



Planning, Building and By-law Services

Prepared for: Regular Council

Report: PBBS-56-2025

Meeting Date: July 21, 2025

1. Title

Proposed Combined Official Plan Amendment and Zoning By-law Amendment Application Information Report for 0-8227 Hibbard Street

2. Recommendations

That: Council receives, for information purposes, Report PDS-56-2025 regarding a proposed combined Official Plan Amendment and Zoning By-law Amendment for the lands located at 0-8227 Hibbard Street.

3. Relation to Council's Corporate Strategic Plan

Priority: Sustainable and managed growth, and comprehensive housing options

4. List of Stakeholders

2655321 Ontario Ltd. (Mark Spadafora) – Owner
Urban and Environmental Management Inc. (Greg Taras) – Agent
External agencies (E.g., Niagara Region, NPCA, Public Utilities, etc.)
Residents and Property Owners of Fort Erie

5. Purpose of Report

The purpose of this Report is to provide Council and the public with information on a proposed combined Official Plan Amendment and Zoning By-law Amendment application for lands municipally known as 0-8227 Hibbard Street. The Agent, Greg Taras of Urban and Environmental Management Inc., submitted the application on behalf of the Owner, 2655321 Ontario Ltd. (Mark Spadafora). A location map showing the subject lands is attached as **Appendix 1**.

The subject lands are currently designated Institutional, in part, and Medium Density Residential, in part, in the Ridgeway-Thunder Bay Secondary Plan in the Town's Official Plan. The Official Plan Amendment proposes to redesignate the western portion of the subject lands from Institutional to Medium Density Residential. The intent of this redesignation is to facilitate the development of eight (8) street townhouses on the subject lands.

The subject lands are currently zoned Institutional (I) Zone, in part, and Residential Multiple 1 (RM1-508) Zone, in part, in the Town's Comprehensive Zoning By-law 129-90, as amended.

The Zoning By-law Amendment proposes to rezone the entirety of the subject lands to a site-specific Residential Multiple 1 (RM1) Zone to facilitate the development of the proposed street townhouses and proposed a site-specific provision to permit an increased maximum density from 35 units per hectare to 45 units per hectare.

Planning Staff note that a future Plan of Subdivision application is intended to follow to create the new parcels for the proposed street townhouses if this application is approved.

6. Analysis

6.1 Site Context

The subject lands are located on the south side of Hibbard Street, east of Ridge Road North, within downtown Ridgeway. The subject lands are within the Urban Boundary in the Ridgeway-Thunder Bay Secondary Plan Area. The subject lands are rectangular in shape with an approximate lot area of 1,778.00 square metres and lot frontage of 60.89 metres. The subject lands are currently vacant.

Planning Staff note that width of Hibbard Street has a variable road width ranging from approximately 3.80 metres at the narrowest point to 13.00 metres at the widest point. The width of the road in front of the subject lands ranges from 3.80 metres to 7.00 metres.

The subject lands are located directly adjacent to the public amenity area associated with the Ridgeway Village Square / Fort Erie Friendship Trail in downtown Ridgeway. Ridgeway Lions Field is located approximately 550 metres to the southwest, and Crystal Ridge Park, a community Park, is located approximately 1,100 metres to the south. Cash-in-lieu of parkland dedication will be required as a condition of approval for a future Draft Plan of Subdivision application.

The subject lands are surrounded by the following uses:

- North: Hibbard Street, Mixed-use (downtown mixed-use buildings) and Residential (single detached dwellings and street townhouses);
- East: Residential (street townhouses and a block townhouse development);
- South: Open Space (Ridgeway Village Square / Fort Erie Friendship Trail) and Residential (single detached dwellings);
- West: Mixed-use (downtown mixed-use buildings).

6.2 Planning Policy Framework

6.2.1 Planning Act, R.S.O. 1990, c. P.13

The *Planning Act* provides for a land use planning system led by Provincial policy, integrating provincial interests with municipal decision making, promoting sustainable economic development in a healthy natural environment and encouraging coordination among various interests.

