



Working together with our community

Page 1 of 5

Public Hearings Committee – September 03, 2025

Subject: Application ZNPL2025173 proposing to rezone the subject lands from Residential Type 1 (R1-A) Zone to Urban Residential Type 4 (R4) Zone with special provisions for the lands described legally as PDOV PLAN 207 BLK 10 LOT 4 TO 5 REG and civically as 711 Main Street, Port Dover.

Report Number: CDS 25-028
Division: Community and Development Services
Department: Planning
Ward: Ward 6
Purpose: For Public Meeting

Recommendation(s):

That staff Report CDS-25-028 for development application ZNPL2025173 be received for information; and

That any comments received as part of the statutory public meeting be considered in a future recommendation staff report.

Public Meeting Notification:

A public meeting is a statutory requirement in accordance with the Planning Act, and is intended to allow members of the public to submit written or oral comments in relation to the proposed development. Additionally, any person may make written submissions at any time prior to County Council making its final decision on the application.

Pursuant to the requirements of the Planning Act R.S.O. 1990, C. P. 13 ("Planning Act"), a notice of the statutory public meeting was posted 20 days in advance of the Public Meeting. Notifications were mailed to neighbors within 120 m of the subject lands; and a yellow notification sign was posted on the site on August 6, 2025.

Discussion:

The purpose of this public hearing is to provide Council and the public with an overview of the development proposal and afford the opportunity to comment and provide feedback on the proposed amendments.

Site Context:

The site is approximately 0.19 Hectares (0.47 Acres) in size and is currently contains a single detached dwelling.

Surrounding land uses:

North – existing residential land

South – existing residential land

East – existing residential land

West – existing residential land



Figure 1: View of Subject Property from Main Street

Proposal Summary:

The applicant is proposing to rezone the subject lands from Residential Type 1 (R1-A) Zone to Urban Residential Type 4 (R4) Zone with a special provision. The special provision is proposed to include the following:

- minimum 158 square metres of lot area per unit without garages;
- reduction from 3 metres to 1.5 metres from parking area to dwelling and interior lot line;
- reduction from 24 resident required parking spaces to 19 spaces;
- reduction of rear yard setback from 7.5 metres to 3 metres;
- maximum of 8 dwelling units increased to 12 dwelling units.

The proposal consists of 12 stacked townhouse units with an internal access road and off street parking.

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

- Functional Servicing & Stormwater Management Report (Vallee Consulting)
- Legal Boundary Survey (Jewitt and Dixon)
- Traffic Impact Study (Paradigm Transport Solutions)

A concept plan can be found below.

