

August 17, 2026

Samantha Deck
Planning Coordinator
Department of Development Services
The Corporation of the County of Prince Edward
332 Picton Main Street,
Picton, ON
K0K 2T0

RE: Zoning By-Law Amendment and Site Plan Control Application for the lands municipally known as 35 Barker Street, Picton.

Dear Ms. Deck,

On behalf of Homes First Queen Elizabeth Residences ("the applicant"), WW+P Architects and Planners are pleased to submit the enclosed materials in support of applications for a Zoning By-Law Amendment and Site Plan Control to facilitate the proposed redevelopment on the former Queen Elizabeth School property located at 35 Barker Street ("the site") in the Town of Picton.

The site has a total area of approximately 1.82 hectares and currently contains a vacant two-storey brick school structure, known as the former Queen Elizabeth School. The proposal consists of a mixed-use, mixed-income housing community containing four apartment buildings, with a total of 209 purpose-built rental dwelling units, of which 75 units are seniors-focused. Of the overall units, 30% are affordable rental housing, representing a significant contribution toward the County's housing objectives. The proposal also includes a 1,816 square metre Community Hub to be leased by Prince Edward County, together with a 1,211 square metre public park and a 474 square metre community garden.

To facilitate the proposal, an amendment to Comprehensive Zoning By-law No. 140-2025 is required to rezone the site from the Institutional (I) Zone to a site-specific Residential Urban Type Three (R3-XX) Zone. The zoning by-law amendment will facilitate the new mixed-use residential community and establish site-specific development permissions. A concurrent Site Plan Control application will address technical matters related to site design, landscaping, servicing, access, and lighting, among others.

On behalf of Homes First, we are pleased to bring forward a proposal that represents a significant opportunity to address local housing needs while delivering broader community benefits. By integrating affordable and seniors' rental housing with new public greenspaces and a Community Hub, the proposal supports Prince Edward County's housing, social, and community-building objectives. It transforms an underutilized site into a complete and well-integrated neighbourhood asset that will provide lasting benefits to the Picton community.

Pre-Submission Public Engagement

The project has evolved through three applicant led pre-submission public and stakeholder engagement events. The engagement events and their outcomes include:

1. **August 25, 2025 – Stakeholder Design Charrette:** Collaborative workshop to explore design and programming opportunities.

Outcomes: Feedback established core priorities such as balancing density, enhancing walkability, and maximizing the tree canopy. This direct feedback led to major site plan revisions, including converting Building D into a 4-storey seniors' building, where it was previously a residential building, reconfiguring parking to add green buffers, relocating the community garden, and ensuring a strong, accessible pedestrian connection network linking the seniors' residence directly to the future Community Hub and parkette.

2. **November 6, 2025 – Public Information Centre (PIC) #1:** Presentation of the updated site plan and a summary of the key project changes, followed by focused discussions on transportation and landscape design. Participants were encouraged to provide feedback and comments via a question and answer period following the presentation and discussion.

Outcomes: Attendees provided critical input on building massing (particularly the transition of the 4-storey Building A), emphasized multimodal transportation needs (including EV and bicycle parking), and highlighted the necessity of coordinating with the County's Barker Street reconstruction and addressing existing site infrastructure constraints.

3. **July 16, 2026 – Public Information Centre (PIC) #2:** Members of the public were provided with an opportunity to review the refined site plan and updated project renderings at a drop-in public information event.

Outcomes: Attendees expressed strong support for the architectural design, brick materials, increased greenspace, and the expanded seniors' building. To further refine the proposal and its execution, residents provided constructive feedback emphasizing the need to mitigate construction impacts on adjacent homes, effectively manage site servicing and stormwater, and prioritize mature tree planting and dark-sky lighting. Attendees also highlighted the importance of securing the site prior to construction and maintaining regular project communication.

SUBMISSION MATERIALS

The following is a list of the materials submitted in support of the Zoning By-Law Amendment and Site Plan Control applications, in accordance with the County's Complete Application Requirements detailed in a letter from Samantha Deck dated October 29, 2025:

1. This Cover Letter;
2. Completed Rezoning Application Form*;
3. Completed Site Plan Control Application Form;
4. Completed Site Plan Review Checklist;
5. Completed Consultation Strategy Form;
6. Plan of Survey, prepared by Watson Surveyors, dated May 8, 2024;
7. Topographic Survey, prepared by Watson Surveyors, dated November 4, 2025;
8. Planning Justification Report, including the Engagement Summary Reports as an appendix, prepared by WW+P Architects and Planners, dated August 2026;
9. Draft Zoning By-law and Schedule, prepared by WW+P Architects and Planners dated August 2026;
10. Phase One Environmental Site Assessment, prepared by Cambium Inc., dated May 28, 2024,
11. Phase Two Environmental Site Assessment, prepared by Cambium Inc., dated July 22, 2024;
12. Letter of Reliance for Phase One Environmental Site Assessment, prepared by Cambium Inc., dated June 9, 2026,
13. Letter of Reliance for Phase Two Environmental Site Assessment, prepared by Cambium Inc., dated June 9, 2026,
14. Functional Servicing Report and Stormwater Management Report, prepared by SITEPLANTECH, dated July 23, 2026;

15. Architectural Drawing Set, including Preliminary Concept Site Plan (detailing fire routes, parking, garbage, snow storage, and Zoning Compliance chart), Floor Plans, and Architectural Elevations, prepared by HSPM Holdings Inc., dated July 23, 2026;
16. Civil Drawing Set including Servicing Plan with Utilities, Grading Plan, and Drainage Plan, prepared by SITEPLANTECH, dated July 7, 2026;
17. Mechanical Utility Plan, prepared by Habilis Engineering, dated November 5, 2023;
18. Traffic Impact Study, prepared by R.J. Burnside & Associates and dated July 2026;
19. Electrical Drawing Set including, Lighting Plan and Photometric Plan, prepared by Habilis Engineering Inc., dated November 5, 2023 and November 19, 2024;
20. Landscape Drawing Set including Concept Plan, Parkland Facility Fit, Planting Plan and Details, prepared by Victoria Taylor Landscape Architecture (VTLA), dated July 23, 2026;
21. Arborist Report and Tree Inventory and Preservation Plan, prepared by Cambium Inc. and dated June 24, 2026;
22. Geotechnical Investigation Report, prepared by Cambium Inc. and dated June 8, 2026;
23. Zoning Compliance Chart, prepared by WW+P Architects and Planners and dated August 5, 2026; and,
24. Complete Application Requirements, prepared by the County of Prince Edward Development Services (Samantha Deck), dated October 29, 2025.

**Homes First Queen Elizabeth Residences is identified as the Owner on the planning application forms as the prospective owner and developer of the project. Legal title to the subject lands is currently held by the County of Prince Edward and is expected to be transferred to Homes First in 2027.*

A digital submission is being provided via email. The original signed application forms, a cheque for the application fees, and three hard copies of all application materials will be delivered to the County office.

We trust the above materials provide the information required to adequately evaluate the application. We look forward to working with the County, as well as external agencies and stakeholders to deliver this exciting project.

Sincerely,



Michael Matthys, RPP, MCIP
Principal
WW+P Architects + Planners

cc. Alan Hirschfield, Homes First Queen Elizabeth Residences
Reva White, WW+P Architects + Planners