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# Agenda

## Public Meeting of Council

Chair: Mayor Gervais

Tuesday, April 1, 2025

Council Chambers

6:00 p.m.

1. **Land Acknowledgement**
2. **Call to Order**
3. **Disclosure of Pecuniary Interest & General Nature Thereof**
4. **Approval/Amendment of Agenda**
5. **New Business**
  - Planning Advisory & Adjustment Committee Minutes Attached
  - a. Z-4/2025 – 730 Cecelia Street – Jacob Menard
    - i. Zoning By-law Amendment Application
    - ii. Planning Report, Site Plan, Notice and Submissions Attached
  - b. Z-3/2025 – 570 Almira Street – Brian Decaire
    - i. Zoning By-law Amendment Application
    - ii. Planning Report, Site Plan, and Notice Attached
6. **Adjournment**

# **DRAFT** Planning Advisory & Adjustment Committee Meeting Minutes

## **Council Chambers**

Pembroke, Ontario  
Monday, March 24, 2025  
1630hrs

## **Present:**

Gary Severin, Chair  
Councillor Ed Jacyno  
Councillor Ian Kuehl  
Marie-Josée Levesque  
Marcel Mantha

## **Also Present:**

Colleen Sauriol, Director of Planning, Building & By-law Enforcement  
Owen Hutton, Planner  
Nevill Carney, Planning Technician & Recording Secretary

## **Regrets:**

Romeo Levasseur, Vice-Chair

### **1. Land Acknowledgement**

Mr. Severin read the City's land acknowledgement.

### **2. Call to Order**

Mr. Severin called the meeting to order at 1630hrs.

### **3. Approval of Agenda**

#### **Motion:**

Moved by Councillor Kuehl

Seconded by Mr. Mantha

That the agenda be approved with no additions or modifications.

**Carried**

### **4. Approval of Minutes – January 28, 2025**

#### **Motion:**

Moved by Councillor Jacyno

Seconded by Ms. Levesque

That the minutes of the Planning Advisory & Adjustment Committee meeting of January 28, 2025, be approved with no additions or modifications.

**Carried**

**5. Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures of pecuniary interest.

**6. New Business**

**a) Z-4/2025 – 730 Cecelia Street – Jacob Menard**

Mr. Hutton presented his report, including the Planning Department’s recommendation for approval.

Mr. Hutton noted that two informational inquiries and twelve submissions of opposition were received prior to the meeting regarding this application.

Jacob Menard was present to represent the application.

Lewis Schull of 186 Garden Street, Terry Sullivan of 198 Garden Street, Sheila Duff of 100 Shea Avenue, Gale Sylvestre of 205 Market Street, Carol Sullivan of 198 Garden Street, Rick Power of 183 D’Youville Drive, Tammy Prescott of 101 Shea Avenue, and Darcy McGrath of 211 Market Street were present to speak against the application.

A lengthy discussion was held regarding the application.

Councillor Kuehl left the council chambers to speak privately with Mr. Menard, and Mr. Severin declared a recess at 1743 hrs.

Mr. Severin called the meeting back to order at 1744hrs.

**Motion:**

Moved by Mr. Mantha

Seconded by Councillor Jacyno

That the Committee recommend to Council the approval of the official plan and zoning by-law amendments application for 730 Cecilia Street.

**Carried**

Mr. Severin declared a recess at 1755hrs.

Mr. Severin called the meeting back to order at 1801hrs.

**b) Z-3/2025 – 570 Almira Street – Brian Decaire**

Mr. Hutton presented his report, including the Planning Department’s recommendation for approval.

Mr. Hutton noted that a single information inquiry was received prior to the meeting.

Brian Decaire was present electronically to represent the application.

**Motion:**

Moved by Councillor Kuehl

Seconded by Mr. Mantha

That the Committee recommend to Council the approval of the zoning by-law amendment application for 570 Almira Street.

**Carried**

**7. Past Decision Update – Mr. Hutton**

- a. Z-1/2025 – 1 & 101 Howard Street – Jp2g Consultants Inc.
- b. Z-2/2025 – Blocks 614 & 615 Golfview Subdivision – Jp2g Consultants Inc

Mr. Hutton indicated that both items moved to a Public Meeting of Council on February 4, 2025, and were passed as by-laws on February 18, 2025. Both by-laws are in full force and effect as of March 13, 2025, as they passed their 20-day applicable appeal periods, making both applications final.

**8. Next Meeting**

Mr. Severin indicated that the next meeting of the Planning Advisory & Adjustment Committee would be scheduled for Monday, April 28, 2025.

**9. Adjournment**

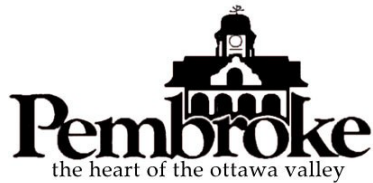
**Motion:**

Moved by Ms. Levesque

Seconded by Councillor Kuehl

That the Planning Advisory & Adjustment Committee meeting of March 24, 2025, adjourn at 1813 hrs.

**Carried**



# Committee Report

**To:** Planning Advisory & Adjustment Committee  
Choose an item.

**From:** Owen Hutton, Planner  
Planning, Building & By-law Enforcement Department

**Date:** 2025-03-24

**Re:** **Z-4/2025 – 730 Cecelia Street**

## **Recommendation:**

The Planning Department recommends the approval of the zoning by-law amendment application for 730 Cecelia Street, from an “Open Space – OS” zone to a “Residential Type 3-48 – R3-48” zone.

The application is in-keeping with the intents of the zoning by-law, official plan, and provincial planning statement.

## **Background:**

The applicant, Jacob Menard, has submitted a site plan proposing the construction of a sixplex (six (6) dwelling units) on the property to be known municipally as 730 Cecelia Street.

The property is currently zoned “Open Space – OS” by Zoning By-law 2020-05. The “OS” zoning reflects the use of the property to present date as a neighbourhood park by the City of Pembroke.

On May 16, 2023, Council of the City of Pembroke passed By-Law 2023-36, being the City’s new Sale & Disposition of Land Policy. Under Section 4 of said policy, “The Economic Development Officer shall establish and maintain a public registry of surplus real property assets owned by the City of Pembroke.” On January 16, 2024, the Parks & Recreation Committee of Council gave direction to include eight of 22 identified potential parcels in the surplus inventory, including 730 Cecelia Street. In the summer of 2024, Economic Development staff created the City-Owned Surplus Land page on the City’s website. On October 1, 2024, Council passed a resolution for formally declare the eight parcels surplus, as required by the Sale & Disposition of Land Policy in order to be sold. In early February 2025, staff received an offer to purchase for 730 Cecelia Street. On February 18, 2025, direction was provided to staff that the offer was accepted in principle and that staff was to work with the developer. On February 20, 2025, the proposed disposal of viable surplus



land notice was posted to the City's website for 20 days, as per the Sale & Disposition of Land Policy. No comments, questions, or other offers were received during the 20-day period.