The *Planning Act* identifies matters of Provincial interest that Council must consider in carrying out their legislative responsibilities, such as, but not limited to, the efficient use of sewage and water services, orderly development of safe and healthy communities, adequate provision of a

full range of housing, including affordable housing, and the appropriate location of growth and development. Decisions of Council must also be consistent with provincial policy statements and conform with provincial plans and municipal official plans that are in effect.

6.2.2 Provincial Planning Statement, 2024

Land use planning decisions are required to be consistent with the Provincial Planning Statement, 2024 (PPS).

The subject lands are located within a Settlement Area under the PPS. The PPS directs growth to settlement areas to provide an appropriate range and mix of housing options and densities, encourages building complete communities, promotes intensification within built up areas and supports efficient use of resources and infrastructure.

6.2.3 Niagara Official Plan, 2022

The Niagara Official Plan, 2022 (NOP) identifies the subject lands as being within the Delineated Built-Up Area within the Urban Area. The NOP states that within Urban Areas forecasted population growth will be accommodated primarily through intensification. Development in Urban Areas shall facilitate the efficient use of infrastructure, implement compact design and provide a variety of residential built forms to create complete communities. The NOP also promotes opportunities for the integration of gentle density and a mix and range of housing options that considers the character of established neighbourhoods. The NOP establishes a minimum density target in Fort Erie that requires 50% of all new residential units to be constructed within Built-up Areas annually.

Schedule C1 – Natural Environment System Overlay and Provincial Natural Heritage Systems

Schedule C1 of the NOP does not identify any natural heritage features or system on the subject lands.

Schedule K – Areas of Archaeological Potential

Schedule K of the NOP identifies the subject lands as being within an area of archaeological potential. The Applicant has provided a [Stage 1 and 2 Archaeological Assessment](#) and an associated Ministry Acknowledgement Letter. The Stage 1 and Stage 2 Archaeological Assessment was completed by Seguin Archaeological Services, dated May 16, 2024. The Stage 2 assessment included a field assessment and noted that no archaeological materials or features were identified in test pits across the site. The Stage 2 assessment therefore concluded that no further archaeological assessment was recommended for the site. It is noted that Provincial compliance legislation must be adhered to in the event of the discovery of deeply buried cultural materials or features during the construction phase.

6.2.4 Official Plan, Town of Fort Erie, 2021 Consolidation

Section 4.18 – Ridgeway-Thunder Bay Secondary Plan Land Use Designations

The subject lands are designated Institutional, in part, and Medium Density Residential, in part, within the Ridgeway-Thunder Bay Secondary Plan area. The main objectives of the Secondary Plan include encouraging new development that has respect for the unique history of the neighbourhood and is compatible with the existing built environment, supporting commercial

areas, providing a variety of housing alternatives at key locations, encouraging compact development that efficiently utilizes land and services, providing a full range of housing choices, and encouraging a full spectrum of built form and tenure, and appropriate level of affordable housing.

The Secondary Plan notes that areas that are designated Institutional shall recognize existing institutional uses with the Plan Area and shall be reserved for a variety of public and institutional uses. Planning Staff note that there is no existing institutional use on the subject lands and the land is currently vacant. The portion of the subject lands that is designated Institutional was utilized as an access driveway to the parking lot within the Ridgeway Village Square / Fort Erie Friendship Trail. However, this area was not formally acquired by the Town and remained in private ownership. The Town removed the access driveway a few years ago and reinstated the area with grass. The Official Plan Amendment proposes to change this portion of the subject lands to Medium Density Residential to be consistent the rest of the subject lands.

The remainder of the subject lands is designated Medium Density Residential. Areas that are designated Medium Density Residential are reserved for multiple-unit building such as townhouses and apartment buildings. The Secondary Plan establishes a density range of 25 – 75 units per hectare for areas designated Medium Density Residential. The density of the proposed development is 45 units per hectare.

