

STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG



Report to:	Mayor and Council Members	Priority:	<input checked="" type="checkbox"/> High <input type="checkbox"/> Low
Submitted by:	Kaveen Fernando Planner I – Development Planning Department kfernando@cobourg.ca	Meeting Type:	Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>
Meeting Date:	July 19, 2021		
Report No.:	SPA-11-21		
Submit comments to Council			

**Subject/Title: Draft Plan of Subdivision and Site Plan Approval Application –
357-361 Elgin Street West – Multi-Residential Development**

RECOMMENDATION:

THAT the staff report and application be received by Council and referred to the Planning Department for a report; and,

FURTHER THAT the notice requirements of the Planning Act, R.S.O. 1990, c.P.13, as amended, be implemented, including the scheduling of a Public Meeting.

1. STRATEGIC PLAN

N/A

2. PUBLIC ENGAGEMENT

Section 51 (20) of the Planning Act, R.S.O. 1990, c.P.13, as amended prescribes statutory notice requirements for a complete Draft plan of Subdivision application, and for the scheduling of a public meeting.

Notice of a complete plan of subdivision application and notice of a public meeting can be provided together. The Municipality is required to give notice by either:

- a) Publication in a newspaper that is of sufficient circulation in the area which the application applies; or
- b) Personal or ordinary service mail to every land owner within 120 metres of the subject land, and by posting a notice, clearly from a public highway or

other place the public has access on the subject land, or a location chosen by the municipality.

The Municipality's notification procedures for complete applications and public meetings include both a) and b) above, including the posting of a sign on the frontage of the property, which meet and exceed the notice requirements prescribed by the *Planning Act*. In addition, the Town provides this Report to Council for information purposes in open session and posts relevant information regarding the development on its Planning Applications page of the municipal website (Planning & Development).

3. PURPOSE

The purpose of this Report is to advise Council and the public of the receipt of an application for Draft Plan of Subdivision and Site Plan Approval, and to recommend that Council refer the application to the Planning Department for a Report and direct that the notification requirements to be implemented in accordance with the Planning Act and municipal procedures.

4. ORIGIN AND LEGISLATION

In June 2021, a complete application was received by the Planning Department from nArchitecture Inc. on behalf of 357 Elgin Inc. and 359 Elgin Inc. for a Multi-Residential Development on the vacant parcel located at 357-361 Elgin Street West. Following Review of the application, Planning staff has concluded it constitutes a complete application in accordance with the provision of the Ontario Planning Act and the Town of Cobourg's Official Plan, and is suitable to be formally received by Council. Pursuant to the provisions of the *Planning Act*, if the Municipality fails to approve the complete application within 120 days after its receipt by Council, the owner may appeal the application to the Ontario Land Tribunal (OLT).

5. BACKGROUND

Three properties, 357, 359 & 361 Elgin Street West were acquired by 357 Elgin Inc. and 359 Elgin Inc. for the proposed multi-residential development and forms an approximate area of 2.42 hectares (ha) in total. The combined three subject parcels located south of Elgin Street West will house a proposed five story (5) apartment building with eighty-four (84) units on the north-east portion and sixteen (16) townhouse units on the west portion of the lands, while providing a shared driveway access to the residential development in the middle. The subject properties, 357 & 359 Elgin Street West have an approximate combined frontage of 41.4 metres, and 361 Elgin Street West has an approximate frontage of 39.4 metres, and a total combined frontage of 79.8 metres. Please refer to **Schedule "A" Context Map** attached.

The subject lands are designated as "Mixed-Use Corridor" and located within the "Built Boundary" on Schedule "A" Land Use Plan of Town of Cobourg's Official Plan, and zoned "Multiple Residential Four (R4)", "Multiple Residential Four - Exception 1 (R4-1)" and "Environmental Constraint- Exception 1 (EC-1)" in the Town of Cobourg's Comprehensive Zoning By-laws. As per the Town of

Cobourg's Transportation Plan, the subject lands are located along a County arterial road, existing transit routes and existing and planned pedestrian/bicycle path on Schedule "E", providing adequate modes of transportation and servicing to accommodate future development. Additionally, the subject land abuts the Cobourg Conservation Area (some know it as James Cockburn Park) and are located within the Ganaraska Region Conservation Authority (GRCA) regulatory area and floodplain of Cobourg Creek which is subject to GRCA purview to ensure compliance with applicable policies and regulations.

The Plan of Subdivision will be subject to Site Plan Approval for a technical evaluation and ensure compliance with policies and standards for the proposed residential development. Please refer to the attached **Schedule "B"** for proposed Draft Plan of Subdivision and **Schedule "C"** for the Site Plan.

The following attachments are provided for reference purpose;

Schedule "A" – Context Map

Schedule "B" – Draft Plan of Subdivision

Schedule "C" – Site Plan

The following plans and reports were submitted in support of the application:

- Draft Plan of Subdivision
- Certified Survey
- Title Letter to Town
- Architectural Drawings
- Civil Drawings
- Landscape Drawings
- Tree Protection and Hoarding Plans
- Photometric Plan
- Stamped Survey
- Arborist Report
- Traffic Impact Study
- Environmental Impact Study
- Environmental Impact Statement
- Geotechnical Report
- Wetland Assessment
- ESA Phase I
- Archeological Phase I & II
- 3D Renderings

6. ANALYSIS

This memo is for application receipt notification purposes only and there is subsequently no staff analysis at this stage. The application package is being circulated to the Development Review Team and applicable Agencies/Committees for review and commentary before being brought back to Council for consideration. Formal public notifications of the application and future public meeting will be provided in accordance with *Planning Act* regulations and municipal notification procedures.

7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

There are no anticipated negative financial implication imposed on the Municipality as a result of the application. The owner has submitted applicable fees and deposits of \$9,820.00 for the Draft Plan of Subdivision and \$12,660.00 for Site Plan Approval to a total of \$22,480.00 for the proposed development.

8. CONCLUSION

The application package and supporting information is deemed complete and is being circulated to the Development Review Team and applicable agencies/committees for review and comments before being brought back to Council for consideration.

Please contact the Planning Department if you have any questions or concerns.