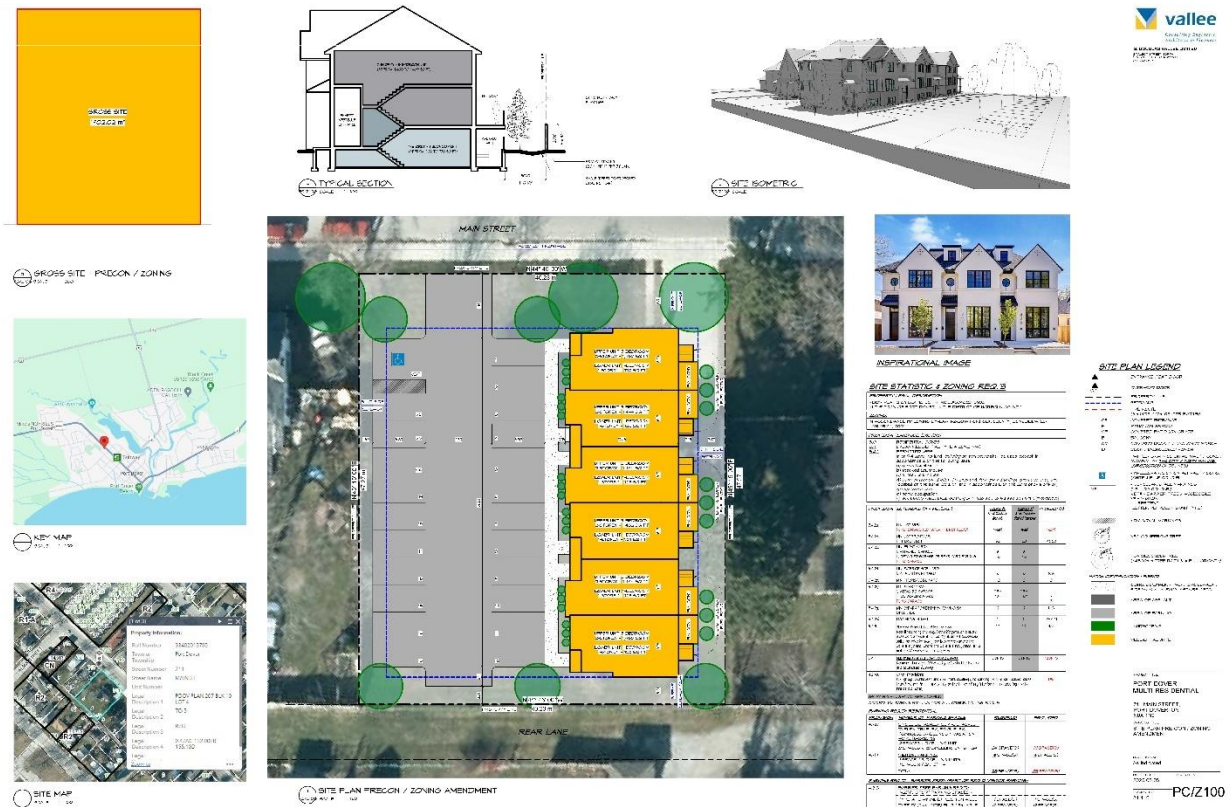


Figure 2: Concept Plan

Strategic Plan Linkage:

This report aligns with the 2022-2026 Council Strategic Priority Building Norfolk - Develop the infrastructure and supports needed to ensure complete communities.

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

Conclusion:

A recommendation report will be provided on this matter following review of the circulation, planning considerations and this statutory public hearing meeting regarding the applications.

Attachments:

- Attachment A - Development Overview
- Attachment B - Existing Planning Policies
- Attachment C - Technical Comments
- Attachment D - Public Comments
- Attachment E - Proposed Zoning Bylaw Amendment

Approval:

