Working together with our community

Council Meeting – October 28, 2025

Subject:	Application ZNPL2025225 to amend the Zoning By-law to change the zoning of 9 Scott Drive
Report Number:	CDS-25-067
Division:	Community Development
Department:	Planning
Ward:	Ward 6
Purpose:	For Decision

Recommendation(s):

That application ZNPL2025225, affecting the lands described as PORT DOVER PLAN 207 PT BLK 77 PT LOTS 10 TO 12 RP 37R11761 PART 4 Norfolk County, to amend the Norfolk County Zoning By-Law 1-Z-2014 from Urban Residential Type 1 (R1-A) Zone to Urban Residential Type 4 (R4) Zone with special provisions, be **refused**, as shown in Attachment D to Report CDS-25-067; and

Further that all public input received for this application was considered as part of the decision, as outlined in staff report CDS-25-067.

Executive Summary:

Purpose of the Report: The purpose of this report is to provide Council with a recommendation concerning the proposed Zoning By-law amendment application.

Background and Context: The applicant is proposing to rezone the subject lands for the development of 8 townhouse units. A special provision is also proposed to address various site conditions.

Proposed Zoning By-law amendment to amend the Norfolk County Zoning By-Law 1-Z-2014 from Urban Residential Type 1 (R1-A) Zone to Urban Residential Type 4 Zone (R4) with special provision 14.1102 to permit 1.5 resident parking spaces per unit and no visitor parking spaces, as well as a 6 metre drive aisle width.

The subject application has been revised to reduce the number of units from 10 to 8 since the Public Hearings Committee meeting on September 3, 2025. The proposed site design has been revised as well.

Key Findings and Analysis: The approval would allow for 8 residential units to be constructed on a parcel of land in Port Dover.

Options: To approve or refuse the proposed Zoning By-law Amendment.

Conclusions: Planning staff are recommending refusal of the subject application.

Discussion -

The purpose of this report is to provide Council with a recommendation concerning the proposed Zoning By-law amendment application.

The applicant is proposing to rezone the subject lands for the development of 8 townhouse units. A special provision is also proposed to address a proposed parking deficiency and drive aisle width deficiency.

There are concerns and issues with this proposal, raised by the public and staff, including:

- Neighbourhood concerns regarding safety especially on street parking, increased traffic, access for emergency vehicles, safety for kids playing, etc. Scott Drive as currently constructed is incapable of accommodating on-street parking for visitors or additional residents.
- Aesthetics of the neighbourhood. A stacked townhouse with eight units would be out of place in a neighbourhood that consists entirely of single detached dwellings.
- Potential infrastructure concerns (proposed to be addressed later in the development process).
- Length of time to construct and site management.
- Effect on neighbouring properties such as property values.

Site Context:

The site is approximately 0.18 hectares (0.46 acres) in size and is currently vacant.

Surrounding land uses:
North – existing single detached residential, electrical transformer
South – existing single detached residential
East – existing single detached residential
West – existing single detached residential

Figure 1: View of subject lands from Scott Drive

Proposal Summary:

The proposal is to amend the Zoning By-law to allow for residential development on the subject lands. The Zoning By-law is proposed to be amended from Urban Residential Type 1 (R1-A) Zone to Urban Residential Type 4 Zone (R4) with a special provision. The special provision is proposed to permit 1.5 parking spaces per unit and no visitor parking, as well as a reduced drive aisle width.

The proposal consists of eight stacked townhouse units with parking area in the front, in Port Dover. The surrounding land uses are predominately single detached residential dwellings.

The following studies have been completed in support of the proposed applications:

- Stage 1 & 2 Archaeological Assessment (Archaeological Consultants Canada)
- Traffic Memo (Antech Design & Engineering Group)
- Functional Servicing Report (Antech Design & Engineering Group)
- Planning Justification Report (Antech Design & Engineering Group)