The proposed "Residential Type 3-48 – R3-48" zoning is required to specifically allow the permitted use of a sixplex. The proposed "R3-48" zoning is completely in-keeping with the intent of the zoning by-law, as all applicable potential zone provisions are met and/or exceeded. "Minimum Lot Area", "Minimum Lot Frontage", "Minimum Lot Depth", "Minimum Front Yard Setback", and "Minimum Dwelling Unit Area" are all greatly exceeded. "Minimum Rear Yard Setback", "Minimum Interior Side Yard Setback", "Minimum Landscaped Open Space", and "Maximum Building Height" are all met. As such, this application can be viewed as being absolutely in-keeping with the intent of the zoning by-law, with no site-specific relief from any possible zone provisions required.

While Mr. Menard's proposed building height of 35ft is permitted under any residential zoning within the City of Pembroke, including under the existing surrounding "Residential Type 1 - R1" and "Residential Type 2 - R2" zoning in the neighbourhood of 730 Cecelia Street, most of the surrounding neighbourhood consists of single-storey single detached dwellings, so from this perspective, the proposed zoning for a sixplex may not be considered compatible within the neighbourhood. That stated, a few small blocks north of 730 Cecelia Street in an "Institutional – I" zone is Marianhill, a much higher-density residential use the coexists with single detached dwellings on the opposite side of Cecelia Street and in the immediate neighbourhood. A further block north is 593 Cecelia Street, an apartment building in an "R4-11" zone that is surrounded by single detached dwellings. While the immediate surrounding zoning and uses around 730 Cecelia Street may not immediately match the proposed "R3-48" zoning, diversity of zoning and uses coexist in many other areas of the City without issue.

Regarding parking regulations, Section 3.29(2) of Zoning By-law 2020-05 requires 1.5 spaces per dwelling unit for the proposed sixplex, meaning that a total of nine (9) standard parking spaces would be required. The proposed site plan shows ten (10) standard spaces being accommodated in a "Parking Area" on the property, exceeding the required number of parking spaces by one (1). Section 3.29(8) requires that a "Parking Area" providing more than four (4) off-street parking spaces shall have a buffer strip of 9.84ft where it abuts a residential zone and a buffer strip of 3.28ft where it abuts a street. Mr. Menard's site plan shows these requirements being exceeded, with 10ft buffer zones to both the abutting residential zone and the abutting street. As all applicable parking requirements, including number of spaces, size of spaces, access driveways, and buffer strips are shown to be met on the proposed site plan, the proposed zoning can again be viewed as being completely in-keeping with the intent of the zoning by-law.

The aforementioned proposed parking area would be accessed via Cecelia Street, so that no additional traffic would be added to Garden and Market Streets.

730 Cecelia Street is designated "Residential" by Schedule "A" of the Official Plan, 2016. Section 4.2.1 of the official plan defines this designation as, "The Residential classification



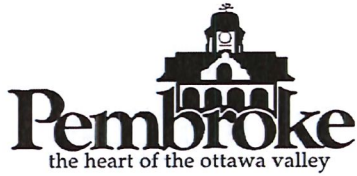
of land means the predominant use of the land in the areas so designated shall be for all types of residential dwellings. The proposed zoning exactly meets this definition of the “Residential” designation by the official plan.

According to Section 4.2.2.1(5) of the official plan, “The City of Pembroke will encourage all forms of residential intensification that creates a potential supply of new housing units. Residential intensification will be encouraged in the built-up areas of the City where there is sufficient existing or planned infrastructure to accommodate such development...Council’s policy is that, through the intensification of land use in existing built-up areas involving infill, redevelopment and the conversion of existing buildings, Pembroke will continue to accommodate...new residential units within the already built-up area.” The proposed zoning is strongly in keeping with this direction in the official plan, as it will allow for residential intensification in an existing built-up with sufficient planned infrastructure.

Section 4.2.2.1(10) of the Official Plan states, “All residential development shall be adequately serviced with municipal water and sewer services, waste disposal, and utilities...subject to prior verification that there is adequate capacity.” Similarly, Section 3.6(1)(a) of the Provincial Planning Statement, 2024, directs that, “Planning for sewage and water services shall accommodate forecasted growth in a timely manner that promotes the efficient use and optimization of existing municipal sewage services and municipal water services”. Section 3.6(2) continues that, “Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety.” Full water and sanitary sewer servicing are available to 730 Cecelia Street. The requirement of a building permit for the proposed sixplex will trigger the approval of the Operations Department to ensure adequate servicing capacity to the properties.

The Provincial Planning Statement, 2024, Section 2.2(2)(b)(2) states that, “Planning authorities shall provide for an appropriate range and mix of housing options and densities...by permitting and facilitating all types of residential intensification, including... development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units...” As this application proposes residential intensification within a previously developed area which would introduce new housing options and result in a net increase in residential units, it is highly in-keeping with the new provincial planning statement.

The Planning Department recommends the approval of the zoning by-law amendment application for 730 Cecelia Street, from an “Open Space – OS” zone to a “Residential Type 3-48 – R3-48” zone, as the application is in-keeping with the intents of the zoning by-law, official plan, and provincial planning statement.



**Financial Implications:**

N/A.

Respectfully submitted,

Owen Hutton, Planner  
Planning, Building & By-law Enforcement Department

I hereby certify that this plan/report was prepared under the supervision of a  
Registered Professional Planner, within the meaning of the Ontario  
Professional Planners Institute Act, 1994.

