last several decades and as part of the cleanup and renovation we would like to convert it to a 5 Unit Building.

We plan to keep the historic look of the red brick and stone foundation refurbishing the exterior with quality materials and redoing the entrances as will be required. The garage will be converted into a unit and can be made accessible as it is close to grade. The efficiency of the building will be improved with upgraded spray foam insulation and new windows.

In addition rents will be kept affordable in the \$1400 range for a 1 bedroom with heat and water included.

Lot Area & Setbacks

The lot area of approximately 1040 sq.m. and meets min by-law area of 1000 sq.m. is met

The lot frontage at approximately 26m is slightly under the 30.5m required.

The Front Yard setback is met with the Established Building Line provision in 4.11 of the zoning bylaw.

The side yard setbacks of 2m is met on the west side but the 5m is not obtainable.

The building is only 2 stories and well under the 10.5m maximum.

Lot coverage is at approximately 27% under the maximum of 35%.

The density will be 48 Units/ha under the maximum 50 Units/ha in the Bylaw.

Landscape open space is approximately 61% over the 35% required

Parking Statistics

There are currently 6 spaces available with 3 to be added for a total of 9, by-law calls for 1.25 spaces/unit for a total of 6.25 or 7 spaces so we are 2 spaces over the minimum.

Conclusion

We feel the location for the 5 unit building is appropriate and in line with the official town plan as aside from the side yard setbacks and frontage the majority of the zoning provisions are met.

There will be ample parking on site so it will not increase street parking for the neighbourhood.

The location is fairly close to Edward St one of the major thoroughfares in Prescott with the block of properties to the East of 235 James being institutional the extra traffic and activity should be kept to a minimum effecting only 1 ½ blocks of the north east end of James street and the 2 houses to the east.

Regards,



Wielemaker CEO, AScT
SEAWAY DESIGN GROUP



STAFF REPORT TO PLANNING ADVISORY COMMITTEE

Public Meeting Date: February 10, 2025

Staff Report No. 02-2025

From: Tim Fisher, Municipal Land Use Planner

Re: Zoning By-Law Amendment 360 Dibble Street West (ZBA-2025-001)

Recommendation:

That the Planning Advisory Committee recommend to Council:

That the application for a zoning by-law amendment (File Number ZBA-2025-001) submitted by the Town of Prescott, for the property municipally known as 360 Dibble Street West, be approved; and

That By-Law Number 09-2009, as amended, be further amended, as per Exhibit A (Draft By-Law and Zone Schedules (mapping), to Amend Zoning By-Law Number 09-2009) to Staff Report 02-2025; and

That Council determines that in accordance with Section 34(17) of the *Planning Act*, no further notice is required prior to the passage of the by-law; and

That the amending by-law be presented to Council for approval.

Background/Analysis:

A Zoning By-Law amendment application and supporting documents was submitted by the Town of Prescott for their property municipally addressed as 360 Dibble Street West.

The amendment is requested to change the zoning for the rear portion of the subject lot from Institutional (I) zone to a Site-Specific Low Density Residential (R1-xxx) in Zoning By-Law Number 09-2009. The amendment is required to recognize the future residential development of four lots to be created by the Town for the future development of residential dwellings. The site specific 'R1' zone will recognize the reduced lot area to complete the creation of the new lots and the proposed reduction in the rear yard setback for the construction of two semi-detached dwellings, as per the Concept Development Sketch (Exhibit B).

The remaining portion of the lot will remain in the Institutional (I) zone and maintain its existing use (Town Hall Office).

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In support of the application, the applicant has submitted the following:

- Concept Development Sketch, (Exhibit B).

Site Characteristics:

The subject property is developed with an Institutional Building which houses the public library and Town Hall and has frontage on three municipally owned and maintained roads (Dibble Street West, West Street and James Street West). The subject property has an approximate lot area of 4,349.1 square metres with approximately 200 metres of road frontage on Dibble Street West, 148 metres on James Street West and 278 metres on West Street.

The area of land subject to the Zoning By-Law Amendment is a 1,019.6 square metre parcel of land located at the northwest corner of the lot with 39.62 metres of road frontage on James Street West and 24.78 metres on West Street.

