

**Subject: 176 Elm Street Driveway Entrance and On-Street Parking Provisions**

**To: Council**

**From: Development and Legislative Services Department**

Report Number: 2022-266

Meeting Date: December 13, 2022

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### **Recommendation:**

That Development and Legislative Services Department – Planning Division Report 2022-266 be received;

That Council approve an exemption to Section 3.5.2 of Entrance By-law 1117/64/81 to allow for the construction of an entranceway on Charlotte Street for access to 176 Elm Street, from 7.3m to 10.4m in width;

That Council approve the removal of three on-street parking spots on Charlotte Street west of Elm Street to accommodate a new entranceway.

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### **Purpose:**

The purpose of this report is to seek relief from the provisions of Entrance By-law 1117/64/81 relating to the maximum width of an entranceway and authority to remove three on-street parking spots to allow access to the proposed on-site parking at 176 Elm Street.

### **Background:**

Planning staff received the site plan application for 176 Elm Street which proposes to construct 22 residential units. The subject property is located on



*Figure 1: Location Map*

the corner of Elm Street and Charlotte Street in the downtown area and was originally a church that had minimal on-site parking. Recently, the property was permitted to be converted into an apartment for senior living after a Zoning By-law Amendment passed in 2021, changing the zoning from Institutional to R4-56, a special provision of the Fourth Density Residential zone. Currently, the project is in the Site Plan Control stage and is in the process of constructing additional parking for the proposed units. In conjunction with the Public Works Department, this report is being brought forward to request relief from By-law 1117/64/81.

A Zoning By-law Amendment (ZBA) for the subject lands was granted in January 2021 and the Notice of Passing is attached as Appendix A. A reduction in the driveway width was not requested at the time of the ZBA as the City's Zoning Bylaw does not specify a maximum driveway width. The driveway width is regulated through By-law 1117/64/81. As a result of the proposed parking configuration, the applicant has had to request relief from By-law 1117/64/81.

This relief is being requested to accommodate the parking requirement for the apartment building on site. 22 spaces are required and due to site constraints, two parking locations have been identified. One parking location is located along Elm Street, while the other is located on Charlotte Street. Please refer to Appendix B for the proposed Site Plan, illustrating the location of the parking areas.

Due to the configuration of the parking area fronting Charlotte Street an entranceway width of 10.4m is required.

Currently, there is on-street parking on Charlotte Street between Elm Street and the railway tracks on the south side of the roadway. Due to the proposed entranceway location, the removal of three on-street parking spots is required, also shown in the attached site plan.

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## **Discussion:**

By-law 1117/64/81 establishes policies and procedures for constructing entrances to municipal roads in the City of Port Colborne. The policy's purpose is to establish guidelines for constructing an entrance to a Municipal Road and sets out procedures for city staff to follow when assisting property owners in this matter.

The policy intends to permit access to properties adjoining Municipal Roads while still maintaining a safe and efficient traffic flow on the Municipal Road. It also ensures that construction is carried out by City standards.

Typically, a maximum of one entrance per residential lot will be granted. In this circumstance there is minimal space for parking due to the footprint of the existing building when compared to the lot size. To meet on-site parking requirements, four

adjoining parking spaces in the parking area fronting Charlotte Street have been proposed (see Appendix B).

Each parking space is 2.6m in width and, to allow access to each of these parking stalls, an entranceway width of 10.4m is required which is wider than the maximum permitted width of 7.3m for a typical residential application.

Permitting the additional width will allow the applicant to meet the on-site parking requirements of the City's Planning Department. After review, Public Works staff agrees with the proposed parking solution in this circumstance and that public safety or the flow of traffic along Charlotte Street will not be negatively impacted due to the additional width of the parking entrance. However, to access the parking area, three existing on-street parking stalls will need to be removed and street parking signage will need to be altered to accommodate the changes, also shown in the attached plan. An update to By-law 89-2000 for Regulating Traffic and Parking in the City of Port Colborne to reflect the reduction of this on street parking will be brought to a future meeting of Council.

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### **Internal Consultations:**

The Public Works Department was consulted throughout this process as By-law 1117/64/81 is a Public Works By-law that facilitates driveway entrances throughout the City. As stated in the discussion section, Public Works staff do not have any concerns with the increase in entranceway width and have recognized that the removal of three on-street parking spaces is required to facilitate the parking spaces on-site that are required under the Zoning By-law.

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### **Financial Implications:**

There are no financial implications.

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### **Public Engagement:**

Public engagement is not required for this process.

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### **Strategic Plan Alignment:**

The initiative contained within this report supports the following pillar(s) of the strategic plan:

- Service and Simplicity - Quality and Innovative Delivery of Customer Services
- People: Supporting and Investing in Human Capital

## **Conclusion:**

Upon review of the proposed Site Plan application for 176 Elm Street, it is recommended that Council grants the requested relief from By-law 1117/64/81 for constructing entrances and changes related to on-street parking.

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## **Appendices:**

- a. D14-02-20 Notice of Passing
- b. D11-02-21 Site Plan

Respectfully submitted,

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## **Report Approval:**

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.