

This meeting can be viewed by live-stream on the [City's Youtube Channel](#) or on YourTV Community Channel 12.



Agenda

Public Meeting of Council

Chair: Mayor Gervais

Tuesday, November 4, 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**
 - Draft Planning Advisory & Adjustment Committee Minutes Attached
 - a. Z-8/2025 – 1106 Bronx Street & 1110 Bronx Street – Brittany Clelland
 - i. Zoning By-law Amendment Application
 - ii. Planning Report, Site Plan, and Notice Attached
 - b. Z-9/2025 – 422 Maple Avenue & 222 Dickson Street – Edward Fick
 - i. Zoning By-law Amendment Application
 - ii. Planning Report, Site Plan, and Notice Attached
 - c. Z-10/2025 – 203 Isabella Street – Ashraf Arif
 - 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, October 27, 2025

1630hrs

Present:

Romeo Levasseur, Vice-Chair

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:

Gary Severin, Chair

Councillor Ed Jacyno

1. Land Acknowledgement

Mr. Levasseur read the City's land acknowledgement.

2. Call to Order

Mr. Levasseur called the meeting to order at 1631hrs.

3. Approval of Agenda

Motion:

Moved by Councillor Kuehl

Seconded by Ms. Levesque

That the agenda be approved with no additions or modifications.

Carried

4. Approval of Minutes – August 26, 2025

Motion:

Moved by Ms. Levesque

Seconded by Councillor Kuehl

That the minutes of the Planning Advisory & Adjustment Committee meeting of August 26, 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) B-4/2025 & Z-8/2025 – 1106 Bronx Street & 1110 Bronx Street – Brittany Clelland

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

Mr. Hutton noted that no informational inquiries nor submissions of opposition were received prior to the meeting regarding this application.

Brittany Clelland was present electronically to represent the application.

Vice-Chair Levasseur voted in favour of the motion along with the other members of the Committee, except for Councillor Kuehl.

Motion:

Moved by Mr. Mantha

Seconded by Ms. Levesque

That the Committee approve the consent to sever application, and that the Committee recommend to Council the approval of the zoning by-law amendment application, for 1106 Bronx Street & 1110 Bronx Street.

Carried

b) B-5/2025 & Z-9/2025 – 422 Maple Avenue & 222 Dickson Street – Edward Fick

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

Mr. Hutton noted that no informational inquiries nor submissions of opposition were received prior to the meeting regarding this application.

Edward Fick was present to represent the application.

Motion:

Moved by Councillor Kuehl

Seconded by Ms. Levesque

That the Committee approve the consent to sever application, and that the Committee recommend to Council the approval of the zoning by-law amendment application, for 422 Maple Avenue & 222 Dickson Street.

Carried

c) Z-10/2025 – 203 Isabella Street – Ashraf Arif

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

Mr. Hutton noted that no informational inquiries nor submissions of opposition were received prior to the meeting regarding this application.

Gabriela Rocha was present electronically to represent the application on behalf of the applicant.

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 203 Isabella Street.

Carried

d) B-6/2025 – 954 Mackay Street – Brian Decaire

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

Mr. Hutton noted that no informational inquiries nor submissions of opposition were received prior to the meeting regarding this application.

Brian Decaire was present to represent the application.

Motion:

Moved by Councillor Kuehl

Seconded by Mr. Mantha

That the Committee approve the consent to sever application for 954 Mackay Street.

Carried

7. Past Decision Update – Mr. Hutton

- a. Z-6/2025 – 231 Cecilia Street – Jacob Menard
- b. Z-7/2025 – 350 International Drive – Jp2g Consultants Inc.
- c. B-3/2025 – 1105 Bronx Street – Blair Jones Professional Corporation

Mr. Hutton indicated that both rezoning applications moved to a Public Meeting of Council and were passed as by-laws and have passed their respective 20-day appeal periods and are final, and that the provisional consent to sever application passed its 20-day appeal period and is final.

8. Next Meeting

Mr. Levasseur indicated that the next meeting of the Planning Advisory & Adjustment Committee would be scheduled for Monday, November 24, 2025.

9. Adjournment

Motion:

Moved by Ms. Levesque

Seconded by Councillor Kuehl

That the Planning Advisory & Adjustment Committee meeting of October 27, 2025, adjourn at 1727hrs.

Carried



Committee Report

To: Planning Advisory & Adjustment Committee
Choose an item.

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

Date: 2025-10-27

Re: **B-4/2025 & Z-8/2025 – 1106 & 1110 Bronx Street**

Recommendation:

The Planning Department recommends the approval of the concurrent applications for consent to sever (B-4/2025) and a zoning by-law amendment (Z-8/2025) for 1106 & 1110 Bronx Street, subject to the following conditions:

- 1) That a zoning by-law amendment (Z-8/2025) be approved for the severed lot of 1106 Bronx Street and the retained lot of 1110 Bronx Street, granting site-specific relief from “Minimum Lot Area”, “Minimum Lot Frontage”, and driveway width requirements for each; and
- 2) That the severed lot be subject to a 5% parkland dedication fee; and
- 3) That a registered plan of survey depicting the severed lands be supplied to the Secretary-Treasurer of the Planning Advisory & Adjustment Committee.

The applications meet all other applicable requirements of the zoning by-law and are in-keeping with the official plan and provincial planning statement.

Background:

The applicant, Brittany Clelland, has submitted a site plan proposing the severance of a new lot for residential development, 1106 Bronx Street, from the existing lot of 1110 Bronx Street.