Approved By:
Al Meneses, CAO

Reviewed By:
Alisha Cull BES, MCIP, RPP, Ec.D.
Manager of Planning Services

Prepared By:
Josh Mueller BES URPT CPT MCIP
Planner

711 Main Street, Port Dover Proposed Zoning Bylaw Amendment

Application File Number: ZNPL2025173

Applicant: Timothy & Laura Rodger

Agent: Vallee Consulting

Statutory Public Hearing

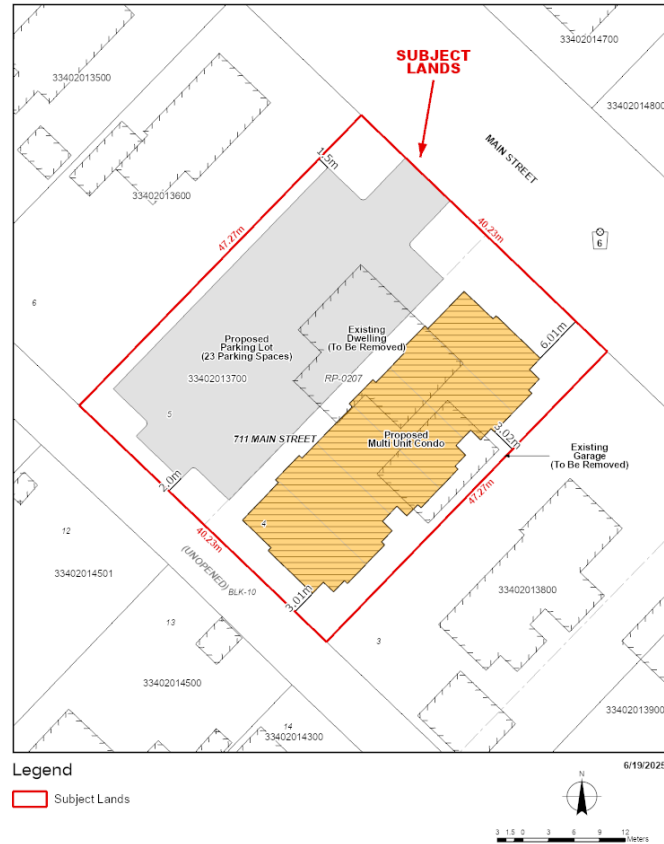
Date: September 3, 2025

Site Context

LOCATION OF LANDS AFFECTED

ZNPL2025173

CONCEPTUAL PLAN
Urban Area of PORT DOVER



Site Characteristics:

- Total Land Area approximately 0.19 Hectares (0.47 Acres)
- Located on Main Street in Port Dover
- The subject land is currently vacant

Surrounding Land:

North – existing residential land

South – existing residential land

East – existing residential land

West – existing residential land

Port Dover Community Centre, Port Dover Arena, and Downtown Port Dover are in the vicinity of the subject lands.

Site Context

Context Map

MAP A
CONTEXT MAP
Urban Area of PORT DOVER

ZNPL2025173



Development Proposal

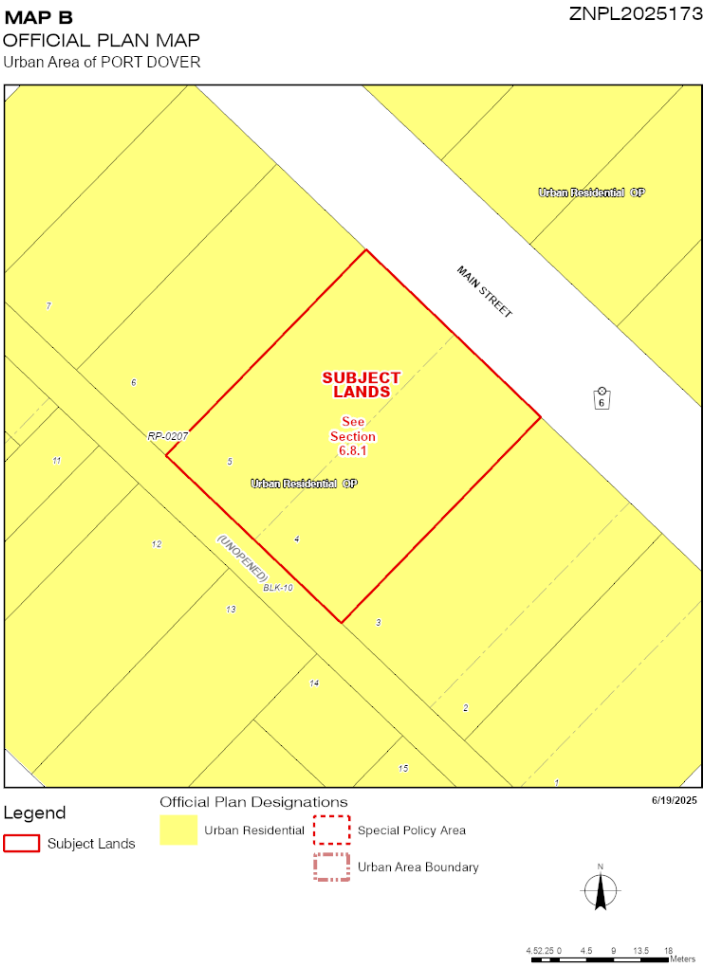
To rezone the subject lands from Residential Type 1 (R1-A) Zone to Urban Residential Type 4 (R4) Zone with special provisions.

This proposal would allow for residential development on the subject lands.