Official Plan Policy 13.7

The Town's Official Plan contains several criteria in Section 13.7 III. for Council's consideration when a change to the land use schedule is proposed. These are:

- a. *The need for the proposed use;*
- b. *The extent to which the existing areas in the proposed categories are developed, and the nature and adequacy of such existing development;*
- c. *The physical suitability of the land for such proposed use, and in the case of lands exhibiting or abutting a Natural Heritage feature, demonstration of compliance with the Natural Heritage policies of this plan;*
- d. *The location of the area under consideration with respect to:*
 - i. *the adequacy of the existing and proposed highway system in relation to the development of such proposed areas;*
 - ii. *the convenience and accessibility of the site for vehicular and pedestrian traffic and the traffic safety in relation thereto, and*
 - iii. *the adequacy of the potable water supply, sewage disposal facilities, and other municipal services in view of the policies contained in this Plan and in accordance with technical reports or recommendations of the Ministry of the Environment and the Regional Niagara Public Health Department and any other appropriate authority deemed advisable.*
- e. *The compatibility of the proposed use with uses in adjoining areas;*
- f. *The effects of such proposed use on the surrounding area in respect of the minimizing of any possible deprecating or deteriorating effect upon adjoining properties;*
- g. *The potential effect of the proposed use on the financial position of the municipality; and*
- h. *The potential effect of the proposed use in relation to the intent and implementing regulations of the Environmental Protection Act.*

Planning staff will provide an analysis with respect to these criteria in a future Recommendation

Report.

Schedule B – Mineral Aggregate & Petroleum Resources

Schedule B of the Official Plan illustrates that the subject lands are within a Petroleum Resource Area. Planning staff reviewed GIS mapping of petroleum wells that is provided by the Province of Ontario. There are no known wells within 75 metres of the subject lands.

Schedule C – Natural Heritage Features and Schedule C1 – Natural Hazards and Fish Habitat

There are no natural heritage features on the subject lands as identified on Schedule C. The subject lands are adjacent to an Environmental Corridor associated with the Fort Erie Friendship Trail. Schedule C1 similarly does not identify any natural hazard areas or fish habitat on the subject lands.

Town Environmental Planning Staff were circulated for comments on this application. They had no objections but requested that a Tree Preservation Plan and a Landscape Plan be provided in accordance with the Town's Tree By-law 33-2024 to address compensation for future tree removal on site. These items will be required as conditions of approval for a future plan of subdivision if this application is approved.

The Niagara Peninsula Conservation Authority also provided comments. They have no objections and note that the subject lands are not impacted by NPCA-regulated features. It is noted that there is a small watercourse on the southern edge of the subject lands. It is recommended that erosion and sediment control measures and review of lot grading occurs during the development process to protect this feature. Development Engineering will be requiring an erosion and sediment control plan and a lot and grading plan as conditions of approval for a future plan of subdivision if this application is approved.

Schedule D - Cultural Heritage Archaeological Zones of Potential

Schedule D of the Town's Official Plan does not identify the subject lands as being within an area of archaeological potential. As mentioned earlier, the NOP does identify the subject lands as having archaeological potential. A [Stage 1 and 2 Archaeological Assessment](#) was submitted that concluded there are no archaeological resources on site.

6.2.5 Site Design

The site plan proposed one block of eight (8) street townhouses that front onto Hibbard Street. The rear amenity areas of the townhouses would back onto the Fort Erie Friendship Trail. An attached garage is proposed for each unit. A Conceptual Site Plan is attached as **Appendix 2** to this report. A rendering of the development is included as **Appendix 3** for reference.

The Applicant's submission states that the proposed density is 45 units per hectare.

Development Engineering is requesting a 1.52 metre road widening along the entire frontage of Hibbard Street. This increases the density of the development slightly to 48 units per hectare (rounding up). The density range for Medium Density Residential development is between 25 to 75 units per hectare.