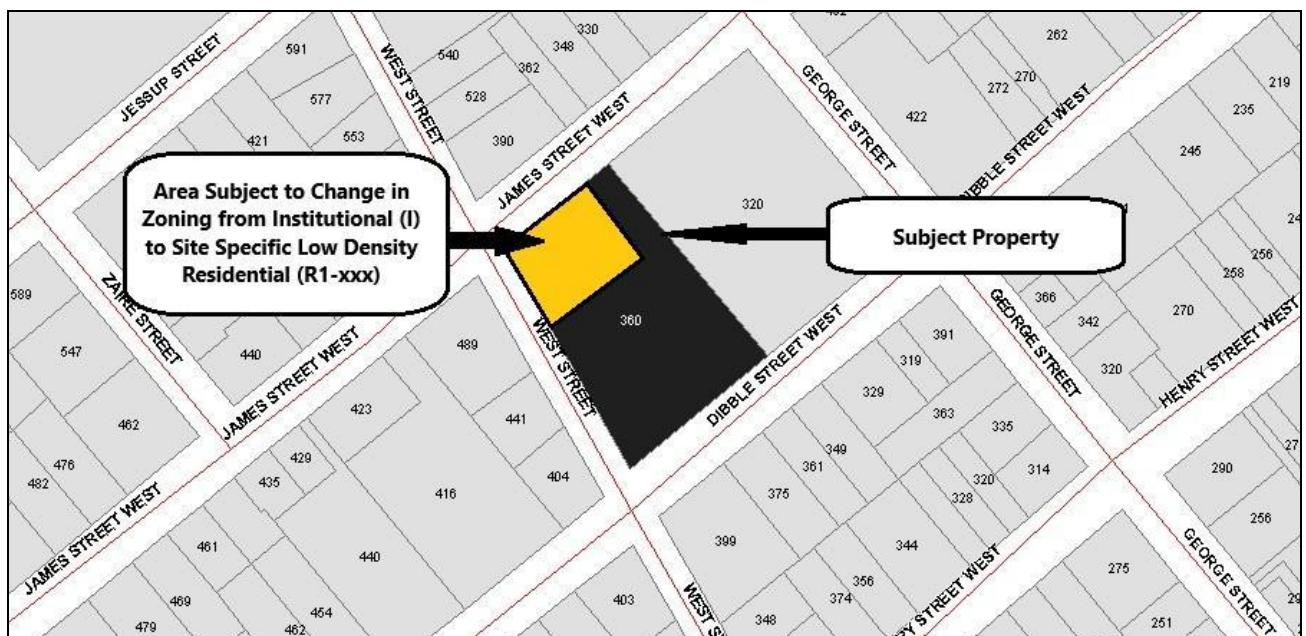


Figure 1 Key Map (not to scale)

The subject property is located within a residential neighbourhood which is predominantly developed with a mixture of residential uses and some institutional uses. The property is adjacent to single family dwellings to the north and west, a duplex to the east and a mixture of single detached and duplex dwelling to the south.

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The subject property is designated Residential in the Official Plan and zoned Institutional (I) in the Town of Prescott Zoning By-Law Number 09-2009, as amended. The current library and Town Hall are permitted uses in the Institutional (I) zone.