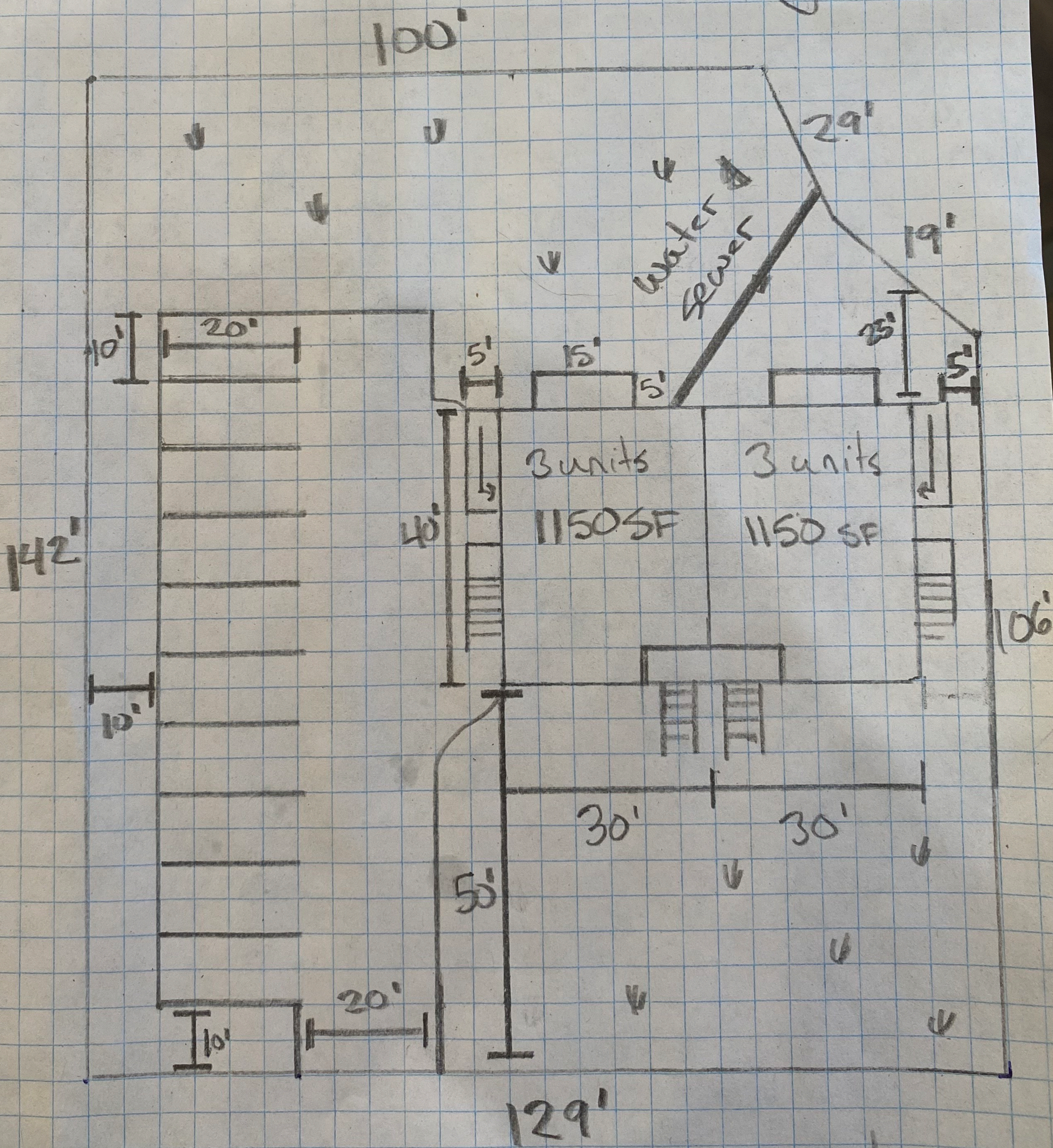
March 24/25  
Date

Colleen Sauriol  
Registered Professional Planner



# Garden St Lot

Water & sewer on Garden



Frontage on Cecilia



## THE CORPORATION OF THE CITY OF PEMBROKE

### PUBLIC MEETING CONCERNING A PROPOSED AMENDMENT TO ZONING BY-LAW 2020-05 OF THE CITY OF PEMBROKE

TAKE NOTICE THAT the Council of the Corporation of the City of Pembroke will hold a **Public Meeting** on **Tuesday, April 1, 2025**, at City Hall at **6:00 p.m.**, to consider a proposed amendment to Zoning By-law 2020-05 under Section 34 of the Planning Act R.S.O., 1990.

The **Planning Advisory & Adjustment Committee** will be discussing the application at their meeting set for **Monday, March 24, 2025**, at **4:30 p.m.** in the Council Chambers at City Hall.

These are public meetings and you are welcome to participate either in-person or by requesting a link to attend virtually via Zoom or by providing a letter of your concerns to [ohutton@pembroke.ca](mailto:ohutton@pembroke.ca) or by calling 613-735-6821 Ext. 1304. Both meetings will be live streamed on the City's YouTube channel at <https://www.youtube.com/channel/UCMmnlYi4hXXaKXGRto06jQw>.

The proposed zoning by-law amendment (File Z-4/2025) would change the zoning of the lands to be municipally known as **730 Cecelia Street** and legally described as **PLAN 611 BLOCK 77 from an "Open Space - OS" zone to a "Residential Type 3-48 – R3-48" zone.**

#### PROPOSED AMENDMENT TO ZONING BY-LAW 2020-05 AREA REZONED FROM AN "Open Space - OS" ZONE TO A "Residential Type 3-48 – R3-48" ZONE



If you wish to be notified of the decision of the Corporation of the City of Pembroke on the proposed zoning by-law amendment, you must make a written request to Colleen Sauriol at 1 Pembroke Street East, Pembroke, ON K8A 3J5 or [csauriol@pembroke.ca](mailto:csauriol@pembroke.ca).

If a person or public body would otherwise have an ability to appeal the decision of the Corporation of the City of Pembroke to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written

submissions to the Corporation of the City of Pembroke before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the City of Pembroke before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

FOR MORE INFORMATION about this matter, including information about appeal rights, contact Colleen Sauriol at 613-735-6821 Ext. 1301 or by email at [csauriol@pembroke.ca](mailto:csauriol@pembroke.ca).

DATED at Pembroke, Ontario this 28<sup>th</sup> day of February, 2025.

Colleen Sauriol, Director  
Planning, Building & By-law Departments

Victoria Charbonneau  
Clerk

**EXPLANATORY NOTE:** The applicant proposes the construction of a sixplex (six dwelling units).

**From:** [Frederick Fischer](#)  
**To:** [Owen Hutton](#)  
**Subject:** Proposed amendment to zoning by-law 2020-5 for property at 730 Cecelia st.,Pembroke.  
**Date:** March 4, 2025 1:45:24 PM

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You don't often get email from frederickfischer810@gmail.com. [Learn why this is important](#)

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Received your letter for a proposed amendment to zoning By-law 2020-5 under section 34 of the planning act R.S O. ,1990 for land at 730 Cecelia st. In Pembroke.

I'm totally against rezoning the parkland to Residential type3-48-R3-48 zone. Why can't you build your apartment building near Fellows High School ?There are other apartments nearby situated beside vacant land for sale. Does it have to do with the price of the parkland?

We enjoy the green space surrounding our area which is why I chose to relocate to 107 shea ave. In Pembroke. You sell off this parkland and what next are you looking at? The Fraser park area is beside our area and was told it would not be touched.I vote not to change the By-law for this piece of land.Let it remain a park for children to play there.

Yours sincerely,

Fred Fischer

March 12<sup>th</sup> 2025

Mr. Owen Hutton, Planner  
Planning, Building & By-Law Departments  
City of Pembroke  
1 Pembroke Street East  
Pembroke  
K8A 3J5

RE: #730 Cecelia Street

Dear Mr. Hutton,

I have a few concerns about the proposed re-zoning of #730 Cecelia Street.

Wasn't that space designated a park: Whitewood Park? It was to maintain existing green spaces to balance housing development. It has never been looked after, to the best of my knowledge.

We are in a neighbourhood of single dwelling homes. What affect would building an apartment complex have on the value of our homes? I understand the need for more homes to be built in the area however it should not be at the expense of established neighbourhoods.