The existing property of 1110 Bronx Street is zoned “Residential Type 2 – R2” by Zoning By-law 2020-05. Currently, a “Single Detached Dwelling” exists on the property.

The proposed retained lot, which would remain 1110 Bronx Street, would have a frontage of approximately 33ft, a depth of approximately 124ft, and an approximate lot area of 4,092sq.ft. The proposed severance would result in a “Minimum Lot Area” deficiency of 908sq.ft (short of the required 5,000sq.ft), and a “Minimum Lot Frontage” deficiency of 17ft



(short of the required 50ft) for the proposed retained lot; hence the requirement for a zoning by-law amendment (Z-8/2025) with site-specific reliefs for the proposed retained lot.

The existing “Single Detached Dwelling” on the existing lot would remain on the proposed retained lot. No new setback deficiencies would be created for this building by the proposed severance.

The proposed severed lot, which would have the civic address of 1106 Bronx Street, would also have a frontage of approximately 33ft, a depth of approximately 124ft, and an approximate lot area of 4,092sq.ft. The proposed severance would also result in a “Minimum Lot Area” deficiency of 908sq.ft (short of the required 5,000sq.ft), and a “Minimum Lot Frontage” deficiency of 17ft (short of the required 50ft) for the proposed severed lot; hence the requirement for a zoning by-law amendment (Z-8/2025) with site-specific reliefs for the proposed severed lot.

Ms. Clelland’s submitted site plan proposes a new “Single Detached Dwelling” with an “Accessory Dwelling Unit” for the proposed severed lot. This use is permitted by both the existing standard “R2” zoning and would be as well under the proposed “R2-38” zoning. The submitted site plan shows all applicable setback requirements of the zoning by-law being met for this proposed building.

Regarding parking, Zoning By-law 2020-05 Section 3.29(2) requires “2 spaces per dwelling unit” for “Single Detached Dwelling(s)” and “1 space per dwelling unit” for “Accessory Dwelling Units”, meaning a total of three (3) parking spaces would be required for the proposed development on the proposed severed lot. Ms. Clelland’s site plan shows this requirement being met, with a single (1) space shown in an attached garage and two (2) spaces shown in a 24ft-wide driveway.

For the proposed retained lot, parking requirements are already met for the existing “Single Detached Dwelling”, however, Ms. Clelland would also like to widen the existing driveway to a matching width of 24ft as well.

While the number of required parking spaces are shown as being met, further site-specific relief is required to allow for the proposed 24ft-wide driveways. Based on the proposed frontages of 33ft, a maximum of a 10ft-wide driveway would be permitted by default for each property. This means that relief of 14ft is required to be granted for each of the proposed driveways. This relief being granted will allow for the required number of parking spaces to be accommodated on-lot.

The proposed “Residential Type 2-38 – R2-38” zoning would apply to both the proposed severed lot of 1106 Bronx Street and the proposed retained lot of 1110 Bronx Street. The “R2-38” zoning would have the permitted uses of the standard “R2” zoning, along with site-specific relief from the aforementioned “Minimum Lot Area”, “Minimum Lot Frontage”, and driveway width requirements.



1110 Bronx Street is designated “Residential” by Schedule “A” of the Official Plan, 2016. Regarding this “Residential” designation, Section 4.2.2.1(5) of the official plan states, “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 severance (B-4/2025) and zoning by-law amendment (Z-8/2025) applications for 1106 Bronx Street and 1110 Bronx Street will absolutely support this aim of the official plan by allowing for residential infill and intensification in a built-up area of the City with existing infrastructure to accommodate future residential development.

Section 4.2.2.1(2) of the official plan aims “To promote efficient and pleasant residential environments”, and that neighbourhoods “shall be maintained to include such facilities as a school, park, local shopping facilities, a community center...” Located within a one (1) kilometer radius of 1106 Bronx Street and 1110 Bronx Street are:

- Centre scolaire catholique Jeanne-Lajoie pavillon elementaire & pavillon secondaire
- Riverside Park, Kiwanis Walkway Waterfront Trail, Algonquin Trail
- Highway commercial businesses on Pembroke Street West, West End Mall

1106 Bronx Street and 1110 Bronx Street are located at the corner of Bronx Street and Douglas Street, both designated as “Local Road(s)” by Schedule “B” of the Official Plan, 2016. That said, the properties are located within 50m of Pembroke Street West, the City’s sole “Arterial Road” according to the official plan. As such, this location will provide for prime vehicular transportation links throughout the City via Pembroke Street West’s connections to “Collector Road(s)” and “Local Road(s)”.

Regarding pedestrians and sidewalks, Section 5.4 & 5.5 of the official plan states: “It is intended that the needs of pedestrians shall be accommodated at service levels appropriate to each of the types of roads... so far as is practicable, pedestrian... traffic will be separated from automobile and truck traffic” and “Sidewalks constructed to an appropriate municipal standard may be constructed on one side of any local road or collector (road) and on two sides for an arterial road”. The local roads in the neighbourhood of 1106 Bronx Street and 1110 Bronx Street meet this standard, with sidewalks available on single sides of the roads, making for easy pedestrian access to the amenities of the West End Mall and the highway commercial strip of Pembroke Street West.