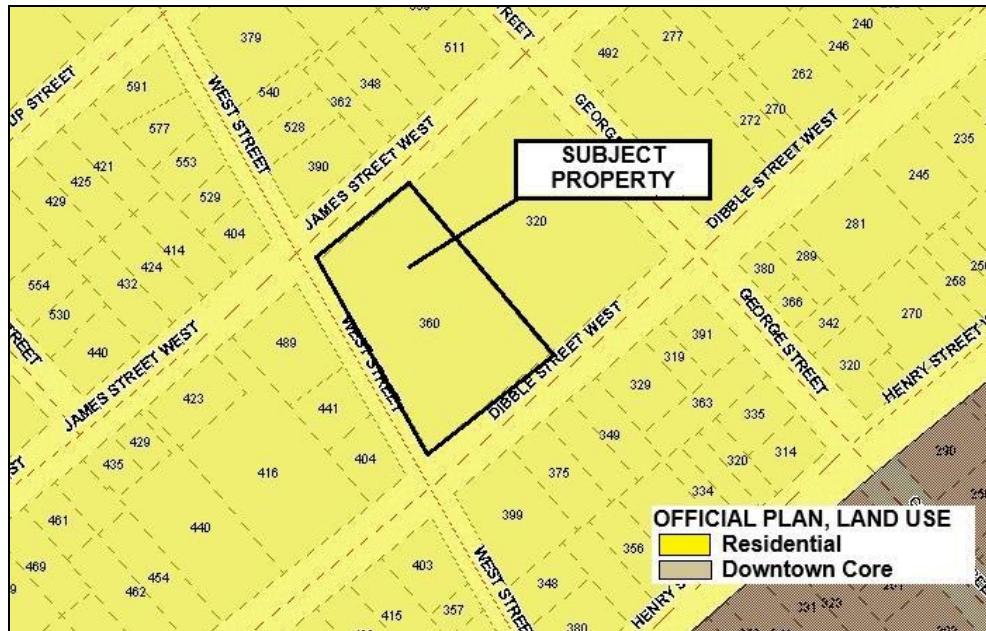


Figure 2: Official Plan, Land Use (not to scale)

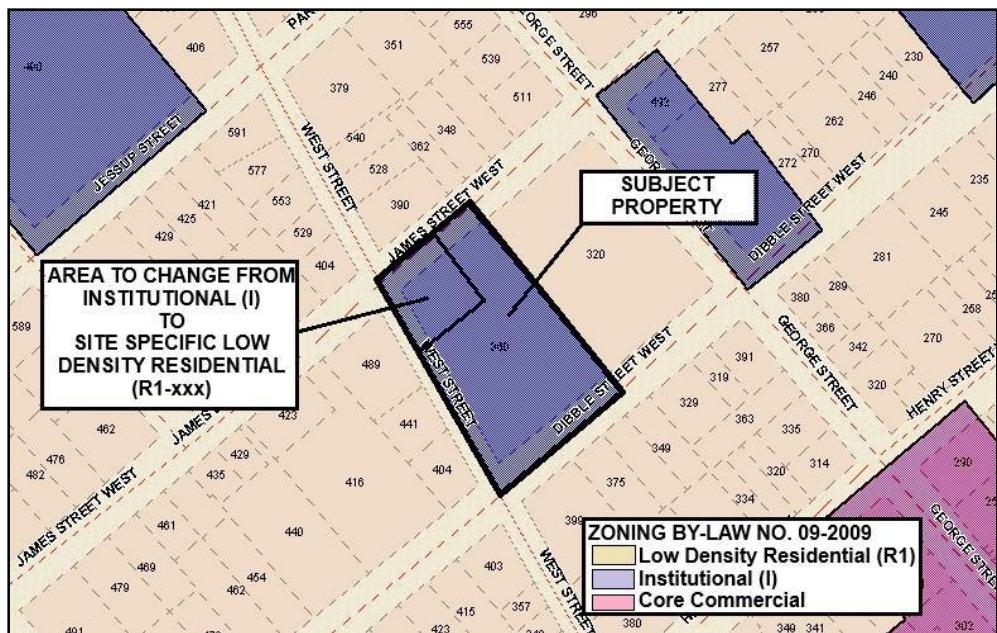


Figure 3: Zoning By-Law (not to scale)



Provincial Planning Statement (PPS)

The Provincial Planning Statement (2024) provides policy direction on matters of provincial interest related to land use planning and development, which are intended to be complemented by local policies addressing local interests. The PPS, 2024 recognizes Ontario as a vast, fast-growing province and the need to increase the supply and mix of housing options to support a diverse population and workforce. It prioritizes compact and transit-supportive design and optimizing investments in infrastructure and public services facilities to support convenient access to housing, quality environment, services, and recreation. Cultural heritage and archaeology are to provide people with a sense of place. Through specific policies related to building homes, sustaining strong and competitive communities, infrastructure and facilities, wise use and management of resources and protecting public health and safety, the PPS, 2024 lays the framework for fundamental land use planning in Ontario.

Section 2.3 indicates that settlement areas shall be the focus of growth and development. It supports intensification in settlement areas with the aim to achieve complete communities. This includes planning for a range and mix of housing options. Section 2.3.1.2 stipulates that land use patterns within settlement areas should be based on densities and a mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure and public services facilities, support active transportation, are transit-supportive (as appropriate) and are freight-supportive.

Based on the above, the proposed Zoning By-Law amendment is consistent with the Provincial Planning Statement.