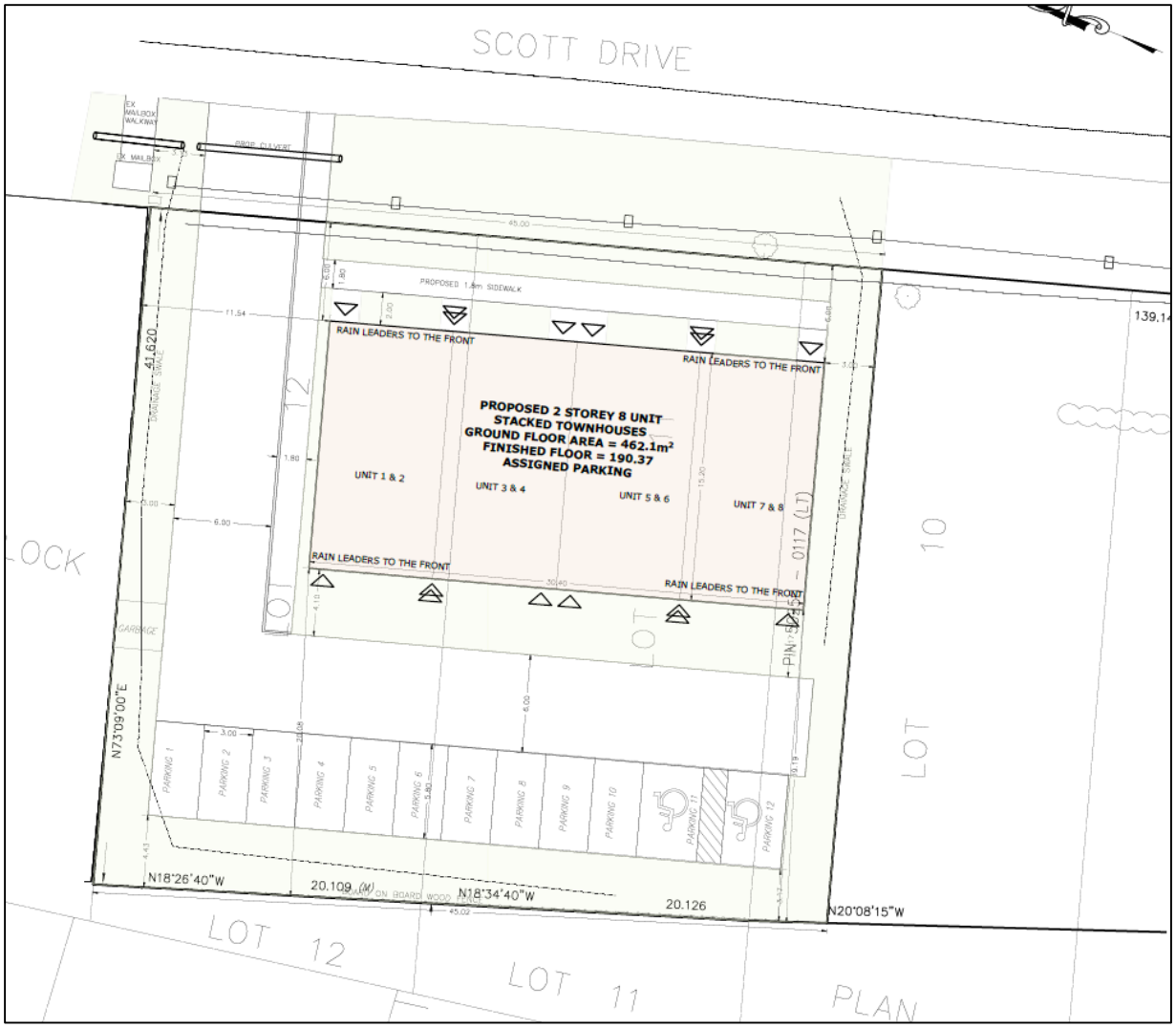

Figure 2: Revised Concept Plan

Consultation(s) -

Technical Comments / Analysis:

A number of technical comments were received. Some of these concerns can be addressed at the development agreement stage of the development process.

Many of the technical comments were centered around stormwater management, water capacity, fire flows, site drainage and parking.

See Attachment A for the complete technical comments.

Regard for Public Input and Statutory Public Hearing Committee Meeting:

The application was circulated to surrounding addresses within 120 metres of the subject lands. The Statutory Public Meeting for the development application was held at the September 3, 2025 Public Hearings Committee (of Council).

Several public submissions were received. The following is a summary of the comments and regard for public input.

The residents of the surrounding properties were against the proposed development. Many of the concerns were about the provision of water, site access, size of the proposed building, drainage, road conditions, parking, safety, and aesthetics. Staff concur with several of the concerns raised, namely parking and overall compatibility.

See Attachment B for the complete public comments.

Planning Considerations:

Consistency with the Provincial Planning Statement – 2024

The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development, which is intended to be complemented by local policies addressing local interests. The PPS promotes healthy, livable and safe communities through the efficient use of land throughout the Province of Ontario.

The application is consistent with the housing and settlement area policies of the PPS.

Conformity with the Official Plan

The Norfolk County Official Plan (OP) provides the essential tool to direct future growth, development and change in the County and to create the community envisioned by Norfolk's residents. The OP responds to the uncertain nature of the future with clear and resilient principles and policies. It ensures that the planning framework and processes are clearly identified to ensure that Norfolk County remains a healthy, safe and successful community with a rich agricultural base and a strong economy, a diverse natural environment, and a great place to live.

The subject lands are Designated Urban Residential. The proposed development is permitted in the Urban Residential Designation. The application was reviewed under the Residential Intensification policies of the OP. It does not conform to these policies.

Staff have a number of concerns with compatibility and functionality of the site. See Attachment C for a detailed review of the policy and zoning considerations and planning comments.

Finance Comments:

If the staff recommendation to refuse the application were to be accepted, there would be no financial impact to the County as a result of the application.

If the application was instead approved, the application would have a positive impact on assessment growth and tax revenues. The level of assessment growth is dependent on the assessment of the new residential units as determined by the Municipal Property Assessment Corporation (MPAC). Norfolk County would also receive Development Charges (DC) as per the Development Charges By-law in effect at the time of building permit issuance at the applicable residential rate on a per unit basis. These would be offset by increased infrastructure costs as a result of growth.

However, these potential increases for the County are from a solely financial perspective and should not outweigh the other decision factors discussed throughout this report, thus finance supports the staff recommendation.

Strategic Plan Linkage:

This report aligns with the 2022-2026 Council Strategic Priority Empowering Norfolk - Putting the tools and rsources in place to ensure our business' and residents' success.

Explanation: The proposed development would provide additional housing options for residents of Norfolk County.

Conclusion:

Planning Staff are recommending refusal of the proposed Zoning By-law Amendment Application.

Attachment D contains the proposed Zoning By-law Amendment.

Attachment(s):

Attachment A – Technical Comments
Attachment B – Public Comments
Attachment C – Planning Consideration Review
Attachment D – Proposed Zoning Bylaw Amendment
Attachment E – Planning Justification Report

Approval:

Approved By:
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