6.2.6 Comprehensive Zoning By-law No. 129-1990, as amended

The subject lands are currently zoned Institutional (I) Zone, in part, and Residential Multiple 1 (RM1-508) Zone, in part, in the Town's Comprehensive Zoning By-law, as amended. The proposed Zoning By-law Amendment seeks to rezone the entirety of the subject lands to a site-specific Residential Multiple 1 (RM1) Zone. The site-specific provision proposes to include the maximum density.

Detailed application review has noted that an additional special site-specific provision is required to permit a reduced planting strip width along the east side of the subject lands. The following table compares the required RM1 Zone provisions to the proposed site-specific RM1 Zone provisions.

Table 1: Proposed Site-specific RM1 Zone for Townhouse Dwelling Units Comparison to Section 14.3 Zone Regulations			
Regulation	Regulation	Proposed	Comments
Minimum Lot Frontage	6.00 metres for street townhouse lots	7.25 metres (interior units) to 8.75 metres (end units) for street townhouse lots	Complies.
Minimum Lot Area	200.00 square metres for a street townhouse lot	211.31 square metres (interior units) to 255.07 square metres (end units)	Complies.
Minimum Front Yard	6.00 metres to garage 4.00 metres to other parts of the dwelling	6.00 metres to garage 6.00 metres to other parts of the dwelling	Complies.
Minimum Interior Side Yard	1.50 metres	1.50 metres	Complies.
Minimum Rear Yard	6.00 metres	> 6.00 metres	Complies.
Maximum Height	3 storeys and 12.00 metres	2 storeys and 12.00 metres	Complies.
Minimum Landscaped Area	25% for street townhouses	> 50%	Complies.
Maximum Number of Units in a Row	8	8	Complies.
Maximum Density *Requested by the Applicant	35 units per hectare	45 units per hectare	Planning Staff will provide comments and a recommendation on this site-specific request in a future Recommendation Report. It is noted that the maximum density may increase to 48 units per

			hectare, rounding up, when a road widening of 1.52 metres is considered.
Maximum Lot Coverage	60% for interior street townhouses	40% for interior street townhouses	Complies.
Privacy Area	Notwithstanding the yard requirements above, every dwelling unit shall have at least one area which serves as a privacy area adjacent to the dwelling unit, having a minimum depth of 4.50 metres.	> 6.00 metres in rear of dwelling units.	Complies.
Planting Strips *Identified by Staff	A planting strip of 3.00 metres is required where and interior side yard abuts a Residential Zone.	1.50 metres on east side.	Planning Staff will provide comments and a recommendation on this zoning deficiency in a future Recommendation Report. Alternatively, the Applicant may adjust their plans to address this deficiency.
Parking	One parking space per dwelling unit.	One parking space per unit in the driveway; one parking space in an attached garage	Complies.

6.2 Studies

On March 14, 2024, a Pre-Consultation Meeting was held between the developer, various Town staff, and external agencies to review the proposed development.

The following studies were submitted as part of the Application and are discussed throughout the report:

- [Archaeological Assessment, Stage 1 and 2](#)
- [Environmental Site Assessment, Phase I](#)
- [Functional Servicing and Stormwater Management Report](#)
- [Noise Study](#)
- [Planning Justification Report](#)

- [Servicing and Grading Plan](#)

7. Financial, Staffing and Accessibility (AODA) Implications

All costs associated with processing the application and the development of the subject lands is the responsibility of the Owner.