Official Plan Considerations:

When a Zoning By-law amendment is considered the proposed zoning change is evaluated to determine if it circumvents or undermines the Town's Official Plan. It is important to examine the Official Plan and consider the intent and purpose of the document. There can often be times when slight adjustments need to be made through a zoning amendment to the current Zoning By-law to reflect the Official Plan.

The subject property is designated Residential in the Official Plan, as amend. The proposed residential development will create four new dwellings units which conforms with the intent of the Official Plan as it is compatible with the surrounding land uses, is feasible from a functional servicing perspective, and will provide sufficient functional amenity space and off-street parking for future users.



The development will not negatively impact the character of the residential neighbourhood or its streetscape and will provide a mixture of dwelling unit types in an area within walking distance to the commercial core (Downtown Prescott). The proposed mixture of unit types will add to the supply of housing that supports affordability and accessibility in the community.

Intensification in existing residential neighbourhoods is supported by the Ministry of Municipal Affairs and Housing through many amendments to the *Planning Act*, though initiatives such as the 'More Homes Built Faster' which is intended to increase the housing supply to address the housing crisis in Ontario. The additional dwelling units is also in keeping with the Housing Supply Policies of Section 3.5.2 of the Official Plan.

The development will make use of existing municipal service and will not result in any added costs or extension of municipal services. Future development on the subject lots will be reviewed during the building permit application process.

The area to be changed to the site-specific residential zone and its development will have its frontage and access from James Street West, which is a Town owned road. The proposed development is not anticipated to have any negative impacts on traffic.

The proposed development is therefore in keeping with the intent of the Official Plan.

Zoning By-Law:

The subject property is currently zoned Institutional (I) in the Town of Prescott Zoning By-Law Number 09-2009. A zoning compliance review chart (below) was prepared to illustrate the differences in the R1 zone and the proposed development.

The proposed site-specific zone will only address the zoning deficiencies associated with the proposed development while maintaining the remaining R1 zone requirements, which is in keeping with the built form and any future development in the neighbourhood. The highlighted items in orange would be subject to the proposed site-specific zoning. All other provisions are complied with.

PREScott
EST 1784
THE FORT TOWN

Residential R1 - Compliance Matrix	Required	Proposed	Proposed	Proposed	Proposed
		371 James	373 James	375 James	377 James
Lot Frontage (m)		9.9	9.9	9.9	9.9
Lot Depth (m)		24.38	24.38	24.38	24.38
Lot Shape		Rectangular	Rectangular	Rectangular	Irregular
Minimum Lot Area (m ²)	275.0	241.5	241.5	241.5	295.1
Minimum Lot Frontage (m)	9.0	9.9	9.9	9.9	9.9
Minimum Yard Requirements					
Front Yard (m)	6.0	6.1	6.5	6.5	6.1
Rear Yard (m)	7.5	5.5	7.5	7.5	5.5
Exterior Yard (m)	4.5	na	na	na	5.2
Interior Yard (m)	2.4	4.2	4.2	4.2	na
Maximum Building Height (m)	10.5	< 10.5	< 10.5	< 10.5	< 10.5
Maximum Lot Coverage	35%	20%	30%	20%	30%
Maximum Number of Dwelling Units per lot	2	1	1	1	1
Unit sizing (includes covered porch)		3 Bed	2 Bed	2 Bed	3 Bed
Storeys		2	2	2	2
Width (m)		5.68	5.68	5.68	5.68
Depth (m)		12.80	8.53	8.53	12.80
Area (m ²)		72.70	48.45	48.45	72.70
Lot Coverage		30%	20%	20%	25%
Deck					
Width (m)		3.00	3.00	3.00	3.00
Depth (m)		3.00	2.00	2.00	3.00
Area (m ²)		9.00	6.00	6.00	9.00

Figure 4: Zoning Compliance Review Chart

**Technical Comments:**

The application was circulated to all Town departments and to date no concerns have been expressed.

Notification:

Pursuant to the requirements of the Planning Act, notice of the statutory public meeting was provided 20 days in advance of the public meeting to all landowners as per the latest MPAC assessment prior to the date of mailing, within a 120-metre radius of the subject property. Additional notice in the form of multiple signs were posted along each road frontages on the subject property and was also placed on the Town's website.