Is there enough space for six vehicles to exit on Market Street? Is there space to park six vehicles; six green bins; six yellow bins, six blue boxes; six garbage pails? I have seen the proposed sixplex: it is p for this site. I understand the building is to face Cecelia Street. So, six apartments will be staring at #100 Shea Ave. As we all know, developers strip a site of every living tree & shrub. Wow! Would you live here then? Will Premier Ford's Infill Project reject local common sense?

I suggest a duplex would be much more fitting for the neighbourhood and for practicalities like parking and exiting onto Market Street plus storing fewer waste containers. There are no sidewalks at this end of Cecelia. A high density sixplex would increase both vehicle and pedestrian traffic. Additionally, #730 is one house away from a blind corner. In addition, #755 & # 757 Cecelia have driveways exiting onto Cecelia. Adding more traffic in a short stretch of road including the Shea Ave exit would be a dangerous move. Is the plan to create an exit onto Cecelia? I sincerely hope common sense will prevail.

I suggest you conduct a traffic survey to measure volume and speed. This is not a safe location for a high density complex. There are many more young families in this neighbourhood now. I worry about the children navigating this neighbourhood given the speed of drivers. Many drivers speed along the centre of the road! Summers are worse with youngsters riding their bikes and just being children.

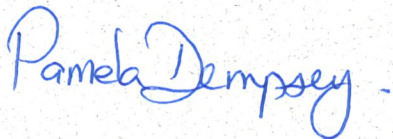
There is a fire hydrant at #101 Shea Ave. Would this hydrant be expected to serve the complex as well as the existing houses?

What is the master plan to connect D' Youville to Bell / Angus Campbell coming out from behind Fellowes High School? Once this area is developed, traffic would only increase through the D' Youville / Cecelia intersection.

I have lived at #102 Shea Ave. For forty-five years March 15<sup>th</sup> 2025. My very good neighbours Michael & Sheila Duff at #100 Shea Ave, forty-four years. We have kept our properties in very good condition, always well maintained throughout the year. I sincerely hope that our years of investment will not be reduced at this time in our lives.

Why doesn't this lot have a Market Street address?

Submitted for your consideration,



Pamela Dempsey  
102 Shea Ave.  
Pembroke  
[pdempsey102@gmail.com](mailto:pdempsey102@gmail.com)  
mobile # 613-639-3079

City of Pembroke, Planning & By-Law Department

My name is Sheila Duff. My Husband, Michael Duff & I have lived at 100 Shea Ave, Pembroke for 44 years.

Recently we received a letter from the City of Pembroke informing us that there is a proposed amendment to zoning By-law 2020-05 under section 34 of the Planning Act. The applicant proposes the construction of a duplex (six dwelling units.)

The area is a park. It is just across the street (Ceelia St.) from the side entrance of our house. Children have enjoyed this park. Why would anyone think that it would be a good idea to build a duplex in a small park that has been a place for children to play.

Did anyone think about the people who will live in the proposed building may have cars to park. 6 units could have 10 or more cars parked near or beside the building. Is there room for that?

Sheila Duff  
Michael Duff

March 13, 2025.

**From:** [Colleen Sauriol](#)  
**To:** [Owen Hutton](#)  
**Subject:** Fw: Proposed amendment to Zoning By-law 2020-05. Specifically the amendment to the zoning of 730 Cecelia Street.  
**Date:** March 14, 2025 2:15:19 PM

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Hi Owen would you be able to answer this email for me. Thanks. Colleen

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**From:** Terry Sullivan <terrycarrol71@gmail.com>  
**Sent:** Friday, March 14, 2025 12:11 PM  
**To:** Colleen Sauriol <csauriol@pembroke.ca>  
**Subject:** Proposed amendment to Zoning By-law 2020-05. Specifically the amendment to the zoning of 730 Cecelia Street.

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My name is Terry Sullivan and I am the homeowner of 198 Garden St. that lies adjacent to the west side of 730 Cecelia Street. As you can imagine I was shocked to read that our little park (Whitewood Park) was to be taken away from the area residents and to be sold to a developer to build a 6 unit apartment building. I don't believe that this proposal fits in with the character of a quiet neighbourhood of single family residences. When the houses in this area were built on or around 1999, this land was designated as green space for use by the area residents. This greenspace is in regular use by dog walkers and residents of all ages to transit and make use of the open space for recreation. In fact, it was a requirement by the builder to provide such a green space in order to be given permission to build the homes in this development. Now it seems that that is going to be taken away. I have many concerns about this proposal and will be attending the meetings on March 24 and April 1,2025. This is a list of some of my concerns and would like to have these and others addressed at the meeting on March 24.

The list includes but not restricted to the following:

The names of any city employees or council members that are either directly or indirectly involved in this proposal that would have a conflict of interest in making a decision on this zoning change as well as having the applicant who wants this change present at the March meeting to answer questions about this proposal. They would also need to inform those present at the meeting who they approached on the city government and/or council about these changes. I would like specific

Information about the market value assessment of this land and whether all city guidelines for notifying residents were followed. I am curious that the first I was made aware of the zoning change proposal was a letter received on or about March 4th. One resident of Garden St. I talked to did not receive any notification. This is leaving very little time for residents who wish to oppose this change to voice their unified opposition of this proposal. I would like



information about the public notices given to residents including the street numbers and names of all residents notified.

Have available any and all environmental and /or engineering studies concerning this proposed building. More specifically studies concerning water runoff, sewer capacity, landscaping, buffer zones to adjacent properties and on site parking spaces for residents and visitors. The sewer capacity connecting Glenwood, Market and Garden St has been a concern in the past causing sewer back up for a least one resident that I talked to.

Have the city's policy on selling off parkland to developers clearly enunciated and available. Does the city intend to sell off more parkland in the future? What's next? Pansy Patch or Riverside Park?

I am sure the residents are very concerned that this is just the start.

If it can arranged would you be willing to have an open public press conference where media reporters and residents would be able to have planning committee members present to answer unrestricted questions so that all residents of Pembroke can be made aware of future plans for the sale of parkland.

Hard copies of any blueprints or site plans the proposed development be made available.

I would appreciate a timely response to this email, hopefully well in advance of the March meeting.

I apologize for any spelling, grammatical or factual errors in this email as my typing skills are very rusty and my fingers are a little slow.

Your timely responds would be greatly appreciated.

Signed Terry Sullivan

I can be reached by phone at 613 629 4480 or  
email [terrycarrol71@gmail.com](mailto:terrycarrol71@gmail.com)

**From:** [janet mcevoy](#)  
**To:** [Owen Hutton](#)  
**Subject:** Proposed Zoning Ammendment  
**Date:** March 19, 2025 1:10:07 PM

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To whom it may concern

This proposed by - law ammdement (FileZ-4/2025)

We use that small green space. There are a lot of other properties around you can find something else and leave that little park alone.

We live on Market St.. I don't think it's a good idea to put a 6.unit building in there.

There are a lot of people that use that green space. You just can't keep taking small green spaces or parks and building on them.

