



# City of Prince Albert

**RPT 2026-121**

**TITLE:** Discretionary Use Development Permit - Princess Margaret Public School (Modular Classroom)

**DATE:** April 9, 2026

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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## **RECOMMENDATION:**

1. That the Discretionary Use Development Permit Application for a 158 m<sup>2</sup> modular classroom expansion to Princess Margaret Public School, located at 351 13<sup>th</sup> Avenue East, legally described as Blk/Par I, Plan BB2990, Ext. 21, and Blk/Par H, Plan A, be approved, subject to the following conditions:
  - a) Administration's review and approval of the required Development Permit drawings; and,
  - b) The consolidation of Blk/Par I, Plan BB2990, Ext. 21, and Blk/Par H, Plan A.

## **EXECUTIVE SUMMARY:**

The Community Development Department has received a Development Permit Application from Princess Margaret Public School for a 158 m<sup>2</sup> classroom addition on the northern side of the existing building. This expansion will extend the current entrance northward and provide additional space to accommodate the school's growing enrollment.

To ensure timely approval for the spring season, Administration recommends that the Development Permit be approved conditionally, pending completion of the review and approval of the required Development Permit drawings by Administration.

## **BACKGROUND:**

Princess Margaret Public School, located at 351 13<sup>th</sup> Avenue East, operated by the Saskatchewan Rivers Public School Division, was originally developed in the 1960s and has undergone multiple additions and renovations to accommodate the growing student population.

In March 2026, the Community Development Department received a Development Permit Application from Princess Margaret Public School for a 158 m<sup>2</sup> classroom addition on the northern face of the existing building.

The subject property is located in the I1 – Institutional General Zoning District and the purpose of this zoning district is to:

*“provide large parcels of land throughout the city to accommodate a diverse mixture of regional scale Institutional uses.”*

As per Section 14 of the Zoning Bylaw, Elementary School is defined as:

*“the use of land, a building, or a portion thereof, that is publicly funded or subsidized, for the assembly, education, training or instruction of children from pre-kindergarten to grade 9”*

The use ‘Elementary School’ is considered Discretionary – Council Use in the I1 – Institutional General Zoning District and therefore requires City Council approval.

### **PROPOSED APPROACH AND RATIONALE:**

The proposed development consists of a 158 m<sup>2</sup> classroom modular classroom addition that will extend the existing entrance northward and provide additional space to accommodate the school’s growing enrollment. The exterior of the modular classroom will be finished with metal siding to match the existing building. The proposed addition is illustrated in the attached ‘preliminary drawings.’

If approved, the applicant will proceed with submitting a grading plan and a detailed site plan for Administration’s review and approval. Based on the preliminary review, the proposed development is generally consistent with applicable City regulations.

In consideration of this, and in support of educational infrastructure, Administration recommends that the Development Permit Application be approved, subject to the conditions outlined in this report.

### **CONSULTATIONS:**

Administration has advised the Public Works, Parks, Recreation and Culture and Financial Services Departments, along with the Fire Department, of this permit application. No concerns have been raised at this time that would keep the permit from being issued.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

The applicant will be notified in writing of City Council’s decision.

Administration will remain in contact with the developer throughout the Development Permit review process to ensure that all required plans are submitted, reviewed and approved

### **BUDGET/FINANCIAL IMPLICATIONS:**

The City has collected a Development Permit Application fee of \$500. The City will also collect \$150 for the Consolidation Fee.

Once construction drawings are submitted for a Building Permit Application to the Building Division for their review, a permit fee based on \$7.50 per \$1,000 of construction value

**OTHER CONSIDERATIONS/IMPLICATIONS:**

The proposed development is expected to conform to the regulations of the Zoning Bylaw, subject to final review of detailed plans.

There are no other policy, privacy, safety or environmental concerns to consider with this report.

**OPTIONS TO RECOMMENDATION:**

There are no options to the recommendation to consider with this report.

**STRATEGIC PLAN:**

*Strategic Direction:* Promoting a Progressive Community

*Strategic Goal:* Formalize and implement the City's Community Safety and Well-Being initiatives

*Strategic Initiative:* Provide support to community partners in their response to social and economic issues within the city.

This project supports the ongoing growth of the East Flat community. With City Council's support, the proposed expansion of the subject elementary school will help meet the needs of current and future residents.

**OFFICIAL COMMUNITY PLAN:**

This project aligns with the City's Official Community Plan, which provides policy direction supporting the expansion of existing educational facilities.

Section 11.7.2 states:

- "Ensure school and institutional sites are of sufficient size to accommodate required buildings, structures, recreation areas, transportation needs, as well as student, client, staff, and visitor parking, and foreseeable expansion;" and
- "Continue to support and work with all levels of government, school board divisions, institutions, colleges, and universities to provide high-quality education and training to the citizens of Prince Albert."

**PUBLIC NOTICE:**

Public Notice is required for consideration of this matter, pursuant to Section 9 of Public Notice Bylaw No. 24 of 2015. The following notice was given:

- Public Notice was issued on April 10<sup>th</sup>, 2026, to all property owners within 75 metres of the subject property.

**ATTACHMENTS:**

1. Location Plan – Princess Margaret School
2. Preliminary Drawings
3. 75m Public Notice Letter - Issued April 10<sup>th</sup>, 2026

**Written by:** Darien Frantik, Planner

**Approved by:** Director of Public Works, Director of Community Development & City Manager