If the application is approved, a Notice of Passing will be circulated in accordance with the provisions of the *Planning Act*.

Public Comments:

There have been no written comments received by development staff at the time of preparing this report.

Alternatives:

The Planning Advisory Committee could deny the applicants request for a Zoning By-law amendment which would thereby leave the zoning as Institutional (I).

Financial Implications:

None.

Environmental Implications:

None.

Exhibits:

- A. Draft By-Law; and
- B. Concept Development Sketch



Submitted by:

A handwritten signature in blue ink, appearing to read "T. Fisher".

Tim Fisher,
Municipal Land Use Planner

THE CORPORATION OF THE TOWN OF PRESCOTT

BY-LAW NO. XX-2025

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 09-2009, AS AMENDED, BEING A BY-LAW TO REGULATE THE USE OF LAND, BUILDINGS AND STRUCTURES WITHIN THE TOWN OF PRESCOTT

Being a by-law to amend By-Law No. 09-2009, as amended, being a By-law to regulate the use of land, buildings and structures within the Town of Prescott.

WHEREAS pursuant to the provisions of the *Planning Act*, Section 34, the Council of a municipality may enact by-laws to regulate the use of land, buildings or structures for any purpose set out therein that is otherwise prohibited; and

WHEREAS the Council of the Corporation of the Town of Prescott deems it advisable to amend Zoning By-Law 09-2009, as amended, as hereinafter set forth:

NOW THEREFORE the Council of the Corporation of the Town of Prescott enacts as follows:

1. Zoning By-law No. 09-2009, as amended, is hereby further amended as follows:
 - 1.1. Schedule A – Zoning Map is amended by removing a portion of the 'I' symbol on the subject property intended for residential development, and by adding the 'R1-20' symbol, while the remainder of the property will maintain the 'I' symbol.
 - 1.2. By adding the following Special Exception Zone 'R1-20' in Section 5.4.4, which reads:

"(t) R1-20; 360 Dibble Street

Notwithstanding any provisions of Section 5.4 of this By-law to the contrary, the following provisions shall apply:

- a) Minimum Lot Area..... 241 m²
- b) Minimum Yard Requirements
Rear Yard..... 5.5 m
2. All other applicable provisions of By-law 09-2009 shall continue to apply.
3. That this by-law shall come into force and take effect upon being passed by Council.