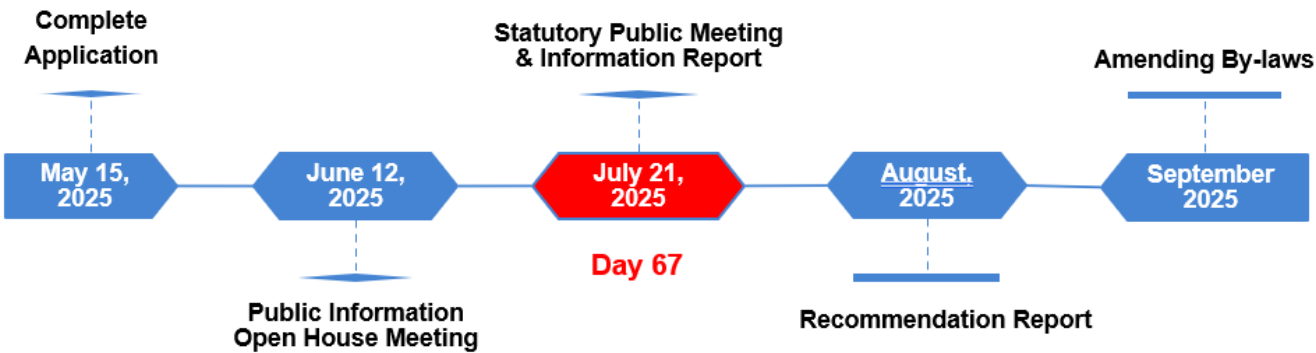
Development charges will be collected through the building permit application process. Cash-in-lieu of parkland dedication will be required as a condition of the future application for site plan approval.

No staffing implications are expected. No impediments to the AODA legislation are expected to be developed through the amendment proposed.

8. Policies Affecting Proposal

The applications were originally submitted on April 1, 2025. The application was initially deemed incomplete due to an outstanding fee for a Peer Review of the Functional Servicing Report and for some minor revisions to the Planning Justification Report. The application was deemed complete on May 15, 2025 following receipt of the fee and revised report.

In accordance with the *Planning Act*, the proposed application for combined Official Plan and Zoning By-law Amendments is subject to a 120-day processing and review timeline. A Council decision is therefore required by September 12, 2025, otherwise, the Owner may appeal the applications to the Ontario Land Tribunal. The applications are currently on day 67, as illustrated below.



Statutory requirements of the *Planning Act* were satisfied by circulating a Notice of Public Meeting by regular mail on June 26, 2025, to all registered landowners within 120 metres of the subject lands, by placing a sign on the subject lands and by circulating internal and external review partners and agencies electronically.

Land use policies affecting the subject lands are contained in the PPS, NOP, and Town Official Plan.

9. Comments from Departments, Community and Corporate Partners

A request for comments was circulated to Town Departments and agency stakeholders. The comprehensive set of comments received to date from agencies and Town Departments is attached as **Appendix 4**. The following provides a summary of comments:

9.1 Agency Comments

Canada Post and Cogeco

No comments.

Enbridge Gas Inc.

No objections.

Niagara Peninsula Conservation Authority (NPCA)

There are no NPCA regulated features on the subject lands. The NPCA recommends requiring erosion and sediment control and a grading to protect a small watercourse that exists on the south side of the subject lands.

9.2 Town Staff Comments

Development Engineering

It is noted that a 1.52 metre road widening will be required. Development Engineering will also require that Hibbard Street will be upgraded to urban cross section, complete with curb and gutter, from the westerly boundary of the subject lands to the easterly limit of 3627 Hibbard Street. Installation of a sidewalk along the frontage of the subject lands is not being requested due to the narrow width of the existing road allowance. The costs associated with upgrading the road will be the responsibility of the developer and required as a condition of draft plan approval for the future Plan of Subdivision.

During the forthcoming Plan of Subdivision application stage, Development Engineering staff will require an Erosion and Sediment Control Plan, a Site Servicing Plan and a Lot Drainage and Grading Plan.

Functional Servicing Report

A Functional Servicing and Stormwater Management Report prepared by Upper Canada Consultants and dated July 2024 was submitted in support of this application. The report concludes the following:

1. There is a 150-millimetre diameter Town-owned water main along Hibbard Street. This water

main will be sufficient to provide water service to the proposed development and sufficient flow for use for fire protection in the event of a fire. A new fire hydrant will also be installed for the proposed development.