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.” The existing “Single Detached Dwelling” on the proposed retained lot of 1110 Bronx Street is currently fully serviced, and the same servicing would be available to the proposed severed lot of 1106 Bronx Street. The requirement of a building permit for the proposed “Single Detached Dwelling” with an “Accessory Dwelling Unit” on the proposed severed lot will trigger the approval of the Operations Department to ensure adequate servicing capacity.

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 these applications will support proposed residential intensification within a previously developed area which would introduce new housing options and result in a net increase in residential units, these applications are absolutely in-keeping with the new provincial planning statement.

A five percent (5%) parkland dedication fee would be required to be paid for the proposed severed lot, as per the Planning Act.

A registered plan of survey depicting the severed lands would be required to be supplied to the Secretary-Treasurer of the Planning Advisory & Adjustment Committee.

The Planning Department recommends the approval, subject to recommended conditions, of the applications for consent to sever (B-4/2025) and a zoning by-law amendment (Z-8/2025) for 1106 Bronx Street and 1110 Bronx Street.

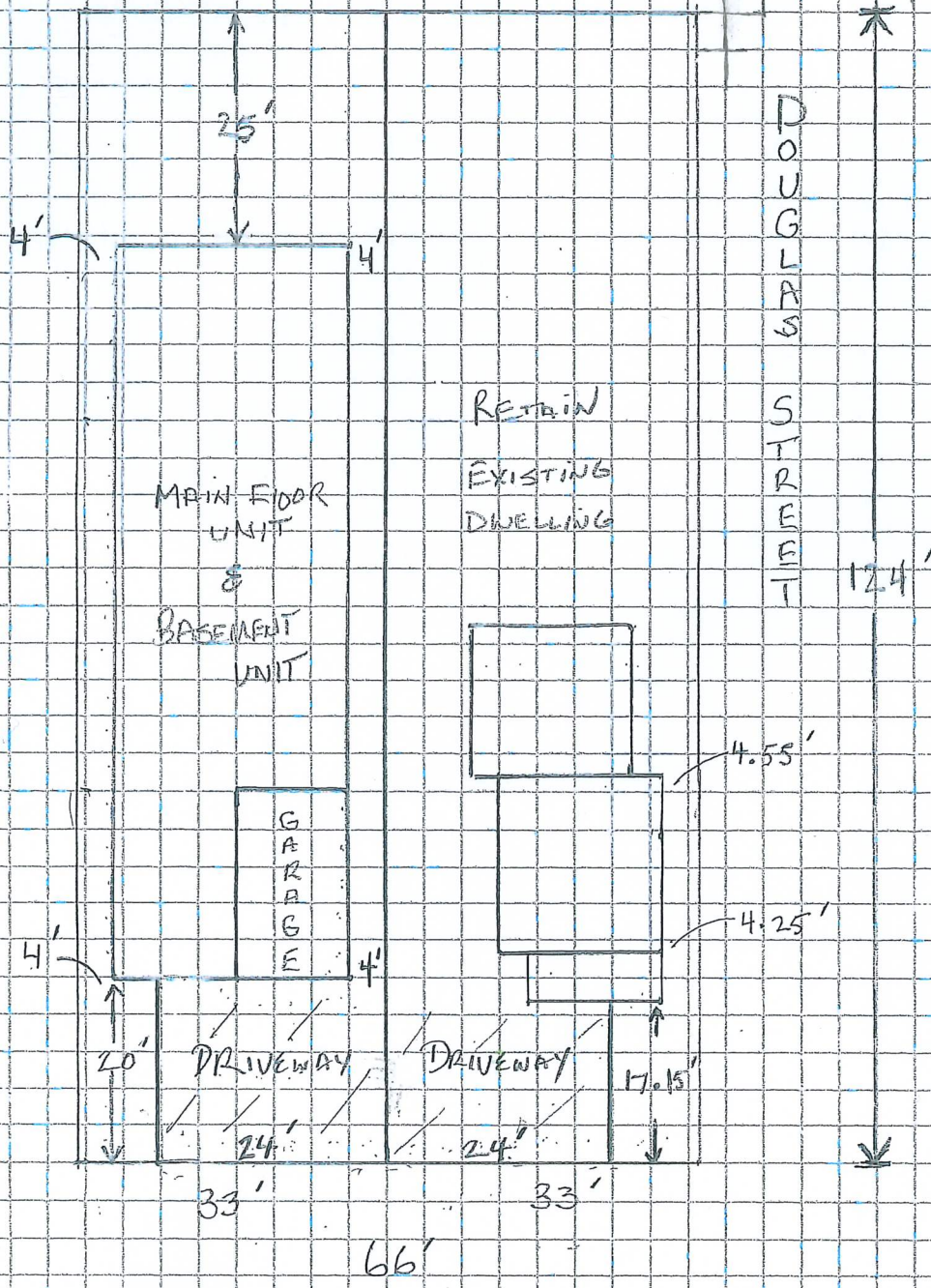
Financial Implications:

N/A.