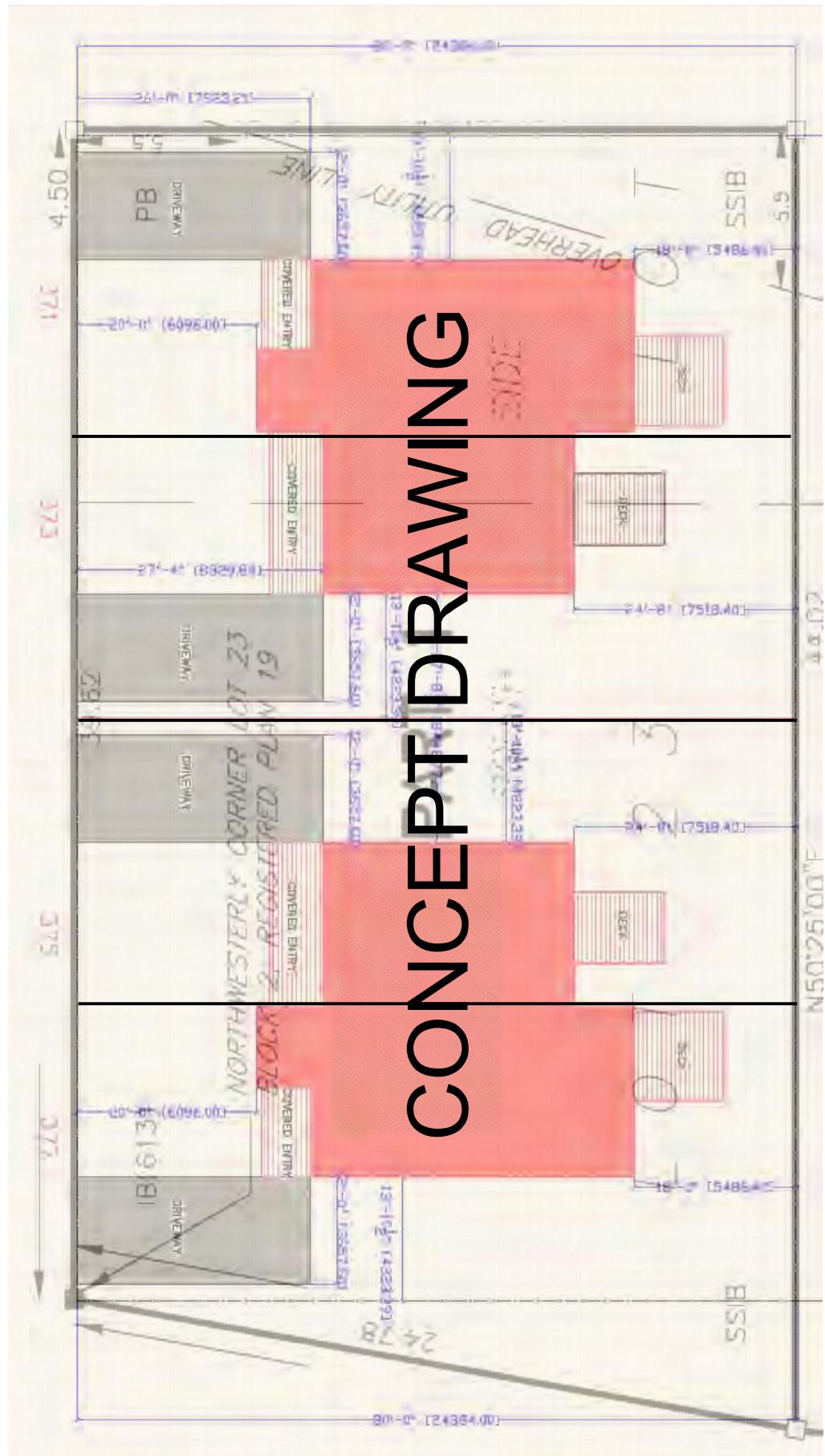
4. That any other By-Laws, resolutions or actions of the Council of the Corporation of the Town of Prescott that are inconsistent with the provisions of this By-Law are hereby rescinded.

READ AND PASSED, SIGNED AND SEALED, THE 18 DAY OF FEBRUARY, 2025.

Mayor

Clerk

James Street



THE CORPORATION OF THE TOWN OF PRESCOTT

BY-LAW NO. 09-2025

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 09-2009, AS AMENDED, BEING A BY-LAW TO REGULATE THE USE OF LAND, BUILDINGS AND STRUCTURES WITHIN THE TOWN OF PRESCOTT

Being a by-law to amend By-Law No. 09-2009, as amended, being a By-law to regulate the use of land, buildings and structures within the Town of Prescott.

WHEREAS pursuant to the provisions of the *Planning Act*, Section 34, the Council of a municipality may enact by-laws to regulate the use of land, buildings or structures for any purpose set out therein that is otherwise prohibited; and

WHEREAS the Council of the Corporation of the Town of Prescott deems it advisable to amend Zoning By-Law 09-2009, as amended, as hereinafter set forth:

NOW THEREFORE the Council of the Corporation of the Town of Prescott enacts as follows:

1. Zoning By-law No. 09-2009, as amended, is hereby further amended as follows:

- 1.1. Schedule A – Zoning Map is amended by removing the 'R1' symbol on the subject property and by adding the 'R1-19' symbol.
- 1.2. By adding the following Special Exception Zone 'R1-19' in Section 5.4.4, which reads:

"(s) R1-19; 235 James Street West

Notwithstanding any provisions of Section 4 and Section 5.4 of this By-law to the contrary, a five-unit dwelling contained within the existing building shall be a permitted use in the R1-19 zone, subject to the following provisions:

- a) Minimum Yard Requirement
Interior Side Yard
One Side..... 2.4 m
Other Side..... 0.6 m
- b) Maximum Number of Dwelling Units 5
- c) Minimum Number of Parking Spaces per unit..... 1 space per unit
- d) Maximum Parking Area in a Front Yard..... 72%

e) Screening from the parking area in the front yard along the lot line abutting the properties to the east and west, shall be provided and maintained in the form of a privacy fence, subject to the fence by-law requirements.