J. McEvoy

**From:** [ari](#)  
**To:** [Owen Hutton](#)  
**Subject:** Proposed zoning by-law ammendment 730 Cecelia st.  
**Date:** March 21, 2025 7:01:11 AM

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Very are against this change.

When the homes were built on this area, this green space was set aside for the use and enjoyment of the area residents. In fact, the developer was REQUIRED to set aside this space in order to get a permit to build these homes.

This surrounding area are all residential single houses and now city is planning to allow contractor to build apartments complex at middle of it that don't make any sense.

Lots of us are using this park and we don't want to loose it.

This is so wrong from city to even think about it.

Lets put those big boy pants on and do what's right for our community and citizens of our beautiful city and stop destroying our parks.

Please and thank you, Ari and Sointu Koski, D'youville dr.

March 20, 2025

Attention:

Colleen Sauriol, Director & Owen Hutton, Planner  
Planning, Building & By-law Departments  
City of Pembroke  
1 Pembroke Street East  
Pembroke, ON K8A 3J5

Re: Proposed Amendment to Zoning By-Law 2020-05, Area Rezoned from An “Open Space – OS” Zone to a “Residential Type 3-48 – R3-48” Zone, 730 Cecelia Street

Dear Colleen Sauriol and Owen Hutton,

I am writing to request to be notified of the decision of the Corporation of the City of Pembroke on the proposed zoning by-law amendment and as well to express concern regarding the proposed change in zoning for consideration by the Planning Advisory & Adjustment Committee.

- It was our understanding that the Open Space named Whitewood Park with an address of 195 Garden Street was designated to offset housing development with open green space
- We have always known Whitewood Park to be well used by neighbourhood children, residents and pets for open space activities such as baseball, sports and socializing. We are fortunate in our area to be close to Harvey Fraser Nature Park as well, however, these types of activities need an open space area
- These are spaces our neighbourhood highly values, in recent memory during the covid 19 crisis neighbourhood green spaces provided safe areas for health, fitness and social opportunities
- This park is regularly used by walkers and bikers as it connects the older subdivision to new subdivision streets
- The proposed high density higher rise sixplex overlooking the neighbourhood would lead to loss of privacy for nearby property owners, many of whom have already invested in additions such as sunrooms, decks, etc. overlooking this space
- The introduction of a sixplex apartment complex would look out of place and radically change the character of a neighbourhood designed for single family homes affecting quality of life for existing residents and causing anxiety for residents who are uncertain how this would affect their lives and the market values of their homes

- The proposed area on Cecelia Street has many concerns already regarding speeding and noise volume from traffic, the addition of a sixplex building would cause increased traffic, noise issues and congestion
- The traffic the building would create would cause increased risks to oncoming traffic
- This stretch has pedestrian traffic from within the neighbourhood and also from hospital staff that park at the hospital warehouse and walk to work, the stretch does not have a sidewalk, congested traffic coming and going from an apartment complex would increase risk not only to vehicle traffic but also to pedestrian traffic and bikers
- Our neighbourhood has many young families with young children who regularly walk and bike in the area, the increased traffic from a high density building would increase safety risks
- The addition of an apartment complex of that size would result in loss of grass, trees and shrubs. It will also lead to increased light pollution at night for area residents, wildlife and bird species, the detrimental health effects of this are well documented. This loss of habitat and night light pollution would negatively affect wildlife and birds in the area, including affecting species in Harvey Fraser Nature Park very close by. Has there been any assessments done on how this development would affect area wildlife and bird species?

Neighbourhoods are fragile and need to be nurtured. The development of a higher rise, high density apartment complex and loss of Whitewood Park green space would have a detrimental effect on ours.

Sincerely,

Tammy Prescott & Jonathan Denis  
101 Shea Avenue  
Pembroke, ON K8A 7W9  
(613) 312-9294

**From:** [Dennis Beech](#)  
**To:** [Owen Hutton](#)  
**Subject:** Application to allow the rezoning of the open space known as 730 Cecelia Street, Pembroke  
**Date:** March 22, 2025 1:08:42 PM

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You don't often get email from dennisbeech@aol.com. [Learn why this is important](#)

**Caution** - This is an external email. Please take care when opening links and attachments

I am writing as the home owner at 637 Elizabeth Street in opposition to the proposed amendment to allow the rezoning of the open space area known as 730 Cecelia Street to allow the building of a 6-unit apartment building.

I am totally opposed to this proposed amendment. The open space is used by the area home owners as a park, -a place where their children can play and adults can walk and relax. This was the original intent for this open area and it remains so today.

A 6-unit apartment building would be completely inappropriate for this housing area which consists of individual detached homes.

Unfortunately due to mobility issues I am unable to attend and present my opposition to this proposed amendment in person.

I respectfully ask that you consider my written email opposition.

Dennis Beech  
637 Elizabeth Street  
Pembroke. K8A7X7  
613-735-4511

**From:** [clare buechman](mailto:clare.buechman@gmail.com)  
**To:** [Owen Hutton](mailto:Owen.Hutton@cityofpembroke.com)  
**Cc:** [cassy123@bell.net](mailto:cassy123@bell.net)  
**Subject:** Proposed Zoning Change  
**Date:** March 23, 2025 3:32:01 PM

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[You don't often get email from [clarebuechman@gmail.com](mailto:clarebuechman@gmail.com). Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

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Good afternoon:

Our names are Bernie and Clare Buechman and we have lived on Garden Street over 25 years . We are absolutely Against the proposed zoning change of a Green Zone. When we purchased our home we were told by the builders that this park could never be touched . It is a designated green space so how can the city come along and change the zoning when they see fit . Every single taxpayer in Pembroke should have a vote on every single decision the city proposes . Our grandsons play at the park all the time as do many other children . With the big emphasis on carbon emission reduction in the world does this decision to build an apartment building not seem contradictory ?

Whitewood Park should remain as is . A Green Space and a place for children to play . Please ensure that this email is directed to Council in opposition to the zoning change. The city needs to find an alternate spot for the apartment building .

Sincerely ,

Bernie and Clare Buechman  
Sent from my iPhone

**From:** [Judymburbridge@outlook.com](mailto:Judymburbridge@outlook.com)  
**To:** [Owen Hutton](#)  
**Subject:** Zoning change  
**Date:** March 24, 2025 9:20:23 AM

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[You don't often get email from judymburbridge@outlook.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

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I am in opposition to the zoning change of Whitewood Park to Residential Type 3-48-R3-48 I definitely do not our green space taken away to have an apartment building in it's place. Please direct my email to Council in opposition to the zoning change. Thank you.  
Sent from my iPad



**From:** [Lena McLaren](#)  
**To:** [Owen Hutton](#)  
**Subject:** Proposed amendment to By-Law 2020-05 re: 730 Cecelia Street  
**Date:** March 24, 2025 12:20:52 PM

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[You don't often get email from lenamclaren56@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

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Dear Planning and Adjustment Committee and City Council:

We are writing to voice our objection to the proposed amendment to Zoning By-Law 2020-05 under section 34 of the Planning Act R.S.O. 1990 regarding (FileZ-4/2025) for property at 730 Cecelia Street described as Plan 611 Block 77 to change the zoning from Open Space -OS to Residential type 3-48-R-48.