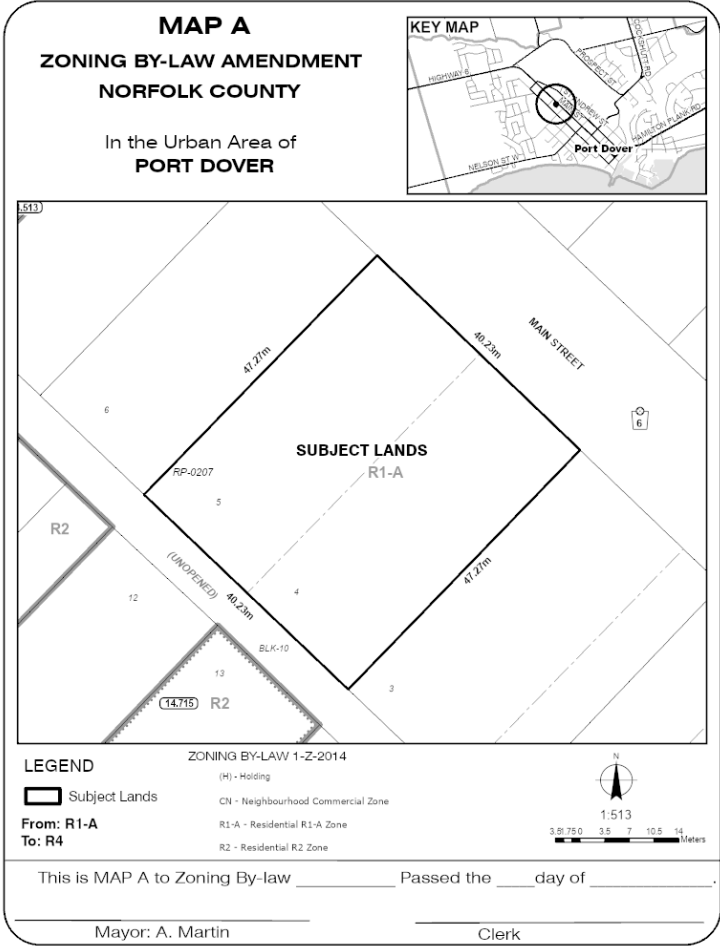
The Proposal consists of 12 stacked townhouse units with an internal access road and off-street parking.

Site Context

Official Plan Map



Proposed Zoning By-law Amendment Map



Preliminary Review

Technical Reports:

- Functional Servicing & Stormwater Management Report (Vallee Consulting)
- Legal Boundary Survey (Jewitt and Dixon)
- Traffic Impact Study (Paradigm Transport Solutions)



Technical Comments:

Technical Comments (provided to date) are included in Attachment C

Public Input:

Public input has not been received at this time.

Preliminary Considerations

Key Items		Preliminary Review
Redevelopment		The subject lands are vacant.
Servicing		The proposed redevelopment would be serviced by existing municipal services.

Next Steps & Recommendation

- Consideration of Public Hearing Input
- Review of all Technical Comments
- Recommendation Report

Public Hearing Committee Report Recommendation:

THAT staff Report CDS-25-028 for development application ZNPL2025173 be received for information;

AND FURTHER THAT any comments received as part of the statutory public meeting be considered in a future recommendation staff report.

ATTACHMENT B

Existing Policies and Zoning Considerations

Planning Act

Section 2 of the Planning Act outlines those land use matters that are of provincial interest and for which all county planning decisions shall have regard. The provincial interests that apply to development on this site are:

- (h) the orderly development of safe and healthy communities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (p) the appropriate location of growth and development and

Section 3 of the Planning Act requires that, in exercising any authority that affects a planning matter, planning authorities “shall be consistent with the policy statements” issued under the Act and “shall conform with the provincial plans that are in effect on that date, or shall not conflict with them, as the case may be”.

Section 34 of the Planning Act permits amendments to the zoning by-law by Councils of local municipalities.

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 proposed zoning by-law amendment application is consistent with Section 2.2 of the Provincial Planning Statement. Section 2.2 of the PPS deals with housing:

1. Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:
 - a) establishing and implementing minimum targets for the provision of housing that is affordable to low and moderate income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs;
 - b) permitting and facilitating:
 2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas,

and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;

Norfolk County Official Plan

The Norfolk County Official Plan (the Plan) provides the essential tool to direct future growth, development and change in the County and to create the community envisioned by Norfolk's residents. This Plan 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 currently designated Urban Residential, which permits the proposed development.