2. There is a 200-millimetre diameter Town-owned sanitary sewer along Hibbard Street. The sanitary sewer flows to the east. The flow capacity of the sewer is 37.50 litres per second. The anticipated flow resulting from the proposed street townhouses is 0.17 litres per second, representing approximately 3.5% of the total capacity of the sanitary sewer. The FSR concludes that sanitary sewer capacity is sufficient for the proposed development.
3. There is a storm sewer available along Hibbard Street that the development will utilize. The storm sewer is 300-millimetres in diameter and then widens to 375 millimetres. The stormwater flow expected to result from the proposed development is 21 litres per second. The existing 375-millimetre diameter storm sewer has a capacity of 227.08 litres per second, with an anticipated utilization of 65.5%. The report concludes that the storm sewer capacity is sufficient for the proposed development.

Development Engineering has facilitated a Peer Review of the Functional Servicing Report by GEI Consultants dated June 3, 2025. The Peer Review concluded that there is sufficient capacity in the downstream sanitary sewer network to accommodate the proposed development.

Environmental Planning

A Tree Protection Plan and Landscape Plan detailing compensation requirements per Tree By-law 33-2024 will be required.

Planning Staff Response

A Tree Protection Plan and Landscape Plan will be required at a future Plan of Subdivision application stage.

Fire Services

No objections.

Landscape Architect

A Landscape Plan prepared by an OALA licensed Landscape Architect or equivalent will be required. The plan should show pedestrian connection to Hibbard Street and Landscape and Hardscape treatments along Hibbard Street.

9.3 Public Comments

A Public Information Open House Meeting was held in the Atrium of Town Hall on June 12, 2025. All property owners within 120 metres of the subject lands were notified of the meeting via a notice mailed by Staff on May 29, 2025. Town Planning Staff, the Owner and the Agent were in attendance, and approximately 10 members of the public attended the Open House. In addition, one written comment was submitted to Town Staff. A summary of the public comments is provided below. The written comment is attached for review as **Appendix 5**.

- Concerns over two-way traffic movement, narrow road width and on-street parking.

Planning Staff Response: A Traffic Impact Study was not required in this instance as the proposed 8 dwelling units will not create a significant impact on vehicular trip generation. Development Engineering Staff confirmed that the Town will require a 1.52 metre road widening along the frontage of the subject lands on the south side of Hibbard Street. This section of road will also be required to urban cross section with curb and gutter. There are currently no plans to change the road to a one-way street. It is noted that the road is narrow but this is an existing situation.

- Concerns over on-street parking and large commercial vehicle parking on Hibbard Street.

Planning Staff Response: Several residents mentioned that large commercial vehicles park on Hibbard Street for loading/unloading to service the commercial uses along Ridge Road North. Planning Staff will look into this matter further and will provide further comments in the future Recommendation Report to Council.

It is noted that each townhouse dwelling can accommodate one parking space in the driveway and an additional parking space in the garage. This meets the parking requirement of one parking space per dwelling unit for street townhouses required by the Town's Zoning By-law. Planning Staff do not anticipate any significant parking issues to result from the proposed development due to the relatively small number of units. If any parking issues arise they can be reviewed by the Town's By-law Enforcement Staff.

- Concerns about pedestrian safety and sidewalks.

Planning Staff Response: Preliminary comments from Development Engineering note that a sidewalk will not be required to be built across the frontage of the subject lands due to the limited space within the Hibbard Street road allowance, even with the required road widening. It is noted that the Ridgeway-Thunder Bay Secondary Plan requires sidewalks to be constructed on one side only of local roads. The existing sidewalk on Hibbard Street is located on the north side of the road allowance and currently does not extend the full length of the road.

10. Alternatives

None.

11. Communicating Results

There are no communication requirements at this time.

12. Conclusion

This report is submitted to Council for information purposes. A Recommendation Report will be presented to Council at a future meeting date.

13. Report Approval

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Reviewed by:
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Submitted by:
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Approved by:
Chris McQueen, MBA
Chief Administrative Officer

14. Attachments

Appendix 1 – Location Map
Appendix 2 – Conceptual Site Plan
Appendix 3 – Rendering
Appendix 4 – Agency and Town Staff Comments
Appendix 5 – Public Comment