Respectfully submitted,

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

SCALE
4'



1110 BRONX STREET



THE CORPORATION OF THE CITY OF PEMBROKE

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

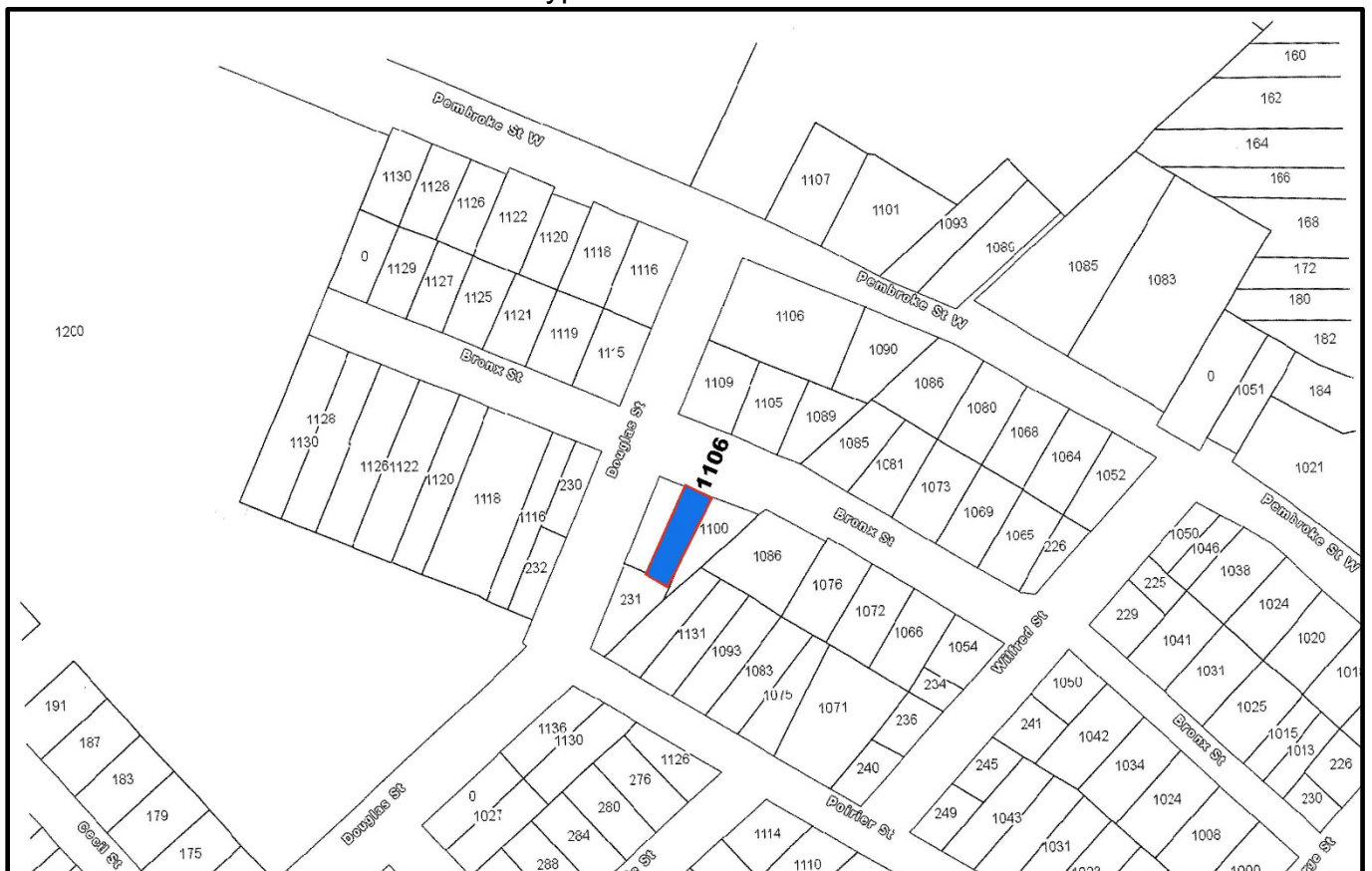
TAKE NOTICE THAT the Council of the Corporation of the City of Pembroke will hold a **Public Meeting** on **Tuesday, November 4, 2025**, at City Hall at **6:00 p.m.**, to consider a proposed amendment to Zoning By-law 2020-05 under Section 34 of the Planning Act R.S.O., 1990.

The **Planning Advisory & Adjustment Committee** will be discussing the application at their meeting set for **Monday, October 27, 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 neville.carney@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-8/2025) would change the zoning of the property that would be municipally known as **1106 Bronx Street** and legally described as CON 1 PT LOT 19 from a **"Residential Type 2 – R2" zone to a "Residential Type 2-38 – R2-38" zone**.

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

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.

DATED at Pembroke, Ontario this 3rd day of October, 2025.

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

Victoria Charbonneau
Clerk

EXPLANATORY NOTE: The applicant is proposing the severance (B-4/2025) of 1106 Bronx Street (from 1110 Bronx Street) for the construction of a “Single Detached Dwelling” with an “Accessory Dwelling Unit” for a total of two (2) dwelling units. Site-specific relief is required from “Minimum Lot Area” and “Minimum Lot Frontage” provisions, as well as from driveway width requirements.



Committee Report

To: Planning Advisory & Adjustment Committee
Choose an item.

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

Date: 2025-10-27

Re: **B-5/2020 & Z-9/2025 – 422 Maple Avenue & 222 Dickson Street**

Recommendation:

The Planning Department recommends the approval of the concurrent applications for consent to sever (B-5/2025) and a zoning by-law amendment (Z-9/2025) for 422 Maple Avenue and 222 Dickson Street, subject to the following conditions:

- 1) That a zoning by-law amendment (Z-9/2025) to a “Residential Type 2 – R2” zoning be approved for the severed lot of 422 Maple Street; and
- 2) That the severed lot be subject to a 5% parkland dedication fee; and
- 3) That a registered plan of survey depicting the severed lands be supplied to the Secretary-Treasurer of the Planning Advisory & Adjustment Committee.