Zoning By-law 1-Z-2014 and any Proposed Amendments

The subject lands are currently zoned Urban Residential Type 1A (R1-A) Zone. The applicant proposes to amend the Zoning to Urban Residential Type 4 (R4) Zone with a special provision. The special provision is proposed include the following:

- require min. 158 sq m of lot area per unit without garages.
- reduction from 3m to 1.5m from parking area to dwelling and interior lot line.
- reduction from 24 resident required parking spaces to 19 spaces.
- reduction of rear yard setback from 7.5m to 3m.
- maximum of 8 dwelling units increased to 12 dwelling units

ATTACHMENT C

Technical Comments

Building

The building department has reviewed the proposal and has NO conditions.

No Ontario Building Code review has been completed at this time and will be done at permit application stage.

Please reach out to the building department as you get closer to having the planning and applicable approvals in place and staff will be happy to assist you with information on preparing for the building and septic permit stage of the project.

All general permitting inquires: by email: permits@norfolkcounty.ca or by phone: 226-NORFOLK (226-667-3655) Ext 6016

Please refer to our website for current forms, and fees.

<https://www.norfolkcounty.ca/business-building-and-development/building-and-renovating/>

Zoning

Zoning has reviewed the application and has verified that the requested relief from the following is accurate based on the report and drawings provided:

reduction from 3m setback to 1.5m setback of proposed parking lot to adjacent residential lot (ZBL reference 4.2.4 b)

reduction from 24 parking spaces to 19 spaces. (ZBL reference 4.9 a)

reduction from a 7.5m rear yard setback to 3m setback (ZBL reference 5.4.2 f)

maximum of 8 dwelling units increased to 12 dwelling units (ZBL reference 5.4.4)

minimum lot area proposed - 158m² per dwelling unit (ZBL reference 5.4.2 a)

Engineering

Engineering has reviewed the application and supporting reports (Servicing and Traffic).

The requested reduction of required parking by 5 spaces does raise some concerns. Sites with deficient parking can result in increased parking demand on adjacent roadways as owners seek out places to park. While Main Street does permit some level of on-street parking, it is considered most accommodating to visitors rather than unit owners, which tends to require overnight and longer duration parking. The proposal would see the upper units providing 3-bedroom accommodation and the basement unit 1 bedroom. This would suggest that the required parking of 2 stalls per unit is appropriate. Should reduced parking be permitted, parking restrictions in close proximity

to this site should be considered, as overnight, long-duration parking on nearby roadways may not be appropriate.

The site is expected to proceed through Site Plan as the number of units exceeds the 10-unit exemption. Water and Wastewater service modelling remains outstanding and will be completed through the Site Plan process.

The application is supported by a Functional Servicing Report and conceptual grading plan to demonstrate sufficiency. These elements will be further refined through the Site Plan process.

The concept grading should have the overland flow route (major) directed to Main Street.

The Geotechnical report will be required to confirm the Seasonally High Ground Water Elevation (SHGWE) to confirm no interference with the proposed infiltration gallery (even if only used for storage) and to set the basement foundation/weeper 0.3m above the SHGWE.

As a condition within the Site Plan approval:

- the existing driveway within the road allowance is to be remediated and the existing CB is to be relocated out of the new driveway location.
- Snow storage areas are to be defined, and conditions set for future care/maintenance of storm water management system
- Site is to be fenced to negate headlight nuisance onto neighboring lands.
- The internal site sidewalk should be connected to municipal sidewalk to improve walkability.
- No tree planting will be permitted over infiltration galleries.
- Neighboring and Boundary trees potentially impacted by the project require review and comment by a certified Arborist.

LPRCA

LPRCA staff have reviewed the application and have no comments.

GIS

Please contact NorfolkGIS for new civic addresses when building.

You can apply for a new civic address [here](#). If a green sign is required in order to issue you an address (generally anywhere outside of an urban area) you will have to call Norfolk County Customer Service after applying to make payment before the address is issued (519-426-5870 or 226-NORFOLK). If you would like to apply for a new Civic Address because you are planning to build on a vacant parcel of land, this is dealt with as part of the building permit process. The building inspector can provide you with a

copy of a Civic Address Request Form or it can be downloaded [here](#). On the form there are several areas that need to be filled out with information, and a sketch showing the lot layout of the property for which the Civic Address is being requested. A sample sketch will be included with the form.