We reside at 193 Garden Street in close proximity to the park currently located at the property in question. This park provides a safe place for residents and local children to enjoy whether playing games, walking dogs, exercising or simply passing through on route to Cecelia Street and beyond.

Having lived in several cities and towns we know the value of parks and public green spaces. Every one of our previous places of residence mandated that subdivisions/ developments contain a park space for residents. We have based part our decision to buy homes on the fact these spaces were available to residents These spaces are integral in creating a meeting place and sense of community for the area residents.

Parks belong to All Citizens and Eliminating parks/green spaces is a step backwards for the City.

Best regards,

Doug and Lena McLaren  
193 Garden Street,  
Pembroke

Sent from my iPhone

**From:** [Stephanie W](#)  
**To:** [Owen Hutton](#)  
**Cc:** [Garry Williamson](#)  
**Subject:** Opposition to Zoning Change at 730 Cecelia Street  
**Date:** March 24, 2025 2:21:37 PM

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**Caution** - This is an external email. Please take care when opening links and attachments

Dear Owen,

I am writing on behalf of myself and my husband to formally express our strong opposition to the proposed zoning change for 730 Cecelia Street from Open Space to Residential Type 3-48. It is deeply concerning to learn that one of the few remaining park spaces in our neighborhood may be replaced by an apartment complex.

This development is entirely out of character with the surrounding area, which consists almost exclusively of single-family homes. Like many others, we invested significantly to live in this community, and the introduction of an apartment complex will undoubtedly affect the property values of homes on Market Street and Glenwood Drive. Pembroke is known for its beautiful, well-maintained neighborhoods—why disrupt one of its most desirable areas with an unsuitable development?

Beyond aesthetics and property values, this change raises serious safety concerns. Cecelia Street in this section lacks sidewalks, and the existing green space serves as a vital pedestrian route. With vehicles frequently speeding through this area, walking through the green space is a much safer alternative to walking along the road.

Furthermore, I question whether this proposed change aligns with the government's environmental initiatives. Was this land ever made available for sale through an open and transparent process? I regularly check Realtor.ca and saw no listing, nor did I ever see a "For Sale" sign on this lot. Was it offered to multiple bidders, or did a developer approach the city directly? It is deeply troubling that developers appear to be prioritized over the citizens of Pembroke—residents who deliberately chose this area for its character and green space.

We strongly oppose this rezoning and urge you to reconsider. The integrity of our community should not be compromised for the sake of an apartment development that does not belong in this neighborhood.

Sincerely,

Stephanie and Garry Williamson

## Nevill Carney

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**From:** Owen Hutton  
**Sent:** March 27, 2025 10:09 AM  
**To:** Colleen Sauriol; Nevill Carney  
**Subject:** Fw: 730 Cecilia

A new submission of opposition to 730 Cecelia Street.

[Get Outlook for iOS](#)

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**From:** Marianne Bertrand <marianne.bertrand1@gmail.com>  
**Sent:** Thursday, March 27, 2025 9:53:32 AM  
**To:** Owen Hutton <ohutton@pembroke.ca>  
**Subject:** 730 Cecilia

You don't often get email from marianne.bertrand1@gmail.com. [Learn why this is important](#)

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Good morning,

Please consider my position on the rezoning of 730 Cecilia St:

I strongly oppose the rezoning of 730 Cecilia St, Whitewood Park, in order to construct an apartment building. This project will tear down a small, valuable green space, disrupt the character of a neighbourhood made up of single-family homes and will create a safety risk to our community.

Although the builder plans to include 10 parking spots, overflow parking remains a major concern. Many families have multiple vehicles, and young tenants or roommates may each own a car. Visitors will also need parking. Where will all of this overflow go? It certainly won't be on Cecilia Street, which is already a busy thoroughfare where one sees many cars driving very fast toward or from d'Youville street, has no sidewalks and has posted no parking signs. Instead, it will spill onto Shea Avenue, our quiet residential street, as it will be the closest street with parking. The lack of sidewalks and bike lanes on both Cecilia and Elizabeth Streets makes walking hazardous, especially for children. This forces our kids to play and ride their bikes on Shea Avenue, which they love to do. This quiet street has just 14 homes in which 9 children under the age of 9, and 2 adolescents reside and play with visiting grandchildren of neighbours and their friends. The increased traffic will create a serious safety risk for them.

This development will not only strip us of some green space, but it will also introduce dangerous levels of traffic into a neighbourhood community that is simply not equipped to handle it. The safety and well-being of our children and families should come first. I urge you to reconsider the rezoning of this property and protect the integrity of our neighbourhood.

Thank you for considering my concerns,

Marianne Bertrand  
110 Shea Ave

## Nevill Carney

---

**From:** Cynthia Schutt <ceschutt@gmx.com>  
**Sent:** March 29, 2025 7:57 PM  
**To:** Nevill Carney  
**Subject:** rezoning whitewood park

**Importance:** High

You don't often get email from ceschutt@gmx.com. [Learn why this is important](#)

**Caution** - This is an external email. Please take care when opening links and attachments

I sent this to Owen Hutton but got an out of office reply. Please forward my concerns.

I want to make it known that I am totally against the rezoning of Whitewood Park on the corner of Market and Garden streets from a park to a residential building. Do not sell this green space to develop housing. We need more greenspace not less! An apartment building is not keeping with the character of this neighbourhood. In fact it should be further developed with swings, climber etc. for the use of local children.

Cynthia Schutt  
185 Market ST  
Pembroke ON  
K8A 8P1

Please respond.



# Committee Report

**To:** Planning Advisory & Adjustment Committee  
Choose an item.

**From:** Owen Hutton, Planner  
Planning, Building & By-law Enforcement Department

**Date:** 2025-03-24

**Re:** **Z-3/2025 – 570 Almira Street**

## **Recommendation:**

The Planning Department recommends the approval of the zoning by-law amendment application for 570 Almira Street, from a “Residential Type 2 – R2” zone to a “Residential Type 4-38 – R4-38” zone.

The application is in-keeping with the intents of the zoning by-law, official plan, and provincial planning statement.

## **Background:**

The applicant, Brian Decaire, has submitted a site plan proposing the construction of a “Cluster Housing” development of two (2) “Row Dwelling(s)”, for a total of fourteen (14) dwelling units, on lands to be municipally known as 570 Almira Street.

The lands to comprise 570 Almira Street are currently zoned “Residential Type 2 – R2” by Zoning By-law 2020-05. The “R2” zoning generally permits up to two (2) primary dwelling units, in the form of either “Duplex” or “Semi-detached Dwelling(s)”.

“Cluster Housing” is defined as “two (2) or more separate triplex, quadruplex, row and/or apartment dwellings located on the same lot.” The zoning by-law’s only standard zoning to include “Cluster Housing” as a permitted use is the “Residential Type 4 – R4” zoning.