The applications meet applicable requirements of the zoning by-law and are in-keeping with the official plan and provincial policy statement.

Background:

The applicant, Edward Fick of Masonic Temple Corporation of Pembroke & District, has submitted a site plan requesting consent to sever a vacant portion of his existing property at 222 Dickson Street, for the proposed severed portion’s sale as a separate lot for future residential development. An application for a zoning by-law amendment for both the proposed severed lot and the proposed retained lot has also been submitted.

The existing property of 222 Dickson Street is currently zoned “Institutional – I” by Zoning By-law 2020-05. The current use of the existing building on the property, as a Masonic Lodge, meets the zoning by-law’s definition of a “Place of Assembly”, which is a permitted use under the “I” zoning.

The proposed retained lot, which is and would continue to be known as 222 Dickson Street, would have a frontage of approximately 156ft, a depth of approximately 132ft, and an



approximate lot area of 20,592sq.ft. The proposed retained lot greatly exceeds all applicable provisions of its current “I” zoning, however, the Masonic Lodge would like the option of adding two (2) dwelling units within the existing building. As these dwelling units are not a permitted use under the standard “I” zoning, the proposed “Institutional-6 – I-6” zoning is required to grant site-specific relief for two (2) dwelling units within the existing building.

The proposed severed lot, which would be known as 422 Maple Avenue, would have a frontage of approximately 66ft, a depth of approximately 128ft, and an approximate lot area of 8,448sq.ft. A “Residential Type 2 – R2” zoning is being requested for the proposed severed lot under the zoning by-law amendment application (Z-9/2025). The proposed severed lot would meet and/or exceed all applicable “R2” provisions of the zoning by-law. The proposed severed lot is currently vacant land, and it is the Masonic Lodge’s intention that this property be sold for future residential development. The proposed “R2” zoning is highly compatible within the neighbourhood, as the proposed severed property is surrounded by the consistent “R2” zoning of the neighbourhood.

Regarding parking, for the proposed retained lot, the existing large parking area of the Masonic Lodge will remain as-is, unaffected by the proposed severance. Zoning By-law 2020-05 Section 3.29(2) requires three (3) parking spaces for the two (2) proposed apartment dwellings (1.5 parking spaces per apartment dwelling unit), in addition to 30 parking spaces for the existing “Place of Assembly” use, for a total of 33 required parking spaces. The existing parking area can accommodate a minimum of 36 parking spaces, meaning that the zoning by-law’s parking requirements are met and exceeded for the retained lot and proposed “I-6” zoning.

For the proposed severed lot, parking requirements would be addressed at the development phase once a specific use is proposed. Zoning By-law 2020-05 Section 3.29(2) standard requirements would apply.

222 Dickson Street is designated “Residential” by Schedule “A” of the Official Plan, 2016. Regarding this “Residential” designation, Section 4.2.2.1(5) of the official plan states, “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 severance (B-5/2025) and zoning by-law amendment (Z-9/2025) applications for 422 Maple Avenue and 222 Dickson Street will absolutely support this aim of the official plan by allowing for residential infill, intensification, and the conversion of an existing building, in a built-up area of the City with existing infrastructure to accommodate future residential development.



Section 4.2.2.1(2) of the official plan aims “To promote efficient and pleasant residential environments”, and that neighbourhoods “shall be maintained to include such facilities as a school, park, local shopping facilities, a community center...” Located within a one (1) kilometer radius of 422 Maple Avenue and 222 Dickson Street are:

- Highview Public School, Champlain Discovery Public School, Our Lady of Lourdes Elementary School, Cathedral Catholic Elementary School, and Bishop Smith Catholic Highschool
- Kinsmen Park, Kinsmen Pool, Pansy Patch Park, and Pembroke Waterfront Park
- Carefor Civic Complex
- Downtown Pembroke and highway commercial businesses on Pembroke Street East

Regarding pedestrians and sidewalks, Section 5.4 & 5.5 of the official plan states: “It is intended that the needs of pedestrians shall be accommodated at service levels appropriate to each of the types of roads...so far as is practicable, pedestrian...traffic will be separated from automobile and truck traffic” and “Sidewalks constructed to an appropriate municipal standard may be constructed on one side of any local road or collector (road) and on two sides for an arterial road”. The local roads in the neighbourhood of 422 Maple Avenue and 222 Dickson Street meet this standard, with sidewalks available on single sides of the roads at minimum, with sidewalks on both sides of roads also occurring, making for easy pedestrian access to the amenities of downtown Pembroke and the highway commercial businesses on Pembroke Street East.

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.” The existing Masonic Lodge building on the proposed retained lot of 222 Dickson Street is currently fully serviced, and the same servicing would be available to the proposed severed lot of 422 Maple Avenue. The requirement of a building permit for any future development will trigger the approval of the Operations Department to ensure adequate servicing capacity.

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 these applications will support proposed residential intensification within a previously developed area which would introduce new housing options and result in a net increase in residential



units, these applications are absolutely in-keeping with the new provincial planning statement.

A five percent (5%) parkland dedication fee would be required to be paid for the proposed severed lot, as per the Planning Act.

A registered plan of survey depicting the severed lands would be required to be supplied to the Secretary-Treasurer of the Planning Advisory & Adjustment Committee.