Canada Post

Please be advised that Canada Post does not have any comments on this application for a 12 unit townhouse development. The customers will have to register for mail delivery at the Port Dover Post office and they will be given a Post office box as their mailing address.

Fire

Norfolk Fire has the following comment(s) for this application:

- Ensure all fire and life safety requirements are fulfilled under the OBC
- Adequate access for fire department apparatus to be provided
- If electric vehicle charging or battery storage (Tesla wall, etc.) infrastructure is provided please notify NCF

Grand Erie District School Board

- The subject lands are within the school boundary for Lakewood Elementary School (JK-8) and Simcoe Composite School (9-12).
- As this site is within the walking radius of Lakewood Elementary School, we are concerned that the construction of this project may impact safe pedestrian walking routes to school for our students. We ask that the developer ensure that notice of any street/sidewalk closures, construction hoarding, or other activity impacting access to existing transportation infrastructure be provided to the GEDSB and Student Transportation Services of Brant Haldimand and Norfolk (STSBHN)

ATTACHMENT D

Public Comments

Comments have been raised regarding the following concerns:

- Water capacity in Port Dover
- Water pressure
- Drainage
- Impacts from construction (noise, dust, more vehicles parked along the road)
- Access to County fire laneway
- Too dense – not the highest and best use of land
- Environmental concerns regarding parking lot and heat island effect



The Corporation of Norfolk County

By-Law 2025-XX

Being a By-Law to Amend Zoning By-Law 1-Z-2014, as amended, for property described as PDOV PLAN 207 BLK 10 LOT 4 TO 5, known as 711 Main Street, Norfolk County.

Whereas Norfolk Council is empowered to enact this By-Law, by virtue of the provisions of Section 34 of the *Planning Act, R.S.O. 1990, CHAPTER P.13*, as amended;

And whereas this By-Law conforms to the Norfolk County Official Plan.

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by changing the zoning of the subject lands identified on Map A (attached to and forming part of this By-Law) from Urban Residential Type 1 (R1-A) Zone to Urban Residential Type 4 (R4) Zone with special provision 14.1100;
2. That Subsection 14 Special Provisions is hereby further amended by adding new 14.1100 as follows:

14.1100 In lieu of the corresponding provisions, the following shall apply:

- a) minimum *lot area*: 158 square metres per *dwelling unit*;
- b) minimum setback of a *parking lot* to a *dwelling* and *interior lot line*: 1.5 metres;
- c) minimum number of *parking spaces*: 19;
- d) minimum *rear yard*: 3 metres;
- e) maximum *dwelling units* in a *townhouse dwelling*: 12

Enacted and passed this _____ day of _____, 2025.