The proposed “Residential Type 4-38 – R4-38” zoning is required to permit the use of “Cluster Housing”, as well as to grant site-specific relief from the following applicable provisions:

- “Group Setback” – more than three (3) consecutive row dwelling units are required to be set back or forward a minimum of 1.2m from the alignment of others in the row; four (4) row dwelling units are proposed in a continuous straight line



- “Minimum Front Yard Setback” – 6.1m required; 4.2m shown for one (1) row dwelling at a singular point

The proposed “R4-38” zoning can be viewed as meeting the general intent of the zoning by-law. The combined lands to become 570 Almira Street are relatively large and greatly exceed the “Minimum Lot Area” requirement. “Minimum Dwelling Unit Area” requirements for “Row Dwelling(s)” are greatly exceeded. All applicable setbacks, save for the sole one mentioned above, are met or exceeded. As such, this application can be viewed as being largely in-keeping with the intent of the zoning by-law.

The proposed “R4-38” zoning is compatible within the neighbourhood, as lands to comprise 570 Almira Street are largely surrounded by residentially zoned properties. Even though these properties are largely “Single Detached Dwelling(s)” in “R2” zones, the aforementioned large lot area and setbacks of 570 Almira Street will create a significant buffer from neighbouring residential properties, allowing for a gentle density increase in the area.

Regarding parking regulations, Section 3.29(2) of Zoning By-law 2020-05 requires two (2) spaces per dwelling unit for “Row Dwelling(s)”, meaning that a total of twenty-eight (28) standard parking spaces would be required for the proposed development. The proposed site plan shows twenty-nine (29) standard spaces being accommodated in a “Parking Area” on the property, exceeding the required number of parking spaces by one (1). Section 3.29(8) requires that a “Parking Area” providing more than four (4) off-street parking spaces shall have a buffer strip of 3m where it abuts a residential zone. Mr. Decaire’s site plan shows this requirement being met, with a 3m buffer zone to the abutting residential zones. As all applicable parking requirements, including number of spaces, size of spaces, access driveways, and buffer strips are shown to be met on the proposed site plan, the proposed zoning can again be viewed as being completely in-keeping with the intent of the zoning by-law.

The lands to comprise 570 Almira Street are designated “Mixed Use” by Schedule “A” of the City’s Official Plan, 2016. According to Section 4.8.2 of the official plan, “The area bounded by Bennett Street, Boundary Road, and the C.N.R. line shall be developed as a mixed use area comprising new commercial and residential development and existing uses.” As this application involves new residential development within the aforementioned boundaries, it can be viewed as being directly in-keeping with the property’s official plan designation.

Regarding the proposed residential zoning, Section 4.2.2.1(5) of the official plan states that, “The City of Pembroke will encourage all forms of residential intensification that creates a potential supply of new housing units. Residential intensification will be encouraged in the built-up areas of the City where there is sufficient existing or planned infrastructure to accommodate such development...Council’s policy is that, through the intensification of land use in existing built-up areas involving infill, redevelopment and the conversion of existing buildings, Pembroke will continue to accommodate...new residential units within the already built-up area.” The proposed zoning is strongly in keeping with this direction in the official



plan, as the proposed addition of twelve (12) new dwelling units in an already built-up area will contribute to new housing stock through intensification.

Almira Street and Julien Street, both of which provide direct access to 570 Almira Street, are designated as “Local Road(s)” by Schedule “B” of the Official Plan, 2016. That stated, the property is within 100m of Boundary Road, designated as a “Collector Road”. This means that 570 Almira Street is well-located for efficient vehicular movement within the City, being near both an east-west “Collector Road” (Boundary Road) and with connections to a north-south “Collector Road” (Paul Martin Drive/River Road), as well as to beyond the City via Paul Martin Drive to Highway 17.

Section 4.2.2.1(10) of the Official Plan states, “All residential development shall be adequately serviced with municipal water and sewer services, waste disposal, and utilities...subject to prior verification that there is adequate capacity.” Full water and sanitary sewer servicing exists to the property, and the requirement of both site plan approval and building permits for the proposed development will trigger the approval of the Operations Department to ensure adequate servicing capacity to the property.

The Provincial Planning Statement, 2024, Section 2.2(2)(b)(2) states that, “Planning authorities shall provide for an appropriate range and mix of housing options and densities...by permitting and facilitating all types of residential intensification, including... development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units...” As this application proposes residential intensification on vacant lands in the middle of a previously developed area, which would introduce new housing options and result in a net increase in residential units, it is highly in-keeping with the new provincial planning statement.

Should this application be approved, a site plan approval application will be required due to the addition of eleven (11) or more dwelling units, as per By-law 2022-52, being a by-law to designate an area subject to site plan control and to delegate site plan approvals to the Chief Administrative Officer.

The Planning Department recommends the approval of the zoning by-law amendment application for 570 Almira Street, from a “Residential Type 2 – R2” zone to a “Residential Type 4-38 – R4-38” zone, as the application is in-keeping with the intents of the zoning by-law, official plan, and provincial planning statement.

**Financial Implications:**

N/A.



Respectfully submitted,

Owen Hutton, Planner  
Planning, Building & By-law Enforcement Department

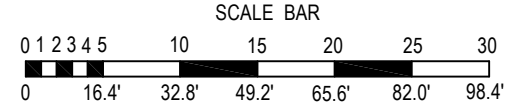
I hereby certify that this plan/report was prepared under the supervision of a Registered Professional Planner, within the meaning of the Ontario Professional Planners Institute Act, 1994.

March 24/25  
Date






Colleen Sauriol  
Colleen Sauriol  
Registered Professional Planner



ALMIRA PROJECT  
 PROPOSED DEV.  
 PURCHASED PORTION  
 JULIEN ST.  
 CREATE SEP. OWNERSHP  
 SOUTH 6 PLEX  
 NORTH 8 PLEX  
 CONCEPT PLAN  
 NOT YET SURVEYED