The Planning Department recommends the approval, subject to recommended conditions, of the applications for consent to sever (B-5/2025) and a zoning by-law amendment (Z-9/2025) for 422 Maple Avenue and 222 Dickson Street.

Financial Implications:

N/A.

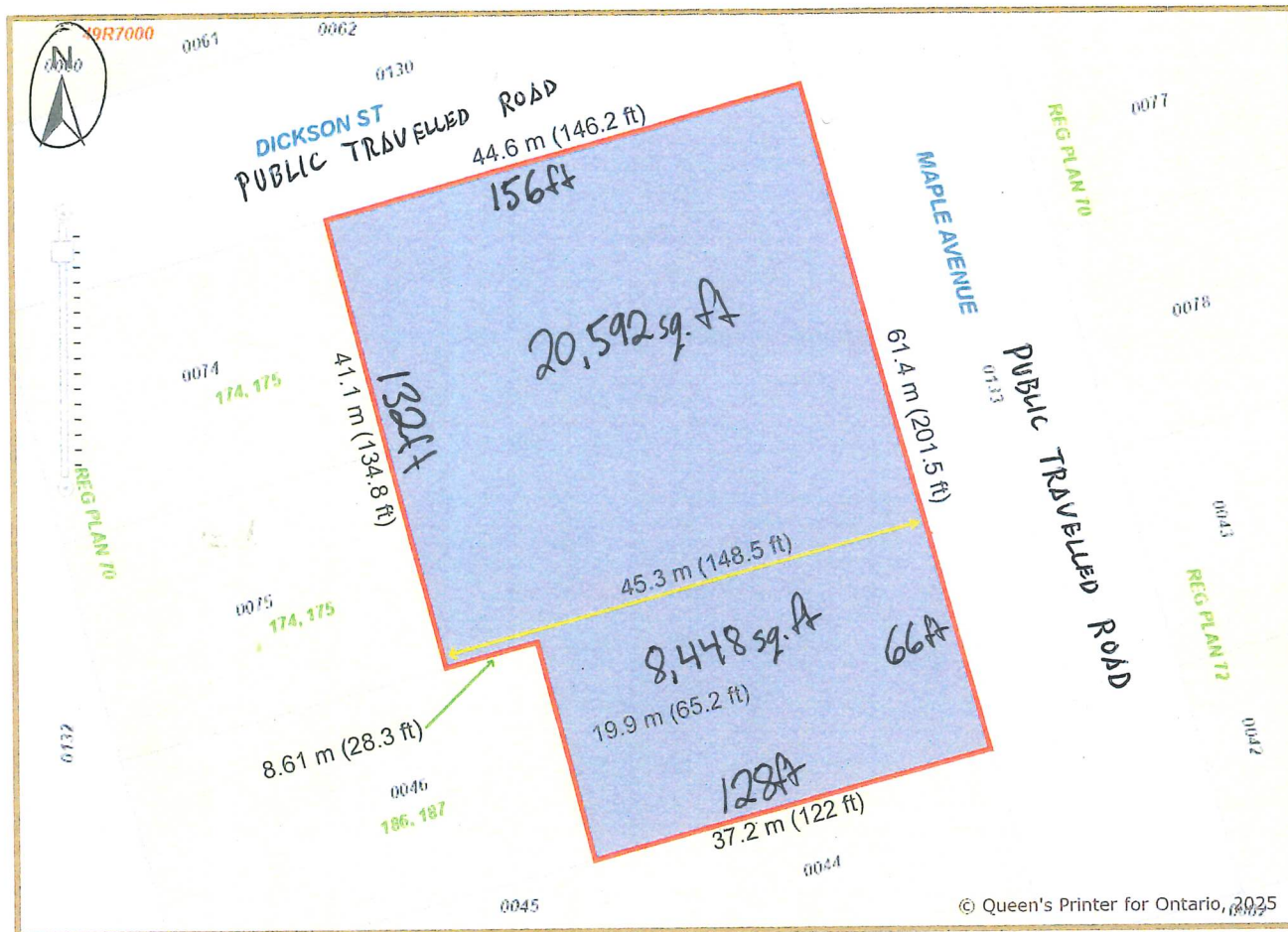
Respectfully submitted,

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

MASONIC TEMPLE CORPORATION OF PEMBROKE + DISTRICT

SEPTEMBER, 2025

Map Area Map Centre Search By Street Measurement Layers Go To LRO Map Print Map



PROPERTY INDEX MAP
RENFREW (No. 49)

SCALE
0 5 10m

LEGEND

FREEHOLD PROPERTY	
LEASEHOLD PROPERTY	
LIMITED INTEREST PROPERTY	
CONDOMINIUM PROPERTY	
RETIRED PIN(MAP UPDATE PENDING)	
PROPERTY NUMBER	0449
BLOCK NUMBER	08050
GEOGRAPHIC FABRIC	
EASEMENT	

THIS IS NOT A PLAN OF SURVEY

NOTES

REVIEW THE TITLE RECORDS FOR COMPLETE PROPERTY INFORMATION AS THIS MAP MAY NOT REFLECT RECENT REGISTRATIONS

THIS MAP WAS COMPILED FROM PLANS AND DOCUMENTS RECORDED IN THE LAND REGISTRATION SYSTEM AND HAS BEEN PREPARED FOR PROPERTY INDEXING PURPOSES ONLY

FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

REFERENCE PLANS UNDERLYING MORE RECENT REFERENCE PLANS ARE NOT ILLUSTRATED

© Queen's Printer for Ontario, 2025

PIN	Type	Address	Area	Map Status
57160-0076	Parcel	222 DICKSON ST	2612m ²	

Notes: Address may be unavailable or approximate, areas are approximate.