Mayor: A. Martin

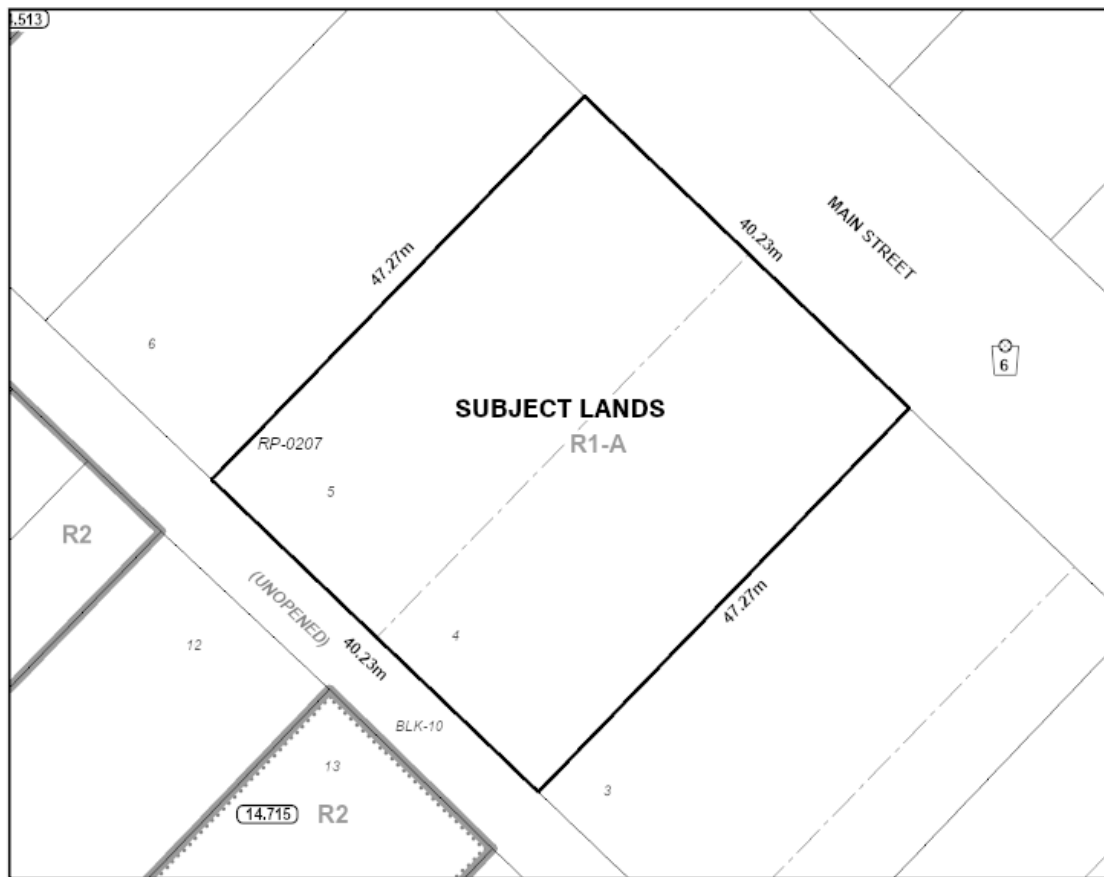
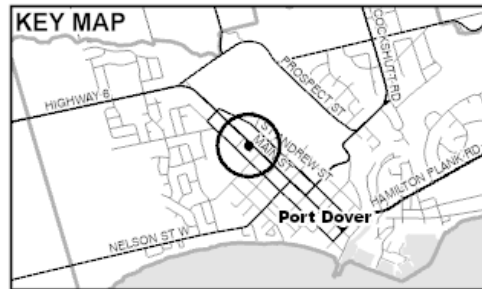
Applicant Timothy & Laura Rodger
File Number ZNPL2025371
Report Number CDS-25-028
Assessment Roll Number: 3310334020137000000

County Clerk: W. Tigert

DRAFT

MAP A **ZONING BY-LAW AMENDMENT** **NORFOLK COUNTY**

In the Urban Area of
PORT DOVER



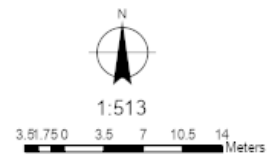
LEGEND

Subject Lands

From: R1-A
To: R4

ZONING BY-LAW 1-Z-2014

(H) - Holding
 CN - Neighbourhood Commercial Zone
 R1-A - Residential R1-A Zone
 R2 - Residential R2 Zone



This is MAP A to Zoning By-law _____ Passed the ____ day of _____.

Mayor: A. Martin

Clerk

Applicant Timothy & Laura Rodger
 File Number ZNPL2025371
 Report Number CDS-25-028
 Assessment Roll Number: 3310334020137000000

**Explanation of the Purpose and Effect of
By-Law 2025-xx**

This by-law affects a parcel of land described as PDOV PLAN 207 BLK 10 LOT 4 TO 5, known as 711 Main Street, Norfolk County.

The purpose of this By-law is to change the zoning on the subject lands from Urban Residential Type 1 (R1-A) Zone to Urban Residential Type 4 (R4) Zone with a special provision. This would facilitate the development of 12 stacked townhouse units.