No portion of the privacy fence shall be located within the road allowance.

f) Minimum Number of Required Bicycle Parking Spaces.....4 spaces"

1. All other applicable provisions of By-law 09-2009 shall continue to apply.
2. That this by-law shall come into force and take effect upon being passed by Council.
3. That any other By-Laws, resolutions or actions of the Council of the Corporation of the Town of Prescott that are inconsistent with the provisions of this By-Law are hereby rescinded.

READ AND PASSED, SIGNED AND SEALED, THE 18 DAY OF FEBRUARY, 2025.

Mayor

Deputy Clerk

THE CORPORATION OF THE TOWN OF PRESCOTT

BY-LAW NO. 10-2025

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 09-2009, AS AMENDED, BEING A BY-LAW TO REGULATE THE USE OF LAND, BUILDINGS AND STRUCTURES WITHIN THE TOWN OF PRESCOTT

Being a by-law to amend By-Law No. 09-2009, as amended, being a By-law to regulate the use of land, buildings and structures within the Town of Prescott.

WHEREAS pursuant to the provisions of the *Planning Act*, Section 34, the Council of a municipality may enact by-laws to regulate the use of land, buildings or structures for any purpose set out therein that is otherwise prohibited; and

WHEREAS the Council of the Corporation of the Town of Prescott deems it advisable to amend Zoning By-Law 09-2009, as amended, as hereinafter set forth:

NOW THEREFORE the Council of the Corporation of the Town of Prescott enacts as follows:

1. Zoning By-law No. 09-2009, as amended, is hereby further amended as follows:
 - 1.1. Schedule A – Zoning Map is amended by removing a portion of the 'I' symbol on the subject property intended for residential development, and by adding the 'R1-20' symbol, while the remainder of the property will maintain the 'I' symbol.
 - 1.2. By adding the following Special Exception Zone 'R1-20' in Section 5.4.4, which reads:

"(t) R1-20; 360 Dibble Street

Notwithstanding any provisions of Section 5.4 of this By-law to the contrary, the following provisions shall apply:

- a) Minimum Lot Area..... 241 m²
- b) Minimum Yard Requirements
Rear Yard..... 5.5 m
2. All other applicable provisions of By-law 09-2009 shall continue to apply.
3. That this by-law shall come into force and take effect upon being passed by Council.

4. That any other By-Laws, resolutions or actions of the Council of the Corporation of the Town of Prescott that are inconsistent with the provisions of this By-Law are hereby rescinded.

READ AND PASSED, SIGNED AND SEALED, THE 18 DAY OF FEBRUARY, 2025.

Mayor

Deputy Clerk

**THE CORPORATION OF THE
TOWN OF PRESCOTT**

BY-LAW NO. 11-2025

**A BY-LAW TO ADOPT THE PROCEEDINGS OF THE SPECIAL
COUNCIL MEETING HELD ON FEBRUARY 18, 2025.**

WHEREAS, Section 5(3) of *the Municipal Act, 2001 S.O. 2001, c.25, as amended*, provides that Council's powers shall be exercised by by-law; and

WHEREAS certain actions of Council do not require the enactment of a specific by-law;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of the Town of Prescott enacts as follows:

1. Subject to Paragraph 3 of this by-law, the proceedings of the above-referenced Special Council meeting, including **all** Resolutions, By-laws, Recommendations, Adoptions of Committee Reports, and **all** other motions and matters decided in the said Council Meeting are hereby adopted and confirmed, and shall have the same force and effect, as if such proceedings were expressly embodied in this by-law.
2. The Mayor and Clerk are hereby authorized to execute **all** such documents, and to direct other officials of the Town to take **all** other action, that may be required to give effect to the proceedings of the Special Council Meeting referred to in Paragraph 1 of this by-law.
3. Nothing in this by-law has the effect of conferring the status of a by-law upon any of the proceedings of the Special Council Meeting referred to in Paragraph 1 of this by-law where any legal prerequisite to the enactment of a specific by-law has not been satisfied.
4. Any member of Council who complied with the provisions of Section 5 of the Municipal Conflict of Interest Act, R.S.O. 1990, Chapter M.50 respecting the proceedings of the Special Council Meeting referred to in Paragraph 1 of this by-law shall be deemed to have complied with said provisions in respect of this by-law.

READ AND PASSED, SIGNED AND SEALED THIS 18th DAY OF FEBRUARY 2025.

Mayor

Deputy Clerk