UTM: Click on map to get coordinates

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.

DATED at Pembroke, Ontario this 3rd day of October, 2025.

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

Victoria Charbonneau
Clerk

EXPLANATORY NOTE: The applicant is proposing the severance (B-5/2025) of 422 Maple Avenue from 222 Dickson Street, for sale of the severed property. This severed property (422 Maple Avenue) is proposed to be rezoned to a standard “R2” zoning. The retained property (222 Dickson Street) is proposed to be rezoned to a site-specific institutional zoning (“I-6”) to allow for two (2) residential dwelling units to be created within the existing building in addition to its current use as a place of assembly (Masonic Lodge).



Committee Report

To: Planning Advisory & Adjustment Committee
Choose an item.

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

Date: 2025-10-27

Re: **Z-10/2025 – 203 Isabella Street**

Recommendation:

The Planning Department recommends the approval of the zoning by-law amendment application for 203 Isabella Street, from a “Residential Type 4-23 – R4-23” zone to a “Residential Type 4-39 – R4-39” zone.

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

Background:

The applicant, Ashraf Arif, has submitted a zoning by-law amendment application to add a dwelling unit within the existing apartment building on his property of 203 Isabella Street.

203 Isabella Street is currently zoned “Residential Type 4-23 – R4-23” by Zoning By-law 2020-05. The site-specific “R4-23” zoning states that:

“Permitted uses...shall be limited to a maximum five (5) unit apartment building and one office or a maximum of six (6) unit apartment building with no office permitted.”

Currently, the apartment building at 203 Isabella Street contains six (6) “Apartment Dwellings”, in line with the current site-specific zoning limitations. As Mr. Arif would like to add an additional seventh apartment dwelling within the building, a zoning by-law amendment is required.

The proposed “Residential Type 4-39 – R4-39” zoning is required to remove the current site-specific limit on the number of dwelling units on the property. Rather than relying on a site-specific limit to control the number of dwellings permitted on the property, the “R4-39” zoning will rely on zone provisions and parking requirements to more organically limit the number of dwelling units to a number the property can naturally accommodate based on zone provisions and parking requirements being able to be met. The sole items the “R4-39” zoning will carry over from the existing “R4-23” zoning are the site-specific setback reliefs for the existing building.



The proposed “R4-39” zoning is extremely compatible within the neighbourhood. 203 Isabella Street exists at a transition point where largely “R2” zoning to the west changes to largely institutional zoning to the east. The existing apartment building at 203 Isabella Street is of a modest size on a large lot, and this building footprint would not be changed with the addition of the proposed dwelling unit. The modest-sized apartment building on a large lot in an “R4” zone provides a gentle transition from residential zoning to institutional zoning and vice versa.

Regarding parking, Zoning By-law 2020-05 Section 3.29(2) requires “1.5 spaces per dwelling unit” for “Apartment Dwelling(s)”, meaning a total of eleven (11) parking spaces would be required for the existing apartment building if it contained seven (7) dwelling units. On the submitted site plan, taken from the previous zoning by-law amendment file (Z-5/2011) for the property, eleven (11) standard parking spaces are shown to be accommodated in the existing parking area on the property, thereby meeting this requirement of the zoning by-law.

203 Isabella Street is designated “Residential” by Schedule “A” of the Official Plan, 2016. Regarding this “Residential” designation, Section 4.2.2.1(5) of the official plan states, “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 absolutely in-keeping with this direction in the official plan, as it will allow for residential intensification and the conversion of an existing building in an already built-up area with sufficient planned infrastructure.

Section 4.2.2.1(2) of the official plan aims “To promote efficient and pleasant residential environments”, and that neighbourhoods “shall be maintained to include such facilities as a school, park, local shopping facilities, a community center...” Located within a one (1) kilometer radius of 203 Isabella Street are:

- Downtown Pembroke
- Cathedral Catholic Elementary School, Highview Public School, and Bishop Smith Catholic Highschool
- Pembroke Waterfront Park, Pembroke Memorial Center, Kiwanis Way Waterfront Trail, Algonquin Trail, Pansy Patch Park, and Rotary Park

203 Isabella Street is located within two (2) blocks and 150m of Pembroke Street West, the City’s sole “Arterial Road”, designated by Schedule “B” of the Official Plan, 2016. As such, this location will provide for prime vehicular transportation links throughout the City via Pembroke Street West’s connections to “Collector Road(s)” and “Local Road(s)”.

Regarding pedestrians and sidewalks, Section 5.4 & 5.5 of the official plan states: “It is intended that the needs of pedestrians shall be accommodated at service levels appropriate to each of the types of roads...so far as is practicable, pedestrian...traffic will be separated



from automobile and truck traffic” and “Sidewalks constructed to an appropriate municipal standard may be constructed on one side of any local road or collector (road) and on two sides for an arterial road”. The local roads in the neighbourhood of 203 Isabella Street far exceed this standard, with sidewalks available on both sides of the roads, making for easy pedestrian access to the downtown core and other nearby environs.

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.” The existing apartment building on 203 Isabella Street is currently fully serviced. The requirement of a building permit for the proposed additional apartment unit will trigger the approval of the Operations Department to ensure adequate servicing capacity.