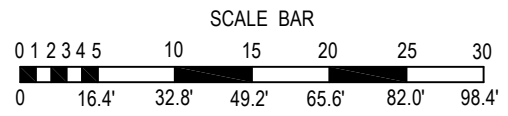
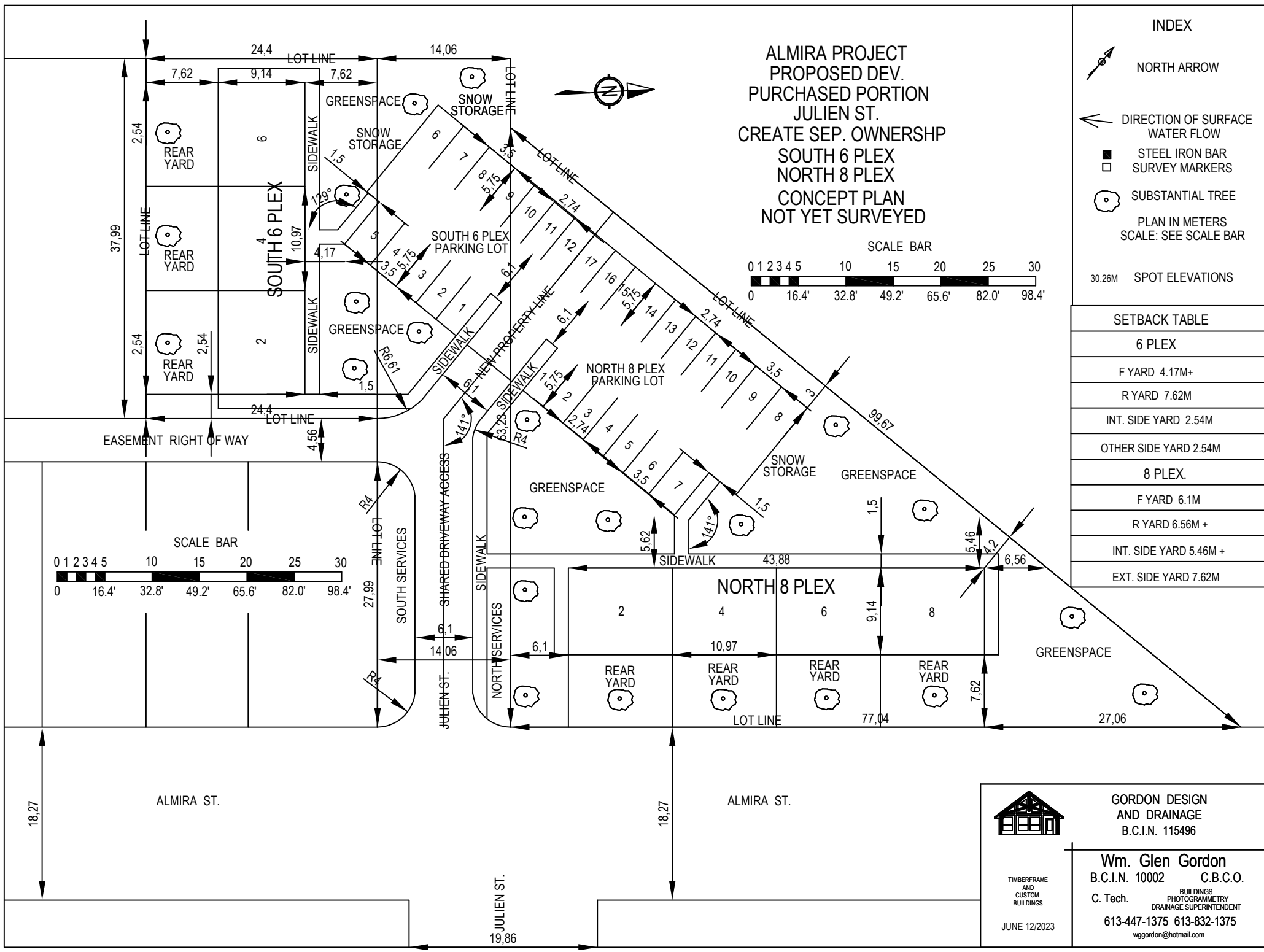


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-  STEEL IRON BAR
-  SURVEY MARKERS
-  SUBSTANTIAL TREE
- PLAN IN METERS  
SCALE: SEE SCALE BAR
- 30.26M SPOT ELEVATIONS

SETBACK TABLE

6 PLEX
F YARD 4.17M+
R YARD 7.62M
INT. SIDE YARD 2.54M
OTHER SIDE YARD 2.54M
8 PLEX.
F YARD 6.1M
R YARD 6.56M +
INT. SIDE YARD 5.46M +
EXT. SIDE YARD 7.62M





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 JUNE 12/2023

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JULIEN ST.  
19,86



## THE CORPORATION OF THE CITY OF PEMBROKE

### PUBLIC MEETING CONCERNING A PROPOSED AMENDMENT TO ZONING BY-LAW 2020-05 OF THE CITY OF PEMBROKE

TAKE NOTICE THAT the Council of the Corporation of the City of Pembroke will hold a **Public Meeting** on **Tuesday, April 1, 2025**, at City Hall at **6:00 p.m.**, to consider a proposed amendment to Zoning By-law 2020-05 under Section 34 of the Planning Act R.S.O., 1990.

The **Planning Advisory & Adjustment Committee** will be discussing the application at their meeting set for **Monday, March 24, 2025**, at **4:30 p.m.** in the Council Chambers at City Hall.

These are public meetings and you are welcome to participate either in-person or by requesting a link to attend virtually via Zoom or by providing a letter of your concerns to [ohutton@pembroke.ca](mailto:ohutton@pembroke.ca) or by calling 613-735-6821 Ext. 1304. Both meetings will be live streamed on the City's YouTube channel at <https://www.youtube.com/channel/UCMmnyi4hXXaKXGRto06jQw>.

The proposed zoning by-law amendment (File Z-3/2025) would change the zoning of the lands to be municipally known as **570 Almira Street** and legally described as PLAN 179 LTS 246, 247 & 248, and PLAN 103 LOTS 142, 143, 167, 168 & 169, PL 103 EXCEPT PT 1 49R11702, and LANE, PLAN 179 LYING BETWEEN BOUNDARY ROAD & JULIEN STREET, EXCEPT PARTS 1 & 2 PLAN 49R14043, and PT JULIEN ST, PL 103 (FORMERLY SIXTH ST); PT JULIEN ST, PL 246 from a **"Residential Type 2 – R2"** zone to a **"Residential Type 4-38 – R4-38"** zone.

#### PROPOSED AMENDMENT TO ZONING BY-LAW 2020-05 AREA REZONED FROM A "Residential Type 2 – R2" ZONE TO A "Residential Type 4-38 – R4-38" ZONE



If you wish to be notified of the decision of the Corporation of the City of Pembroke on the proposed zoning by-law amendment, you must make a written request to Colleen Sauriol at 1 Pembroke Street East, Pembroke, ON K8A 3J5 or [csauriol@pembroke.ca](mailto:csauriol@pembroke.ca).

If a person or public body would otherwise have an ability to appeal the decision of the Corporation of the City of Pembroke to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the City of Pembroke before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the City of Pembroke before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

FOR MORE INFORMATION about this matter, including information about appeal rights, contact Colleen Sauriol at 613-735-6821 Ext. 1301 or by email at [csauriol@pembroke.ca](mailto:csauriol@pembroke.ca).

DATED at Pembroke, Ontario this 3<sup>rd</sup> day of March, 2025.

Colleen Sauriol, Director  
Planning, Building & By-law Departments

Victoria Charbonneau  
Clerk

**EXPLANATORY NOTE:** The applicant proposes to develop the properties into a cluster of two rowhouse buildings with a total of fourteen (14) dwelling units. Site-specific relief is required from minimum setback, minimum lot depth, and minimum group setback requirements.