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 absolutely in-keeping with the current provincial planning statement.

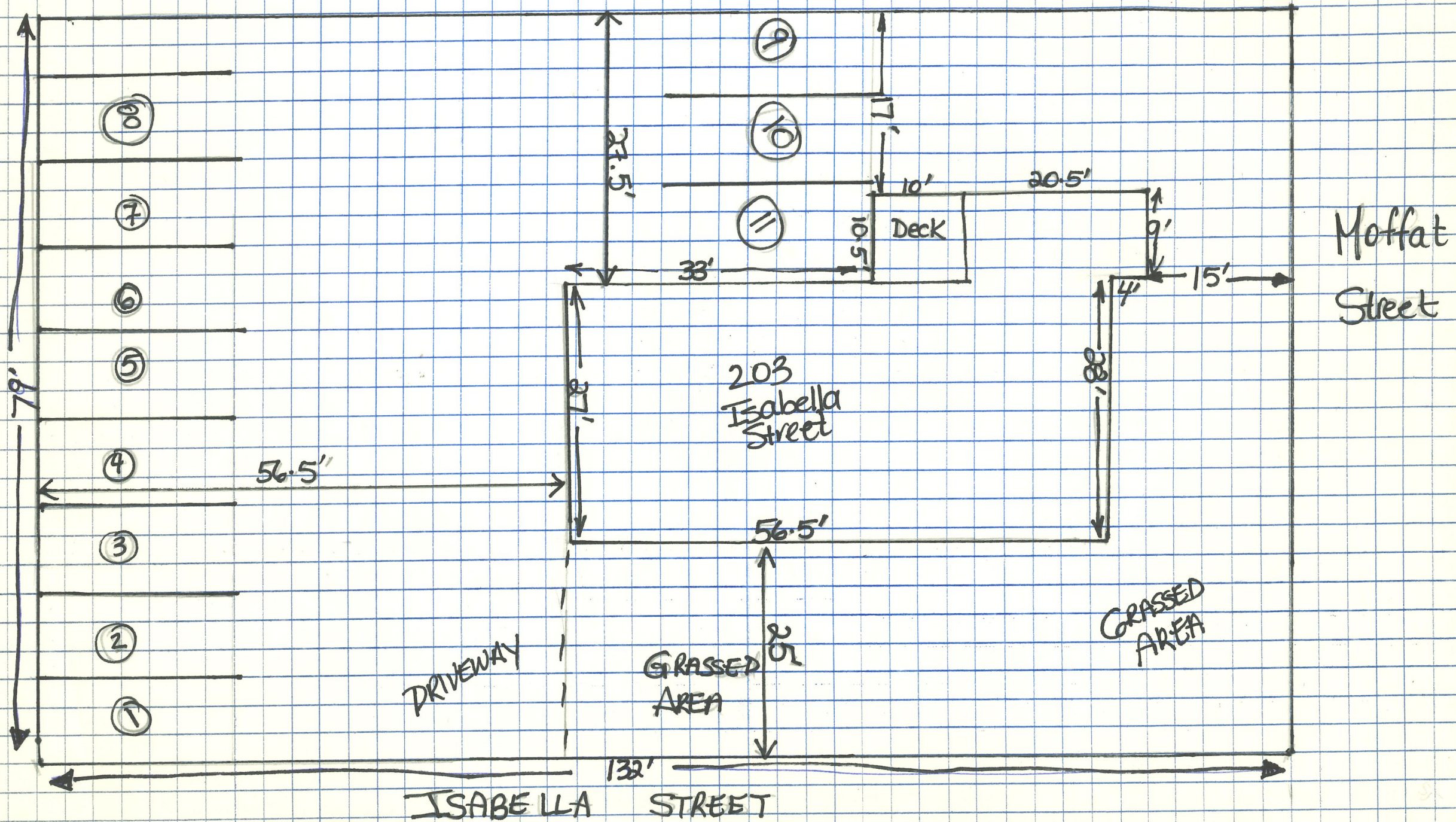
The Planning Department recommends the approval of the zoning by-law amendment application for 203 Isabella Street, from a “Residential Type 4-23 – R4-23” zone to a “Residential Type 4-39 – R4-39” zone, as the application is in-keeping with the intents of the zoning by-law, the official plan, and the provincial planning statement.

Financial Implications:

N/A.

Respectfully submitted,

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





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, November 4, 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, October 27, 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 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-10/2025) would change the zoning of the lands municipally known as **203 Isabella Street** and legally described as PLAN 17 BLK M LOTS 18 AND 19;RP 49R17779 PART 2 from a **"Residential Type 4-23 – R4-23" zone** to a **"Residential Type 4-39 – R4-39" zone**.

PROPOSED AMENDMENT TO ZONING BY-LAW 2020-05 AREA REZONED FROM A "Residential Type 4-23 – R4-23" ZONE TO A "Residential Type 4-39 – R4-39" 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.

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.

DATED at Pembroke, Ontario this 3rd day of October, 2025.

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

Victoria Charbonneau
Clerk

EXPLANATORY NOTE: The existing site-specific “R4-23” zoning explicitly permits only a 5-unit apartment building and one (1) office, or a 6-unit apartment building. The applicant would like to add a seventh apartment unit within the existing building. To allow for this, the site-specific zoning would be revised to allow for standard “R4” permitted uses. Site-specific reliefs for the existing building and parking will be carried over from the existing zoning (“R4-23”) to the proposed zoning (“R4-39”).